

Lind-Ritzville Cooperative Schools
Regular Board Meeting – December 14, 2023 - 6:30 PM - LRHS Commons
Board Study Session 6:00 PM - LRHS Commons

RITZVILLE

Flag Salute

1. Call to Order and Verification
2. Approval November 27, 2023 Regular Board Meeting Minutes
3. Approval of Agenda
4. Consent Agenda
 - a. General Fund Accounts Payable - \$71,563.58
 - b. Transportation Cooperative Accounts Payable - \$49,305.45
 - c. Associated Student Body Fund Accounts Payable - \$5,436.35
 - d. Capital Project Fund Accounts Payable - \$2,229.66
 - e. Payroll for December 29 , 2023 - \$411,087.66
 - f. Approval of Board Meeting Dates for 2024
 - g. Board Designation of Official Media - Adams County Ritzville Journal

LIND

1. Call to Order and Verification
2. Appointment of New Board Director
3. Approval November 27, 2023 Regular Board Meeting Minutes
4. Approval of Agenda
5. Consent Agenda
 - a. General Fund Accounts Payable - \$52,460.74
 - b. Transportation Cooperative Accounts Payable - \$49,305.45
 - c. Associated Student Body Fund Accounts Payable - \$194.15
 - d. Payroll for December 29, 2023 - \$368,013.88
 - e. Approval of Board Meeting Dates for 2024
 - f. Board Designation of Official Media - Adams County Ritzville Journal

JOINT ITEMS

5. Legislative Update
6. Reports to the Board
 - a. Students & School Program
 - i. Principals' Report
 - a. Above & Beyond
 - b. National FFA
7. Superintendent's Report
 - a. Annual EOY Report
8. Public Comment
9. Policy Review & Emerging Issues
 - a. ***Second Reading & Approval*** - Policy 6610 - Video Surveillance
 - b. Adoption of Resolution 2023-003 Cancellation of Stale Warrants - ***Ritzville Only***
 - c. Reorganization of the Board

10. Finance
11. Other Reports
12. Board Member Reports
13. Adjournment

Executive Session per RCW 42.30.110- 1F

Items for the next meeting:

**RITZVILLE SCHOOL DISTRICT #160-67 and LIND SCHOOL DISTRICT #158
JOINT BOARD MEETING
November 27, 2023**

The meeting of the Board of Directors of Ritzville School District #160-67 and Lind School District #158 was held in the Lind-Ritzville Middle School Cafeteria on November 27, 2023. The following members were in attendance:

Lind School Board Members:	Jani Melcher	Greg Schmunk
	Jim Weidemann	Kevin Starring
	Adam Labes	

Ritzville School Board Members:	Reid Philips	Tia Kubik
	Greg Galbreath	Erin Repp
	Scott Carruth	

Lind Vice-Chair Melcher led the Pledge of Allegiance.

Lind Vice-Chair Melcher called the Lind School Board meeting to order at 6:30 P.M.

Lind Chair Labes was excused and arrived late.

Lind Director Weideman moved to approve the October 23, 2023 Regular Board Meeting minutes. Director Schmunk seconded the motion. A voice vote was heard with all present members voting aye. The motion carried.

Lind Director Schmunk moved to approve the agenda. Lind Director Starring seconded the motion. A voice vote was heard with all present members voting aye. The motion carried.

Lind Director Starring moved to approve the Consent Agenda as follows: General Fund Accounts Payable - \$76,922.38; Transportation Cooperative Accounts Payable - \$40,998.82; Associated Student Body Fund Accounts Payable - \$3,026.05; TVF Accounts Payable \$215,313.82; Payroll for November 30, 2023 - \$375,232.76; Accept Recommendation of LRHS C Squad Boys Basketball Coach - Steve Wellsandt; Accept Resignation of Lind Elementary Third Grade Teacher - Micah Pridmore. Lind Director Weidemann seconded the motion. A voice vote was heard with all present members voting aye. The motion carried.

Ritzville Chair Philips called the Ritzville School Board meeting to order at 6:31 P.M.

Ritzville Director Repp moved to approve the October 23, 2023 Regular Board Meeting minutes. Director Galbreath seconded the motion. A voice vote was heard with all present members voting aye. The motion carried.

