



Board of Directors, Regular Meeting Minutes, Tuesday, November 12, 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, November 12, 2019, at 6:30 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 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 6:30 P.M.

## **1.0 CALL TO ORDER**

### **1.1 Pledge of Allegiance**

### **1.2 Roll Call-All Here**

### **1.3 Approval of Minutes (October 22, 2019; October 25, 2019)**

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

THE BOARD APPROVE MEETING MINUTES FROM OCTOBER 22, 2019.

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

Motion was approved.

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

THE BOARD APPROVE MEETING MINUTES FROM OCTOBER 25, 2019.

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

Motion was approved.

## **2.0 COMMUNICATIONS**

### **2.1 Presentations/Recognitions-Leona Libby Middle School**

Andre Hargunani, Principal, introduced Tammi Fowler, Kitchen Manager, who shared Ms. Fowler is always caring for the needs of the students, providing new food options, and is a great co-worker.

### **2.2 Requests and Comments by Visitors (20 minute time limit)-None**

### **3.0 BUSINESS**

#### **3.1 Health Science Academy**

Todd Baddley, Assistant Superintendent of Secondary Education, introduced Tim Praino, Richland High School Principal, who advised the last couple of years the District has been working on the implementation of the Health Science Academy. The District hired a planning principal in the fall of 2016 who later accepted a position at WSU Tri-Cities. Mr. Praino was then chosen to lead the future Health Science Academy. Mr. Praino stated there are currently over 600 students interested in pursuing a medical career identified by High School and Beyond Plans. Mr. Praino shared, even though the program will be housed at Richland High School, the program is a District program to include Hanford High School students as well. He shared the timeline, details, cost estimates and reported they will work to identify current eighth and ninth graders interested in Health Science Careers. The District is partnering with Columbia Basin College (CBC). District students are visiting the CBC campus to give them an opportunity to see their existing program. Ryan Beard, Director of Career and Technical Education, shared the huge need for healthcare workers.

#### *Public Comment:*

Sarah Flores Anderson, 289 Rachel Road, shared her concern for the cost of the equipment for the program. Mr. Jansons recommended consulting industry partners and advisors as part of the CTE process prior to making staffing, program or curriculum purchases.

Mr. Baddley reported an update to the program will be presented next spring.

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

Mandy Cathey, Executive Director of Special Education, stated the SETF is made up of 31 members including 12 parents, general and special education teachers, an itinerant staff member, a paraeducator, district office and building-level administrators, a school board member and a community employer representative. Ms. Cathey advised SETF meetings are scheduled about twice a month and approximately every third meeting is a community outreach meeting. The intent of the community outreach meetings is to inform the community of the progress of the task force and to collect input for further consideration. Information is shared with the community and feedback collected prior to any final recommendations being made. Sarah Peterson, SETF Facilitator, stated she is facilitating a four phase process to implement priorities, then review of the program annually. Mr. Jansons shared the goal is to bring recommendations to the Board for a system that meets the needs of students and the public trusts.

#### *Public Comment:*

Scott McDonald, 404 Abbot, shared all learning disabilities are different and cannot be treated the same. He shared the need for professional development to educate staff on all disabilities.

Nicki Sintay, 368 Temple Meadow Lane, reported being on the committee and encouraged to see the different ideas and perspectives. She expressed the need to be sure that all voices be heard in the recommendations.

#### **3.3 Superintendent Search Update**

Rick Jansons, Board President, talked with Hank Harris, HYA Search Consultant, who will be leading the search for a new superintendent to replace Dr. Schulte after his retirement. Mr. Jansons shared a tentative timeline, which will include time for community input, with the intent to hire a

superintendent in March or April of next year. After discussion, a meeting was set for November 22, 2019 while attending the Washington State School Directors Association (WSSDA) conference next week.

