



Board of Directors, Regular Meeting Minutes, Tuesday, December 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, December 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, 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.

1.0 CALL TO ORDER

1.1 Pledge of Allegiance

1.2 Roll Call-Rick Donahoe participated via conference call.

1.3 Approval of Minutes (November 22, 2019; November 26, 2019; December 2, 2019)

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

THE BOARD APPROVE MEETING MINUTES FROM NOVEMBER 22, 2019 AND DECEMBER 2, 2019.

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

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

THE BOARD APPROVE MEETING MINUTES FROM NOVEMBER 26, 2019.

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

2.0 COMMUNICATIONS

2.1 Presentations/Recognitions-Carmichael Middle School

Brain Stadelman-Principal, introduced Nick Munroe-Building Foreman, and shared Mr. Munroe always has a smile on his face and is willing to help students or staff with their concerns. During last year's weather event, Mr. Munroe was out early each morning to ensure the building and sidewalks were safe for students.

Mr. Jansons also recognized Rich Puryear who will be retiring at the end of the month after many years of service to the District in both the Executive Director of Finance and Interim Superintendent roles. Mr. Puryear also recently served as President of the Washington Association of School Business Officials. He thanked Mr. Puryear for his many years of keeping the District in an excellent financial position.

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

3.0 BUSINESS

3.1 Board Member-Oath of Office/Officer Elections

Dr. Schulte administered the Oath of Office to newly elected Board member, Kari Williams, and welcomed her to the Board of Directors, Position 4.

Dr. Schulte also administered the Oath of Office to Jill Oldson, and welcomed her back to the Board of Directors, Position 5.

Mr. Jansons stated, since Mr. Donahoe is participating via conference call for tonight's meeting, we will wait until the January 14, 2020 meeting to administer the Oath of Office and vote on Board Officers.

3.2 Facility Planning Committee Update

Dr. Schulte reported meeting with the NAC Design Team again this week. Seven applications have been completed for citizen members of the Facility Planning Committee, although we would like to have 10-12. The purpose of this committee is to extend the District's long term facility plan through the next 10-20 years, taking a variety of issues into account. Mr. Jansons shared the second focus is to form a nucleus for the next Bond Committee. Several helpful attributes for committee members would be interest in high school programs, connection to the community, possible financing experience, and representatives from both Richland and West Richland.

Dr. Schulte asked Board members to communicate the names of anyone interested so they could receive an application. Board members decided they would use a rubric, similar to the Special Education Task Force process, to rank committee members. Jill Oldson and Rick Jansons will narrow the applicants down after all Board members input if needed.

There was consensus from Board members that the target date for the next bond would be February 2021, with a backup plan for February, 2023.

Public Comment: None

Board discussion followed including:

- Representatives from schools, programs, administrators involved
- Hovee enrollment projection report-State match qualification-unhoused students
- Interest in redesign of programs?
- Flexibility of building-strong emphasis on Career and Technical Education programs, Science labs, STEAM programs
- Performing Arts Center-community support
- West Richland representation on the committee

Mr. Jansons shared if program changes or additions are made, there should be opportunities available at all high schools.

Public Comment:

Mariam Bradshaw, 170 Hills West Way, expressed the need for an indoor pool at the third high school. This would be helpful for District swim teams as well as community and special education use.

Dr. Schulte advised pools are expensive to operate and work best in partnership with a City or other organization.

3.4 Washington Integrated System of Monitoring (WISM)

Mandy Cathey, Executive Director of Special Education, stated the Office of Superintendent of Public Instruction (OSPI) requested that the District combine the WISM process with an Inclusionary Practices Professional Development Project Grant for the 2019-2020 and 2020-2021 school years. The focus of WISM monitoring is improving educational results and functional outcomes for all students with disabilities. The WISM review is designed to:

- promote special education program effectiveness, and
- ensure we meet our state supervision and oversight requirements for special education programs under state and federal law.

