



Board of Directors, Regular Meeting Minutes, Tuesday, February 11, 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, February 11, 2020, 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, Kari Williams and Jill Oldson.

The Board meeting was called to order at 5:30 P.M.

EXECUTIVE SESSION (Personnel, Real Estate)

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 6:25 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-Rick Donahoe participated via conference call.

1.3 Approval of Minutes (January 28, 2020)

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

THE BOARD APPROVE MEETING MINUTES FROM JANUARY 28, 2020.

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

Motion was approved.

2.0 COMMUNICATIONS

2.1 Presentations/Recognitions-Chief Joseph Middle School

Rhonda Pratt-Principal, and Eric Davis-Assistant Principal, honored the support services crew for their work to make modifications to Chief Joseph Middle School this year as part of a process to make the school look more welcoming and create a “family” culture. Many areas were updated including the BESST program classroom, courtyard, several new classroom spaces, offices, staff lounge, and a “café” area, along with a new roof and cameras. They thanked the entire maintenance staff, as well as the Board, for their support of these projects.

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

3.0 BUSINESS

3.1 Special Education Task Force (SETF) Report

Mandy Cathey, Executive Director of Special Education, advised the Task Force has completed six committee meetings and two community input meetings so far this year. Ms. Cathey advised the input from parents at the meetings has been very valuable. During Task Force committee meetings, the members developed basic operating understandings (group norms, decision making protocol, mission/vision statements, etc.) and explored the District's recent findings in citizen complaint decisions, the OSPI Special Education Priorities, and the High-Leverage Practices in Special Education. The Task Force members reviewed the Special Education parent survey data completed in September 2019. Ms. Cathey mentioned areas of focus including: high expectations with outcomes, transition services, professional development, relationships, instructional practices and continuum of services. She also shared recommendations as follows:

Recommendation 7: Using the Multi-Tiered System of Supports (MTSS) process embedded with the Universal Design for Learning (UDL) framework, improve academic outcomes for students with disabilities.

Recommendation 9: Ensure that there is a full continuum of services through the District, with an emphasis on inclusive practices and supports and services that provide access to both the general education curriculum and the specially designed instruction.

Board comments followed. Mr. Jansons advised the Task Force will continue to bring recommendations to the Board, with a workshop scheduled for later this spring.

Public Comment: None

Item 3.3 was moved ahead of Item 3.2

3.3 Career and Technical Education (CTE) Instructional Materials Recommendation

Mr. Beard, CTE Director, reported Career and Technical Education programs are required by state and federal law to remain current to industry standards. Programs meet with Advisory Committees, made up of industry and post-secondary representatives, a minimum of three times annually to ensure that course content and curriculum satisfies this requirement. After identifying a need for curriculum updates to better match industry standards, curriculum options were reviewed by the advisory committee at the fall meetings, and curriculum materials were recommended for adoption for the following courses:

High School: Digital Design and Fabrication, Introduction to Computer Science,
Business Law and Personal Choices

Middle School: Computer Science Discovery

Teachers then went through the formal review process, and the curriculum materials were made available for public comment. The Instructional Materials Committee (IMC) was given an opportunity to review and make comments. All curriculum materials were recommended by the IMC. Mr. Beard thanked teachers who served on the committee and also members of the IMC for their work to update these materials. Board members thanked the committee for their diligent work.

Public Comment: None

It was moved by Kari Williams and seconded by Jill Oldson that –

THE BOARD APPROVE THE FOLLOWING MATERIALS:

BUSINESS LAW, LAW FOR BUSINESS AND PERSONAL USE, *CENGAGE-2019*

COMPUTER SCIENCE DISCOVERY, CODE.ORG (COMPUTER SCIENCE DISCOVERIES);
CODE.ORG-UPDATED YEARLY

DIGITAL DESIGN AND FABRICATION, LEARNING SOLIDWORKS 2020,
SDCPUBLICATIONS.COM-2020

INTRODUCTION TO COMPUTER SCIENCE, CODE.ORG (COMPUTER SCIENCE
PRINCIPLES), *CODE.ORG-UPDATED YEARLY*

PERSONAL CHOICE, SUCCEEDING IN LIFE AND CAREER, GOODHEAT-WILCOX
PUBLISHER-2017

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

3.2 Career and Technical Education (CTE) Program Update

Mr. Beard shared progress after non-compliance issues in CTE were discovered during the Consolidated Program Review of 2018-2019. Areas of progress include:

- CTE course offerings have increased to 70, all with updated and approved frameworks (1 remaining course submitted and awaiting approval).
- 15 CTE teachers are currently approved for a CTE Conditional Certification with a professional growth plan in place.
- To date, all program areas have held at least 1 advisory committee meeting. Most have held 2 or 3 meetings to date.
 - Frameworks and course offerings have been reviewed and approved by advisory committees.
 - Area-wide advisory committees are active in Automotive, Family Consumer Science, Photography, and Sports Medicine.
 - The Richland School District has a new advisory committee in Computer Science.
- CTE student counts are currently at 412.43 FTE for grades 9-12, and 74.68 FTE for grades 7-8, bringing the current total to 487.11 FTE.
- At current monthly count rates, we anticipate this total will increase to approximately 510 FTE by the end of the school year. This is within 43 FTE of pre-finding levels or approximately \$389,000 less in CTE revenue.

