



Board of Directors, Regular Meeting Minutes, Tuesday, November 10, 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, November 10, 2020, at 6:00 P.M. via Zoom, Richland, Washington. School Board President Rick Jansons presided. Board members present: Heather Cleary, Kari Williams, Jill Oldson and Ken Gosney.

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 6:30 P.M.

The Board returned to the regular meeting at 6:33 P.M.

**1.0 CALL TO ORDER**

**1.1 Pledge of Allegiance**

**1.2 Roll Call-All Here**

**1.3 Approval of Minutes (October 26, 2020; October 27, 2020)**

It was moved by Heather Cleary and seconded by Kari Williams that –

THE BOARD APPROVE MEETING MINUTES FROM OCTOBER 26, 2020.

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

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

THE BOARD APPROVE MEETING MINUTES FROM OCTOBER 27, 2020.

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

Mr. Jansons reported the Governor has extended the Open Public Meetings Act (OPMA) restrictions through December 7, 2020.

**2.0 BUSINESS**

**2.1 Return to School Update**

Dr. Redinger stated Mr. Hansen, Deputy Superintendent, will share information from the Benton Franklin Health District (BFHD) and the Washington State Department of Health.

### **2.1.1 Metrics/Data-Benton Franklin Health District Updates**

Mike Hansen stated the District has 34 staff or students with COVID-like symptoms or positive cases, 24 of which have been confirmed positive, while the others are waiting for results. We have another 39 staff that are considered close contacts but have come back negative, and another 44 students that may have been in contact. Staff members track cases through a process which can become quite complex. Mr. Hansen advised the BFHD graphs have changed formats. The 14-day rate in Benton county is reaching close to 300 cases per 100,000 population.

Case rates are continuing to go up, but hopefully we can control numbers in our schools if we follow mitigation protocols. The State Decision Tree document was shared which recommends online learning for areas where numbers are over 75/100,000 over a 14-day period, with the exception of small groups (five or less).

Mr. Jansons referred to the State data. He stated Dr. Person, BFHD, didn't want to set a number but stated she would be cautious allowing secondary students to return. She also recommended waiting a minimum of 2-3 weeks after the return of all elementary students.

Ms. Cleary questioned if the number of incidents in the District is current. Dr. Redinger assured her Ty Beaver, Communications Director, is working hard to keep the dashboard on the website up to date. He reported three classrooms have been quarantined.

Ms. Oldson asked if cases were school or community based. Mr. Hansen stated we feel most are community acquired and shared several scenarios. Ms. Oldson advised it is not just the District's responsibility but also the community. She stated decisions are difficult without the health district providing specific numbers/metrics for opening/closing.

Mr. Baddley reported football has been paused and will get those numbers to the Board.

### **2.1.2 COVID Communication and Response Protocols**

Dr. Redinger shared District administrators reviewed the Communication and Response protocols document again this morning with all principals. Joan Gribskov, Assistant Director of Human Resources, and Brenda Atencio, Lead Nurse, are key to working with staff and student cases. Several scenarios were discussed.

### **2.1.3 Pre-K-2 Return to School**

Superintendent Redinger shared the excitement of seeing elementary students return to hybrid in-person classes. Staff members are learning as they go with bumps along the way, as this is new to everyone. Brian Moore, Assistant Superintendent of Elementary Education, stated Pre-K-2 returned last week and praised school teams for their work to make school welcoming, with safety protocols in place to keep students and staff safe. He explained a third option for families has been developed, Continuous Distance Learning (CDL), for those families who aren't ready to come back yet. He is proud that the District is able to offer this option, although there has been much shuffling with 550 students involved so far. Mr. Moore reported many challenges including the attestation process, masks, maintaining social distancing and the COVID protocol process for staff and students. Grades 3-5 will be returning on Thursday. Board discussion and questions included:

- students shuffling from Continuous Distance Learning (CDL-550 students), Richland Virtual School (RVS-600 students) and in-person instruction
- class size concern/teacher concern-staff members are reviewing constantly
- add RVS to a future agenda
- Three Rivers HomeLink-approximately 700 students

Mr. Jansons shared his concern regarding the COVID numbers and would like to pause bringing back the 3-5 students at this time. Ms. Cleary referred to one of the votes from the previous meeting which included a pause between grade levels and said she would agree. Ms. Williams said she listened to State webinar stating the decision was a local decision and Dr. Chen, Pierce County Health Department, stating schools were not big transmitters. Ms. Oldson stated we should move forward with 3-5 but is hesitant to move forward with secondary students. Mr. Gosney shared Oregon's data stating opening should be in a deescalating environment. He would be ok with postponing 3-5 at this time. Discussion followed including:

- number of substitutes available to cover classes
- use of emergency substitutes?
- at what point do we shut down in-person instruction? The need to have a meeting to discuss metrics for decision making.
- conflicting direction from the State and County Health Departments-originally was 75 cases/100,000, now close to 300/100,000.
- possible focus on hospitalization number

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

THE BOARD CONTINUE WITH THE PLANNED THIRD THROUGH FIFTH GRADE IN PERSON HYBRID INSTRUCTION STARTING NOVEMBER 12, 2020 AND SCHEDULE A SPECIAL MEETING PRIOR TO THE NEXT BOARD MEETING TO DISCUSS METRICS AND WHAT NUMBERS THE DISTRICT IS COMFORTABLE WITH TO OPEN/CLOSE SCHOOLS.

Board discussion followed.

Ms. Oldson changed her motion (since no motion is required to set a special meeting).

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

THE BOARD CONTINUE WITH THE PLANNED THIRD THROUGH FIFTH GRADE IN PERSON HYBRID INSTRUCTION STARTING NOVEMBER 12, 2020.

Vote: Oldson, yes; Cleary, no; Williams, yes; Gosney, no; and Jansons, no.

Motion was not approved.

Mr. Gosney asked to hear more about Mead School District since they have been in session for eight weeks. Dr. Redinger stated Mead staff met with key administrators and shared their schedules and protocols that help mitigate issues. Mead is a smaller district but has similar demographics and approximately 270 cases/100,000 population.

Ms. Oldson stated the numbers continue to increase and without a matric in place, the decisions become more difficult. Ms. Cleary stated she is looking for a pause for numbers to stabilize. Mr. Gosney asked for a re-vote. Mr. Jansons is hearing that parents don't think the Board members want students to return to school, which is not true!

It was moved by Ken Gosney and seconded by Kari Williams that –

THE BOARD CONTINUE WITH THE PLANNED THIRD THROUGH FIFTH GRADE IN PERSON HYBRID INSTRUCTION STARTING NOVEMBER 12, 2020.

Vote: Oldson, yes; Cleary, no; Williams, yes; Gosney, yes; and Jansons, no.  
Motion was approved.

#### **2.1.4 Office of Superintendent of Public Instruction (OSPI) Update on Grading**

Dr. Redinger asked Mr. Baddley to report on recent changes to secondary grading. Mr. Baddley reported new information from the Office of Superintendent of Public Instruction (OSPI) clarifies that a grade of “incomplete” is allowable for students in grades 9-12 and middle school students taking credit-bearing high school level work.

Mr. Baddley explained students assigned an “incomplete” for a course will be given multiple opportunities to demonstrate mastery of the learning standards based on local school district decisions in consultation with the student/parents/guardians. Those opportunities can include but are not limited to:

- Formal coursework during the summer, following term or year, or online
- Competency-based assessments (exams, portfolios) of knowledge and skills earned outside of the classroom
- Backfilling the incomplete grade with the letter grade obtained in the next course taken in that subject area aligned to grade-level standards.

Mr. Baddley stated pass/fail grades will be an option for certain students based on their educational plans. Staff members will be working with families to provide flexibility to change incompletes to letter grades.