Ritzville Director Kubik moved to approve the agenda. Ritzville Director Carruth seconded the motion. A voice vote was heard with all present members voting aye. The motion carried.

Ritzville Director Carruth moved to approve the Consent Agenda as follows: General Fund Accounts Payable - \$66,676.04; Transportation Cooperative Accounts Payable - \$40,998.82; Associated Student Body Fund Accounts Payable - \$33,823.29; Capital Funds Accounts Payable \$9,083.71; Payroll for November 30, 2023 - \$427,176.19; Accept Recommendation of Year-Round Part-Time Custodian - Josie Campbell; Accept Recommendation of Ritzville Grade School Paraeducator - Deanna Brooks; ; Accept Recommendation of LRHS C Squad Boys Basketball Coach - Steve Wellsandt; Accept Resignation of Ritzville Grade School Paraeducator - Kimberly Braden. Ritzville Director Repp seconded the motion. A voice vote was heard with all present members voting aye. The motion carried.

Joint Items

Legislative Update

Superintendent Vanderholm shared that the proposed restraint and isolation bill will put limits on schools.

Reports to the Board

Students & School Programs

Student Representative Report

Student Representative Kemper Smith updated the boards of current and past events at LRHS including the Culinary Class' trip to College Place High School in Spokane, the volleyball team placing 2nd at State and the annual Bikes for Tikes will be in December.

Principals' Report

LRMS Principal Don Walker recognized Audreyann Kiesz and Alonso Gutierrez-Castellon outstanding character, academic achievements, and unwavering dedication to the principles that make Lind-Ritzville Middle School great.

School Improvement Plans from RGS Principal Cindy Deska, LES Principal Sarah Dinkins, LRMS Principal Don Walker and LRHS Principal Kevin Terris were distributed to the Board of Directors in the board packets this month.

Davis Hatch, LRMS Teacher, shared information on SciMaTech and the different programs that the students are using to learn computer programming. He also shared that the Robotics Club will be going to their first Lego League competition on December 10th.

Superintendent's Report

Building and Ground Supervisor Zach Gardner and Building and Grounds Assistant Supervisor Brady Wahl gave an update on facilities. With the addition of a part-time employee in Ritzville, they have been moving responsibilities around to better serve all buildings. They are also gearing up for the winter season.

Superintendent Vanderholm shared grant news, since October's meeting the district has received a total of \$458,241 in grants. This includes \$30,000 for Computer Science at LRMS; \$110,000 MBLC funding, \$72,000 Department of Commerce grant for the Childcare facility study to assess community needs, Teacher-Principal Evaluation support- \$3259 Ritzville, \$2982 Lind; Lind and Ritzville School Districts \$100,000 each for Expanding Health Science Programs in High School; \$40,000 FFA Chapter Grant to be used for a vehicle and trailer.

Superintendent Vanderholm spoke about possible facilities projects in Lind. An architect from Learn, Design & Apply visited the buildings and looked at possible projects such as; MS office remodel, doors at LRMS, keycards for LES and LRMS, sagging floors at LES and sidewalk at LRMS. The company will assist the district in writing grants to fund the projects.

Mr. Vanderholm shared that the district is working with ESD 101 to help with providing support and strategies for addressing student behaviors. The ESD will be at RGS this week to meet with staff and to provide some strategies.

Other items discussed were RGS Fall Fest, Cooperative Site Team meeting, Coffee with the Superintendent, Screenagers showing, James Donaldson presentation and the Veterans Day Assemblies.

Public Comment - There was no public comment.

Policy Review & Emerging Issues

After the second reading, Lind Director Weidemann moved for Approval of Policy 3231 - Student Records. Lind Director Starring seconded the motion. A voice vote was taken with all present members voting Aye. The motion carried.

After the second reading, Ritzville Director Kubik moved for Approval of Policy 3231 - Student Records. Ritzville Director Carruth seconded the motion. A voice vote was taken with all present members voting Aye. The motion carried.

After the second reading, Lind Director Schmunk moved for Approval of Policy 3520 - Student Fees, Fines, or Charges. Lind Director Starring seconded the motion. A voice vote was taken with all present members voting Aye. The motion carried.

