APPROVED

# Pullman School District

## Minutes

Regular Board Meeting

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**Date and Time**
Wednesday September 24, 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, Ryan Mulvey

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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 Sep 24, 2025 at 6:30 PM.

Arron Carter
Signed by Arron Carter on 10/9/2025

### C. Flag Salute

### D. Land Acknowledgement Statement

### E. Approval of Agenda

Changes to the agenda:

- Director Roberts moved the “Board Reports” section to follow the approval of the consent agenda, prior to Action Items. This change aligns with Board Policy 1210, which requires that the Board elect new officers immediately after approval of the minutes in the consent agenda.
- Overnight Field Trip Requests - added to consent agenda

Amanda Tanner made a motion to approve the agenda as amended.
Arron Carter seconded the motion.
The board **VOTED** unanimously to approve the motion.

**Roll Call**

| | |
|---|---|
| Lisa Waananen Jones | Aye |
| Craig Nelson | Absent |
| Nathan Roberts | Aye |
| Arron Carter | Aye |
| Amanda Tanner | Aye |

## II. Reports, Correspondence & Program

### A. PHS ASB Report

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

- ASB hosted another pep rally and clubs are continuing to find ways to bring students and the school together.
- Celebrating and recognizing Hispanic Heritage month with various activities.
- DECA is hosting a blood drive.
- ASB is starting to prepare for Homecoming.
- Cheerleading has welcomed over 100+ elementary school students for Future Greyhound Cheer camp.

### B. Superintendent's Report

Teaching and learning activities have started strongly. A Community Listening Session is scheduled for October 15 at Lincoln Middle School; the session structure will be reviewed at the next board work session.

### C. Program Reports

**Report: Highly Capable Program**

***Presenter: Joni Stevens, District Instructional Coach***

The board received an update on the Highly Capable Program, which focused on student identification processes, social-emotional supports, and differentiated instruction practices. A change this last school year, was a universal screening of all 2nd and 6th grade students test scores. In Spring 2025, 117 students were tested, with 62 qualifying for services. K–8 students receive cluster grouping and enrichment, while secondary students can select advanced options such as Honors, AP, College in the High School, Running Start, and accelerated math. Communication and support efforts include teacher training, parent resources, and a Parent Information Night.

Board discussion clarified that 6th-grade screening follows OSPI recommendations, while 2nd-grade screening identifies students demonstrating early academic success. Testing focuses on reading and math, with a prescreener followed by a secondary assessment. A committee of counselors, teachers, and a parent review all referrals and data to determine eligibility. Trends in the number of highly capable students served will be provided once that data can be gathered.

### D. A Community of Belonging - Update

Director Tanner provided a reminder about the upcoming Community Connections event that will be held at Jefferson Elementary on October 2nd from 6-7:30pm. Provided details on the sessions offered and the organizations that will be in attendance. Information is available to the public on the district website.

Superintendent Maxwell reported that OSPI has convened a state-level committee to focus on equity resources.

## III. Public Comment

### A. Speakers

No speakers.

## IV. Consent Agenda

### A. Minutes - September 3, 2025 Board Work Session

Amanda Tanner made a motion to approve the minutes as part of the consent agenda from Board Work Session on 09-03-25.
Arron Carter seconded the motion.
The board **VOTED** unanimously to approve the motion.

### B. Minutes - September 10, 2025 Regular Board Meeting

Amanda Tanner made a motion to approve the minutes as part of the consent agenda from Regular Board Meeting on 09-10-25.

Arron Carter

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Arron Carter seconded the motion.
The board **VOTED** unanimously to approve the motion.

### C. Personnel Report

### D. Professional/Personal Services Contract Report

### E. Warrants

### F. Student Transfer Requests

### G. ASB Fundraisers

### H. Out-of-State Travel Request

### I. Transitional Bilingual Instruction Programs (TBIP) - FP 219

### J. Budget Status Report

### K. Overnight Field Trip Requests

### L. Consent Agenda Approval

Amanda Tanner made a motion to approve the consent agenda (Items IV. A-K).
Arron Carter seconded the motion.
The board **VOTED** unanimously to approve the motion.

## V. Board Reports (moved from Reports, Correspondence and Program)

### A. Board Reports

**Election of Board President and Vice President**
Due to upcoming general elections, the outgoing Board President, Director Nathan Roberts, and Vice President Director Amanda Tanner stepped down from their officer roles. Director Tanner had been scheduled to serve as the next Board President under the regular rotation but chose not to assume the presidency, creating a vacancy.

**Board President:** Director Arron Carter (District 1) was nominated by Director Tanner and elected by roll call vote.

- Roll Call Vote:
  - Amanda Tanner: Aye
  - Arron Carter: Aye
  - Lisa Waananen Jones: Aye
  - Craig Nelson: Aye

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Director Arron Carter assumed the role of Board President and presided over the rest of the board meeting.

