APPROVED

Pullman School District

Minutes

Regular Board Meeting

Date and Time
Wednesday October 8, 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

Directors Absent
Nathan Roberts

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

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Arron Carter called a meeting of the board of directors of Pullman School District to order on Wednesday Oct 8, 2025 at 6:30 PM.

Arron Carter
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C. Flag Salute

D. Land Acknowledgement Statement

E. Approval of Agenda

Changes to the agenda:

- Kamiak Showcase added as a Program Report

Amanda Tanner made a motion to approve the agenda as amended.
Lisa Waananen Jones seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

II. Reports, Correspondence & Program

A. PHS ASB Report

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

- Hallway decorating and each hall has a theme.
- Homecoming dance is coming up.
- Equity committee is playing music and coordinating activities to recognize Hispanic Heritage month.
- Coordinating a Trunk-or-Treat on October 30th for the community featuring ASB clubs (4:30pm-6:30pm - October 30)

B. Board Reports

- Amanda Tanner: No report.
- Craig Nelson: No report.
- Lisa Waananen Jones: Jefferson Elementary completed its fall Jog-a-Thon fundraiser in support of the school's annual goals and expressed appreciation to staff and volunteers for their efforts with both the Jog-a-Thon and the Glow Party. The school is also planning a harvest festival for families.
- Arron Carter: Attended the Lincoln Middle School staff meeting, where staff are refining discipline procedures and learning to use the new Supported Schools platform for tracking. The JES showcase received positive community feedback for highlighting its code of conduct. A reminder was shared about the Community

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Listening Session on October 15 at 5:30 p.m. at Lincoln Middle School, focused on community and family connections, followed by a board work session to debrief.

C. Superintendent's Report

- October 10 is a Professional Learning Day which will include a speaker from the Washington Education Association (WEA).
- October is National Principal's Month: Families, staff and community members can send eCards to their school principal(s) to express their appreciation.
- COVID-19 & Flu Vaccine Clinics: October 23 at Lincoln Middle School and October 24 at Pullman High School from 3:30pm-5:00pm.

D. Program Reports

Kamiak Elementary Showcase

Presenter: Cheyenne Webber, Kamiak Elementary Principal

Provided an update on Kamiak Elementary, including a review of the school's mission statement and recent updates to the High Five cards to align with it. The presentation highlighted the meaning behind each letter in S.O.A.R and the rationale for the selected words, emphasizing the foundational skills essential for a strong educational environment.

District Choice Report

Presenter: Bob Maxwell, Superintendent

Dr. Maxwell presented the annual Choice Transfer Report, which reviewed student transfers into and out of the district, as well as home-based instruction for the 2025–26 school year. The report noted continued trends of students choosing online learning options outside the district, particularly at the high school level. Most incoming transfers and homeschool filings were renewals from the previous year, and overall choice patterns remain consistent. Homeschool participation continues to rise statewide, and the district is working to strengthen partnerships with homeschool families by showcasing available programs and course offerings.

During the board discussion, members explored trends and potential strategies related to student choice and online learning. Questions were raised about homeschool trends by grade level, with acknowledgment that patterns vary from year to year. Board members discussed the continued outflow of students seeking more independent online learning experiences and the financial and staffing limitations that have constrained the district's ability to expand such options. Suggestions included exploring programs to support families who travel for university sabbaticals, partnering with other districts to share costs, and considering subject-specific online offerings. The discussion also highlighted challenges with Alternative Learning Experience (ALE) funding requirements and the risk of diverting students from in-person programs. The district will continue to explore ways to strengthen its capacity and responsiveness to student learning preferences.

Risk Management Report

Presenter: Juston Pollestad, Executive Director of Operations

Arron Carter

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Director Pollestad presented the annual Risk Management report, noting that insurance costs have increased 145% since 2019–20, largely due to district-wide coverage and transportation. The report also reviewed risk management procedures and staff safety training.

Board members inquired about exploring insurance options, and Director Pollestad noted the district is currently working with HUB/USIP while considering future alternatives. Questions were raised about protocols for major incidents, such as a swatting event, with Director Pollestad explaining coordination with Pullman PD and existing procedures. The board also discussed having a one-page emergency safety sheet; Director Pollestad confirmed that a one-page guide exists and is included in a binder provided to substitutes.

E. A Community of Belonging - Update

Board Director Tanner reported that the Community Connections event on October 2 brought together 15 local organizations to share resources and support with Pullman families. Highlights included WSU's ROAR program connecting families with students who have or may have an IEP/504 plan, on-site flu shots from CHAS Health, and an interactive activity led by Palouse EDJE. PHS student groups participated, and 11 families completed the Connection Passport for a raffle. Jefferson Elementary staff were recognized for welcoming and guiding families. Plans include surveying participating organizations, aligning future events with other major district activities, and discussing next steps at the upcoming DEIB Committee meeting. Dr. Maxwell noted that the organizations also valued the opportunity to connect with one another.

