



## Pullman School District

### Minutes

#### Regular Board Meeting

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**Date and Time**

Wednesday May 14, 2025 at 6:30 PM

**Location**

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

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**Directors Present**

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

**Directors Absent**

None

**Guests Present**

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

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**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 May 14, 2025 at 6:30 PM.

*Nathan Roberts*

Signed by Nathan Roberts on 6/10/2025

**C. Flag Salute**

**D. Land Acknowledgement Statement**

**E. Approval of Agenda**

Changes to the board packet:

- New PHS ASB Club Request – Employment Skills – *added as a consent agenda item*
- Policy 6212 Charge Cards – *added as non-substantive policy update under informational items*

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:

- Provided end of year updates which included Prom, and an update on the results of the annual ASB elections. ASB is considering planning a "Hound Olympics" event to finish out the school year.

**B. Board Reports**

- Craig Nelson: Attended Bob's Bulletin update at the Franklin Elementary staff meeting and participated in the Kamiak Blood Drive noting that some elementary schools are planning to compete for various blood drive prizes in the future.
- Lisa Waananen Jones: Jefferson Elementary is preparing for end-of-year events. Director Waananen Jones provided a follow-up on the budget decision to transition the full-time Athletic Director position to a combined Assistant Principal/Athletic Director role. The update included a summary of community feedback shared at the last board meeting and a response to the key points raised. Director Waananen Jones also shared that they are exploring ways to show appreciation for and recognize the contributions of volunteers.
- Arron Carter: Director Carter shared follow-up conversations regarding the budget decision about the Athletic Director position, including discussion of next steps and efforts to provide clarity and understanding. He also met with the Lincoln Middle School Students of Color Association, who are organizing a "Week of Kindness" to promote kindness among peers, with plans to continue the initiative into the next school year. The group is also partnering with the City and local supermarkets for a

*Nathan Roberts*

Signed by Nathan Roberts on 6/10/2025

snack drive to support their teen rec center; students will be collecting donations in front of stores for this effort. Director Carter also participated in the exit audit meeting. The auditors found no concerns—everything was in order. A policy revision related to the audit is included in the board packet. He expressed appreciation for Diane Hodge and her team, noting that their thorough preparation saved the district money. He also briefly highlighted items reviewed during the audit.

◦ *Dr. Maxwell noted that the auditors commended Finance Director Diane Hodge and her team for their outstanding work, which resulted in a \$3,400 savings for the district. He emphasized that the district incurs an annual cost for the audit and appreciated the auditors providing an estimate and focus areas for next year's audit. Director Hodge added that the district received the State Auditor's Award in 2022 and highlighted that Pullman School District is audited very thoroughly.*

- Amanda Tanner: No report.
- Nathan Roberts: No report.

### **C. Superintendent's Report**

- Had another successful 5th Grade Outdoor education experience at Camp Wooten and for our day campers. This event is a team effort and shared appreciation for all of the work put into that experience.

#### **Budget Update provided by Dr. Bob Maxwell, Superintendent and Diane Hodge, Finance Director**

The presentation highlighted the district's ongoing financial challenges due to declining enrollment, rising costs (particularly utilities and insurance), and inadequate state and federal funding. Although the district remains solvent, continued budget adjustments are necessary to avoid future financial insolvency. Dr. Maxwell provided clarification around headcount versus student FTE. District's are funded on a student's full-time equivalent for every student that is attending time spent in a Pullman school. Clarification was provided on student headcount vs. Full-Time Equivalent (FTE), with a reminder that Running Start students only generate partial funding for the time spent in Pullman High School. The district is working to expand College in the High School offerings. Dr. Maxwell also clarified that transfer data shows a relatively equal number of students transferring in and out of the district.

Key priorities included:

- Keeping student learning as the central focus.
- Reducing expenditures thoughtfully, targeting up to \$1.3 million in savings.
- Increasing revenue through advocacy and operational efficiency.
- Rebuilding the district's fund balance to 8–10% over four years.

*Nathan Roberts*

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- The district is aligning its financial planning with Board Policy 6000 on fund balance maintenance.

#### Board Discussion:

During the board discussion, board members sought clarification on how rising property taxes impact school funding. Director Waananen Jones questioned why higher property taxes do not necessarily benefit the district, and Finance Director Hodge explained that as property values increase, the state lowers its funding through Local Effort Assistance (LEA), classifying the district as “property rich.” Finance Director Hodge emphasized that the district can only collect the levy amount approved by voters, regardless of property value changes. Superintendent Maxwell reinforced that the levy cap is fixed and not tied to assessed value fluctuations. Finance Director Hodge clarified that Title I, Title III, and Special Education funds are primarily used to support staffing. Director Nelson noted that recent state-imposed adjustments to Whitman County’s assessed property values contributed to the district’s current funding challenges—a point both Dr. Maxwell and Finance Director Hodge agreed with, adding that further increases may still occur. Director Carter asked about the duration of the LEA formula’s impact, and Finance Director Hodge explained that it is recalculated annually, with the next review scheduled for January 2026 for the 2027–28 school year. Dr. Maxwell added that LEA amounts can vary significantly over time.