After the second reading, Ritzville Director Repp moved for Approval of Policy 3520 - Student Fees, Fines, or Charges. Ritzville Director Kubik seconded the motion. A voice vote was taken with all present members voting Aye. The motion carried.

After the second reading, Lind Director Starring moved for Approval of Policy 4001 - Public Information Program. Lind Director Weidemann seconded the motion. A voice vote was taken with all present members voting Aye. The motion carried.

After the second reading, Ritzville Director Carruth moved for Approval of Policy 4001 - Public Information Program Ritzville Director Galbreath seconded the motion. A voice vote was taken with all present members voting Aye. The motion carried.

There was a first reading of Policy 6610- Video Surveillance

Lind Director Labes moved for Approval of Resolution #23-24-01 - Replacement Educational Programs & Operations Levy. Director Starring seconded the motion. A roll call vote was heard, with all present members voting aye. The motion carried.

Ritzville Director Kubik moved for Approval of Resolution #2023-001 - Replacement Educational Programs & Operations Levy. Director Repp seconded the motion. A roll call vote was heard, with all present members voting aye. The motion carried.

Lind Director Weidemann moved for Approval of Resolution #23-24-02 – Replacement Capital Levy for Educational Technology Improvements. Director Schmunk seconded the motion. A roll call vote was heard, with all present members voting aye. The motion carried.

Ritzville Director Carruth moved for Approval of Resolution #2023-002 - Replacement Capital Levy for Educational Technology Improvements. Director Galbreath seconded the motion. A roll call vote was heard, with all present members voting aye. The motion carried.

Appointment of "For" and "Against" Committees – Lind - There was no action taken on this agenda item.

Appointment of "For" and "Against" Committees – Ritzville - There was no action taken on this agenda item.

Financial Reports

LRCS Business Manager Kris Robbins shared with the short turnaround time before the December board meeting, Payroll and Accounts Payable might be processed after the board meeting. Budget status reports were included in the board packets. There will be an enrollment update next month. She also gave an update on transportation funding, sharing that it will go back to what it was prior to COVID and each district has been operating at a 20% loss the past few years.

Other Reports – Nothing to report.

Board Member Reports -

Lind Director Melcher and Ritzville Director Carruth shared their experiences about the LRCS presentation at the WSSDA conference in Bellevue. They, along with Superintendent Vanderholm, HR/Payroll Manager Tina Schuler & Business Manager Kris Robbins presented on the topic of “Successful Strategies in Forming a Cooperative with Another School District”.

Superintendent Vanderholm presented engraved cutting boards and thanked outgoing Lind Board Director Jani Melcher and Ritzville Board Director Greg Galbreath for their years of service to the Lind and Ritzville School Boards.

With there being no further business, the Lind and Ritzville School Board meeting was adjourned at 7:30 PM.

Chairman/Date

Chairman/Date

Secretary to the Board

2024 Lind-Ritzville Cooperative School Board Meetings

January 22, 2024 - Lind-Ritzville Middle School

February 26, 2024 - Lind-Ritzville High School

March 25, 2024 – Lind-Ritzville Middle School

April 22, 2024 – Lind-Ritzville High School

May 20, 2024 – Lind-Ritzville Middle School

June 24, 2024 – Lind-Ritzville High School

July 22, 2024 – Lind-Ritzville Middle School

August 26, 2024 – Lind-Ritzville High School

September 23, 2024 – Lind-Ritzville Middle School

October 28, 2024 – Lind-Ritzville High School

November 25, 2024 – Lind-Ritzville Middle School

December 19, 2024 – Lind-Ritzville High School

Lind Elementary Board Report~ December 2023

December is a fun filled month at the elementary school. We kicked off the month with our TK-5 Winter music concert. All the students sang their hearts out and it was a great show.

Teachers and students are learning our character trait empathy and practicing having empathy and what it means to be empathetic. Classrooms are finishing up their winter testing and teachers will be digging through their data to adjust intervention groups. We have 8 students in 2nd-5th grade participating in after school tutoring with a focus on phonics and reading.

