



Board of Directors, Regular Meeting Minutes, Tuesday, June 11, 2019  
RICHLAND SCHOOL DISTRICT NO. 400  
BENTON COUNTY, RICHLAND, WASHINGTON

The Board of Directors of Richland School District No. 400 met for a regular meeting Tuesday, June 11, 2019, at 6:00 P.M. at the Administrative Service Center, 615 Snow Avenue, Richland, Washington. School Board President Rick Jansons presided. Board members present: Heather Cleary, Rick Donahoe, Jill Oldson, and Brett Amidan. Administrators present: Superintendent Rick Schulte, Deputy Superintendent Mike Hansen, Executive Director of Financial Services Rich Puryear, Assistant Superintendent of Instruction and Secondary Education Todd Baddley, Assistant Superintendent K-5 and Assessment Brian Moore, Assistant Superintendent of Human Resources Tony Howard, Executive Director of Support Services Richard Krasner, Public Information Officer Ty Beaver, Executive Director of Information Technology Mike Leseberg, Executive Director of Teaching, Learning and Curriculum Nicki Blake, Executive Director of Special Education Mandy Cathey, and District Counsel Galt Pettett.

The Board meeting was called to order at 6:00 P.M.

**EXECUTIVE SESSION (Personnel)**

The Board adjourned to executive session at 6:00 P.M. to discuss qualifications of an applicant for employment or review of performance of an employee (final actions must be taken in public and discussions affecting employees generally must be held in public) 42.30.110 (1) (g). The executive session was projected to last thirty minutes, with no action expected. Executive session ended at 6:30 P.M.

The Board returned to the regular meeting at 6:33 P.M.

**1.0 CALL TO ORDER**

**1.1 Pledge of Allegiance**

**1.2 Roll Call-All Here**

**1.3 Approval of Minutes (May 28, 2019)**

It was moved by Heather Cleary and seconded by Rick Donahoe that –

THE BOARD APPROVE MEETING MINUTES FROM MAY 28, 2019.

Vote: Amidan, yes; Cleary, yes; Donahoe, yes; Oldson, yes; and Jansons, yes.

Motion was approved.

**2.0 COMMUNICATIONS**

**2.1 Requests and Comments by Visitors (20 minute time limit)**

Rick Donahoe stated school districts are not required to allow comments from the public during Board meetings, but Richland School District chooses to listen to the community since information shared is valuable to the Board. There is also a “*Contact the Board*” link on the District website for input, and comment forms are available at each Board meeting.

Rama Devagupta, 417 Adair Drive, reported her daughter was graduating from Stanford University and thanked the teachers and administrators of the Richland School District for the great education they provided.

Kim Guyette, 1115 McPherson, shared her concern that Library secretary hours were going to be cut back.

### **3.0 BUSINESS**

#### **3.1 2019-2020 Budget Hearing**

Mr. Jansons called the Budget Hearing to order at 6:42 P.M. Mr. Jansons advised the Public Hearing was to gain input for the budget, not a question/answer period.

*Public Input:* None

Mr. Jansons asked for any other input. There was none. He asked twice more with no further comment. The Budget Hearing portion of the meeting was adjourned at 6:43 P.M.

Clinton Sherman, Assistant Director of Finance, reviewed the 2019-2020 Enrollment Projections by building, Enrichment Levy and Local Effort Assistance (LEA) Revenue and Expenditure Allocations, Revenue Projections, Expenditure Projections, Resolution No. 889, F-195 State Budget Summary Pages and F-195F Four Year Projections. Mr. Sherman explained budget details including:

- An increase in levy revenue in 2019 – 2020 by about \$4.3 million.
- An increase in levy revenue in 2020 – 2021 by about \$9.8 million.
- An increase in the levy rate from \$1.50 to \$2.50 per thousand.
- Establishment of a new sub-fund in the accounting system for levy revenue and expenditure.
- Future audits of the levy sub-fund to verify that levy expenditures satisfy the requirement that they are used for Enrichment and not for Basic Education.
- Allocation of levy amounts based on a comparison of Prototypical Budget and Staffing state allocations versus current District actual expenses in those areas, along with excess expenditures in categorical programs.
- A two-year levy budget plan reflecting the beginning of enhanced levy collections in calendar year 2020, which overlaps two district fiscal years.
- Any residual balance in the levy sub-fund at the end of the fiscal year will carryover in the levy sub-fund to the next fiscal year.
- Levy allocations can be changed among the categories during the year or between years.

