



Pullman School District

Minutes

Regular Board Meeting

Date and Time

Wednesday February 26, 2025 at 6:30 PM

Location

Paul R. Sturm Community/Board Room
Pullman High School
510 NW Greyhound Way
Pullman, WA 99163

Directors Present

Amanda Tanner, Arron Carter, Craig Nelson (remote), Lisa Waananen Jones, Nathan Roberts

Directors Absent

None

Guests Present

Bob Maxwell, Courtney Hodge, Diane Hodge, Juston Pollestad, Roberta Kramer

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Nathan Roberts called a meeting of the board of directors of Pullman School District to order on Wednesday Feb 26, 2025 at 6:30 PM.

Nathan Roberts

Signed by Nathan Roberts on 3/17/2025

C. Flag Salute

D. Land Acknowledgement Statement

E. Approval of Agenda

Dr. Maxwell noted the following changes to the agenda:

- Overnight Field Trip Request for LMS Science Olympiad- Added as consent agenda item
- ASB Fundraisers for PHS DECA - Added as consent agenda item
- February Payroll Warrant Authorization - Added as consent agenda item

Amanda Tanner made a motion to approve the agenda as amended.

Arron Carter seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Reports, Correspondence & Program

A. PHS ASB Report

The PHS ASB student representative provided an update on recent ASB activities:

- ASB met with Director Roberts to discuss student input on potential graduation attire changes, including the addition of cords for clubs and cap decorating.
- Prom is scheduled for May 31st at the RoundTop Pavilion with the theme **Gleam and Glow**.
- The ASB Executive team is revising the constitution to merge the secretary and treasurer positions into one role.

Dr. Maxwell noted that any proposed revisions to the ASB constitution will require board approval.

B. Board Reports

- **Craig Nelson (Remote)**: Attend DARE graduation for 5th graders and their families and appreciated the district's partnership with the Pullman Police Department and Officer Scott Patrick.
- **Lisa Waananen Jones**: Attended Nutrition Services Open House.
- **Arron Carter**: Attended Lincoln Middle School (LMS) staff meeting and provided an update on discussion from last meeting about the Chromebook Linewize program, directing staff to the presentation from the previous Board meeting. Attended LMS Boosters meeting with Dr. Maxwell where a budget and legislative update was provided. Invited members to attend the Board's Community Listening Session.

Nathan Roberts

Signed by Nathan Roberts on 3/17/2025

- **Amanda Tanner:** Parent Group at Sunnyside is hosting a parent-led discussion event on smartphones and social media. Organizing board dinner before or after one of the meetings within the next month or so.
- **Nathan Roberts:** Attended a Palouse Pathways meeting to discuss student scholarship opportunities. Discussions are ongoing, with a focus on developing a broader scholarship program not solely focused on college pathways. Met with PHS ASB to discuss potential graduation attire policy changes. Feedback from meetings with ASB and administration is being aggregated to aid in potential policy revisions, with any changes implemented in time for graduation. The upcoming Community Listening Session is scheduled for March 19th from 5:30pm-6:30pm at LMS, focusing on the district budget. The session will include a presentation with information gathering, followed by a board work session to debrief.

C. Superintendent's Report

- Provided an update on athletic results from participation in various regional and state tournaments.
- Presented to Lincoln Middle School Boosters - Talked a lot about advocacy with state legislators. Great idea came from that conversation to include some of the bills that seem to be gaining traction that impact public education in the Weekly Family Report.
- Dear Colleague Letter update - Public schools were given 2 weeks to revise Diversity, Equity, and Inclusion (DEI) policies/procedures. This is on hold as directed by the state. Information and updates on Federal Executive Orders can be found on our Safe and Welcoming Schools webpage on our district website.

D. Equity & Belonging Update

Safe and Welcoming Schools webpage is available on our website with information and updates on various federal executive orders.

III. Public Comment

A. Public Comment Speakers

Speaker: Joe Thornton

Topic: Provided comment on the new practice of discussing the superintendent contract renewal as a discussion item instead of as part of the consent agenda as it has been done in previous years.

Speaker: Rick Grunewald

Topic: Provided comment on males participating in female sports and provided information about the WIAA amendments and prompted the board to act in support of those proposed.

IV. Consent Agenda

Nathan Roberts

Signed by Nathan Roberts on 3/17/2025

A. Minutes - February 12, 2025 Regular Board Meeting

Amanda Tanner made a motion to approve the minutes as part of the consent agenda from Regular Board Meeting on 02-12-25.

Lisa Waananen Jones seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. Personnel Report

C. Warrants

D. Student Transfer Requests

E. ASB Fundraiser

F. Donation Received

G. Budget Status Report

H. Overnight Field Trip Request

I. Consent Agenda Approval

Amanda Tanner made a motion to approve the consent agenda (Item IV. A-H).

Arron Carter seconded the motion.

