



Board of Directors, Regular Meeting Minutes, Tuesday, April 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 zoom meeting Tuesday, April 28, 2020, at 6:30 P.M., Richland, Washington. School Board President Rick Jansons presided. Board members participating: Heather Cleary, Rick Donahoe, Kari Williams and Jill Oldson.

The Board meeting was called to order at 6:30 P.M.

## **1.0 CALL TO ORDER**

### **1.1 Roll Call-All here**

Mr. Jansons explained the state has limited Board meetings to only discussing COVID-19 plans and updates, as well as “necessary and routine” business such as consent agenda items. He stated feedback can be sent to [boardfeedback@rsd.edu](mailto:boardfeedback@rsd.edu).

### **1.2 Approval of Minutes (April 14, 2020)**

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

THE BOARD APPROVE MEETING MINUTES FROM APRIL 14, 2020.

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

## **2.0 BUSINESS**

### **2.1 COVID-19 Update**

Dr. Schulte shared updates on COVID-19 activities and planning and called on administrators directly in charge for their updates. Phase II of the Learning Plan began this week. Mike Hansen, Deputy Superintendent, stated after new guidance from the Office of Superintendent of Public Instruction (OSPI) was received, the Learning Plan needed to be revised. All lead administrators and several committees, including members of the Richland Education Association (REA), were involved in the planning for these changes. Few changes were needed for the elementary level, while secondary instruction involved major changes in instruction. Mr. Hansen reported, after much discussion, the District decided to support the original committee work to “do no harm” yet hold students accountable for continuing their learning. Students will receive the grade they had at the start of the closure, or they can improve that grade, as long as they stay engaged in learning and complete assignments. If students don’t engage in learning, they will be given an incomplete and given the opportunity to complete that credit at a later date. Mr. Hansen explained the expectation is that students need to continue to learn skills.

Brian Moore, Assistant Superintendent of Elementary Education, summarized the results of the parent survey broken out by elementary, middle school and high school. Highlights included:

overall parents were satisfied with the amount of work students were receiving; most felt online or virtual learning was the best platform, most preferred communication via email or computer platform, and the amount of time spent on learning was from one to four hours daily. A second teacher survey will be sent out tomorrow. We will continue to send out surveys every few weeks to compare results to see where support is needed.

Mr. Moore stated it has been challenging to serve English Language Learner (ELL) students. The District has over 800 students, some living in non-English speaking homes. Discussion is underway to have paras reach out to those students to have a daily conversation in English so they will not lose the English skills they have learned. The District is also using various programs for translation purposes. The District has students speaking 47 languages which has made translations difficult. Mr. Moore explained the need to hire bilingual paras in the future.

Mandy Cathey and Tracy Blankenship, Executive Directors of Special Education, stated there are over 1,700 students with a broad range of Individualized Education Plans (IEPs) in the District. Team members are meeting with families online, or via phone calls to review and re-evaluate IEPs. Per OSPI guidance, parents can wait until 30 days after the students return to school to complete this process. Itinerants are doing their best to do evaluations. Teachers have embraced the OSPI directed continuous learning plan and are reaching out to families to find out what accommodations are needed.

Mr. Moore advised the District has 235 homeless students distributed evenly between elementary and secondary. Communities in Schools (CIS) Site Coordinators have been a huge help reaching out to those families to find what support the District can provide. Counselors and principals are tracking these families as well.

Todd Baddley, Assistant Superintendent of Secondary Education, reported on the process to gather input and make decisions regarding the graduation ceremony. Principals have been working with staff, student leaders and broadcast/production students to discover reasonable options for the ceremony with safety as a priority. Due to current restrictions, there is no option to have an in-person ceremony on June 5, 2020. Results from a survey sent to seniors indicated, without the option for an in-person ceremony, they would like a virtual ceremony on June 5, 2020, with the possibility of an in-person "celebration" of some sort on August 7, 2020. The virtual ceremony would resemble the normal ceremony and be broadcast at the original time.

Richard Krasner, Executive Director of Operations, stated the school meal program has been a great success. Parents are very appreciative of this needed help. As of last week, the District has served 180,000 meals. Last Friday students were also given several frozen meals and a quart of milk for the weekend. This distribution has been done adhering to safety regulations (social distancing, gloves, masks, etc.). Bus drivers are delivering meals out to schools and other locations. Any leftover meals are taken to local shelters so there is no waste. Meals will be distributed for

Memorial Day weekend in advance, allowing bus drivers and nutrition services workers a much-needed day off. The Teaching, Learning and Curriculum Department (TLC) has created learning packets that are delivered along with meals on Mondays. The District also received a donation of 2,000 books from the Reading Foundation which were distributed by Washington Protection Services employees. Nicki Blake, TLC Director, and Ryan Beard, Career and Technical Education (CTE) Director are also working on some “lab to go” packets for distribution.

Clinton Sherman, Executive Director of Finance, advised many uncertainties are connected with the upcoming budget. The process began in January and the Board goal of approval by June 9, 2020 is still the current timeline. Each department submitted their budget and then were asked to make ten percent reductions. There will be several unknowns for next year’s budget including how the state deals with their state sales tax deficit. Dr. Schulte shared the \$7M levy equalization funds are also at risk.

Board members requested data on the number of students with and without internet access and those engaged and those who aren’t.

Mr. Donahoe stated he was invited to a HomeLink class zoom meeting and shared the difficulties of trying to get students engaged.