Mr. Sherman explained, while the total levy revenue is reasonably predictable and known, the distribution of expenses within the levy plan are flexible, so long as increases in one line are offset by decreases in other lines.

The 2019-2020 Budget is based on 13,700 FTE, which is 50 students less than last year. Teaching activity costs raised \$28M from approximately \$90M to \$118M. Mr. Sherman also explained how the Transportation Vehicle Fund and depreciation schedule work when purchasing new busses.

Mr. Sherman advised, for the first time the state is requiring a four-year plan. He shared this document and stated the ending fund balance for 2019-2020 is projected to be \$9M, with the following year's ending fund balance to be \$7M.

Mr. Jansons reported the new State Employee Benefits Board (SEBB) insurance will cost the District approximately \$1.7M. This has been referred to as the largest unfunded mandate by the state as districts must pay insurance for any employee working over 630 hours, even if the employee refuses the insurance. This includes both certified and classified employees.

Dr. Schulte advised levies passed beginning in 2020 will need to receive pre approval for funds to be used as enrichment. Mr. Jansons reported HB 5315 is an effort to remove this stipulation, as this allows the state to dictate the use of local funds.

Finally, Mr. Sherman stated he welcomes meeting with anyone to further clarify any portion of the budget or the budget process.

### **3.2 2019-2020 Budget Adoption**

It was moved by Rick Donahoe and seconded by Heather Cleary that –

THE BOARD ADOPT RESOLUTION NO. 889: 2019 - 2020 BUDGET AND FOUR-YEAR PLAN AS PRESENTED.

Vote: Amidan, yes; Cleary, yes; Donahoe, yes; Oldson, yes; and Jansons, yes.  
Motion was approved.

#### *Public Comment:*

Diana Patitucci, Leona Libby Middle School Counselor, stated this is the last budget process Mr. Puryear will participate in as he is retiring in December. Mr. Jansons reported the District was in the red when Mr. Puryear came and thanked him for his many years of service to the District, even serving as Interim Superintendent for a short period.

### **3.3 High School Math Recommendation of Instructional Materials**

Nicki Blake, Executive Director of Teaching, Learning and Curriculum, introduced Erika Doyle, Assistant Director of Teaching, Learning and Curriculum, who facilitated this process. Ms. Doyle shared the high school Mathematics Adoption Committee began working in January 2018. The committee reviewed current District math data, researched best practices in high school math instruction, and updated course content and pathways. In the spring of 2018, the committee completed its review of available instructional materials and selected options to pilot in the fall of 2018. Upon completion of the pilot, the committee recommended materials for Algebra, Geometry, and Algebra 2. Ms. Doyle introduced the committee members who answered questions for further clarification.

It was moved by Brett Amidan and seconded by Jill Oldson that –

THE BOARD APPROVE ALGEBRA, GEOMETRY AND ALGEBRA 2, ENVISION, BY PEARSON, 2018 AS PRESENTED.

Vote: Amidan, yes; Cleary, yes; Donahoe, yes; Oldson, yes; and Jansons, yes.  
Motion was approved.

### **3.4 Special Education Task Force (SETF) Update**

Rick Donahoe advised Board members reviewed the Washington Integrated System of Monitoring (WISM) report and the Urban Special Education Leadership Collaborative Education Development Center audit, both of which resulted in recommendations. After staff and community input from Board meetings and several public forums, the Board of Directors asked to create a Special Education Task Force made up of staff members from all levels, parents/community members, and union representatives to review the program and make improvements. Mr. Donahoe reported Mike Hansen, Deputy Superintendent, was asked to develop a draft charge for the SETF. Mr. Donahoe will participate as the Board representative. Committee membership requires a large time commitment, with the plan to be finalized in May of 2020.