*Public Comment: None*

### **3.4 Policy No. 3211-Gender-Inclusive Schools-First Reading**

Galt Pettett, District Counsel, explained the Washington State Legislature recently passed SSB 5689 which addresses various forms of harassment, intimidation, bullying and discrimination in public schools. The law requires the Washington State School Directors Association (WSSDA) to develop and update a model transgender student policy and procedure. Mr. Pettett stated, although the District did not have a policy, the District has been addressing these issues with trainings for staff to:

- eliminate discrimination in public schools on the basis of gender identity and expression;
- address the unique challenges and needs faced by transgender students in public schools; and
- describe the application of the model HIB policy and procedure to transgender students.

Districts are required to have these changes adopted by January 31, 2020 and must share the policy and procedure with parents or guardians, students, volunteers, and school employees.

*Public Comment: None*

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

THE BOARD APPROVE POLICY/RR No. 3211-GENDER INCLUSIVE SCHOOLS FOR FIRST READING.

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

### **3.5 Staff Recognition**

Tony Howard, Assistant Superintendent of Human Resources, reported the staff recognition committee met in September to review the District's staff recognition program and make recommendations for change. The committee reviewed policies from several other districts. Mr. Howard shared, in the past, John Clement prints were awarded for retirement and longevity, beginning at 25 years. Those employees with many years of service could receive four to five of these over their years of service. The committee recommended setting financial limits and recognition to begin much earlier, recognizing staff after five years, and then in five year intervals. A Clement print would still be given at the time of retirement. The committee also recommended the District provide centralized staff recognition for Certificated Appreciation Week and Classified Appreciation Week. Any other appreciation weeks specific to one employee type would be deferred to a building/department, with the rationale being Certificated and Classified appreciation weeks cover all employees so no one is left out. Mr. Howard will come back to the Board with a policy consistent with statute later this school year.

### **3.6 2020-2021 School Calendar**

Mr. Howard reported the calendar process in Richland School District is generally routine as the District has “perpetual” calendar language in the teacher collective bargaining agreement which starts school the Tuesday before Labor Day each year. Mr. Howard shared 2020 is irregular due to a late Labor Day, which is scheduled for September 7, 2020. He shared an earlier start conflicts with those students involved in Benton County Fair activities. Mr. Howard asked for Board input and shared other districts are having the same conversations. After discussion, Board members suggested a graduation date of June 11, 2020, with the last day of school on June 15, 2020.

*Public Comment-None*

### **3.7 Board Meeting Evaluation Survey**

Superintendent Schulte advised the Board asked for an occasional self-assessment or survey of Board members’ views on the effectiveness of Board meetings. He shared a draft document of such a survey and asked for Board input regarding the content and style of the survey. Board members were asked to complete the survey and bring them to the Special Board meeting next week for review.

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

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

THAT THE BOARD OF DIRECTORS APPROVE CONSENT AGENDA ITEMS (4.1) THROUGH (4.3) INCLUDING A REVISED PERSONNEL ACTION.

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

### **4.1 Personnel Actions**

#### CLASSIFIED PERSONNEL:

#### NEW HIRES: FOR 2019-20 SCHOOL YEAR

Allcock, Jolene, Paraeducator, Tapteal Elementary, effective 10/30/2019  
Breslau, Benjamin, Paraeducator, Jefferson Elementary, effective 11/7/19  
Condos, Kiah, Paraeducator, Chief Joseph Middle, effective 11/5/2019  
Guan, Yutao, Paraeducator, Carmichael Middle, effective 10/30/2019  
Hernandez, Diana, Paraeducator, Marcus Whitman Elementary, effective 10/1/2019  
Lehrschall, Lani, Paraeducator, Orchard Elementary, effective 11/6/2019  
Skinner, Sarah, Paraeducator, Badger Mountain Elementary, effective 10/25/2019  
Snell, Stephen, Paraeducator, Enterprise Middle, effective 11/13/2019  
Stoker, Jessica, Paraeducator, Lewis & Clark Elementary, effective 11/5/2019  
Yorgesen, Amy, Paraeducator, Lewis & Clark Elementary, effective 10/25/2019

