



Board of Directors, Regular Meeting Minutes, Tuesday, August 25, 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, August 25, 2020, at 6:00 P.M. via Zoom, Richland, Washington. School Board President Rick Jansons presided. Board members present: Heather Cleary, Rick Donahoe, Kari Williams and Jill Oldson.

The Board meeting was called to order at 6:00 P.M.

EXECUTIVE SESSION (Personnel)

The Board adjourned to executive session at 6:00 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). The executive session was projected to last thirty minutes, with no action expected. Executive session ended at 6:27 P.M.

The Board returned to the regular meeting at 6:30 P.M. 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. This order was recently extended until September 1, 2020.

1.0 CALL TO ORDER

1.1 Roll Call-All here

1.2 Approval of Minutes (August 11, 2020; August 13, 2020)

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

THE BOARD APPROVE MEETING MINUTES FROM AUGUST 11, 2020 AND AUGUST 13, 2020.

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

2.0 COMMUNICATIONS

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

3.0 BUSINESS

3.1 2020-2021 Budget Public Hearing

Mr. Jansons explained this is the formal hearing before the budget approval. He called the Budget Hearing to order at 6:34 P.M. Mr. Jansons advised the Public Hearing was to gain input for the budget, not a question/answer period.

Public Comment: *None*

Mr. Jansons asked for any other input. There was none. He asked twice more with no further comment. The Budget Hearing portion of the meeting was adjourned at 6:35 P.M.

3.2 2019-2020 Budget Adoption-Resolution No. 915

Clinton Sherman, Executive Director of Finance, reported he met with two of the newer Board members to review the budget document and answer questions. He thanked them for being proactive. Ms. Williams asked why the MSOC (Materials, Supplies, Operating Costs) are much lower than in years past. Mr. Sherman stated reductions were made knowing that the District will be facing budget cuts in the future.

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

THE BOARD ADOPT RESOLUTION NO. 915: 2020 - 2021 BUDGET AS PRESENTED.

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

Rick Jansons reminded all that work on the budget began as early as last December and thanked Mr. Sherman for his work to make it easy to understand.

3.3 COVID-19-Impact and Update

3.3.1 Return to School Update

Dr. Redinger introduced Mike Hansen, Deputy Superintendent, who stated the biggest challenge this fall is the changing enrollment with students moving to Three Rivers HomeLink (TRHL) or Richland Virtual School (RVS). With the late closure to accept students in RVS, the timeline for planning and staffing has been compressed. Elementary parents will be meeting for family connection meetings next week, while RVS will offer training for students and parents as well as parent/student connect meetings.

Nicki Blake, Executive Director of Teaching, Learning and Curriculum, advised the trainings began yesterday with 50 different 90-minute workshops. Teacher leaders, consultants, and administrators led the trainings. Eight more optional sections will be offered. Trainings included focused Essential Standards, CORE 4 (Canvas, Screencastify, Zoom, Google Suites), Newslea, DreamBox, and Special Education. Most trainings were recorded so staff members can refer to them when needed. Mr. Hansen praised Ms. Blake and her staff for the many trainings offered.

Dr. Tracy Blankenship, Executive Director of Special Education, stated the Special Education Department (SPED) has been working with Teaching and Learning to develop the many trainings including the new Life Skills curriculum. She was pleased with the great turnout and the new resources available.

Todd Baddley, Assistant Superintendent of Secondary Education, reported secondary staff are working hard with trainings and ways to utilize paras. He also reported as of today, the State has allowed a grace period for immunizations during online learning. When the District moves to the hybrid plan with students in buildings, current immunizations will be required.

Brian Moore, Assistant Superintendent of Elementary Education, stated he is preparing for the re-shuffling that will take place with students enrolling in RVS or HomeLink. He reported teachers are looking forward to the parent connection meetings next week. He also advised the District is working to provide extra space for the Boys/Girls Club expected gain in enrollment.

Mike Leseberg, Executive Director of Information Technology, reported the District was very proactive with chromebook orders last spring and currently have enough to handle the need and growth. Kindergarten and first graders were also given one to one chromebooks in the spring when the COVID closure began. Touchscreen devices have been ordered for easier use for K-1 students but are on backorder at this time. After arrival, younger students will be able to exchange their chromebooks for these devices.