Mr. Hansen stated the application has been sent out to all staff and parents with email addresses available. The application is also available on the District website. He presented the schedule of committee meetings. The task force schedule will include opportunities for all parents and community members to receive timely updates regarding the work of the task force at public meetings throughout the year and share input. The number of parents has been increased after input from the last Board meeting.

The Board will select the parent representatives to serve on the committee following a review and analysis of all applications. Alternates will receive all agendas and minutes. Mr. Hansen reported alternates should be prepared to attend and observe all meetings, however, alternates will not be part of the consensus process. All other positions will be filled through appointment and approval by the Superintendent and the School Board. In addition, a *SETF Frequently Asked Questions* document will be updated regularly and made available on the District website. Board discussion followed including: more parents on the committee, transparent process and communication, staff representatives from all levels, and research best practices.

#### *Public Comments:*

Mariam Bradshaw, 170 Hills West Way, liked the increase in number of parents involved and stated the importance of having representatives from elementary, middle, and high school levels involved. Ms. Bradshaw questioned whether special education administration should be involved since their concern is money.

Jay Clough, 1800 Crab Apple Circle, shared his concern regarding the limit on members and suggested meeting in smaller groups and then coming back together as a larger group.

Scott McDonald, 404 Abbot Street, stated he is a member of the Washington Partnerships for Action, Voices for Empowerment (PAVE). He advised credibility needs to be restored and urged the Board to increase the number of parents on the committee. Mr. McDoanld also suggested spending time training parents regarding special education and state and federal laws.

Matthew Bishop, 2105 North Steptoe Street Trl. 141, thanked staff members who visited his son in the hospital during medical issues. Mr. Bishop suggested creating a separate parent task force. He also would allow alternate members on the committee to vote.

Tami McCain, 106704 North Harrington Road, reported parents are grateful they are being heard. She requested many more parents on the committee and shared that a Special Education PTA has been formed.

Rama Devagupta stated the need for representation from elementary, middle and high school staff, and parents. She expressed the first task should be to educate parents on state laws and terminology. Then possibly reach out to others districts for help with communicating to parents and the community.

Ann Fraser, 570 Holly Street, reported half her students are special education students and prefers the Read 180 Program over Ready Mathematics.

Gene Nemeth, 1634 Lucia Lane, encouraged more parent involvement on the committee. Mr. Nemeth advised the committee should prioritize by what will have the greatest impact on students. He also feels smaller groups should be formed and a four-year plan is much too long for improvements.

Beth Stevens, 605 Panorama Court, advised parents should be the most involved since they have to pick up the pieces when things don't go well.

Kari Williams, 624 Southwell Street, feels parents may be intimidated by staff members on the committee. She suggested more parents and community members on the committee.

Rick Jansons stated, after the audit, many changes were proposed and changes were being made, perhaps too quickly. He also stated the plan will be completed next May with review each year thereafter. Board discussion continued including:

- communication becomes difficult with many sub groups
- need parents/staff at all levels involved
- 18 recommendations from audit-need to prioritize by impact on students
  - listen to parent input
- need uniformity across the program
- many opportunities to share input needed
- need to build trust-facilitator might help with trust issue
  - positives and negatives of a facilitator
- allow Mike Hansen and Mandy Cathey, Executive Director of Special Education facilitate
- education for parents in process
- agreeable to nine parents and three alternates

Rick Jansons reminded all this is not only a problem in our District, but a state problem as well, partially due to lack of state funding for special education programs throughout the state. He would like to evaluate the need for a facilitator.

There was consensus from Board members to include nine parents plus three alternates and add two special education teachers at each level (elementary/middle school/high school). Training for parents also needs to be a part of the committee process. Applications are due July 26, 2019.

### **3.5 Richland School District English Language Learner (ELL) Program**

Beth Harrington, Assistant Director of Teaching, Learning and Curriculum/State/Federal Programs, advised the state Transitional Bilingual Education Program (TBIP) and federal Title III address the unique needs of eligible students who come from linguistically and culturally diverse backgrounds. Both programs share the same goal: develop language proficiency that enables meaningful access to grade level curricula and instruction. Ms. Harrington reported the 753 students encompass 47 different languages over 18 school sites. Guided Language Acquisition Design (GLAD) strategies are employed to support all of our students within the general education setting. Two in-district certificated GLAD trainers support our students and teachers and an ELL certificated teacher provides support to our buildings.

