



Board of Directors, Regular Meeting Minutes, Tuesday, January 28, 2020  
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, January 28, 2020, at 5:30 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, Kari Williams and Jill Oldson. Administrators present: Superintendent Rick Schulte, Deputy Superintendent Mike Hansen, 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 5:30 P.M.

**EXECUTIVE SESSION (Personnel)**

The Board adjourned to executive session at 5:30 P.M. to discuss acquisition of real estate, if public knowledge might increase the price 42.30.110 (1) (b), and 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 sixty minutes, with no action expected. Executive session ended at 6:28 P.M.

The Board returned to the regular meeting 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 (January 10, 2020)**

It was moved by Rick Donahoe and seconded by Kari Williams that –

THE BOARD APPROVE MEETING MINUTES FROM JANUARY 10, 2020.

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

**2.0 COMMUNICATIONS**

**2.1 Student Representative Report**

Hanford High School Students, Holly Craven and Zaina Ibrahim, reported on topics at the recent Superintendent/Student Advisory meeting including meeting with the superintendent search

consultant, recycling suggestions, and how to improve the transition from middle school to high school.

## **2.2 Presentations/Recognitions-Three River's HomeLink**

Tyler Reeser, Principal, introduced Kahleah Corona, Student. Mr. Reeser shared her resiliency through a horrendous accident involving many surgeries. Kahleah continued to be dedicated to her schoolwork and found HomeLink to be the supportive environment she needed. She was selected to participate in Nike's Freestyle Program to design clothes and shoes and shared her designs with the Board members.

Dr. Schulte advised January is Board Appreciation Month and thanked Board members for their dedication. He explained the many responsibilities involved with serving on the School Board. Students from White Bluffs and Sacajawea Elementaries made posters to honor them.

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

## **3.0 BUSINESS**

### **3.1 Construction Projects**

#### **3.1.1 Badger Mountain Construction**

Dr. Schulte stated, at the last meeting the Board was given information on the status of state construction matching funds for Badger Mountain Elementary. Since Badger won't be eligible for state match, the District is seeking to use local funds instead. Several options for using local funds were shared. Board members agreed they would like to use local funds to offset the absence of state match and to allow the construction of a new Badger to open in August, 2021. Dr. Schulte explained no funds set aside for the Richland High School Auditorium or the Richland or Hanford Stadium projects will be used. There will be a budget workshop in April with funding details provided. The annual budget for the 2020-2021 school year will be adopted later this spring. Board discussion followed.

Public Comment-None

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

THE BOARD APPROVE MOVING AHEAD WITH THE BADGER MOUNTAIN ELEMENTARY CONSTRUCTION SCHEDULE AS DESCRIBED BY STAFF.

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

### **3.2 Science Update**

Erica Doyle, Assistant Director of Teaching, Learning and Curriculum, stated the District is midway through the secondary science adoption process. This work began last August with two days of professional development. In October, the middle and high school adoption committees finalized their best practice documents, reviewed District science data, examined the sequence of courses, including the new Health Science Academy (HSA), and aligned science standards to courses. Students were surveyed and as a result, the committee submitted five new semester courses to ensure that students learn about career opportunities and, through a project-based

approach, students have the opportunity to actively explore real-world problems and challenges. Also, the District is adding three additional science CTE courses through the work of the Health Science Academy and Career and Technical Education (CTE). Between January 22 and March 13, teachers will be piloting material in their classrooms, collecting feedback from students and colleagues. After adoption, materials will be ordered in time for staff to receive teacher manuals before school is out for the summer.

Amy Fishburn, Richland High School and Sara Flores-Anderson, Hanford High School reported student input is very valuable and teachers are enjoying the collaboration between high schools.

Ms. Doyle shared that laboratory safety procedures will also be addressed and updated. A public materials review will take place at the Teaching, Learning and Curriculum Center, as well as an Open House at Richland High School. It was suggested that scientists be invited to review the materials due to our close proximity to Hanford. Board discussion followed.