Ms. Oldson asked if older students could use their own devices for online learning. Mr. Leseberg explained students might find this more challenging since they would have to log on to their district account each use. When students are in attendance, they can print to several different printers located in libraries and other locations, but there is no direct printing capability with Chromebooks when working remotely.

Ms. Williams stated parents are wanting more information from our schools. Administrators are meeting tomorrow to finalize a new RVS communication. Ty Beaver, Communications Director, shared several videos are in the works and will be completed soon.

Mr. Jansons agreed that we do need to over communicate if possible. Mr. Hansen advised a system for more consistent communication has been developed with administrator communication on Tuesdays, staff on Wednesdays, and communication to families on Thursdays going forward.

3.3.2 Three Rivers HomeLink Update

Mr. Baddley introduced Tyler Reeser, Three Rivers HomeLink (TRHL) Principal. He is excited about the interest and growth opportunities for this parent partnership program. Mr. Reeser advised the primary goal is to ensure TRHL continues to offer a high-quality educational program and will continue to build culture, value parent partnership voice, strive to increase space and staff as needed to support programming. He reported the current enrollment (K-12) is 607. 195 applications have been received and currently there are 96 interested in attending the upcoming information meeting. The potential enrollment for 2020-2021 is about 900, which is an increase of about 400. TRHL will work to ensure school programming is built with a clear vision including short-term and long-term goals for expansion. He explained the District is exploring options to support growth of TRHL within the community. To date, three additional portable classrooms have been made available for TRHL use. Future additional space is currently being sought and evaluated. Acquiring additional space will determine expanding program offerings and staffing needs. Mr. Reeser explained enrollment is not closed. Information nights are held frequently to share details of the parent partnership program. He thanked his staff for their work to complete the application process as quickly as possible.

Ms. Cleary asked if anyone has been turned away. Mr. Reeser stated they are still processing applications. Parents who attend information nights learn the details of the program and then decide if the program is a good fit for their student.

Ms. Williams asked about plans when the District moves to the hybrid plan. Mr. Baddley explained the District is looking into other locations and feels space can be found for this growth. Mr. Reeser stated parents choose HomeLink for the sense of small community. Ms. Williams stated the District needs to find the space available for this growth and suggested this as an agenda topic for an upcoming meeting. Dr. Redinger advised this needs to be part of a long-term facility plan.

Ms. Oldson appreciated Mr. Reeser's thoughtfulness in making sure parents choose the right fit for their student and appreciates that the District offers several options for kids.

Mr. Jansons had questions regarding the timeline for those indicating interest at this time. Mr. Reeser stated parents would be invited to the next information night but should keep their students at their home school during this process. HomeLink has continuous enrollment with monthly information meetings. Mr. Jansons stated parents want options and out of the box thinking is needed right now. Mr. Baddley reported administrators are currently looking into additional space for the program. Dr. Redinger advised this will be an agenda item in several months since there is much interest in long term planning.

3.3.3 Richland Virtual School (RVS) Update

Dr. Jesse Buchholz, Director of Online Education, reported registration for the Richland Virtual School (RVS) closed August 19, 2020, so that staffing needs could be determined. Currently there are 555 students registered for RVS with 300 at the elementary level and 255 at the secondary level. Administrative staff members are working to identify staffing levels for RVS and are look for solutions to particularly complicated challenges with the secondary master schedules. Dr. Buchholz is working to provide professional development for staff and parents for quality instruction. He feels the program may grow when students return to a hybrid model, with some parents still seeing risks to in person instruction. Administrators are meeting tomorrow to finalize information to be communicate to parents.

Board questions and discussion followed including:

- Class sizes? *Similar to regular school class size*
- Synchronist (real time) vs. Asynchronist (recorded) instruction? *We will try to mimic Continuous Learning 2.0 as much as possible to start the school year. If students transition out, we want students to be close to the same place.*
- School Supplies? Barcodes for meal pickup? *Students will still be tied to their home schools for supply pickup and meal counts.*

Board members are very much in support of RVS. There is much enthusiasm for this program and adequate resources need to be available for this program to grow and offer another option for families. Though this is still a work in progress, Board members thanked Dr. Buchholz for creating this program in such a short timeframe.