Students enrolling in Richland School District complete a Home Language Survey. Any student with a primary language other than English will then complete the English Language Proficiency Assessment (ELPA 21) screener, if the student has not been previously identified in our state. Any student who is not proficient on the ELPA 21 screener is enrolled in the ELL program. Each spring students re-take the ELPA 21. Students who receive a proficient score are exited from the program, but are monitored and supported as needed for two more years. The ELL committee is currently studying the feasibility of a dual language program in Richland. In addition, the committee is researching the *Biliteracy from the Start Framework* and *Guiding Principles for Dual Language Education* from the Center of Applied Linguistics for dual language models. Board discussion followed. Ms. Harrington was asked to bring a recommendation to the Board at a future meeting. Dr. Schulte stated the model needs to be updated with the change in District population.

#### *Public Comment:*

Rama Devagupta stated, with enrollment numbers increasing in the District, it is time to consider a complete dual language school.

Rebecca Peterson, 1337 Haupt Avenue, stated GLAD training is not a mandated training and does not see any ELL support at her school.

### **4.0 CONSENT AGENDA** (approval by a single vote of the Board)

It was moved by Rick Donahoe and seconded by Heather Cleary –

THAT THE BOARD OF DIRECTORS APPROVE CONSENT AGENDA ITEMS (4.1) THROUGH (4.5) INCLUDING A REVISED PERSONNEL ACTION.

Vote: Amidan, yes; Cleary, yes; Donahoe, yes; Oldson, yes; and Jansons, yes.

Motion was approved.

#### **4.1 Personnel Actions**

##### ADMINISTRATIVE PERSONNEL:

##### LEAVE REQUEST FOR THE 2019-2020 SCHOOL YEAR:

Lobdell, Jon, 1.0 FTE, Health Science Director/Associate Principal, Richland High School

##### CERTIFICATED PERSONNEL:

##### TEACHERS ASSIGNED TO SUBJECT AREAS OUTSIDE THEIR ENDORSEMENT FOR 2018-2019:

Galliher, Nancy, Music Appreciation, River's Edge High School

Ives, Jacqueline, Visual Arts, River's Edge High School

Jacobs, Christine, World History, Leona Libby Middle School

Morgan, Darren, English Language Arts, River's Edge High School

Poston, Denise, World History, Leona Libby Middle School

Morgan, Darren, English Language Arts, River's Edge High School

Reffalt, Sherrill, Social Science and History, Three Rivers HomeLink

Rosenblum, Denise, Visual Arts, River's Edge High School

##### NEW HIRES FOR THE 2019-2020 SCHOOL YEAR:

Arnold, Arienne, .4 FTE, French Teacher, Carmichael Middle School and Richland High School

Cothern, Kimberly, 1.0 FTE, Special Education Teacher, Location to be determined

Donlon, Quinn, .68 FTE, Elementary STEM Teacher, Three Rivers HomeLink (CORRECTION)

Galstad, Whitney, 1.0 FTE, Counselor, Jefferson Elementary

Hardy, Charlene, 1.0 FTE, CTE Photography Teacher, Hanford High School

Kochis, Mitchell, 1.0 FTE, Counselor, Richland High School

Nelson, James, 1.0 FTE, Science Teacher, Richland High School

Winward, Christine, 1.0 FTE, School Psychologist, Special Programs

##### LEAVE OF ABSENCE FOR THE 2019-2020 SCHOOL YEAR:

Shively, Teresa, .2 FTE, CTE Teacher, Hanford High School (retaining .8 FTE)