In January we will host our third parent information night this year. This informational night will focus on how to support math learning at home. Parents will be provided with age appropriate math games TK-5th grade and introduced to strategies to use with their children when helping with math homework.

Our parents and teachers have several fun events planned this month. On the 15th a surprise guest, The Grinch and Cindy Lou, will be visiting each class and dropping off a gift. On the 18th we have our annual Lind Little Peeps Christmas Store for students. This is where every student gets to shop for a gift for each member of their family. Volunteers help them wrap the gifts and they take them home to put under the tree. If you would like to volunteer to help kids wrap on the 18th let me know. Last but not least, we have Santa, Lind Lions Club, visiting on the 20th.

I hope you all have a great holiday season! See you in the New Year.

December Board Report from Ritzville Grade School

Update on behavior of students at Ritzville Grade School...

Prevention: In class support is in place in 2 classrooms at RGS. One classroom has support per IEP's and one classroom has support per current need, which will continue after the 1st of the year, as needed.

We continue to utilize the WSU CLEAR consultant to support students and staff with social emotional support.

Our pre-school inclusion team members are currently signing up for a January book study which includes information on the social emotional framework for early learning.

Intervention: Virtual opportunities are available for student(s) who are not able to attend class at intermittent times during the day.

Behavior Analyst from ESD 101 came and did observation, and made verbal suggestions. We are awaiting her written response and suggestions.

A functional behavior assessment is "in process" for one of the students by our school psychologist.

Behavior plans will be formulated after gathering the above mentioned information.

We continue to see reduced aggression and continue to document events to determine any pattern of behavior.

LRMS December Board Report

1 message

Don Walker <dwalker@lrschools.org>

Mon, Dec 11, 2023 at 4:31 PM

To: Jamie Nichols <jnichols@lrschools.org>, Don Vanderholm <dvanderholm@lrschools.org>

Jamie,

Here is my board report:

CTE/Elective Courses Report

Lind-Ritzville Middle School continues its commitment to providing a well-rounded education by offering a diverse range of Career and Technical Education (CTE) and elective courses. Our primary goal is to create pathways for future success in high school and beyond. These courses aim to engage students in various fields, foster a passion for learning, and develop essential skills that will contribute to their overall academic and personal growth.

Last year we revamped our elective course offerings and have seen success. We are currently offering SciMaTech (Science, Math, and Tech), Introduction to Agriculture, Band, Communications and Marketing, Woods and Metals (Design and Fabrication), Photojournalism, Drama, Farm to Table (Cooking), Wildlife Management, Student Support, Floral, Environmental Science, and Teacher Assistant.

We are committed to continually expanding our elective offerings to meet the diverse interests of our students. We welcome suggestions for additional courses or modifications to existing programs. Last year, through student surveys, students were hopeful to have a cooking class. Through the efforts of staff, parents, and community, we were able to start the Farm to Table (cooking) class this year, which has been a huge success.

Our SciMaTech class focuses heavily on computer science and robotics skills, which directly feeds into our Robotics Club that competed in their first competition on December 10th. At the competition they were awarded with the Robot Design Award for outstanding programming principles and solid engineering practices to develop a robot that is sound, durable, efficient, and highly capable of performing challenge missions. Due to this award they will be advancing to the Eastern State Championship on January 27th at Eastern Washington University.

Thank you for your ongoing support of Lind-Ritzville Middle School's commitment to excellence in education. If you have any questions or comments, don't hesitate to ask.



Don Walker

Principal

dwalker@lrschools.org

509-677-3408 x5210

507 North E St, Lind, WA 99341

Board Report from Kevin

Dec 12, 2023

CTE Director Update

We've applied for these grants through Perkins V and Perkins Reserve iGrants:

1. iCEV Three-Year Subscription: iCEV is a company that offers independent study CTE courses in agricultural education. Student who complete these courses are eligible to take assessments that lead to Industry Recognized Credentials in the following areas:
 - a. NOCTI Floriculture, Production Agriculture, Horticulture Landscaping, Greenhouse, and Small Animal Science, and more.
2. FFA and FCCLA Garments (extra jackets) for competition
3. Professional Development Funding so CTE teachers can attend state conferences
4. Job Shadow and Apprenticeship Stipend for Donna Koch's work in organizing job shadowing experiences
5. Farm to Table (Middle School) Equipment
6. CTSO Fees Funding to pay for FBLA, FCCLA, and FFA membership fees for students
7. Soils Chemistry Curriculum

Total Requested Perkins Reserve Funding is around \$30,000

The Perkins V Grants will go toward Ag Education in the Middle School and Family and Consumer Science Education at the High School. This is roughly \$10,000 in Perkins V funding.