Ms. Cathey reported this year's monitoring occurs second semester and involves a self-assessment of Least Restrictive Environment (LRE). ESHB (Engrossed Substitute House Bill) 1109 provides \$25 million over 2019-20 and 2020-21 for coaching and mentoring educators in support of inclusionary practices. OSPI selected Tapteal Elementary School, Carmichael Middle School, and Richland High School for the inclusionary professional development. Board discussion followed including:

- need for professional development
- need for para support
- need for more parent support
- need for more inclusiveness-best practices-long term

Public Comment: None

3.5 Twenty-Four Credit Update

Todd Baddley, Assistant Superintendent of Secondary Education, stated the District is addressing the 24 credit graduation requirement for the class of 2021 and beyond through a variety of projects developing simultaneously including:

- increasing dual credit opportunities for students
- increasing "two-for-one" courses
- increasing summer school options
- providing additional credit retrieval options for students who failed a course(s)
- increasing the amount of credits earned through course completion
- continued afterschool tutoring open to all students
- increasing the number of high school credits offered at the middle school
- additional focus on middle school to high school transitions

- ensuring that each student has the tools needed to complete their High School & Beyond Plan (HSBP)

Mr. Baddley introduced Tory Christensen-Hanford High School Principal, Tim Praino-Richland High School Principal, and Nicole Anderson-River's Edge High School Principal, who shared a variety of ways they are focusing on increasing graduation rates and ensuring students are college and/or career ready. Principals reported reviews are completed regularly to target those students needing assistance. A plan for success is developed to assist students in real time, with counselors meeting with 40-50 students for weekly check and connect opportunities. Ms. Anderson explained the weekly advisory period at River's Edge High School helps students to set goals and stay on track. Recent E2SHB 1599 legislation makes two major changes. The first change is the opt-in provisions for high school credit earned prior to ninth grade to be recorded on high school transcripts, has been changed to an opt-out. The second change is the two-credit waiver based on a student's "unusual circumstances" has been modified to specify that the waiver must be based on a student's "circumstances." None of the waived credits may be ones identified as mandatory by the State Board of Education (SBE). Other topics discussed included:

- waivers for PE credits
- more flexibility needed for students to earn credits-(CTE credits, 2 for 1 courses)
- not enough options for students to follow their passions with new 24 credit requirement
- no definition for credit-give more than 1 credit for some classes? Trimester option?

Board members stated students need the flexibility to follow their passions and will encourage over turning the 24 credit requirement. There was consensus from the Board to encourage staff to look at any and all schedules, programs, or opportunities to provide more student choice and credit opportunities, including giving more than one credit for some classes.

Public Comment-None

3.6 Superintendent Search Update

Mr. Jansons advised the goal tonight is to finalize our selection process so the search can begin. He shared an updated search calendar based on discussion at the last Board meeting. The recruitment window would open on December 13, 2019. Community and staff focus group meetings, as well as an online survey, would take place in early January to include:

- student voice
- two staff locations for input (Richland and West Richland)
- cabinet level staff discussion with consultant
- union representatives discussion with consultant
- public community forums – anyone can attend

The recruitment window would close on February 14, 2020, with a target date for hiring the last week of March. The new superintendent would then assume responsibilities on July 1, 2020. There was consensus from Board members to approve the updated search calendar.

It was decided advertising package #1 meets the needs of the District and there would be a single path forward for both internal and external candidates (same process for all). Board members will have the ability to review all candidate paperwork. Board members were in favor of the applicant's

ability to contact a Board member prior to paper screening, but Mr. Jansons asked to delay discussion on this topic until Mr. Donahoe was present at the first meeting in January. The Board expressed a strong desire for both a formal and informal feedback process on the final candidates. The Board agreed the formal public process would include a group of community members who would commit to attending interviews for the final two to three candidates and provide written feedback. Public forums for each will also allow for community feedback. Board members agreed residency was expected, but not absolutely required.

Public Comment: None

Dr. Schulte also suggested work samples, letters to parents or memos could be requested of the finalists.

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 (4.2) INCLUDING AN UPDATED PERS ACTION.

