



Pullman School District

Minutes

Regular Board Meeting

Date and Time

Wednesday July 23, 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, Lisa Waananen Jones, Nathan Roberts

Directors Absent

None

Guests Present

Bob Maxwell, Courtney Hodge, Diane Hodge, Juston Pollestad, Ryan Mulvey

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 Jul 23, 2025 at 6:30 PM.

Nathan Roberts

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C. Flag Salute

D. Land Acknowledgement Statement

E. Approval of Agenda

Changes to the agenda:

- Records Destruction Log – PHS – Added to consent agenda
- Additional Check Summary – Added to consent agenda

Arron Carter made a motion to approve the agenda as amended.

Lisa Waananen Jones seconded the motion.

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

II. Reports, Correspondence & Program

A. Board Reports

- Craig Nelson: No report.
- Lisa Waananen Jones: No report.
- Arron Carter: The board participated in their Annual School Board Retreat where they reviewed areas of growth and opportunity for the last school year and planned for the upcoming school year.
- Amanda Tanner: No report.
- Nathan Roberts: No report.

B. Superintendent's Report

- Provided an update on kindergarten enrollment.
- Stuff the Bus is coming up, August 7-9. Administrative team will be attending the lunch kick off for Kiwanis.
- Greyhound Gear Up and Spartan Start Up are coming up, along with Back-to-School Night for elementary.

C. Program Reports

Presenter: Ryan Mulvey, Assistant Superintendent

Mr. Mulvey provided an overview of the Community Engagement Board, including data on the number of students referred and those who proceeded through the truancy process during the 2024–25 school year. He shared the average attendance rates for each school, noting that secondary attendance is impacted by school-sponsored activities. He also highlighted ongoing efforts by staff to identify and remove barriers to support student success. This work will continue into the 2025–26 school year.

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D. A Community of Belonging - Update

DEIB Task Force met on July 22, 2025. Board representatives for committees for the 2025-26 school year was discussed at the school board retreat.

Director Roberts noted that the application process will be reopened to advertise the open position for Disability Awareness/Advocacy.

Dr. Maxwell and Assistant Superintendent Mulvey will also work with PHS leadership team to discuss advertising for open student positions.

III. Consent Agenda

A. Minutes - June 25, 2025 Regular Board Meeting

Arron Carter made a motion to approve the minutes as part of the consent agenda from Regular Board Meeting on 06-25-25.

Craig Nelson seconded the motion.

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

B. Minutes - June 30, 2025 Special Board Meeting

Arron Carter made a motion to approve the minutes as part of the consent agenda from Special Board Meeting on 06-30-25.

Craig Nelson seconded the motion.

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

C. Personnel Report

D. Professional/Personal Services Contracts

E. Warrants

F. Student Transfer Requests

G. Budget Status Report

H. Records Destruction Log

I. Short-Term Interlocal Agreement - Pullman School District and City of Pullman

J. Consent Agenda Approval

Arron Carter made a motion to approve the consent agenda (IV. A-I).

Craig Nelson seconded the motion.

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

Nathan Roberts

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IV. Discussion Items

A. Pullman School District - ZEN Solar Power Purchase Agreements

Presenter: Juston Pollestad, Executive Director of Operations

The Board continued the discussion around the Power Purchase Agreement (PPA) proposals prepared by ZEN Solar for the installation of solar panels at four district facilities: Pullman High School, Lincoln Middle School, Kamiak Elementary School, and the Transportation Facility. Pollestad noted that a representative from ZEN Solar is available to return to a future meeting to answer questions and shared that other districts in Eastern Washington are further along in the process.

During the discussion, Board members raised several considerations. Dr. Maxwell noted that one of the concerns received by the community has been around the sourcing and quality of the solar panels, particularly whether they are manufactured in the United States. While the representative indicated they aim to use U.S.-made panels when possible, it is not guaranteed.

Board Director Tanner expressed support for the concept but emphasized the need for a thoughtful, long-term approach. She suggested consulting with OSPI and reaching out to other districts, such as Harrington, to learn from their experiences before making a commitment.

Director Hodge reported on her conversation with the ESD Financial Director and confirmed that the agreement would not be considered a lease. She also shared that other districts, including Garpal and Tekoa, have had positive experiences with similar agreements. One question that remains is how the portion of net savings designated for students in need would be handled and distributed by the district.

Board Director Carter noted that the agreement requires no upfront cost and simply commits the district to purchasing energy. He asked whether any associated grant programs might be time-sensitive. Director Pollestad will follow up to confirm, but current understanding suggests there is no immediate urgency.