#### D. A Community of Belonging - Update

##### Update provided by Board Director Craig Nelson:

The task force is actively pursuing two key efforts: removing barriers from the Harassment, Intimidation, and Bullying (HIB) reporting process to encourage more individuals to report incidents, and planning a monthly community resource fair. The fair aims to spark conversations, provide valuable resources to families, and strengthen partnerships within the community.

Director Roberts noted that any future recommendations from the task force will come to the board through the consent agenda.

### III. Public Comment

#### A. Speakers

##### Speaker: Sherree Komp

Topic: A Pullman High School math teacher with 26 years of experience, including coaching and advising various activities, expressed appreciation for the board’s earlier comments, and shared personal reflections on the impact of the decision to merge the standalone Athletic Director position into a combined Assistant Principal/Athletic Director role. Sherree also voiced concern over the lack of district recognition for Wendy Kruger’s

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recent award and emphasized the importance of board members visiting schools to engage directly with teachers and staff, as has been done in the past.

#### **IV. Consent Agenda**

##### **A. Minutes - April 30, 2025 Regular Board Meeting**

Amanda Tanner made a motion to approve the minutes from Regular Board Meeting on 04-30-25.

Lisa Waananen Jones seconded the motion.

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

##### **B. Minutes - May 7, 2025 Board Work Session**

Amanda Tanner made a motion to approve the minutes from Board Work Session on 05-07-25.

Lisa Waananen Jones seconded the motion.

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

##### **C. Personnel Report**

##### **D. Warrants**

##### **E. Student Transfer Requests**

##### **F. Diversity, Equity, Inclusion & Belonging (DEIB) Recommendations**

##### **G. New ASB Club Request - PHS Employment Skills Club with Constitution & Bylaws**

##### **H. Consent Agenda Approval**

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

Lisa Waananen Jones seconded the motion.

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

#### **V. Action Items**

##### **A. 2026-2027, 2027-2028, and 2028-2029 Academic Calendars**

###### **Presenter: Juston Pollestad, Executive Director of Operations**

This item was presented at the last board meeting. According to school board policy and procedure 2220, the board of directors will take action to approve the school calendars on or before June 1. The calendar committee proposed three different calendar options for the 2026-2027, 2027-2028, and 2028-2029 school years. The Pullman Education Association (PEA) and the Pullman Paraprofessional Association (PPA) voted on the proposed draft options.

*Nathan Roberts*

Signed by Nathan Roberts on 6/10/2025

The results of the overall voting indicated that Draft Option (A) received the majority of votes for the 2026-2027, 2027-2028, and 2028-2029 school years.

There was a question about receiving input on calendar preference from the calendar committee, Executive Director Pollestad provided an overview of the bargaining agreement language that guides the selection of the recommendation to the board.

During discussion, board members acknowledged feedback from families and students. Director Carter shared that feedback received from high school students was in support for starting school on a Monday rather than a Wednesday followed by a holiday weekend, feeling it offers a more cohesive start to the year. Director Carter also shared feedback received from families that also were in support of Option B's approach to inclement weather make-up days, which groups them within the same week at the end of the year, making it easier to plan summer activities. Director Roberts highlighted the possibility of a staggered start in the future to support elementary students' transition. Director Tanner emphasized the need to consider teacher input, as the calendar directly impacts their daily work.

Superintendent Maxwell reminded the board that current policy specifies a Wednesday start, and a policy change would be required to alter that. Director Roberts also noted the importance of aligning the school calendar with community events that typically occur in August.

Amanda Tanner made a motion to approve Option A for the 2026-2027, 2027-2028, and 2028-2029 academic calendars.

Craig Nelson seconded the motion.

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

**Roll Call**

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

**B. Resolution 24-25:08 180-Day School Year Waiver for Family-Teacher Conference Days**

**Presenter: Roberta Kramer, Assistant Superintendent**

This item was presented at the last board meeting. This resolution is required as part of the OSPI 180-Day School Year Waiver application renewal process to continue the district's Family-Teacher conference model structure that is currently in place.

Arron Carter made a motion to Resolution 24-25:08 180-Day School Year Waiver for Family-Teacher Conference Days.

*Nathan Roberts*

Signed by Nathan Roberts on 6/10/2025

Amanda Tanner seconded the motion.

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

## **VI. Discussion Items**

### **A. 2025-2026 Board Meeting Schedule**

**Presenter: Bob Maxwell, Superintendent**

A draft of the 2025-2026 Board Meeting Schedule is presented for consideration. Meeting dates

mimic the schedule followed in 2024-2025 (board work sessions are scheduled for the first

Wednesday of the month, and board meetings are scheduled for the 2nd and 4th Wednesdays in

the month). The months of April, November and December differ to accommodate the school

and holiday schedule.

Director Roberts noted that the calendar include a fall and spring community listening session.