3.3.4 Nutrition Services Meal Distribution Report

Richard Krasner, Executive Director of Operations, provided a recap starting with the COVID closure in March. He thanked Dawn Trumbull, Nutrition Services Director, and her staff for creating a plan to provide meals to students within several days of the closure. He also thanked building principals, bus drivers, custodians, and para educators for their help to transport and distribute meals with the theme of “*grace and a smile*”. This also provided normalcy to students with the opportunity to see familiar faces which was important to the community. Many staff members even gave up their spring break to provide meals to students. Over 500,000 meals were provided since the closure began.

Mr. Krasner shared, September 1, 2020, will be a day for all students to receive a free meal package containing three days’ meals. This will be an opportunity to test the barcode system with no cost to any enrolled students. From then on, Friday will be the distribution day for students to pick up five days of meals, both breakfast and lunch, in one trip per week. Meals will be available for pick up at elementary schools and high schools from 10:30-11:30 A.M and 4:30-5:30 P.M. at middle school locations. Students may pick up meals at any site and students will be charged per their category (free/reduced/full pay). Information will be available on the District website.

Board members thanked all those involved and reported many positive responses from the community.

Public Comment:

Rebecca Parker, shared concerns regarding her child and was asked to contact Tracy Blankenship for information.

3.3.5 Support Services Safety Procedures Update

Mr. Krasner shared the response of the facilities teams during the COVID 19 shutdown and procedures for opening our schools. He advised very early in the closure the department worked to acquire much needed PPE before shortages and increased pricing took place. The District has purchased masks for staff, as well as students, if they forget them. He reported the District is well ahead in cleaning protocols starting a program offered by the University of Washington three years ago. After looking at many products and processes, he found our existing process was the most effective. An emergency response team has been developed due to COVID 19. HVAC system filters exceed requirements and buildings can accomplish a complete refresh of air in ten minutes. Other districts are asking for our assistance. Busses will be disinfected between runs, attestations for staff members before entering buildings are required, and plexiglass barriers have been purchased for designated areas. Board members thanked Mr. Krasner and his staff for being proactive and prepared for the upcoming school year. Board members requested more communication to parents on the safety procedures in place.

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 (4.5) INCLUDING A REVISED PERSONNEL ACTION.

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

4.1 Personnel Actions

CERTIFICATED PERSONNEL

NEW HIRES FOR THE 2020-21 SCHOOL YEAR

Chavey-Reynaud, David, .20FTE Jazz, Richland High School
Nash, Bailey, 1FTE, Kindergarten, Marcus Whitman Elementary
Ramsey, Kaitlin, 1FTE, 1st Grade, Sacajawea Elementary, Non-Continuing
Gomez, Aranzazu, 1FTE, 2nd Grade, Sacajawea Elementary, Non-Continuing
Thiede, Kaitlyn, 1FTE, 1st Grade, Sacajawea Elementary, Non-Continuing
Escobedo, Jennifer, 1FTE, 4th Grade, Sacajawea Elementary, Non-Continuing
Padilla, Erik, 1FTE, SPED RR, Richland High School
Joslyn, Stevi, 1FTE, Math, Carmichael Middle School
Thomas, Shelly, 1FTE, LA/Social Studies, Carmichael Middle School

INCREASE IN FTE FOR 2020-21 SCHOOL YEAR

Campbell, Luisa, add .16FTE, Consultant, HomeLink (now 1FTE)
Schlachta, Glenda, add .40FTE, Consultant, HomeLink (now 1FTE)

LEAVE FOR 2020-21 SCHOOL YEAR

Chunn, Calvin, Math, Richland High School

RETURN FROM LEAVE FOR 2020-21 SCHOOL YEAR

Guymon, Natalie, add .20ELA, Hanford High School

RESIGNATIONS FOR THE 2020-21 SCHOOL YEAR

Kochis, Mitch, School Counselor, Richland High School

OUT OF ENDORSEMENT FOR 2020-21 SCHOOL YEAR

Shively, Teresa, Health, Hanford High School

ADMINISTRATIVE PERSONNEL

CHANGE OF ASSIGNMENT FOR THE 2020-21 SCHOOL YEAR (Non-continuing)

Chunn, Calvin, 1 FTE, Assistant Principal, Jason Lee/Marcus Whitman from Teacher, RHS