In addition to Perkins iGrants, we anticipate an additional grant coming our way to support the transition from our building construction course to the Core Plus Construction courses in middle school and high school agriculture education. This funding will support training for Andy Williams and Davis Hatch to learn how to properly prepare students to earn building construction certifications through the Core Plus construction frameworks. It will also include some upgrades to the middle school and high school woodshop.

Lori Sanderson is applying for dual credit status with University of Washington so that our Soils Chemistry offers 5 science credits through the U of W.

Steve Greenwalt is looking at converting our Yearbook class to a Publications class that offers new learning opportunities in social media production. The yearbook will still be designed in this course.

I am meeting with ESD 101's Career Connected Learning coordinator and the EWU Health Science Education Director in the next few weeks, so they can help me navigate getting a Nursing Assistant course available to students at the beginning of the 24-25 school year. In addition to this course, we hope to be able to offer a sports medicine course as well. I will use our Health Sciences iGrant to fund the startup of these new CTE courses.



Lind-Ritzville Cooperative Schools

"Achieving success together"



507 North E Street
Lind WA 99341

209 E Wellsandt Ave
Ritzville WA 99169

Program Compliance Report– Policy 2106

2022-2023 Year End Report to the School Board--prepared by Superintendent Vanderholm

The following statement is from District Policy 4000

District Annual Report

An annual report addressing the activities of the school district and the administration's recommendations for improvement of student learning and district operations will be prepared by the superintendent and presented to the board as soon as possible after the close of each school year. Upon board approval, the report will be made available to the public and used as one means for informing parents and community members, the Office of the Superintendent of Public Instruction, and other districts in the area, of the programs and conditions of the district's schools. The district is required to ensure awareness of and compliance with certain statutory requirements as specified in policy #2106 (Program Compliance). When the district is not in compliance, such deviations will be incorporated into the annual report.

** Hello Superintendent Don Vanderholm:*

The 2023-24 Minimum Basic Education Requirement Compliance and District Survey submissions been finalized and certified by the State Board of Education on October 11, 2023. The Lind and Ritzville School Districts are assigned the status of **full certification** for the 2023-24 school year. **Congratulations are in order**, as your school districts reported providing all required courses, offerings, and activities.

2022-2023 EOY Report

1.0 Appropriate measures are taken to safeguard all student and school district permanent records against loss or damage

The Lind and Ritzville Schools District follow the Washington State Public Records Retention Manual guidelines and schedule and in accordance with policies (3231-Student Records, 4000-Public Information Program and 4040-Public Access to District Records).

2.0 Provision is made for the supervision of instructional practices and procedures

The Lind and Ritzville School Districts use the Washington State Teacher/Principal Evaluation Program (TPEP) criteria and the district approved instructional framework, Framework for Teaching (Marzano) as part of the evaluation process and the foundation for maximizing educator growth and development (Policy 5240 –Evaluation of staff)

3.0 Current basic instructional materials are available for required courses of study

Instructional materials are available for required courses of study. The Curriculum Advisory Committee (CAC) oversees the curriculum adoption process and the curriculum adoption calendar (Policy 2020 Curriculum Development and Adoption of Instructional Materials). This year the CAC is working on K-5 English language arts.

4.0 A program of guidance, counseling and testing services is maintained for students in all grades offered by the school district

The Lind and Ritzville School Districts provide program guidance, counseling and testing services for students PreK12th grade (Policy- 2090-Program Evaluation and Policy 2161 Special Education and Related Services for Eligible Students). Lind-Ritzville Cooperative Schools has dedicated local funding to support additional counseling services that go well-beyond the State Allocation. In addition, the district follows required student assessments and follows the state assessment schedule. Additional staff are trained and assigned for proctoring and administering required assessments as needed.

