



Board of Directors, Regular Meeting Minutes, Tuesday, August 27, 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, August, 27, 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, and Jill Oldson. 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 (August 13, 2019)**

It was moved by Rick Donahoe and seconded by Jill Oldson that –

THE BOARD APPROVE MEETING MINUTES FROM AUGUST 13, 2019.

Vote: 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)-None**

**3.0 BUSINESS**

**3.1 Special Education Task Force (SEFT) Parent Selection**

Mr. Jansons stated the SETF committee charge was approved at the last Board meeting. 18 parent applications were received for the 12 spots available (9 voting members and 3 alternates). Mr. Jansons and Mr. Donahoe reviewed all Board member rankings before tonight's meeting and made the final selections by grade level as follows:

Elementary: Michael Summers, Myriam Bradshaw, Kelly Roseberg-alternate: Heather Castleberry  
Middle School: Annamarie Carlson, Zac Carpenter, April Gardner-alternate: Tamra Harrison  
High School: Tonya Goche, Eugene Nemeth, Craig Smith-alternate: Mike Stevens

Mr. Jansons stated all rankings were very similar and there were no bad choices. Jill Oldson and Heather Cleary also approved of the selections. Besides the regular committee meetings, public meetings will be scheduled throughout the year for any public or community members wanting to attend.

**Public Comment-None**

Rick Donahoe will be the Board representative on the SETF and announced the first committee meeting will be held on September 19, 2019 from 8:00 A.M.-Noon. Mr. Hansen is meeting with the independent facilitator to finalize committee plans going forward. Mr. Jansons advised rebuilding trust is a top priority for the upcoming year.

Mr. Jansons added an agenda item regarding the newly constructed Badger Mountain South Apartments. He reported four students have registered at this time and the boundary elementary school is White Bluffs Elementary. Brian Moore, Assistant Superintendent of Elementary Education, advised Badger Mountain Elementary is the highest populated school and as more students register, they should be enrolled in a less crowded elementary. Both Orchard and Badger Elementaries are at capacity as well. Wiley Elementary is below capacity and would be the best choice moving forward. Board discussion followed.

**Public Comment: None**

It was moved by Jill Oldson and seconded by Rick Donahoe that -

THE BOARD APPROVE A CHANGE OF BOUNDARY FOR K-5 STUDENTS LIVING IN THE BADGER MOUNTAIN SOUTH APARTMENTS FROM WHITE BLUFFS ELEMENTARY TO WILEY ELEMENTARY FROM THIS DATE FORWARD (AUGUST 27, 2019).

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

Mr. Jansons asked that communication of this boundary change be made to the apartment management and real estate agents. This only pertains to students in the apartments, not the houses in the Badger Mountain South Development.

**3.2 Professional Learning Communities (PLC) Report and Evaluation**

Mike Hansen, Deputy Superintendent, reported the District is committed to providing 50-60 minutes per week for teachers to engage in Professional Learning Communities. In August, the District contracted with *Solution Tree* to provide a two-day Professional Learning Communities

(PLC) Workshop. It was also recommended to continue to provide professional development to new teachers each year as part of new teacher orientation and to conduct periodic reboots with all staff. Staff members completed a survey with good results concerning content and resources available. The two follow up days provided all content area teachers time to collaborate and increase understanding of curriculum and best practices for supporting struggling learners. Ms. Blake thanked the Teaching, Learning and Curriculum staff members for their tremendous effort involved in providing this training.

*Public Comment:*

Sara Flores-Anderson, Hanford High School Teacher, stated she appreciated Dr. Schulte's comments at the end of the training session, and staff members felt very encouraged.

### **3.3 Construction Projects**

#### **3.3.1 Richland High School Auditorium-Design Development Approval**

Caren Johnson, Director of Capital Projects, introduced Brandon Wilm, Design West Architects, who reviewed the current floor plan including 1242 seats, 12 ADA seats, and a motorized lift. Mr. Wilm advised the City of Richland did not approve the Board requested amount of women's restrooms, but the design team has maximized women's restrooms by converting a unisex restroom to women's. He shared the project will go to bid in March, with construction beginning as soon as school is out in June of 2020. The project will take 12 months. Ms. Johnson advised all rooms will need to be vacated during the project.

*Public Comment:*

Mariam Bradshaw, 170 Hills West Way, asked about changing tables in restrooms for young children as well as older special need students. Mr. Wilm stated they will consider that when finalizing plans.

Scott McDonald, 404 Abbot Street, requested visible markings of some kind on the edge of stairs for safety reasons.

Matthew Bishop, 2105 North Steptoe, questioned whether the acoustic panels will be removable. Mr. Wilm will look into this.