### **B. 2025-2026 Pullman Public Schools Student and Family Handbook**

**Presenter: Bob Maxwell, Superintendent**

The 2025-2026 Pullman Public Schools Family and Student Handbook has been revised and is

presented to the board for review and feedback. The handbook is available on our district website

and will be updated throughout the year, as needed, to reflect policy changes. Paper copies are

also available upon request.

Major Revisions:

- School Addendums - updated as appropriate (subject to change as staffing is finalized)
- Annual Notifications list was updated.
- Policies and procedures have been updated as appropriate.

There may be additional minor changes in the future as a result of legislative session rule changes that may be required to be in a handbook.

### **C. 2025-2026 Lincoln Middle School/Pullman High School Athletics & Activities Handbook**

*Nathan Roberts*

Signed by Nathan Roberts on 6/10/2025

**Presenter: Debbie Crabtree, Pullman High School Principal & Tammy Sewell, Lincoln Middle School Assistant Principal**

The 2025-2026 Lincoln Middle School/Pullman High School Athletics & Activities Handbook

has been revised and is presented to the board for review and feedback. Staff have worked to ensure continuity between LMS and PHS information. Paper copies are also available upon request. Major revisions were reviewed.

**D. Pullman High School Credit Recovery Summer School Fee**

**Presenter: Debbie Crabtree, Pullman High School Principal**

In past years Pullman High School has charged \$175 per course for PHS Credit Recovery

Summer School. This fee went away during COVID due to extra funds to cover credit recovery.

Proposal: For PHS Credit Recovery Summer School, PHS would like to charge \$150 per course.

We will offer an early enrollment fee of \$125 per course if enrolled by June 6th.

Scholarships

may be available for students that need those and those funds would come from the building.

PHS Summer School:

- July 1-31 (Required orientation on June 26th at 10:15 at PHS)
- Tuesday – Thursday
- 10:00 am – 2:00 pm
- In person at PHS – absences can be prearranged

Superintendent Maxwell inquired about the urgency of the early enrollment deadline, and Principal Crabtree confirmed that having the early enrollment date set would be greatly appreciated to assist counselors and secretaries before their June departures.

Amanda Tanner made a motion to move this discussion item to an action item.

Arron Carter seconded the motion.

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

During the discussion, Director Carter asked about typical student enrollment and course offerings for PHS Credit Recovery Summer School. Principal Crabtree responded that core classes are usually offered, and while 30–40 students enrolled last year, actual participation was lower. It was also noted that PHS covers the setup costs for the courses, and emphasized that if students don't recover credits in the summer, they must give up elective classes during the regular school year to make up those credits.

Arron Carter made a motion to approve the Pullman High school credit recovery summer school fee.

Lisa Waananen Jones seconded the motion.

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

*Nathan Roberts*

Signed by Nathan Roberts on 6/10/2025



## **VII. Informational Items**

- A. Administrative Requirements Update**
- B. Expense Claim Audit - Community Update Board Schedule**
- C. Board Calendar & Communication Plan**
- D. Current Enrollment**
- E. The Pullman Promise: Priorities, Goals, Success Indicators**
- F. Non-Substantive Policy Updates**

- 6212 Charge Cards

## **VIII. 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 8:15 PM.

Respectfully Submitted,  
Nathan Roberts

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## **Documents used during the meeting**

- Board Report - 5.14.2025 Personnel.pdf
- CK Summaries 5.14.25.pdf
- 2025 05.14 Regular Board Meeting - Student Transfer Requests.pdf
- MEMO DEIB Task Force Recommendations 5.14.25.pdf
- New ASB Club Request - Employment Skills Club\_PHS.pdf
- ES Academic Calendars 5.14.25.pdf
- ACADEMIC CALENDAR FINAL - OPTION A.pdf
- ACADEMIC CALENDAR FINAL - OPTION B.pdf
- ACADEMIC CALENDAR FINAL - OPTION C.pdf
- ES Resolution 24-25-08 180-Day Waiver - Family Teacher Conferences 4.30.25 FINAL.pdf
- Resolution 24-25.08 180-Day Waiver - Conference Days 4.30.25.pdf

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- ES 2025-26 Board Meeting Schedule 5.14.25.pdf
- 2025-2026 Board Meeting Schedule.pdf
- 2025-2026 Board Meeting Content Calendar .pdf
- ES 2025-2026 Family and Student Handbook 5.14.25.pdf
- 2025-2026 PSD Student and Family Handbook.pdf
- ES 2025-2026 LMS-PHS Athletics and Activities Handbook 5.14.25.pdf
- 2025-26 LMS-PHS Athletics & Activities Handbook 5.14.25.pdf
- ES PHS Summer School Fee 5.14.25.pdf
- May Administrative Requirements Update.pdf
- Expense Claim Audit Comm Update Schedule.pdf
- 2024-2025 Board Meeting Content Calendar 3.27.25.pdf
- Board of Directors Communication Plan 2024-2025\_1.22.25.pdf
- The Pullman Promise.pdf
- 6212 Charge Cards 5.14.25.pdf

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