CLASSIFIED PERSONNEL

NEW HIRES FOR THE 2020-21 SCHOOL YEAR

Baker, Trudy, Paraeducator, Chief Joseph Middle
Chism, Francella, Paraeducator, Hanford High School
Duvall, Emily, Paraeducator (move from Nutrition Ser.) Lewis & Clark/Jefferson split position
Ferguson, Jessica, Intern Psychology, Special Education, effective 9/1/2020
Harper, Holly, Paraeducator, William Wiley Elementary
Hausfeld, Amber, Paraeducator, Chief Joseph Middle
Iedema, Felicia, Paraeducator, Chief Joseph Middle
May, Amelia, Paraeducator, Marcus Whitman Elementary
Quintanilla, Sara, Paraeducator, William Wiley Elementary
Sederburg, Carolyn, Paraeducator, Tapteal Elementary

LEAVE OF ABSENCE FOR THE 2020-21 SCHOOL YEAR

Hoyt, Alison, Paraeducator, Early Learning Center

RESIGNATIONS FOR THE 2019-20 SCHOOL YEAR

Brader, Jason, Paraeducator, Orchard Elementary, effective 8/19/2020
Condos, Bobbi, Contract Specialist, Human Resources, effective 10/31/2020
Emerson, Brooke, Nutrition Services, Chief Joseph Middle, effective 8/11/2020

Hogg, Brandee, Paraeducator, Jefferson Elementary, effective 8/28/2020
Van Erem, Bonnie, Paraeducator, Jefferson Elementary, effective 8/31/2020

RETIREMENTS FOR THE 2019-20 SCHOOL YEAR

Gilmour, Dona, Paraeducator, Lewis & Clark Elementary, effective 8/31/2020
Olson, Herbert, Custodian, Maintenance & Operations, effective 9/30/2020

4.2 Perkins Grant Assurance-Career and Technical Education (CTE)

4.3 Resolution No. 916-Interlocal Agreements

4.4 Budget Monthly

4.5 Warrant Approval

- ASB Fund Warrant No. 74000109 for \$2,236.35
 - No. 40006662 for \$1,000.00
- Capital Projects Fund Warrant Nos. 52000173 through 52000174 for \$1,532,532.67
 - No. 72000022 for \$525.00
 - Nos. 20001521 through 20001523 for \$754,676.84
 - No. 72000023 for \$5,794.90
- General Fund Warrant Nos. 10073700 through 10073723 for \$146,381.22
 - Nos. 51000947 through 51000949 for \$97,123.53
 - Nos. 71001838 through 71001853 for \$42,998.09
 - Nos. 100727775 through 10073796 for \$57,569.12
 - Nos. 51000950 through 51000955 for \$348,094.08
 - Nos. 71001854 through 71001866 for \$103,572.28
- Self-Insurance Fund Warrant No. 57000013 for \$1,750.00
 - Nos. 70000168 through 70000169 for \$2,944.35

5.0 FUTURE AGENDA ITEMS

5.1 Director Position Replacement Process/Discussion

Mr. Jansons advised tonight is Mr. Donahoe’s last meeting and thanked him for his many years of service and representation, especially for his work with the drama program at Hanford High School, the Reading Foundation, and his involvement in the Special Education Program.

Mr. Jansons will provide draft information regarding the replacement process at the next meeting for review. He expects the application process will begin September 9, 2020. A closing date will be set, after which applications will be reviewed. Board members will then vote to fill Mr. Donahoe’s seat until the position is up for election in November of 2021.

Board members suggested another Town Hall meeting, and all agreed this was a good communication tool. Board members can decide on a topic or topics for the future.

Board members settled on September 3, 2020, at 4:00 P.M. for an executive session to set goals for the new superintendent. These goals will help set topics for Board meetings over the next year.

6.0 BOARD AND SUPERINTENDENT REPORTS

Shelley Redinger shared how impressed she has been with the leadership team. She has started building visits to meet principals and staff and will continue these throughout the year.

Rick Donahoe stated it has been a very positive experience to be a part of a Board that really cares about students and families. All members thanked him for being a mentor and a sounding board. Mr. Donahoe will truly be missed by the community.

Rick Jansons reported doing his student teaching in a neighboring district.

Kari Williams thanked Ty Beaver for his great work on the recent informational videos.

ADJOURNMENT

The meeting adjourned at 9:14 P.M.

RICHLAND SCHOOL DISTRICT NO. 400

SECRETARY, BOARD OF DIRECTORS