5.0 A learning resources program is maintained

The Lind and Ritzville School Districts maintain Special Education, LAP and Title I, and Highly Capable programs in compliance with state and federal regulations. As indicated by OSPI/SBE approval of the Minimum Education Requirements annual survey

6.0 The physical facilities of each building are adequate and appropriate for the educational program offered

The Lind and Ritzville School Districts conduct an annual safety review of all district buildings and properties to ensure the facilities are adequate and appropriate for the education programs offered. (Policy 6800 Operations and Maintenance of School Property). In addition, the district maintains an active preventative maintenance plan. When appropriate safety audits are conducted by ESD 101 risk management specialists when such things as air quality, water, or safety concerns arise.

7.0 There is adequate provision for the health and safety of all students within the custody of the school district

The Lind and Ritzville School Districts provide health services at staffing levels that are adequate to meet the provision of health and safety of all students and staff (Policy 3410-Student Health). Staff will complete Required Annual Training by September 30th.

The Cooperative nurse provides required training for All Staff. The nurse also trains selected staff in the areas of higher risk for students such as allergies, diabetes, medications, as well as indirect training in specialized protocols.

Cooperative Safety meetings are held regularly. All schools are represented on this team. Safety team members are encouraged to report safety concerns to the entire team and/or the

superintendent. In this way, everyone in the organization plays a role in monitoring the safety of students, staff, and visitors to our facilities.

ESD 101 or specialized contractors are brought in as needed to monitor and test for suspected hazards. The district's insurance carrier makes regular on-site safety audits and recommends safety improvements if needed.

8.0 Current policies pertaining to the administration and operation of the school district, policies governing school buildings and classroom visitation rights of non-students are available online.

All current policies are available on the district website. In addition, some specific policies and procedures are noted in student handbooks (Policy 3200-Student Rights and Responsibilities).

9.0 The Lind and Ritzville School Districts comply with all federal and state rules and regulations and do not discriminate on the basis of race, creed, religion, color, national origin, age, honorably-discharged veterans or military status, sex, sexual orientation, gender expression or identity, marital status, the presence of any sensory, mental or physical disability, participation in the Boy Scouts of America or the use of a trained dog guide or service animal by a person with a disability. The district(s) will provide equal access to school facilities to the Boy Scouts of America and all other designated youth groups listed in Title 36 of the United States Code as a patriotic society. District programs will be free from sexual harassment.

The Lind and Ritzville School Districts comply with all federal and state rules and regulations that apply to nondiscrimination and participate in required training. The school district's non-discrimination statement is included on the most essential documents and can be found on the district website and policy 3210-Non-Discrimination.

10.0 Within each school, the school principal has determined that appropriate student discipline is established and enforced. The school principal has conferred with the certificated employees in the school building in order to develop and/or review building disciplinary standards and the uniform enforcement of those standards

Each school distributes student handbooks electronically and/or are available in hard copy by request, in both English and Spanish.

Principal's meet with students and staff at the beginning of each school year and as needed to reinforce discipline standards. Each school has implemented a form of positive behavior intervention systems and teaches expectations to students (Policy 3200-Student Rights and Responsibilities).

11.0 Written high school graduation requirements and rules have been adopted by the school district board of directors

Adopted in policy 2410-Graduation Requirements and implemented through procedures 2410. Recent updates the procedure cover CTE pathways with districts having discretion in determining which pathway options they offer; and conditions for participation in graduation ceremonies. Policy 2413, which will be up for first reading at the Jan meeting, provides more specifics on equivalency credits opportunities aligned with mastery-based learning.

12.0 Equivalence among all schools in teachers, administrators and auxiliary personnel and equivalence in the provision of curriculum materials and supplies among all schools who receive Title I funds.

The Lind and Ritzville School Districts' Title I plan (including funding) has received approval from the Office of the Superintendent of Public Instruction and complies with policy 2104-Federal and/or State Funded Special Instructional Programs.

*Finances- End of Year status has been completed. School Boards approved budgets at the July board meeting. Lind and Ritzville budgets were reviewed by ESD 101 and approved by OSPI.