**Board Vice President:** Director Lisa Waananen Jones (District 2) was nominated by Director Tanner and elected by roll call vote. The newly elected Board President presided over this vote.

- Roll Call Vote:
  - Amanda Tanner: Aye
  - Lisa Waananen Jones: Aye
  - Craig Nelson: Aye
  - Nathan Roberts: Aye

Director Lisa Waananen Jones assumed the role of Board Vice President.

The newly elected officers will officially begin their two-year terms at the first meeting in January but are serving immediately to fill the current vacancies.

**Board Reports:**

- **Nathan Roberts**: Provided an update on the WSSDA General Assembly and noted that next year the legislative representative should attend.
- **Amanda Tanner:** No report.
- **Craig Nelson:** No report.
- **Lisa Waananen Jones**: No report.
- **Arron Carter**: Met with Lincoln Middle School Boosters, noting new members were recruited during Spartan Start-Up and volunteers are still needed for concessions. Dr. Maxwell also delivered a State of the District presentation.

## VI. Action Items

### A. 3241 Student Discipline

**Presenter: Bob Maxwell, Superintendent**
Revisions reflect the new discipline rule drafted by OSPI that took effect July 11, 2025. There have been no questions since this item was last presented.
Craig Nelson made a motion to approve revisions Policy 3241 Student Discipline as presented.
Lisa Waananen Jones seconded the motion.
The board **VOTED** unanimously to approve the motion.

### B. 5161 Civility in the Workplace

**Presenter: Bob Maxwell, Superintendent**
WSSDA Policy 5161 – Civility in the Workplace is a discretionary model policy designed to foster a safe, respectful, and professional work environment. There was a question

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from the last meeting about where legal counsel made revisions. Legal counsel made revisions primarily to the enforcement section of the policy. Have not received any quesitons since it was last presented.
Amanda Tanner made a motion to approve 5161 Civility in the Workplace.
Nathan Roberts seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

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

## VII. Discussion Items

### A. Diversity, Equity, Inclusion & Belonging Task Force Appointment

**Presenter: Board of Directors**
The Board of Directors discussed the appointment of members to the open positions on the district's Diversity, Equity, Inclusion, and Belonging (DEIB) Task Force. During the discussion, Director Tanner, Board Liaison for DEIB Task Force, advocated for including all three student applicants on the task force, emphasizing the importance of student voices.

There was consensus amongst the board to invite all three of the students who applied to serve on the task force.

There were 4 applicants who applied to serve as the Disability Awareness/Access/Inclusion representative. Megan Itani emerged as the top candidate for that position. Director Tanner noted the task force is eager to get the new members seated.

Nathan Roberts made a motion to move the DEIB Task Force appointment to an action item.
Craig Nelson seconded the motion.
The board **VOTED** unanimously to approve the motion.
*The board will return to this item after the conclusion of the discussion items.*

### B. 2025-2026 Board Professional Development Plan

**Presenter: Board of Directors**
Annually, the board establishes professional development goals for the school year. Presented is the professional development plan for the 2025-2026 school year as determined by the Board of Directors. The content of the plan is subject to change. It was

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noted that it may be updated to include onboarding training for new board members. Board members were encouraged to submit ideas for additional topics. Director Waananen Jones suggested scheduling a board self-assessment in 2026, for review around the May work session and the annual summer retreat.

**C. Resolution 25-26: 03 Approve Newly Elected or Appointed School Board Directors to Attend the WSSDA Annual Conference**

**Presenter: Bob Maxwell, Superintendent**
The board discussed a WSSDA recommendation to pass a resolution allowing the district to cover expenses for newly elected or appointed board members attending the WSSDA Annual Conference, even if they have not yet been sworn in. Clarification was made that the resolution applies only to newly elected members and does not need to name anyone specifically. It was noted that there is no immediate urgency for planning purposes.

**D. Adult School Meal Prices**

**Presenter: Juston Pollestad, Executive Director of Operations**
The USDA requires that adult meals (for teachers, staff, visitors, etc.) in schools participating in the National School Lunch Program (NSLP) and School Breakfast Program be priced to fully cover the cost of production, including the fair market value of USDA-donated foods. Due to rising food costs, Pullman School District must adjust adult meal prices to remain in compliance with federal requirements.

The following changes are suggested to meet the requirements:

- Breakfast: Increase of $0.30, bringing the total price to $3.30
- Lunch: Increase of $0.20, bringing the total price to $5.20

These adjustments ensure that adult meal prices continue to reflect the actual cost of providing meals while maintaining compliance with USDA regulations. There are no changes to students meal costs.