#### **2.1.5 Update on Secondary Student Supports**

Mr. Baddley shared staff members have identified students needing additional support, either academically, emotionally, or both. Caring support is being provided through the work of District teachers, counselors, social workers, psychologists, mental health workers, administrators, Gear Up staff and Communities in Schools (CIS) staff. Staff members are reaching out to those students not engaging to find what assistance is needed. He advised the work of the Student Health and Safety Team continues and the group will be presenting information on December 8, 2020. The team has completed a selection process for the universal screener. Implementation plans are being developed that will include staff training and communication plans. Mr. Baddley also stated secondary schools are planning to bring additional cohorting groups of students onsite for tutoring. Richland and Hanford High Schools are targeting 200 students per day to access onsite tutoring. Middle schools are targeting 75 students per day, depending on transportation. River's Edge is targeting all onsite

students. The capacity at each school is different depending on how many staff members are available.

Ms. Williams questioned extracurricular activities. Mr. Baddley stated clubs can open virtually but onsite activities are on hold.

### **2.1.6 Options to Expand 6-12 Students-Hybrid**

Dr. Redinger stated Mr. Baddley will present several options moving forward for 6-12 students. We want kids back in school in a safe environment. Mr. Baddley stated during the summer of 2020 the District's Continuous Learning 2.0 Plan was developed by staff and approved by the Board. Prior to school beginning the 2020-21 school year, student schedules were developed based on their individual High School and Beyond Plans (HSBP), graduation requirements, as well as passion courses. Master schedules carefully matched students to courses and the class loads were balanced to maintain 6' distancing classroom occupancy maximums using the A/B rotation. The current Board approved plan for secondary schools returning for in-person learning details a Hybrid Schedule A/B/A/B with Fridays for asynchronous learning.

Mr. Baddley explained the number of teachers with specific endorsements not able to return to their onsite teaching assignment due to high risk health conditions will impact the master schedule at each secondary school. Forty-one secondary teachers began the process of being designated high risk at the beginning of the school year. At this time, seven or more teachers at some schools indicated they may be unable to return to onsite teaching assignments. If the Board determines it is best to return to in-person instruction at the secondary level, staff will need to declare by a date to be determined by Human Resources before master schedules can be finalized. Schools have already begun reaching out to students to identify each student not planning to return to onsite learning. He advised if students come back mid-semester, 500-1,000 students' schedules and teachers may need to be changed as well as some credit issues. Mr. Baddley shared the question during the recent Superintendent/Student Advisory meeting, 80% of students said they would prefer to wait until semester break if class schedules and teachers might change.

Dr. Person, BFHD, stated just recently it is not possible to cohort secondary students so to continue planning hybrid schedules with mitigating protocols. She also advised there should be 2-3 weeks between the return of elementary and secondary students. Mr. Baddley explained District administrators met with Pacific Northwest National Laboratory (PNNL) scientists to discuss cohorting models. In the meeting scientists shared cohorting models which reflected the processes the District currently utilizes to create master schedules. They are willing to work with us as we move forward.

Mr. Baddley reported administrators recently met with staff from the Mead School District. Mead is using an AB/AB model which has been working well. The Mead hybrid model has teachers streaming live lessons providing students the option to access instruction in person or by viewing direct instruction remotely. We have started working with union leadership and pricing equipment to determine the feasibility of this process.

Mr. Baddley explained the possible timelines and scenarios:

**Scenario A:** Students accessing onsite instruction mid-semester. This is the most challenging scenario with the possibility of lost credit in this mid-semester schedule adjustment. Teacher

schedules will change as they will be teaching a wider variety of courses (additional preps possible).

December 7

- The Secondary Hybrid Schedule begins with students in new classes with new teachers to finish the first semester. Additional changes will need to be made to the Master Schedule for second semester.

**Scenario B:** Students accessing onsite instruction at start of second semester. Schools work to revise the Master Schedule for second semester using staff and student return data collected.