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

THE BOARD APPROVE THE RICHLAND HIGH SCHOOL AUDITORIUM DESIGN DEVELOPMENT AS PRESENTED.

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

#### **3.3.2 Badger Mountain Elementary-Schematic Design-First Reading**

Mr. Wilm advised the District is using the new Tapteal Elementary Schematic Design for the new Badger Mountain Elementary. The current parking lot layout at the school is dispersed throughout multiple lots and has 120 parking stalls. The lot near the Boys & Girls Clubs portable will be maintained and has 26 parking stalls. The new parking lot layout has parents and visitors in the

front of the school, with buses and staff parking on the south side. Buses will no longer be using the street as the bus loading/unloading area. The construction timeline for this project includes going out to bid in March/April and beginning construction immediately after school recesses for the summer break. There will also be a meeting with neighboring homeowners regarding fencing of the property on September 19, 2019 at 6:30 P.M. Board discussion followed regarding improvements to the walking path, parking, and the student drop off area.

*Public Comment:*

Colleen Mangano, 3517 Fargo, requested a special education bus drop-off/loading area.

**3.3.3 Libby Middle School**

**\*Resolution No. 890-Acceptance as Finally Complete**

**\*Resolution No. 891-Building Commissioning Report**

Ms. Johnson reported both of these resolutions are required by OSPI when submitting the D-11 form. The D-11 cannot be submitted until all state agencies have released the project, since it is a public works job. The District recently received the last letter from the state and can now proceed with final acceptance from the Board and close-out with OSPI.

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

THE BOARD APPROVE RESOLUTION No. 890-LIBBY MIDDLE SCHOOL ACCEPTANCE AS FINALLY COMPLETE.

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

It was moved by Heather Cleary and seconded by Jill Oldson that –

THE BOARD APPROVE RESOLUTION No. 891-LIBBY MIDDLE SCHOOL BUILDING COMMISSIONING REPORT.

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

**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). WITH 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:

NEW HIRES FOR THE 2019-2020 SCHOOL YEAR:

Carter, Dana, 1.0 FTE, Assistant Principal, Jason Lee Elementary (effective 8/19/19)

CERTIFICATED PERSONNEL:

NEW HIRES FOR THE 2019-2020 SCHOOL YEAR:

Blake, Spencer, .5 FTE, Music Teacher, Jefferson Elementary (non-continuing)  
Diven, Alexa, 1.0 FTE, Fourth Grade Teacher, Sacajawea Elementary  
Hyde, Sara, 1.0 FTE, Language Arts Teacher, Hanford High School  
Hall, Sarah, 1.0 FTE, Kindergarten Teacher, Orchard Elementary (effective 8/27/19)  
Wakeley, Courtney, 1.0 FTE, Fourth Grade Teacher, White Bluffs Elementary  
(non-continuing through 02/21/ 2020)

TEACHERS WITH LIMITED CERTIFICATES FOR THE 2019-2020 SCHOOL YEAR:

Blake, Spencer, Music Teacher, Jefferson Elementary  
Brightman, Lynette, Special Education Teacher, Hanford High School  
Hogarty, Maggie, Elementary Education, Carmichael Middle School  
Bradshaw Myriam, German, Hanford High School  
Laviolette, Cheyenne, Vocational Education, Hanford High School

TEACHERS ASSIGNED TO SUBJECTS OUT OF THEIR ENDORSEMENT FOR THE 2019-2020 SCHOOL YEAR:

Buchkoski, Sarah, Elementary Education, Jefferson Elementary  
Ferguson, Karyl, Elementary Education, Jason Lee Elementary  
Lansing Emily, Special Education, Jason Le Elementary  
McCarty, Jamee, Elementary Education, Lewis and Clark Elementary  
Prussing, Lori, Elementary Education, Marcus Whitman Elementary  
Rhoden, Charles, Elementary Education, Tapteal Elementary  
Swift, Katherine, Elementary Education, Marcus Whitman Elementary  
Weagant, Heather, Elementary Education, Jefferson Elementary

CLASSIFIED PERSONNEL:

NEW HIRES:

Becker, Garrison, Paraeducator, Richland High School, effective 8/26/19  
Bermudez, Priscella, Paraeducator, Chief Joseph Middle School, effective 8/26/19  
Condos, Bobbi, Contract Specialist, Human Resources, effective 07/29/19  
Irby, Mary, Paraeducator, Tapteal/Jason Lee Elementary, effective 8/26/19  
Johnson, Susan, Secretary, Teaching and Learning, effective 08/28/19  
Kamrowski, Rachel, Paraeducator, Richland High School, effective 8/26/19  
Nef, Catherine, Paraeducator, Sacajawea Elementary, effective 8/26/19  
Oram, Jakob, Paraeducator, Chief Joseph Middle School, effective 8/26/19  
Schulze, Heidi, Paraeducator, Sacajawea Elementary, effective 8/28/19