The board **VOTED** unanimously to approve the motion.

V. Action Items

A. Superintendent Contract Renewal

Presenter: Nathan Roberts, Board President

The renewal and extension of the Superintendent's contract through 2028 was discussed. C. Nelson provided clarity on why this was discussed in public. Noted the board only has one employee and those discussions should be made public. N. Roberts clarified that it typically it is in the consent agenda because it is routine in nature. After requests from several board members, it was included as an item on the agenda as a discussion.

Amanda Tanner made a motion to Superintendnet contract renewal.

Lisa Waananen Jones seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

Arron Carter	Aye
Craig Nelson	No
Lisa Waananen Jones	Aye
Nathan Roberts	Aye

Nathan Roberts

Signed by Nathan Roberts on 3/17/2025

Roll Call

Amanda Tanner Aye

B. 3205 Sexual Harassment of Students Prohibited

Presenter: Roberta Kramer, Assistant Superintendent

This item was presented at the previous board meeting and have received no questions regarding the revisions. This revision comes as a result of the rollback of Title IX legislation. To comply with current law, all school districts have been instructed to revert to their prior 2020 Title IX policies and procedures that were in effect until the start of the current school year.

Arron Carter made a motion to 3205 Sexual Harassment of Students Prohibited.

Amanda Tanner seconded the motion.

The board **VOTED** unanimously to approve the motion.

C. 3210 Nondiscrimination

Presenter: Roberta Kramer, Assistant Superintendent

This item was presented at the previous board meeting and have received no questions regarding the revisions. Policy 3210 Nondiscrimination was highlighted in the WSSDA December 2024 Policy & Legal News.

Arron Carter made a motion to 3210 Nondiscrimination.

Lisa Waananen Jones seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. 6225 Use of Electronic Signatures NEW

Presenter: Bob Maxwell, Superintendent

This item was presented at the previous board meeting and have received no questions regarding the adoption of the policy. This policy allows for the use of electronic signatures for board documents, including meeting minutes. The next step will be exploring esignatures for other district documents.

Arron Carter made a motion to approve 6225 Use of Electronic Signatures.

Amanda Tanner seconded the motion.

The board **VOTED** unanimously to approve the motion.

E. Resolution 24-25:07 4040R Public Access to District Records

Presenter: Bob Maxwell, Superintendent

RCW 42.56.070(3) requires agencies subject to the Public Records Act to maintain an index of certain types of records listed in that subsection. However, subsection (4) states that agencies are not required to maintain such an index if doing so would be unduly burdensome. In that case, the agency must: (a) issue and publish a formal order specifying the reason why and the extent to which compliance would be unduly burdensome or interfere with agency operations; and (b) make available for public inspection and copying all indexes maintained for agency use. This resolution meets this requirement.

Nathan Roberts

Signed by Nathan Roberts on 3/17/2025

Arron Carter made a motion to approve Resolution 24-25:07 4040R Public Access to District Records.

Lisa Waananen Jones seconded the motion.

The board **VOTED** unanimously to approve the motion.

VI. Discussion Items

A. 1630/1630P Superintendent Evaluation

Presenters: Nathan Roberts, Board President & Arron Carter, Board Director

The Board is continuing to refine the superintendent evaluation process to better meet the needs of the district. Suggested revisions to the superintendent evaluation policy were presented by A. Carter and N. Roberts. The revised draft outlines how to conduct and evaluate the standards, including guidance on how board members can gather and provide feedback. A. Tanner emphasized the value of a structured approach but noted the need for flexibility, which A. Carter addressed by highlighting how the procedure includes allowances for flexibility while prioritizing key standards. N. Roberts explained that the evaluation model is similar to the administrator evaluation cycle, with a summative evaluation every five years that includes a review of all eight standards and the district's strategic plan. The July Board Retreat will provide an opportunity to identify priorities and adjust as needed. C. Nelson raised a concern about why the superintendent wouldn't be evaluated on all eight standards annually, similar to how teachers are evaluated on all criteria. A. Carter clarified that, while all standards apply each year, the process only requires directed evidence on two prioritized standards. A. Tanner noted that administrators are evaluated on all standards every 4 years and teachers are evaluated on all standards every 6 years. The Board also discussed implementing an evaluation form aligned with the procedure, which would draw from examples used by other districts. This form will include space for comments on all eight standards and the strategic plan, with a summary discussion taking place at the annual summer board retreat.

B. Pullman School District Artificial Intelligence (AI) Guidelines - DRAFT

Presenter: Bob Maxwell, Superintendent

The Pullman School District AI Task Force is actively developing guidelines to ensure the responsible and effective use of Artificial Intelligence (AI) in education. The guidelines are designed to enhance learning, support educators, and align with district values while prioritizing student privacy, equity, and academic integrity. Dr. Maxwell provided an overview of the key objectives, including a framework for evaluating AI tools, defining acceptable use cases, and establishing procedures for ongoing monitoring and refinement. The primary focus is protecting student data and privacy in the use of AI tools. Recent professional development for staff centered on the topic of AI in education, fostering a better understanding of its role in the classroom. These guidelines will help ensure AI technologies are used to complement—not replace—human decision-making in education as the technologies continue to evolve.