Mr. Beard detailed several dual credit (2 for 1) courses being offered and shared he will continue to look for ways to develop more of these options. Board members thanked Mr. Beard, teachers and staff for the tremendous amount of work accomplished.

Public Comment: None

3.4 2020 – 2021 Budget Preparation

Dr. Schulte stated one of his goals has been to make budget preparation more visible and earlier for both the Board and the public, with a target of adopting next year’s budget by June 11, 2020. The District will be presenting budget information as working documents that are still under development, rather than waiting until firm numbers and plans are available. This will be a work in progress with initial estimates and assumptions. The information provided will likely change as we continue through the budget process. The revenue sheet has been updated to show actual numbers for the 2018–2019 school year. A preliminary estimate of revenue for 2020–2021 has been added. Revenue for 2020–2021 is based on student enrollment of 13,650 FTE, representing a reduction of 50 FTE compared to the 2019–2020 budget.

Superintendent Schulte advised from the 2013–2014 school year to 2019–2020, special education expenditures have increased by 100.2%, while general education expenditures increased by 79.8% and enrollment increased by 20.4%. Staff account for over 80% of all District expenditures and for an even higher percent in categorical programs. We are considering options to use levy funds to augment staffing for such positions as Counselors, Mental Health Counselors, Nurses, School Psychologists, Social Workers, CIS Site Coordinators, Social-Emotional Learning, School Safety, and Behavior Interventionists. Board members shared the need for addition of these staff members.

Public Comment: None

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 (4.3) WITH AN UPDATED PERSONNEL ACTION.

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

George, Erica, Secretary II (Leave Repl. Pos.), Hanford High, effective 1/29/2020

McBride, Celesti, Paraeducator, Special Programs, effective 2/03/2020

Scott, Samantha, Paraeducator, Carmichael Middle, effective 2/03/2020

Wright, Katherine, Paraeducator-Social Worker, Hanford High, effective 2/04/2020

LAYOFF STATUS CHANGED

Gass, Shawn, Secretary II (Leave Replacement), Hanford HS, effective 1/22/2020-6/09/2020

RESIGNATIONS

Marozik, Zenaida, Nutrition Services, Orchard Elementary, effective 2/04/2020

Villa, Denise, Custodian, Enterprise Middle School, effective 1/31/2020

4.2 Policy/RR No. 3111-Early Entrance

4.3 Payroll and Warrant Approval

ASB Fund Warrant Nos. 40006516 through 40006536 for \$17,367.29
 No. 54000258 for \$351.95
 Nos. 74000098 for \$4,542.62
 Nos. 40006536 through 40006557 for \$19,725.50
 Nos. 54000259 through 54000260 for \$56,523.79
 No. 74000099 for \$5,400.00
Capital Projects Fund Warrant Nos. 20001389 through 20001391 for \$26,839.74
 Nos. 20001392 through 20001397 for \$155,492.17
 Nos. 52000142 through 52000143 for \$1,263,486.19
General Fund Warrant Nos. 10071553 through 1007614 for \$213,850.65
 Nos. 51000783 through 51000789 for \$29,004.22
 Nos. 71001425 through 71001439 for \$12,483.51
 Nos. 10071618 through 10071694 for \$440,088.24
 Nos. 51000790 through 51000800 for \$283,282.85
 Nos. 71001440 through 71001461 for \$26,114.71
Self-Insurance Fund Nos. 70000140 through 70000141 for \$24,107.53
 Nos. 70000142 through 70000143 for \$20,134.03
Payroll Warrant No. 10071087 for \$1,641.84
 Nos. 10071289 through 10071290 for \$3,663.94
 Nos. 10071341 through 10071501 for \$204,717.56
 Nos. 10071502 through 10071551 for \$4,293,834.14
 Void Check for \$3,663.94
Electronic Fund Transfer for \$8,593,884.04
Total January Payroll approved in the amount of \$13,094,077.58

5.0 FUTURE AGENDA ITEMS

A Special Education Workshop will be held on May 5, 2020.

An update on the English Language Learners (ELL) program was requested.

Libby Middle School is inviting Board members to see the Summit Program. Please sign up for a time to visit.

6.0 BOARD AND SUPERINTENDENT REPORTS

Rick Schulte, Kari Williams, Jill Oldson and Rick Jansons attended the Washington State School Directors Association (WSSDA) Legislative Conference in Olympia.

Jill Oldson visited Chief Joseph Middle School and noticed the facility improvements and staff culture to welcome students.

Rick Donahoe shared how lucky we are to live in an area where the community supports its levies and bonds.

Rick Jansons attended the National School Board Association (NSBA) conference and will visit Washington, D.C. to advocate for PILT (Payment in Lieu of taxes) funds to continue.

Kari Williams visited William Wiley Elementary.

ADJOURNMENT

The meeting adjourned at 7:53 P.M.

RICHLAND SCHOOL DISTRICT NO. 400

SECRETARY, BOARD OF DIRECTORS