Director Pollestad added that there is some urgency with this item.
Amanda Tanner made a motion to move Adult School Meal Prices to an action item.
Craig Nelson seconded the motion.
The board **VOTED** unanimously to approve the motion.
*The board will return to this item after the conclusion of the discussion items.*

**E. Pool Use Agreement - Schweitzer Engineering Laboratories (SEL) & Pullman School District**

**Presenter: Juston Pollestad, Executive Director of Operations**
Upon completion of the sale of the Aquatic Center, Pullman School District (PSD) will enter into an agreement with Schweitzer Engineering Laboratories (SEL) to ensure continued access and use of the facility. Through this agreement, PSD will provide

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payments to SEL in exchange for ongoing use of the Aquatic Center to support the District's established swim programs. This arrangement allows PSD to maintain consistent opportunities for student swim instruction, athletic programs, and related activities while transitioning facility ownership to SEL.

Board discussion confirmed that the agreement maintains the same level of access and service as before, ensuring no disruptions to high school swim practices or other programs.

## VIII. Action Items

### A. DEIB Task Force Appointment

The board discussed adding a student to the DEIB Task Force. Director Tanner asked if a vote was required and whether the process was flexible. Superintendent Maxwell clarified that the addition should be included in the motion, noting there are no bylaws governing this process.
Nathan Roberts made a motion to approve the DEIB Task Force Appointments with the three (3) students and the top ranking candidate for the disability awareness/access/inclusion position.
Amanda Tanner seconded the motion.
The board **VOTED** unanimously to approve the motion.
*Director Carter will reach out to the candidates to let them know.*

### B. Adult School Meal Prices

Nathan Roberts made a motion to approve the adult school meal prices.
Lisa Waananen Jones seconded the motion.
The board **VOTED** unanimously to approve the motion.

## IX. Informational Items

### A. Administrative Requirements Update

- September

### B. Current Enrollment

For 2025-2026 School Year
Budgeted FTE: 2540
Current FTE: 2637.72

### C. Expense Claim Audit - Community Update Board Schedule

### D. Board Calendar & Communication Plan

### E.

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**The Pullman Promise: Priorities, Goals, Success Indicators**

### F. Procedures

- 1210P Board Officer Rotation
- 3421P Child Abuse and Neglect

## X. Executive or Closed Session

### A. Executive Session

**A. Carter announced there will be an Executive Session to discuss property that will end at 7:40 pm. No action will be taken.**

*The board meeting reconvened into an open session at 7:40pm, and the chair announced that the executive session end time would be extended 10 minutes before returning to executive session.*

*The board meeting reconvened into an open session at 7:50pm, and the chair announced that the executive session end time would be extended 20 minutes before returning to executive session.*

## XI. 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 8:10 PM.

Respectfully Submitted,
Arron Carter

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**Documents used during the meeting**

- 1210P Board Officer Rotation 1.10.24.pdf
- Board Report - 9.24.2025 Personnel.pdf
- Board Report - Contracts 9.24.2025.pdf
- Check Summary_9.24.25.pdf
- 2025 09.24 Regular Board Meeting - Student Transfer Requests.pdf
- ASB Fundraiser - PHS ASB_TOLO Dance 9.24.25.pdf
- Out-of-State Travel Req - 2025 WASA-Milliken Leadership Academy.pdf

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- FP219 STBIP Grant.pdf
- PRELIMINARY Budget Status Report.pdf
- Overnight Field Trip Request - PHS FFA_10.26-11.1 2025.pdf
- Overnight Field Trip Request - PHS Cross Country_State 11.2025.pdf
- Overnight Field Trip Request - PHS Football_State 11.2025.pdf
- Overnight Field Trip Request - PHS Football_State 12.2025.pdf
- Overnight Field Trip Request- PHS Girls Soccer_Regionals 11.2025.pdf
- Overnight Field Trip Request - PHS Girls Swimming_State 11.2025.pdf
- Overnight Field Trip Request - PHS Girls Soccer_State 11.2025.pdf
- Overnight Field Trip Request - PHS Volleyball_State 11.2025.pdf
- ES 3241 Student Discipline 9.10.25.pdf
- 3241 Student Discipline 9.10.25.pdf
- ES 5161 Civility in the Workplace 9.10.25.pdf
- 5161 Civility in the Workplace NEW 9.10.25.pdf
- ES DEIB Task Force Appointment 9.24.25.pdf
- ES 2025-26 Board Professional Development Plan 9.24.25.pdf
- 2025-2026 PSD Board of Directors Professional Development Plan.pdf
- ES Resolution Newly Elected School Board Directors-Attend WSSDA Annual Conference.pdf
- Resolution 25-26.03 Newly Elected Officials - WSSDA.pdf
- ES Adult School Meal Price Increase.pdf
- ES Pool Use Agreement - PSD - SEL.pdf
- Pool Use Agreement - PSD - SEL.pdf
- September Administrative Requirements Update.pdf
- Expense Claim Audit Comm Update Schedule.pdf
- 2025-2026 Board Meeting Content Calendar REV 6.9.25.pdf
- Board of Directors Communication Plan 2025.pdf
- 2025-26 Strategic Plan Goals_Priorities_Success Indicators.pdf
- 1210P Board Officer Rotation 9.24.25.pdf
- 3421P Child Abuse and Neglect 9.24.25.pdf

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