LAYOFF STATUS:

Blair, Jamie, Paraeducator, White Bluffs Elementary, effective 08/26/19  
Escamilla, Maria, Paraeducator, Richland High School, effective 08/26/19

LEAVE OF ABSENCE FOR THE 2019-20 SCHOOL YEAR:

Randall, Marcelle, Paraeducator, Enterprise Middle School

RESIGNATIONS:

Batson, Janice, Nutrition Services, Tapteal Elementary, effective 08/20/19  
Brame, Teresa, Paraeducator, Jefferson Elementary, effective 08/25/19  
Clark, Linda, Paraeducator, Tapteal Elementary, effective 08/20/19  
Denton, Heather, Paraeducator, Lewis & Clark Elementary, effective 08/16/19  
Dillard, Stephanie, Paraeducator, Hanford High School, effective 08/19/19  
Hannaman, Roberta, Paraeducator, Marcus Whitman Elementary, effective 09/18/19

Hickey, Tawnya, Paraeducator, River's Edge High School, effective 06/13/19  
Mariotti, Michelle, Paraeducator, Orchard Elementary, effective 08/12/19  
Rusk, Deborah, Paraeducator, Richland High School, effective 08/15/19  
Stout, Christina, Paraeducator, Badger Mountain Elementary, effective 08/21/19  
Van Tine, Evan, Bus Driver, Transportation, effective 08/08/19

**RETIREMENTS:**

Beasley, Diane, Grounds, Steven Support Center, effective 08/31/19  
Carter, James, Custodian, Carmichael Middle School, effective 09/04/19

**4.2 Budget Monthly Report**

**4.3 Resolution No. 892-Authorized District Personnel**

**4.4 Policy/RR No. 6214-Food and Beverages**

**4.5 Warrant Approval**

General Fund Warrant Nos. 10068802 through 10068849 for \$157,742.82  
Nos. 51000651 through 51000657 for \$62,599.48  
Nos. 71001036 through 71001053 for \$57,091.20  
Nos. 10068850 through 10068889 for \$488,026.52  
Nos. 51000658 through 51000663 for \$179,620.67  
Nos. 71001054 through 71001067 for \$28,674.35  
Capital Projects Fund Warrant Nos. 20001292 through 20001294 for \$81,434.35  
ASB Fund Warrant Nos. 40006292 for \$3,851.92  
Nos. 40006293 through 40006294 for \$5,422.45  
Self-Insurance Fund Nos. 70000096 through 70000099 for \$201,708.60  
Nos. 70000100 through 70000102 for \$252,376.26

**5.0 FUTURE AGENDA ITEMS**

- School Improvement Plans-plan a Board workshop date after Board elections
- Strategic Plan-discuss plan forward in Board leadership-then possible Board workshop
- Facility Planning Process-plans for next bond-Dr. Schulte will write a committee charge
- Security of Older Schools-ask design team for ideas to update-possible capital projects levy
- Annual Board Agenda Planning-send any topics to Nancy Mayer
- Board Self-Assessment-Role of Board-trainings for new Board member(s)
- Policy Updates-ask WSSDA for review of policies
- Begin Superintendent Search Process-open collaborative process

**6.0 BOARD AND SUPERINTENDENT REPORTS**

Rick Schulte has been visiting buildings, freshman orientation days, reported on new modifications at Chief Joseph Middle School including removal of carpet and new lighting, and the new parking area at Jefferson. He reported enrollment numbers compared to budgeted amounts are up.

Jill Oldson visited Libby Middle School and commented the Principal was receiving great responses while making home visits.

Rick Donahoe also reported the home visits from Libby staff members were well received. He also attended Jefferson and Chief Joseph Middle School and reported a very positive start to school. Rick Jansons attended marching band/orchestra practices, freshman orientations, and visited Badger Mountain Elementary.

Mr. Jansons announced an executive session would take place after the meeting projected to last fifteen minutes with no action taken. The regular portion of the meeting adjourned at 8:18 P.M.

**7.0 EXECUTIVE SESSION (Superintendent Evaluation)**

The Board reconvened at 8:30 P.M. and immediately adjourned to executive session to review the Superintendent Evaluation. The executive session lasted fifteen minutes with no action taken. Executive session ended at 8:45 P.M.

The Board returned to the regular meeting at 8:45 P.M.

**ADJOURNMENT**

The meeting adjourned at 8:45 P.M.

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RICHLAND SCHOOL DISTRICT NO. 400

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SECRETARY, BOARD OF DIRECTORS