Nathan Roberts

Signed by Nathan Roberts on 3/17/2025

A. Tanner inquired about where the guidelines would be included, to which Dr. Maxwell noted that they would be incorporated into the staff handbook and, in the future, could lead to the creation of a policy that supports the guidelines.

L. Waaananen Jones expressed appreciation for the values-driven approach and asked whether the task force had considered the environmental impact of AI. Dr. Maxwell acknowledged this consideration was briefly discussed. L. Waaananen Jones also pointed out the discrepancies between the use of AI and Generative AI, asking whether the task force planned to define these terms. Dr. Maxwell explained that this topic had been discussed, and once the guidelines' structure is solidified, the task force could refine and review these definitions.

Regarding training and resources, L. Waaananen Jones raised concerns about predatory marketing to teachers using tools that might violate guidelines. Dr. Maxwell emphasized that limiting the use of AI tools to those included in the guidelines would help mitigate such issues and stressed the importance of teaching students how to use AI responsibly.

R. Kramer shared that the staff professional learning day had sessions for teachers and the district will continue to provide that learning. The team continues to explore tools like Magic School to ensure teachers have access to the right resources without needing to look elsewhere.

A. Carter pointed out the importance of clarity around AI permissibility in assignments. Teachers need to clearly define when and how AI can be used in student work, ensuring that students understand the boundaries of AI's role in their assignments.

VII. Informational Items

A. Administrative Requirements Update

B. Expense Claim Audit - Community Update Board Schedule

C. Board Calendar & Communication Plan

D. Current Enrollment

For 2024-2025 School Year

Budgeted FTE: 2560

Current FTE: 2588.61

Current Year Average FTE: 2606.62

E. The Pullman Promise: Priorities, Goals, Success Indicators

VIII. Executive or Closed Session

A.

Nathan Roberts

Signed by Nathan Roberts on 3/17/2025

Executive Session

Executive Session: N. Roberts announced there will be an Executive Session to discuss personnel and to discuss with legal counsel litigation or potential litigation per RCW 42.30.110(1)(i) that will end at 7:48pm

IX. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:48 PM.

Respectfully Submitted,
Nathan Roberts

Documents used during the meeting

- Board Report - 2.26.2025 Personnel.pdf
- CK Summaries 2.26.25.pdf
- Payroll Warrant Authorization Form_February 2025.pdf
- 2025 02.26 Regular Board Meeting - Student Transfer Requests.pdf
- ASB Fundraiser - LMS Cryptid-GSA Club - Letter Writing 2.26.25.pdf
- ASB Fundraiser - LMS Cryptid-GSA Club 2.26.25.pdf
- ASB Fundraiser - PHS DECA - Chipotle Fundraiser 2.26.25.pdf
- ASB Fundraiser - PHS DECA - Panda Express Fundraiser 2.26.25.pdf
- MEMO PHS Boosters Donation Received 2.26.25.pdf
- Budget Status Report_January 2025.pdf
- Overnight Field Trip Request - LMS Sci Olympiad_APR 2025.pdf
- Board Report - 2.12.2025 Personnel (2).pdf
- ES 3205 Sexual Harassment of Students Prohibited 2.12.25.pdf
- 3205 Sex Harassment of Students Prohibited 2.12.25.pdf
- ES 3210 Nondiscrimination 2.12.25.pdf
- 3210 Nondiscrimination 2.12.25.pdf
- ES 6225 Use of Electronic Signatures 2.12.25.pdf
- 6225 Use of Electronic Signature 2.12.25.pdf
- ES Resolution 24-25-07 4040R Public Access to District Records.pdf
- Resolution 24-25-07 4040R Public Access to School District Records.pdf
- ES 1630 Superintendent Evaluation Policy Revision 2.26.25.pdf

Nathan Roberts

Signed by Nathan Roberts on 3/17/2025

- 1630 Superintendent Eval 2.26.25.pdf
- 1630P Superintendent Eval 2.26.25.pdf
- ES PSD DRAFT AI Guidelines 2.26.25.pdf
- Pullman Public Schools AI Guidelines_DRAFT.pdf
- February Administrative Requirements Update.pdf
- Expense Claim Audit Comm Update Schedule.pdf
- 2024-2025 Board Meeting Content Calendar 11.8.24.pdf
- Board of Directors Communication Plan 2024-2025_1.22.25.pdf
- The Pullman Promise.pdf

Nathan Roberts

Signed by Nathan Roberts on 3/17/2025