Public Comment: *None*

### **3.3 Superintendent Search**

Mr. Jansons introduced Hank Harris, HYA Search Consultant. Mr. Harris shared 735 people including students, staff, and community members completed the online survey. He also met with 75 stakeholders (staff, students, parent, and community members) to gather input on desired characteristics for choosing the new superintendent. Mr. Harris shared a list of characteristics and qualities he created from the input received and will use this input to identify superintendent prospects. Board discussion followed.

Mr. Harris advised recruiting ends February 14, 2020. Applications will be reviewed by the Board, with opportunities to meet finalist candidates near the end of March.

*Public Comment:*

Kristen Schlessler, 458 Satus Street, felt strongly that the new superintendent should have some classroom experience in order to be an instructional leader.

Sally Mack, 59544 Highway 204, asked to add “ability to rely on expertise from staff” to the characteristic list.

### **3.4 Facility Planning Update**

Dr. Schulte reported the first meeting of the Facility Planning Committee occurred on Thursday, January 23, 2020. He stated Career and Technical Education (CTE) came to the forefront as ideas were shared in planning for a third high school. Dr. Schulte shared NAC, the firm hired to lead the planning process, is very knowledgeable and listening to all ideas shared by the committee. A report will be coming to the Board in May. Dr. Schulte stated the first phase of the process is program design, then facility needs, and lastly, bond consultants. Also, after considering the District’s current capacity to complete work already underway, and recognizing that we may be overextended, he would like to postpone further action on the security analysis and cost proposal until September. Board members agreed to this temporary delay. This will not prevent the District from including a general proposal for facility security upgrades in the next bond election. He shared several timelines:

- Bid RHS auditorium project                      March, 2020
- Bid Badger Mountain Elementary              April, 2020
- Bid HHS athletic field                              March, 2021
- Open Tapteal    August, 2020
- Open TLAC    October, 2020
- Open Badger Elementary                          August, 2021

*Public Comment: None*

### **3.5 Strategic Plan**

Rick Jansons stated if approved, this will be used as a stepping stone while work continues moving forward with a new superintendent. Dr. Schulte reported meeting with many staff groups as well as PTA/parent groups. He received a wide variety of comments for small changes and an overall endorsement of the substance of the motto, the mission, and the explanatory text. Ty Beaver, Communications Director, created a document to share the components of the plan and will share with Board members after approval.

The second component of the plan is a set of goals organized around the Mission statement. Mike Hansen, Deputy Superintendent, created an electronic document which shares several general goals from key administrators and will continue to be a work in progress. A third component will be more detailed goals for each functional area, followed by objectives and plans of action for each that reflect timelines, staffing, budgets, and responsibilities.

*Public Comment: None*

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

**THE BOARD ENDORSE AND ADOPT THE ONE PAGE STRATEGIC PLAN AS PRESENTED INCLUDING THE ELECTRONIC MATRIX.**

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

### **3.6 Tri-Cities Community Health (TCCH)**

Dr. Schulte stated a community health center is designed to serve the needs of typically underserved areas such as those with lower incomes, young children, and limited access to health care. Locations adjacent to schools are preferred since health center staff can support school nurses and since the convenience of the location solves much of problem some families have getting transportation to health services. Dr. Schulte presented draft contracts, architectural drawings, and information about a proposed Tri-City Community Health Center on the Jefferson / ELC campus at the last meeting. No further comments or questions have been received since then. The timeline has been moved back due to planning document changes with the City of Richland. Board members had several questions regarding:

- Parking
- Liability-(District Counsel will review document)
- Notification of staff and community

*Public Comment:*

Brandee Hogg, 1859 Birch Avenue, likes the idea of the facility but has safety and parking concerns.

**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 (4.4).

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

Motion was approved.