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

4.1 Personnel Actions

CLASSIFIED PERSONNEL:

NEW HIRES: FOR 2019-20 SCHOOL YEAR

Gunale, Usha, Paraeducator, Sacajawea Elementary, effective 12/2/2019
Kovolyan, Joseph, Grounds Manager, Support Services, effective 1/2/2020
Lajeunesse, Loree, Nutrition Services, Enterprise Middle, effective 12/2/2019
Leon, Maureen, Secretary (Temporary), Special Education, effective 11/20/2019
Wilkerson, Stephanie, Nutrition Services, William Wiley Elementary, 12/2/2019

RESIGNATIONS

Kleppin, Wendy, Nutrition Services, effective 11/29/2019
Leam, Elaine, Paraeducator, Leona Libby Middle, effective 01/24/2020

RETIREMENTS:

Delahunt, Robert, Bus Driver, Transportation, effective 12/31/2019
Huston, Noel, Paraeducator, Tapteal Elementary, effective 11/30/2019

CHANGE OF ASSIGNMENT:

Meyer, Stacey, From Paraeducator to Occupational Therapist, .40FTE, effective 12/16/2019

4.2 Payroll and Warrant Approval

General Fund Warrant Nos. 10070612 through 10070699 for \$657,574.06
Nos. 51000744 through 51000752 for \$81,627.15
Nos. 71001320 through 71001345 for \$22,381.93
Capital Projects Fund Warrant Nos. 20001349 through 20001359 for \$334,729.33
No. 72000013 for \$2,632.04
ASB Fund Warrant Nos. 40006448 through 40006463 for \$24,804.94
Nos. 54000252 through 54000253 for \$2,180.15
No. 74000092 for \$2,897.50

Self-Insurance Warrant Nos. 70000121 through 70000124 for \$192,933.01
Payroll Warrant No. 10070276 for \$88.19
Nos. 10070355 through 10070554 for \$324,598.26
Nos. 10070555 through 10070610 for \$3,951,423.44
Electronic Fund Transfer for \$8,801,823.99
Total November Payroll approved in the amount of \$13,077,933.88

5.0 FUTURE AGENDA ITEMS

5.1 Annual Board Workshop-January 9, 2020

The Annual SEWASA Board Workshop will be held at 6:00 P.M. at ESD 123.

5.2 Building Security Assessment/Upgrade Planning

Dr. Schulte stated three firms submitted proposals and will be interviewed for the building security assessment and upgrade planning. The interviews are scheduled for December 12, 2019. Jill Oldson and Heather Cleary will attend.

Superintendent Schulte reported the next update of the Strategic Plan will be presented in January. Also, Board Operating Procedures will be discussed. Mr. Jansons will send a link to the Board Self-Assessment to all Board members. Jill Oldson and Rick Jansons will work together to develop a process.

6.0 BOARD AND SUPERINTENDENT REPORTS

All members and Dr. Schulte attended the Washington State School Distractors Association (WSSDA) Annual Conference in November.

Rick Schulte attended the Leadership Breakfast at Columbia Basin College and a public forum at Jefferson Elementary regarding bed bugs. He met with STCU representatives who are interested in sponsoring reader boards or scoreboards. Dr. Schulte also met with Tri City Community Health representatives to discuss a clinic on the Jefferson Elementary site. More information will be discussed in January.

Jill Oldson attended the Special Education Task Force Community meeting. Kari Williams met with Nicki Blake and Angie Withers to discuss dyslexia screening and early diagnosis.

Rick Donahoe attended the Special Education Task Force meeting, is involved in the drama production at Hanford High School, and reported the Boys and Girls Club Board will meet next week.

Dr. Schulte announced samples of two possible chairs for the new Richland High School Performing Arts Center will be on display for community input over the next few weeks.

Mr. Jansons recessed the meeting at 9:10 P.M. and announced an executive session to follow the Board meeting projected to last thirty minutes with no action expected.

EXECUTIVE SESSION (Personnel, Legal)

The Board reconvened at 9:20 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), and discussion with legal counsel, of enforcement actions, litigation or potential litigation, if public discussion might result in an adverse legal or financial consequence. (Does not permit an executive session solely because attorney is present.) 42.30.110 (1) (i). The executive session was projected to last thirty minutes, with no action expected. Executive session ended at 9:50 P.M.

The Board returned to the regular meeting at 9:50 P.M.

ADJOURNMENT

The meeting adjourned at 9:50 P.M.

RICHLAND SCHOOL DISTRICT NO. 400

SECRETARY, BOARD OF DIRECTORS