- Students schedules will be adjusted based on class size and teacher availability.
- Teacher schedules will be adjusted (additional preps possible).

January 26

- Second Semester begins with a Hybrid Schedule.

Both scenarios A and B involve:

- Human Resources has secondary staff declare intent to return for in-person instruction even though COVID case counts more than 75/100,000/14 days.
- Schools contact families to identify which students will not be returning for in-person instruction.

**Scenario C:** Students accessing onsite instruction based on metrics.

- Metrics to be determined by School Board Members

Mr. Gosney feels Scenario B is the best option since A involves student schedule and teacher changes, as well as possible loss of credits. He would like an option D, similar to the Mead School District. He asked to get more clarification on the Mead model and would prefer four days of instruction.

Ms. Williams agreed four days of instruction would be the best scenario. This would also allow fluidity for both students and teachers. She does not want teachers teaching out of endorsement areas. If students or teachers need to quarantine, they could still participate online. She likes the idea of cohort for middle schools if possible.

Ms. Cleary wants to have a discussion and determine-how many cases are too many? She is also uncomfortable with teachers teaching outside of endorsement areas. She leans towards the semester start to allow for an opportunity for case numbers to come down and feels that cohorting is not as important.

Ms. Olson prefers scenario B as well but worries about daily prolonged computer use for students. If we can do something similar without students spending 6 hours a day on a computer, that would be preferred. She likes the idea of every day instruction and feels cohorting is not a necessary.

Mr. Jansons stated it sounds as if Board members are looking for an option D. He likes scenario C and suggested a special meeting to look at metrics to set the criteria piece. He asked that a scenario D be brought to the November 24, 2020 meeting for evaluation, and suggested November 18, 2020 as a special meeting to review metrics. Dr. Redinger stated it will take some time to move to a whole new plan. She would also like to involve high school principals but feels the plan could be

ready to implement by semester. Mr. Jansons advised Board decisions usually allow two interactions at meetings for discussion and input. He recommended that information be presented at the next meeting, with approval at the December 8, 2020 meeting. Board members agreed.

Ms. Oldson suggested looking at best practices from schools across the country. Mr. Gosney stated, if additional technology is needed, the District needs to act quickly. Ms. Williams asked to be open to decisions at the next meeting and Dr. Redinger stated we will try to stay agile. Ms. Cleary also asked Mr. Hansen to continue his data updates.

### **3.0 COMMUNICATIONS**

#### **3.1 Requests and Comments by Visitors (20-minute time limit)**

J-D Black appreciates the vote to allow students in grades 3-5 to return to in-person instruction. He asked Board members to set a date for secondary students to return. He feels the Board should be looking at hospitalizations, not cases per 100,000 population.

Gary shared his concern with the current online instruction and asked the Board not to neglect those students who will continue to stay online with health issues in their homes.

Shelley Burt also thinks hospitalizations are the best data since she feels there are many false positives. She would like a date set and is concerned with mental health issues in students.

Nicole C. shared there are good models such as Mead and Auburn. She feels the District needs to maximize engagement while being creative and allowing flexibility. She thanked Mr. Baddley and all for their work.

Andrew Callaway is disappointed Board members are blaming the community. He feels the District should have reopened when the numbers were lower. He stated reports show schools are not super spreaders.

Carson Ritchie advocated for many Richland High School students who are suffering from depression and shared the suicide of a friend. He thanked several members for their effort to open schools and asked several others to listen to the community. He feels school is essential.

Luke Shaffer (family member spoke) is taking many advance placement classes and teachers are working hard, but it is not the same as in-person. She has struggled to focus and feels mental health issues are becoming more serious.