Board Director Tanner also raised the importance of ongoing updates to ensure continuity and accountability, particularly since future board members will inherit the long-term outcomes of the project. Board Director Waananen Jones expressed support for the concept but shared concerns about the company's capacity to support a district of Pullman's size, especially if demand increases.

The proposal will return to the Board as an action item at the next meeting, with additional information addressing the concerns raised during this discussion.

B.

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2025-2026 Budget Presentation

Presenter: Diane Hodge, Finance Director

Director Hodge provided a comprehensive overview of the 2025–26 recommended budget noting the process was difficult but was collaborative and that work resulted in a balanced budget. The general fund budget is set at \$44,541,325 and is based on a projected enrollment of 2,540 full-time equivalent (FTE) students which was determined by the finance committee. Key points included the district's continued effort to maintain a 7.5% fund balance in alignment with board policy. It was noted, however, that this level currently covers only payroll, and there is an interest to increase the fund balance to also cover accounts payable. Anticipating the purchase one diesel bus this school year.

The district projects balanced budgets for the next four years, which is a notable achievement compared to previous years. Despite this progress, underfunding remains in critical areas such as salaries and benefits. The district expects to receive the full levy tax collection amount for 2025–26, a slight increase in Title funding, and increased LEA assistance—all of which contribute positively to the budget outlook.

However, rising costs for utilities and contracted services continue to impact the funds available for materials, supplies, and operating costs (MSOCs), reinforcing the importance of the local levy in closing budget gaps.

In the Capital Projects Fund, planned expenditures include renovations to the Pioneer Center, and the budget includes one grant-funded electric bus. Long-term projections continue to raise concerns about funding sustainability, with hopes for legislative changes to address future shortfalls.

During the discussion, Board Director Nelson noted the impact of unexpected expenses such as insurance and utilities. Director Hodge added that higher-than-anticipated enrollment could serve as a financial cushion and that increased LEA funding and lower staffing levels also provide some flexibility. She emphasized that enrollment plays a key role in the budgeting process and that the current budget represents a solid projection of revenue and expenditures. Board Director Tanner inquired about anticipated increases in expenses over time, and Director Hodge confirmed that while some costs will remain stable, others are expected to fluctuate and have been accounted for in the projections.

A public hearing and recommendation for adoption of the 2025–26 budget are scheduled for the August 13, 2025, board meeting.

C. 2025-2026 Assessment Plan

Presenter: Ryan Mulvey, Assistant Superintendent

Per Policy 2090, an annual review of the assessment processes and procedures is required to determine if the purposes of the evaluation program are being accomplished. Every year the district shall utilize a variety of assessment processes to regularly assess the

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achievement levels of all students. These assessments shall include state-mandated standardized tests, district tests and surveys, and a variety of teacher-designed tools. The assessment plan was provided for the 2025- 2026 school year and incorporated feedback from last school year. One minor change this year, the dates for AP testing are now set so those will be added. Testing dates within the windows are set by the administrative team for their buildings. The use of SBA interim tests is a focus for this school year.

Amanda Tanner made a motion to move the 2025-2026 Assessment Plan to an action item.

Arron Carter seconded the motion.

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

Arron Carter made a motion to approve the 2025-2026 Assessment Plan.

Amanda Tanner seconded the motion.

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

D. 2025-2026 State and Federal Grants Approval

Presenter: Ryan Mulvey, Assistant Superintendent

Each year our district applies for multiple state and federal grants. Mr. Mulvey provided a complete list outlining the district's 2025-2026 state and federal grants. With the exception of the state highly capable grant, which requires separate action, our board of directors takes action to approve these grants. Assistant Superintendent Mulvey noted that the district will receive an increase in state funding for special education due to recent legislative changes that eliminate the enrollment cap. Additionally, Title I funding will see an increase, while funding for other Title programs remains frozen at the federal level. Current guidance emphasizes the need to use Title funds more effectively. With the increase to Title I, the district will be able to fully support its Title programs and still retain some additional funds for use within that program.

E. 2025-2026 School Meal Prices

Presenter: Juston Pollestad, Executive Director of Operations

Director Pollestad presented a meal price schedule for the 2024-2025 school year. The amount of required price increases is determined by The Paid Lunch Equity (PLE) tool. PLE is used to determine the weighted average paid lunch price. This tool determines the new paid lunch price.

For the 2025-2026 school year this difference or "paid lunch equity" with a 10 cents cap is \$3.61.

