



Board of Directors, Regular Meeting Minutes, Tuesday, September 10, 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, September 10, 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, 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 27, 2019)

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

THE BOARD APPROVE MEETING MINUTES FROM AUGUST 27, 2019, WITH THE CORRECTION OF BRETT AMIDAN NOT IN ATTENDANCE AT THE MEETING.

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

Motion was approved.

2.0 COMMUNICATIONS

2.1 Presentations/Recognitions

2.1.1 Hanford High School-Tory Christensen, Principal

Mr. Christensen introduced Hanford High School Seniors Edward DeLaPaz and Jocelyn Bahena. Both will graduate as members of the Advancement Via Individual Determination (AVID)

program. Students shared the program has helped them become organized, focused on learning, and gain leadership skills. They also receive help with college enrollment including SAT prep, applying for scholarships, and financial aid. Students said they would highly recommend this program.

2.1.2 New Administrator Introductions

Tony Howard, Assistant Superintendent of Human Resources, introduced all new administrators in the District as follows:

Josh Jelinek, Hanford High School Assistant Principal/Athletic Director

Jillian Robillard, Orchard Elementary Assistant Principal

Dana Carter, Jason Lee Elementary Assistant Principal

Amy Kohn, Tapteal Elementary Assistant Principal

Quinn Donlin, River's Edge High School Assistant Principal

Amy Salinas, Carmichael Middle School Assistant Principal

Sheldon Weddle, Enterprise Middle School Assistant Principal

2.3 Requests and Comments by Visitors (20 minute time limit)-None

3.0 BUSINESS

3.1 Enrollment Update

Superintendent Schulte reported the District's budgeted enrollment for 2019–2020 is 13,479 FTE plus 221 FTE Running Start to total 13,700 Full-Time Equivalent (FTE) students. Annual average FTE enrollment last year (2018–2019) was 13,265 plus Running Start of about 270 FTE, for a total of 13,535 FTE. The District budgeted for an increase of about 165 annual average FTE students (including Running Start). Although Running Start student counts cannot be added until October, enrollment numbers seem to be very close to what the District budgeted for. He explained, after a period of rapid growth, elementary enrollment has been mostly stable for three years. This will have implications for the District's eligibility for elementary school construction state matching funds.

Dr. Schulte also advised elementary class size averages for grades K–5 are 21.3 students per class, which is down from 25.9 five years ago. For purposes of compliance with state K–3 class size funding, elementary specialists including PE, art, music, and library are also included portions of time.

Public Comment-None

3.2 Facility Planning Committee

Dr. Schulte was asked to establish a facility committee to begin planning the next school facility improvement projects, specifically including a third high school. Superintendent Schulte stated he considers this an opportunity to be more creative and shared several programs worthy of investigating including Career and Technical Education (CTE), technology, and dual language. He shared a draft of the committee charge and asked for Board feedback.

Board members asked for strong community involvement on the committee, planning to include a third comprehensive high school, as well as possible facilities for River's Edge High School and HomeLink.

Mr. Jansons suggested moving forward with the Request for Qualifications (RFQ) for an architect, completing an enrollment growth study, and to look at 2021 or 2023 for running a bond election.

Public Comment:

Kari Williams, 624 Southwell Street, suggested doing the enrollment growth study as soon as possible for committee planning use.

Sarah Flores Anderson, 289 Rachel Road, felt boundary changes could be easier in the future with many new residents in the next few years.

Dana Stadelman, 1517 Adair Court, stated the need to follow through with constructing the new Badger Elementary next year. Mr. Jansons stated the schematic design was approved for first reading at the August 27, 2019 meeting.

Mr. Jansons shared the path forward will be to publish the RFQ immediately and begin to recruit members to serve on the facility planning committee.

3.3 School Security Planning

Dr. Schulte stated the need to improve security, specifically to control access to schools. While new schools have been designed and built with controlled vestibules in a single main entrance, older schools do not have easily controlled vestibule access points. He advised there are funds available for this study from other projects that were completed under budget. Design West has some experience with this type of assessment and facility plan, having done much the same thing for other districts. Once an assessment and estimate are completed, the Board will want to consider options for scheduling and funding desired security upgrades. After discussion, Board members asked Dr. Schulte to publish an RFQ for this study.

Public Comment-None

3.4 Strategic Planning

Dr. Schulte reported a Strategic Plan was initiated last year. The Board suggested it would prefer a simpler, shorter plan on one page listing the major goals to be achieved. Those major goals would be linked to a set of more detailed objectives, tasks, and activities with timelines and assigned responsibilities, all to be completed by staff. Dr. Schulte shared a draft, one page set of goals corresponding to elements of the District “slogan” or “motto”. He stated the Board may want this to be a transition or interim plan to be updated with a new superintendent. He would expect to complete this process by the end of the first semester.

The Board shared the document:

- should be a living plan to be re-visited regularly
- should share values rather than specifics
- include staff input/ownership
- involve face-to-face meetings for input

Dr. Schulte, or a superintendent designee, will begin scheduling meetings with staff groups and parents to share the draft document and ask for input. Once that feedback is collected, it could serve as a foundation for a Board workshop to finalize a plan.

Shana Borms, White Bluffs Elementary Principal, liked the one-page format and felt it was important to have face-to-face meetings to gather input.

