



Board of Directors, Workshop/Special Meeting Minutes, Thursday February 25, 2021  
RICHLAND SCHOOL DISTRICT NO. 400  
BENTON COUNTY, RICHLAND, WASHINGTON

The Board of Directors of Richland School District No. 400 met for a Workshop/Special Meeting Thursday, February 25, 2021 via Zoom, West Richland, Washington, Benton County. School Board President Rick Jansons presided. Board members present: Heather Cleary, Kari Williams, Jill Oldson, and Ken Gosney.

Mr. Jansons called the meeting to order at 3:05 P.M.

**1.0 Board Operating Principles \*facilitated by Tricia Lubach, Washington State School Director's Association (WSSDA)**

Ms. Lubach is the Director of Leadership Development for WSSDA. Ms. Lubach discussed the assessment survey completed earlier by Board members. She shared areas of strength as well as areas where growth and cohesiveness are needed. Ms. Lubach shared notes from the January 8, 2021 Board Workshop with links to sample Board Operating Protocols from other districts to review. These protocols are important to form a common set of expectations or norms, understand roles and responsibilities of Board members, as well as build trust and respect to form a collaborative team. Topics included:

- Authority of the Board-Rules and Responsibilities
- Board meeting norms
- Communication
- Processes/Procedures
- New member protocols
- Board/Superintendent team
- Goal setting/Accountability
- Individual integrity/Code of ethics

Ms. Lubach also shared links to several board agenda planning calendars. Several more workshops will be scheduled to continue this work. Ms. Lubach will also be asked to facilitate an additional meeting in the future.

**ADJOURNMENT**

The meeting adjourned at 5:59 P.M.

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RICHLAND SCHOOL DISTRICT NO. 400

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SECRETARY, BOARD OF DIRECTORS