#### **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).**

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

**4.1 Personnel Actions**

CERTIFICATED PERSONNEL

NEW HIRES FOR THE 2020-21 SCHOOL YEAR

Filkowski, Jon, 1FTE, Phys. Therapist, Special Programs, effective 11/2/2020 (Corrected hire date)

CHANGE OF ASSIGNMENT FOR THE 2020-21 SCHOOL YEAR

Anderson, Sari, 1FTE, Intern to Psychologist, Spec. Programs, Non-Cont, effective 11/1/2020

CLASSIFIED PERSONNEL

NEW HIRES FOR THE 2020-21 SCHOOL YEAR

Leonov, Alla, Paraeducator, Lewis & Clark Elementary, effective 11/2/2020

Sams, Denise, Paraeducator, Jefferson Elementary, effective 11/12/2020

Schlotman, Paul, Paraeducator, Jefferson Elementary, effective 11/12/2020

Wassom, Debra, Paraeducator, Tapteal/Jason Lee Elementary, effective 11/4/2020

LEAVE OF ABSENCE FOR THE 2020-21 SCHOOL YEAR

Andersen, Cynthia, Paraeducator, Enterprise Middle School, effective 11/2/2020

Premel, Crystal, Paraeducator/Home Liaison, ECEAP, effective 11/30/2020

RESIGNATIONS FOR THE 2020-21 SCHOOL YEAR

Fleming, James, Bus Driver, Transportation, effective 10/29/2020

RETIREMENTS FOR THE 2020-21 SCHOOL YEAR

Stevens, Bobby, Warehouse, Maintenance & Operations, effective 11/30/2020

Wilson, Barb, Secretary, HomeLink, effective 1/31/2021

Wittman, Nancy, Paraeducator, Special Programs, effective 1/8/2021

**4.2 Advisory Group Appointments**

**4.3 Payroll and Warrant Information**

ASB Fund Warrant No. 40006678 for \$90.00

No. 54000297 for \$3,077.00

No. 40006679 for \$90.00

Nos. 54000298 through 54000299 for \$25,605.52

Nos. 74000114 through 74000115 for \$7,466.60

Capital Projects Fund Warrant Nos. 20001549 through 20001550 for \$35,069.60

Nos. 52000189 through 52000190 for \$19,142.12

Nos. 20001551 through 20001553 for \$73,677.79

Nos. 52000191 through 52000192 for \$121,927.54

Debt Services Fund Warrant No. 30000130 for \$1,626.58

General Fund Warrant Nos. 10074472 through 10074522 for \$2,074,536.30

Nos. 51001032 through 51001038 for \$24,136.85

Nos. 71002010 through 71002026 for \$83,632.12

Nos. 10074523 through 10074564 for \$412,614.05

Nos. 51001039 through 51001047 for \$355,864.03

Nos. 71002027 through 71002040 for \$15,797.05

Self-Insurance Fund Warrant No. 57000019 for \$8,234.36

Nos. 57000020 through 57000021 for \$10,812.62

Transportation Fund Warrant No. 00000004 for \$190.81

Payroll Warrant No. 10074179 for \$1,619.75

Nos. 10074350 through 10074406 for \$110,503.97

Nos. 10074407 to 10074452 for \$4,394,641.32

Electronic Fund Transfer for \$8,704,881.90

Total October Payroll approved in the amount of \$13,211,646.94



**4.0 FUTURE AGENDA ITEMS**

Mr. Jansons stated a workshop will take place on November 16, 2020 to review COVID data/metrics. An update on Mental Health will be presented on December 8, 2020. A presentation regarding RVS was also requested. Ms. Oldson stated the Board Operating Procedures Workshop will take place in early January.

**6.0 BOARD AND SUPERINTENDENT REPORTS**

Shelley Redinger said she was looking forward to the Washington State School Directors' Association (WSSDA) conference next week.

Kari Williams thank the students who have been reaching out to the board.

**ADJOURNMENT**

The meeting adjourned at 10:19 P.M.

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RICHLAND SCHOOL DISTRICT NO. 400

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SECRETARY, BOARD OF DIRECTORS