3.5 Superintendent Search Process

Superintendent Schulte shared a draft Superintendent Search timeline and activity list prepared by Rick Donahoe and a draft of a Request for Qualifications (RFQ) for a Search Consultant with a deadline of October 4, 2019. Board member discussion included:

- open, collaborative process
- increased community involvement
- new Board member(s) fully involved in process
- vetting process-more diverse site visits
- encourage large pool of candidates
- February/March hiring of new superintendent

Public Comment:

Kari Williams suggested involving students in the process as a great learning process, but also to share their input. Dr. Schulte shared the student advisory group would be a good group to involve in this process.

Rama Devagupta, 417 Adair, stated she was involved in the search process when Dr. Schulte was hired and enjoyed the evening meetings where candidates were allowed to share their backgrounds and thoughts, not just answer questions. She asked that the committee include a diverse population, with many people and students involved.

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

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

THAT THE BOARD OF DIRECTORS APPROVE CONSENT AGENDA ITEMS (4.1) THROUGH (4.5). WITH NEW PERS.

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

4.1 Personnel Actions

CERTIFICATED PERSONNEL:

NEW HIRES FOR THE 2019-2020 SCHOOL YEAR:

Chavey-Reynaud, David, .2 FTE, Music Teacher, Richland High School (non-continuing)

CLASSIFIED PERSONNEL:

NEW HIRES: FOR 2019-20 SCHOOL YEAR:

Atkins, Doris, Bus Driver, Transportation

Fickle, Jonathan, Paraeducator, Badger Mountain Elementary

Gardner, April, Paraeducator, Hanford High School

McClure, Hailey, Paraeducator, Richland High School

McKinney, Nick, Paraeducator, Jason Lee Elementary

Meyer, Stacey, Paraeducator, Hanford High School

Miller, Kristina, Nutrition Services, Jefferson Elementary

Musick, Cade, Paraeducator, River's Edge High School

Pierini, Christine, Nutrition Services, White Bluffs Elementary
Plake, Mattie, Paraeducator, Badger Mountain Elementary
Smothermon, Sarah, Paraeducator, William Wiley Elementary
Van Enem, Bonnie, Paraeducator, Jefferson Elementary
Webber, Helen, Paraeducator, Hanford High School

RESIGNATIONS:

Ingroum, Shawn, Grounds, Steven's Support Center, effective 09/05/19
Scott, Larry, Paraeducator, Hanford High School, effective 09/05/19 (still coaching)

4.2 Resolution No. 893-Interlocal Agreements

4.3 Readiness to Learn

4.4 Highly Capable Annual Plan

4.5 Payroll and Warrant Approval

General Fund Warrant Nos. 10069022 through 10069045 for \$353,465.05
Nos. 51000665 through 51000666 for \$ 44,475.09
Nos. 71001068 through 71001079 for \$22,517.94
Nos. 10069054 through 10069119 for \$799,850.71
Nos. 51000667 through 51000670 for \$6,535.94
Nos. 71001080 through 71001097 for \$38,128.89
Capital Projects Fund Warrant No. 20001295 for \$9,404.30
Nos. 52000116 through 52000117 for \$32,752.24
Nos. 20001296 through 20001301 for \$702,459.40
Nos. 52000118 through 52000121 for \$1,356,874.09
ASB Fund Warrant No. 7400008 for \$3,681.65
Nos. 40006295 through 40006295 for \$43,887.51
No. 54000243 for \$290.65
No. 74000081 for \$20,568.26
Self Insurance Fund Warrant Nos. 70000103 through 70000104 for \$40,612.02
No. 70000105 for \$7,212.09
Payroll Warrant Nos. 10068702 through 10068725 for \$9,651.51
No. 10068726 for \$1,023.47
Nos. 10068890 through 10068965 for \$130,863.40
Nos. 10068966 through 10069021 for \$3,819,384.22
Electronic Fund Transfer for \$7,944,796.72
Total August Payroll approved in the amount of \$11,905,719.32

5.0 FUTURE AGENDA ITEMS

- Annual Board Agenda Document
- Strategic Planning Update

6.0 BOARD AND SUPERINTENDENT REPORTS

Rick Schulte stated he met with representatives from the Boys/Girls Clubs regarding long term planning, and this topic will be on a future meeting agenda. He also reported on a grant from the Department of Ecology for over \$200k to update buses. The District purchased five new buses this year with one more on the way, and will purchase six new buses again next year. Superintendent Schulte also reported the Early Learning Center is in operation, the main entrance to Chief Joseph Middle School was remodeled with new lighting and carpet removed, and the grass at Orchard Elementary, White Bluffs Elementary, and Fran Rish Stadium is much improved.

Jill Oldson visited schools and attended a football game. Ms. Oldson asked about daycare for those attending preschool. Brian Moore reported they have started providing some services for preschool students and are planning to add more.

Rick Donahoe completed several interviews for Boys/Girls Club with community members, visited Carmichael and Chief Joseph Middle Schools, River's Edge High School, and announced the Special Education Task Force first meeting is next week. Mr. Donahoe will serve as the Board designee on this committee.

Heather Cleary attended the PTA Council meeting and met the new officers for the upcoming year.

Rick Jansons suggested Principals recognize students during Board meetings and Board members visit building staff meetings. Please let Nancy Mayer know which meetings you plan to attend so no more than two members will attend at a time.

Mr. Jansons announced there would be no Executive Session.

ADJOURNMENT

The meeting adjourned at 8:07 P.M.

RICHLAND SCHOOL DISTRICT NO. 400

SECRETARY, BOARD OF DIRECTORS