##### CLASSIFIED PERSONNEL:

##### NEW HIRES:

Borst, David, Custodian, Leona Libby Middle School, effective 06/03/19

Dellinger, Casandra, Custodian, Orchard Elementary, effective 06/03/19

Maloney, Nicholas, Custodian, Orchard Elementary, effective 06/03/19

Sandoval, Maria, Custodian, Enterprise Middle School, effective 06/03/19

##### LEAVE OF ABSENCE FOR THE 2019-2020 SCHOOL YEAR:

Jackson, Dawne, Paraeducator, Three Rivers HomeLink

Norris, Suzanne, Paraeducator, White Bluffs Elementary

##### RESIGNATIONS:

Escobar, Chandra, Paraeducator, William Wiley Elementary, effective 07/22/19

Harrington, Robin, Paraeducator, Tapteal Elementary, effective 06/18/19

Holdren, Richard, Paraeducator, Hanford High School, effective 04/30/19

Pentecost, Connie, Bus Driver, Transportation, effective 06/18/19

##### RETIREMENTS THE END OF THE 2018-19 SCHOOL YEAR:

Bombino, Elizabeth, Paraeducator, Pre-School, Special Programs

Broussard, Terry, Paraeducator, Jason Lee Elementary

Jordan, Jan, Paraeducator, Enterprise Middle School

Wingfield, Linda, Nutrition Services, River's Edge High School

**4.2 Policy No. 10,020-Fire Arms and Dangerous Weapons on School Premises**

**4.3 Policy/RR No. 8900-Anti Discrimination**

**4.4 Cash Grant-Wiley PTA-Fifth Grade Trip**

**4.5 Payroll and Warrant Approval**

General Fund Warrant Nos. 10067675 through 10067710 for \$446,871.61  
Nos. 10067713 through 10067794 for \$499,558.28  
Nos. 51000586 through 51000592 for \$29,806.10  
Nos. 51000593 through 51000598 for \$458,296.73  
Nos. 71000861 through 71000872 for \$28,170.69  
Nos. 71000873 through 71000895 for \$144,578.39  
Capital Projects Fund Warrant Nos. 20001251 through 20001252 for \$22,265.00  
Nos. 20001253 through 20001256 for \$47,520.31  
No. 52000107 for \$112.37  
Nos. 52000108 through 52000110 for \$8,831.12  
ASB Fund Warrant Nos. 40006226 through 40006236 for \$19,065.59  
Nos. 40006237 through 40006245 for \$7,134.14  
No. 54000234 for \$1,383.85  
Nos. 54000235 through 54000236 for \$97,067.82  
No. 74000069 for \$8,814.41  
No. 74000079 for \$469.84  
Self-Insurance Fund Warrant Nos. 70000079 through 70000081 for \$7,893.65  
Nos. 70000082 through 70000083 for \$212,818.69  
Payroll Warrant Nos. 10067224 through 10067226 for \$3,648.52  
No. 10067351 for \$1,515.06  
Nos. 10067436 to 10067619 for \$269,966.68  
Nos. 10067620 through 10067674 for 3,808,400.71  
Voided Check for \$1,515.06  
Electronic Fund Transfer for \$8,291,520.14  
Total May Payroll approved in the amount of \$12,373,536.05

**5.0 FUTURE AGENDA ITEMS**

**5.1 Richland High School Auditorium Specifications Board Workshop-July 16, 2019-3:30 P.M.**

**5.2 Set July Board Meeting Date-July 23, 2019**

The first regular meeting in July (July 9, 2019) will be cancelled. The second regular meeting on July 23, 2019 will be held at 3:30 P.M. Mr. Jansons announced he will not be attending the June 25, 2019 meeting.

**6.0 BOARD AND SUPERINTENDENT REPORTS**

Rick Schulte attended all graduations and toured several schools with Communities in Schools (CIS) staff members.

Jill Oldson attended graduations, met with all elementary principals and attended the retirement recognition.



Brett Amidan attended graduations.

Rick Donahoe attended graduations, visited William Wiley and Badger Mountain Elementaries, taught several psychology classes at Hanford High School, and attended the retirement recognition.

Heather Cleary attended graduations.

Rick Jansons attended graduations, several orchestra and choral concerts, and the PTO meeting at Badger Mountain Elementary.

### **ADJOURNMENT**

The meeting adjourned at 9:31 P.M.

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RICHLAND SCHOOL DISTRICT NO. 400

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SECRETARY, BOARD OF DIRECTORS