#### RESIGNATIONS

Dellinger, Casandra, Custodian, effective 11/29/19  
Webb, Rachele, Nutrition Services, effective 11/15/19

#### RETIREMENTS

Kelly, Vicky, Paraeducator, effective 12/20/2019  
Bishop, Julianne, Paraeducator, effective 6/9/2020

**CERTIFICATED PERSONNEL:**

**NEW HIRES: FOR 2019-20 SCHOOL YEAR**

Bare, Nadine, Teacher 1FTE, Carmichael MS, Non-continuing, effective 11/4/2019

DeLancy, Kristi, Teacher 1FTE, Jefferson Elem., Non-continuing, effective 11/5/2019

**4.2 Resolution No. 896-Certificate of 2020 Excess Property Tax**

**4.3 Payroll and Warrant Approval**

General Fund Warrant Nos. 10069774 through 10069855 for \$337,205.18  
Nos. 51000712 through 51000717 for \$7,014.78  
Nos. 71001219 through 71001236 for \$25,861.90  
Nos. 10070072 through 10070142 for \$307,956.07  
Nos. 51000719 through 51000723 for \$66,149.27  
Nos. 71001237 through 71001255 for \$39,285.53  
Nos. 10070143 through 10070215 for \$135,692.91  
Nos. 51000725 through 51000731 for \$380,776.00  
Nos. 71001256 through 71001277 for \$184,458.10

Capital Projects Fund Warrant Nos. 20001324 through 20001328 for \$488,161.14  
No. 52000128 for \$2,782.50  
Nos. 20001329 through 20001334 for \$309,002.69  
Nos. 20001335 through 20001342 for 1,064,558.87  
Nos. 52000129 through 52000131 for 2,417,105.12  
No. 72000012 for \$24,173.30

Debt Services Fund Warrants No. 30000128 for \$1,800.00

ASB Fund Warrant Nos. 40006404 through 40006411 for \$11,232.63  
Nos. 40006412 through 40006421 for \$38,565.82  
No. 54000249 for \$4,742.26  
Nos. 40006422 through 40006427 for \$4,039.67  
Nos. 54000250 through 54000251 for \$130,161.04  
No. 74000088 for 400.00

Self-Insurance Fund Warrant No. 70000116 for \$157,163.96  
No. 70000117 for \$31,464.34  
No. 70000118 for \$8,803.10

Transportation Fund Warrant No. 00000003 for \$59.00

Payroll Warrant Nos. 10069546 through 10069547 for \$1,734.09  
No. 10069600 for \$1,380.00  
Nos. 10069699 through 10069700 for \$3,702.53  
Nos. 10069856 through 10070015 for \$260,245.22  
Nos. 10070016 through 10070071 for \$3,950,409.33

Electronic Fund Transfer for \$8,821,064.43

Total October Payroll approved in the amount of \$13,038,535.60

**5.0 FUTURE AGENDA ITEMS**

- Approval and selection of a design team for facilities
- Next regular meeting will be November 26, 2019

**6.0 BOARD AND SUPERINTENDENT REPORTS**

Dr. Schulte, Heather Cleary, Jill Oldson, and Rick Donahoe attended the WSSDA Regional meeting at Libby Middle School on November 7, 2019.

Jill Oldson and Heather Cleary attended the architect interviews earlier today.

Rick Schulte reported meeting with Representative Skyler Rude, who spent the day at Carmichael Middle School shadowing teachers.

Rick Donahoe reported attending the Boys and Girls Clubs Task Force. They are reviewing opportunities and will present at a Board meeting in January and visited Sacajawea Elementary.

### **ADJOURNMENT**

The meeting adjourned at 8:09 P.M.

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RICHLAND SCHOOL DISTRICT NO. 400

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SECRETARY, BOARD OF DIRECTORS