*Grant funding obtained in calendar year 2023= **(\$950,930)**

Video Surveillance

The board authorizes the use of video surveillance on district property for the purpose of maintaining the health, welfare, and safety of students, staff, and visitors, and to protect district equipment and facilities. The board authorizes video surveillance in common areas on district property and further authorizes the superintendent or designee to determine exact locations for cameras. The board further authorizes the superintendent or designee to install cameras to address specific incidents or need. However, the district will not install or use cameras in restrooms and locker rooms.

In general, only those individuals with a legitimate administrative or educational purpose may be permitted to view the video recordings. In most instances, those persons will be the superintendent, principals, supervisors, and other administrators.

The district will notify staff and students through the district website, staff and student handbooks that video surveillance may occur on district property. The district may use footage from video surveillance for student disciplinary action. In addition, the Superintendent and building principals may use video cameras for the purpose of monitoring employee actions and the district reserves the right to use footage from video surveillance for staff discipline or discharge, although this is not the primary purpose of video surveillance.

In certain instances, video recordings may become a part of a student's educational record or a staff member's personnel record. The district will comply with all applicable state and federal laws related to record maintenance, retention, and disclosure.

Legal References: 42 U.S.C. 1232g Family Educational Rights and Privacy Act

Management Resources: 2018 - August 2018 - August Policy Issue

Adoption Date: **08.18**
Classification: **Encouraged**
Revised Dates:

Commented [DV1]: We do not currently have this policy. As you will see there are some advantages to adopting this language.

Commented [DV2]: I asked the attorney to review Draft Policy 6610. Here is what he had to say:
There are a couple of issues regarding the policy that I need to bring to your attention. First, the policy states: "In addition, the district reserves the right to use footage from video surveillance for staff discipline or discharge, although this is not the primary purpose of video surveillance." I reviewed the collective bargaining agreements on your website. The two agreements for certificated staff contain the following language:

Security cameras at the District site locations exist for security purposes only and are not intended to be used for employee evaluations. Unless specifically directed by the Superintendent, only the Superintendent and building principals may use video cameras for the purpose of monitoring employee actions. If a security camera records an employee in the commission of a crime, the District may use that video evidence in disciplinary proceedings.

You can find this in Article III, Section 7.B of both agreements. Under RCW 41.59.910 and District Policy 5021, the terms of the collective bargaining agreement trump the policy. As a result, for certificated employees, you are limited to using video surveillance footage in discipline against a certificated employee only when the video depicts the employee committing a crime.

The second issue is related to the first one. The PSE Agreement is completely silent about video surveillance. So, you do not have the same limitations for classified staff as with the certificated employees. However, based on your past practice around video surveillance, if any, the policy may trigger an obligation to bargain with the PSE group. The easiest way to ensure you meet whatever obligation you have is to email a copy of the draft policy to their leadership group and let them know the policy is being presented at the next board meeting. If they have an issue with the policy's impacts, they can demand to bargain. If not, you can demonstrate that you notified the union leadership of the policy before it is implemented.

Don—That being said, I met with LEA/REA and we agreed on adding language from the contract in support of using video for disciplinary purposes (see highlighted language). I also sent the policy to PSE for review.

Commented [DV3]: Which is in line with current legal statutes around public records requests

Ritzville School District #160-67
Board Resolution 2023-003

WHEREAS, RCW 39.56.040 requires the cancellation of warrants not presented for payment within one year of issue, and

WHEREAS, the following outstanding warrants have not been presented for payment to the county treasurer:

FUND	WARRANT	ISSUE DATE	AMOUNT
General	71569	07/30/2021	\$ 2.25
General	71545	07/30/2021	\$ 3.00
General	71546	07/30/2021	\$ 43.25
General	72534	08/31/2022	\$ 137.50
General	72664	09/30/2022	\$ 1,000.00

NOW THEREFORE, BE IT RESOLVED that the Adams County Auditor and the Adams County Treasurer be authorized to cancel the above-listed outstanding warrants.

ADOPTED this 14th day of December 2023.

Secretary to the Board

Director

Director

Director

Director

Director