The recommended adjustments to school meal prices are as follows:

- Elementary Lunch: \$3.30 (\$0.05 increase from 2024-25 school year)
- Middle School Lunch: \$3.50 (\$0.05 increase from 2024-25 school year)
- High School Lunch: \$3.75 (\$0.05 increase from 2024-25 school year)
- Adult Lunch: \$5.00 (no change from 2024-25 school year)

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- Breakfast, Elem: \$2.00 (no change from 2024-25 school year)
- Breakfast, LMS: \$2.25 (no change from 2024-25 school year)
- Breakfast, PHS: \$2.40 (no change from 2024-25 school year)
- Breakfast, Adult: \$3.00 (no change from 2024-25 school year)

Special considerations:

- Jefferson Elementary and Kamiak Elementary schools are not included in these calculations because these schools participate in the Community Eligibility Provision (CEP) are not required to be included in the Paid Lunch Equity tool.
- Franklin Elementary for school year 2025-2026 meets the House Bill 1238 eligibility for free meals for all students.

F. 2025-2026 Clubs and Fundraisers

Presenter: Juston Pollestad, Executive Director of Operations

Each summer the Board must review and approve the anticipated clubs and fundraisers for the next fiscal year. The board was provided with a list of the clubs and fundraisers for the fiscal year 2025-2026. There are no changes to the list from last school year, likely due to the number of new administrators.

G. Prime Vendor Contract Renewal

Presenter: Juston Pollestad, Executive Director of Operations

Pullman School District #267 benefits from an inter-local agreement with Spokane Public School District #81 Co-op which allows the Pullman School District to receive the same food prices negotiated by the Spokane School District. US Foods is in agreement to exercise the Option of Renewal for the 2025-2026 school year as the prime vendor contractor for grocery, bread, dairy, and produce. It is recommended that the Pullman School District continue the partnership with US Foods for the 2025-2026 school year.

Board Director Waananen Jones inquired whether the district tracks the estimated savings from participating in this agreement. Director Pollestad will look into this and follow up with more information.

H. Annual Organizational Meeting

Presenter: Nathan Roberts, Board President

Committees of the board may be created by a majority of the board. The board president appointed board members to serve on such committees, the purpose and terms of which were determined by a majority vote of the board. Board committees were limited to two members.

The board discussed committee assignments.

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Board Director Waananen Jones noted that assignments were made with consideration of current board membership and the pending outcome of the upcoming election. Director Roberts shared that he took on committee roles that would be a good fit for a new board member and that individual board members were also given the opportunity to provide input on the assignments.

V. Executive or Closed Session

A. Executive Session

N. Roberts announced there will be an Executive Session to discuss personnel and negotiations that will end at 7:35pm

B. Personnel

VI. 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 7:35 PM.

Respectfully Submitted,
Nathan Roberts

Documents used during the meeting

- Board Report - 7.23.2025 Personnel.pdf
- Exempt Supv Salary Schedule 2025-2026.pdf
- Unrepresented Classified Employee Wage Schedule 2024-2025 (Updated 4.30.25).pdf
- Building Secretaries 2025-2026.pdf
- Board Report - Contracts 7.23.2025.pdf
- CK Summaries 7.23.25.pdf
- Additional CK Summary 7.23.25.pdf
- 2025 07.23 Regular Board Meeting - Student Transfer Requests.pdf
- Budget Status Report - June.pdf
- Records Destruction Log - SES 7.23.25.pdf
- Records Destruction Log_PHS 7.23.25.pdf
- Short-Term Interlocal Agreement - City of Pullman and Pullman SD.pdf
- ES ZEN Solar Power Purchase Agreement 7.23.25.pdf
- ZEN Power Purchase Agreement_Pullman SD_Bus Depot.pdf

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- ZEN Power Purchase Agreement_Pullman SD_Kamiak ES.pdf
- ZEN Power Purchase Agreement_Pullman SD_Lincoln MS.pdf
- ZEN Power Purchase Agreement_Pullman SD_Pullman HS.pdf
- 2025-26 PSD Budget Presentation.pdf
- 2025-26 Budget Executive Summary.pdf
- 2025-26 Board Budget Resolution.pdf
- ES 2025-26 Assessment Plan 7.23.25.pdf
- PSD Assessment Plan 25-26 FINAL.pdf
- ES 2025-26 State and Federal Grants Approval 7.23.25.pdf
- PSD Grant Matrix 2025-26.pdf
- ES 2025-26 Meal Prices.pdf
- Paid Lunch Equity Tool.pdf
- ES Clubs and Fundraisers 7.23.25.pdf
- PSD Clubs and Fundraisers 25-26.pdf
- ES Prime Vendor Contract Renewal 7.23.25.pdf
- Interlocal Agreement - PullmanSD and SpokaneSD.pdf
- Representatives and Committee Appointment 2025-26.pdf
- July Administrative Requirements Update.pdf
- Expense Claim Audit Comm Update Schedule.pdf
- Board of Directors Communication Plan 2024-2025_1.22.25.pdf
- The Pullman Promise.pdf

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