Tim Praino, Richland High School Principal, reported working with principal groups, staff, senior class counsel and stated students want normalcy and feel they can produce a professional virtual ceremony similar to the typical graduation ceremony. Then in August, a celebration could be scheduled for those who wanted to attend if requirements have been lifted. Tory Christensen, Hanford Principal, and Nicole Anderson, River’s Edge High School Principal, agreed and do not want to postpone the ceremony until August. Tyler Reeser, HomeLink Principal, said students preferred something in person if possible, but agreed with others that a virtual ceremony needs to be memorable. Mr. Baddley asked for the Board’s preference. All agreed to have a virtual ceremony on June 5, 2020 with a “knock it out of the park” expectation, then have some sort of celebration in August if possible.

Mr. Jansons asked Board members for questions.

Kari Williams asked about the previously scheduled budget workshop. Dr. Schulte explained until we get further information from the legislature, a workshop would be preliminary. He suggested setting a date after the next meeting. Ms. Williams asked about ELL students English teaching programs and if federal funds will be affected. Beth Harrington, State/Federal Programs Director, stated supplemental materials are being provided, but that isn’t the same as in-person conversations. Dr. Schulte advised the federal appropriation process is forward funded for 2021. The District may also receive some *one time only* funds from the CARES Act. Washington State was given \$220M for K-12 education to be distributed between districts so we are expecting some additional funding

for some special program areas. Ms. Williams would like numbers of students engaged or not engaged as we prepare for the future.

Jill Oldson requested comment information from the principal survey. She spoke regarding the learning provided and stated the need for quality vs. quantity. Ms. Oldson questioned the availability of internet to homeless students. Dr. Schulte stated there may be a whole variety of reasons besides lack of internet why students aren't engaged including the crisis we are in. The District is striving to eliminate barriers for all students. Buildings are working hard to connect to students/families via email, phone calls, even calling emergency contacts for outreach. Nicki Blake shared CIS staff are reaching out to McKinney Vento families and are helping with chromebook deliveries and internet access. She asked about Special Education parents and Mr. Moore stated he had that information broken out from the parent survey. Ms. Olson suggested adding more social emotional learning information for secondary students and parents on the website.

Superintendent Schulte thanked everyone for sharing their information. He stated this illustrates that there are many people working during this time to do what is best for students. He is extremely happy to have the staff working together on the many different components of the COVID closure.

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

It was moved by Rick Donahoe and seconded by Jill Oldson –

**THAT THE BOARD OF DIRECTORS APPROVE CONSENT AGENDA ITEMS (3.1) THROUGH (3.2) WITH A REVISED PERSONNEL ACTION.**

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

### **3.1 Personnel Actions**

#### ADMINISTRATIVE PERSONNEL:

##### REASSIGNMENTS FOR THE 2020-2021 SCHOOL YEAR

Chartrand, Paul, 1.0 FTE, Director of Technology/Innovation to Principal, William Wiley

Hodges, Kiley, 1.0 FTE, Assistant Director, SPED to SPED Coordinator

Nelson, Marc, 1.0 FTE, Principal, William Wiley to Principal, Lewis & Clark

Sorenson, Robert, 1.0 FTE, Principal, Lewis & Clark to Director, Special Education

#### CLASSIFIED PERSONNEL:

##### RESIGNATIONS FOR THE 2019-20 SCHOOL YEAR

Munguia, Jose, Help Desk Technician, effective 4/24/2020

Nield, Sharon, Paraeducator, Chief Jo Middle School, effective 6/19/2020

Speight, Charlotte, Nutrition Services, White Bluffs Elementary, effective 5/1/2020

##### RETIREMENTS FOR THE 2019-20 SCHOOL YEAR

Andrews, Donna, Paraeducator, Lewis & Clark Elementary, effective 6/19/2020

Talbott, Kathy, Paraeducator, Chief Jo Middle School, effective 6/19/2020

#### CERTIFICATED PERSONNEL:

##### RESIGNATIONS FOR THE 2019-20 SCHOOL YEAR

French, Kayla, 1FTE, Kindergarten Teacher, Sacajawea Elementary

Garnett, Shawndra, 1FTE, Math, Hanford High School  
RETIREMENTS FOR THE 2019-20 SCHOOL YEAR

Hammerberg, Gail, 1FTE, SPED Teacher, Richland High School

**3.2 Richland High School Auditorium Project**

**3.2.1 Resolution No. 898-Intent to Construct**

**3.2.2 Resolution No. 899-Acceptance of Constructability Review**

**3.2.3 Resolution No. 900-Award of Bid**

**3.2.4 Resolution No. 904-Five Year Continued Use and Thirty-Year Extension of Life of the Building**

**3.3 Jefferson Elementary**

**3.3.1 Resolution No. 903-Final Acceptance**

**3.3.2 Resolution No. 905-Commission Report**

**3.4 Warrant Approval**

ASB Fund Warrant Nos. 40006624 through 40006624 for \$5,159.25

No. 54000267 for \$845.99

No. 74000103 for \$857.38

Nos. 40006625 through 40006627 for \$6,327.44

Capital Projects Fund Warrant Nos. 20001438 through 20001448 for \$1,416,460.10

Nos. 52000152 through 52000153 for \$940,077.69

Nos. 20001449 through 20001451 for \$21,495.23

General Fund Warrant Nos. 10072656 through 10072710 for \$323,680.95

Nos. 51000848 through 51000857 for \$201,780.26

Nos. 71001604 through 71001625 for \$55,235.19

Nos. 51000858 through 51000862 for \$38,281.06

Nos. 71001626 through 71001638 for \$14,552.46

Self-Insurance Warrant No. 70000160 for \$684.67

Mr. Jansons thanked teachers, paras, and administrative staff for their time spent reaching out to students. He asked the public to send any comments to [boardfeedback@rsd.edu](mailto:boardfeedback@rsd.edu).

**ADJOURNMENT**

The meeting adjourned at 7:51 P.M.

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RICHLAND SCHOOL DISTRICT NO. 400

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SECRETARY, BOARD OF DIRECTORS