**4.1 Personnel Actions**

CLASSIFIED PERSONNEL:

NEW HIRES: FOR 2019-20 SCHOOL YEAR

Hamilton, Dawn, Nutrition Services, Jefferson Elementary, effective 01/12/2020

Korsvik, Janet, Paraeducator, Early Learning Center, effective 1/24/2020

McDowell, Sharon, Paraeducator, Tapteal Elementary, effective 1/22/2020

Rodriguez, Debora, Custodian, Hanford High, effective 1/13/2020

Scott, Samantha, Paraeducator, Carmichael Middle, effective 2/3/2020

RESCINDING LEAVE OF ABSENCE FOR THE 2019-20 SCHOOL YEAR:

Ware, Delene, Paraeducator, Leona Libby MS, effective 1/27/2020

CHANGE OF ASSIGNMENT:

Tamura, Nicole, Secretary, TLC to RR Teacher, L&C/Jefferson, 1FTE, eff. 1/27/2020, Continuing

CERTIFICATED PERSONNEL:

CHANGE OF ASSIGNMENT

McCarty, Jamee, BESST Teacher, Sacajawea Elem 1FTE, effective 2/3/2020, Continuing

NEW HIRES FOR 2019-20 SCHOOL YEAR

Goodwin, Hannah, LA Teacher, Chief Joseph MS 1FTE, effective 1/22/2020, Non-Continuing

Minaker, Mark, BESST Teacher, Lewis & Clark Elem 1FTE, effective 2/3/2020, Continuing

**4.2 Budget Monthly**

**4.3 2020-2021 School Calendar**

**4.4 Warrant Approval**

ASB Fund Warrant Nos. 40006496 through 40006510 for \$12,696.41

No. 54000257 for \$111,240.63

No. 74000097 for \$1,056.00

Nos. 40006511 through 40006515 for \$11,058.05

Capital Projects Fund Warrant Nos. 20001379 through 20001385 for \$184,196.72

Nos. 52000140 through 52000141 for \$2,210,084.06

Nos. 20001386 through 20001388 for \$57,643.94

General Fund Warrant Nos. 10071210 through 10071288 for \$424,549.49

Nos. 51000774 through 51000779 for \$450,965.62

Nos. 71001400 through 71001415 for \$66,967.14

Nos. 10071291 through 10071340 for \$170,043.35

Nos. 51000780 through 51000782 for \$3,448.78

Nos. 71001416 through 71001424 for \$4,698.96

Self Insurance Fund Nos. 70000136 through 70000137 for \$143,401.88

Nos. 70000138 through 70000139 for \$242,882.69

## **5.0 FUTURE AGENDA ITEMS**

### **5.1 Workshop Dates**

Workshop dates were discussed and assigned topics as follows:

- March 17, 2020 - (Board Operating Procedures)
- March 31, 2020 - (School Improvement Plans)
- April 21, 2020 - (Budget)
- May 5, 2020 - (Special Education)

Washington State School Administrators (WSSDA) provides a service to review policies. Mr. Pettett, District Counsel, reported he is waiting for a return call from WSSDA regarding this service.

## **6.0 BOARD AND SUPERINTENDENT REPORTS**

Rick Schulte reported State Auditors will be in District on February 19, 2020. Dr. Schulte spoke at the Washington State School Retirees' Association luncheon where attendees were very interested in the Early Learning Center and the new Promise K program.

Jill Oldson is participating in weekly legislative update calls, attended the One Book, One School event at Orchard Elementary School, and will be attending the Legislative Conference in Olympia.

Rick Donahoe attended the Inclusionary Practices Training and will be attending the Special Education Task Force meeting on Thursday. He will also participate in the February 11, 2020 Board meeting via conference call.

Rick Jansons will be attending the National School Board Association Conference and will be attending the Legislative Conference in Olympia.

Kari Williams visited Chief Joseph Middle School and Sacajawea Elementary, attended the One Book, One School event at Orchard, an IMC meeting, the Facility Planning Committee meeting, and will be attending the Legislative Conference in Olympia.

## **ADJOURNMENT**

The meeting adjourned at 9:03 P.M.

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RICHLAND SCHOOL DISTRICT NO. 400

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SECRETARY, BOARD OF DIRECTORS