Additionally, Board Director Carter shared that all those selected for open task force positions have accepted and plan to attend the upcoming meeting.

III. Public Comment

A. Speakers

Speaker: Marian Alaniz
Topic: Marian Alaniz, representing ASWSU, invited the board, schools, and community members to a two-part Halloween event on October 29. Speaker shared the goals of the student government this year, emphasized community engagement, and provided details about the event, including a giveaway supported by donations and a trunk-or-treat activity.

IV. Consent Agenda

A. Minutes - October 1, 2025 Board Work Session

Amanda Tanner made a motion to approve the minutes as part of the consent agenda from Board Work Session on 10-01-25.

Arron Carter
Signed by Arron Carter on 10/28/2025

Craig Nelson seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Minutes - September 24, 2025 Regular Board Meeting

Amanda Tanner made a motion to approve the minutes as part of the consent agenda from Regular Board Meeting on 09-24-25.
Craig Nelson seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Personnel Report

D. Warrants

E. Student Transfer Requests

F. ASB Fundraisers

G. Out-of-State Travel Request

H. Consent Agenda Approval

Amanda Tanner made a motion to approve the consent agenda (Items IV. A-H).
Craig Nelson seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Action Items

A. 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. As a result of discussion at the previous meeting, a review of the Board Self-Assessment was added to the May work session.
Craig Nelson made a motion to approve the board professional development plan for the 2025-26 school year.
Lisa Waananen Jones seconded the motion.
The board **VOTED** unanimously to approve the motion.

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

Presenter: Bob Maxwell, Superintendent
This item was presented at the last meeting and there have been no questions. This resolution allows the district to pay for the expenses for persons newly elected or appointed who have not yet been sworn in.

Arron Carter
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Lisa Waananen Jones made a motion to approve Resolution 25-26:03 Approve Newly Elected or Appointed School board Directors to Attend the 2025 WSSDA Annual Conference.
Craig Nelson seconded the motion.
The board **VOTED** unanimously to approve the motion.

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

Presenter: Juston Pollestad, Executive Director of Operations
This item was presented at the last meeting and there have been no questions received. Presented is an agreement between Schweitzer Engineering Laboratories and Pullman School District for use of the Aquatic Center upon completion of the sale. Programs will transition and services will look the same as they do now for our students.
Amanda Tanner made a motion to approve the Aquatic Center Use Agreement between Pullman School District (PSD) and Schweitzer Engineering Laboratories (SEL).
Craig Nelson seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. Discussion Items

A. Resolution 25-26:04 Declaration of Surplus Property

Presenter: Juston Pollestad, Executive Director of Operations
Over the course of the summer and while moving into classrooms for the year, multiple items have been identified as no longer of use for the district. Specific procedure is followed that involves notification of the sale in the newspaper and public and private schools right to purchase in advance of the sale becoming open to the public. Following Board approval, the surplus materials and equipment listed will be made available to public and private schools to purchase. Any items not purchased by schools will open to the general public for purchase. The items recommended for surplus are listed on the accompanying resolution. Items remaining after the sale will be disposed.

Questions were addressed regarding the disposal of a bus replaced by an electric model, the quantity of surplus items (noted as fewer than last year), and the overall timeline for the surplus process.

VII. Informational Items

A. Administrative Requirements Update

- October

B. Current Enrollment

For 2025-2026 School Year

Budgeted FTE: 2540
Current FTE: 2650.55
Current Year Average FTE: 2643.64

C. Expense Claim Audit - Community Update Board Schedule

D. Board Calendar & Communication Plan

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

VIII. Executive or Closed Session

A. Executive Session

A. Carter announced there will be an Executive Session to discuss personnel and property that will end at 7:55pm. No action will be taken.

The board meeting reconvened into an open session at 7:55pm, and the chair announced that the executive session end time would be extended 10 minutes before returning to executive session.

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 8:05 PM.

Respectfully Submitted,
Arron Carter

Documents used during the meeting

- Board Report - 10.8.2025 Personnel.pdf
- Coaches & Activity Advisors (2025-2026).pdf
- Payroll Warrant Authorization Form_September 2025.pdf
- CK Summaries 10.8.25.pdf
- 2025 10.08 Regular Board Meeting - Student Transfer Requests.pdf
- ASB Fundraiser - PHS DECA - Dig to Donate 10.8.25.pdf
- ASB Fundraiser - PHS Science Olympiad_Letter Writing 10.8.25.pdf
- ASB Fundraiser - PHS Athletics 10.8.25.pdf
- ASB Fundraiser - PHS Drama Club 10.8.25.pdf

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- ASB Fundraiser - PHS ASB Card Sales_Fall 10.8.25.pdf
- ASB Fundraiser - PHS ASB Card Sales_Winter 10.8.25.pdf
- ASB Fundraiser - PHS Yearbook_Spring 10.8.25.pdf
- ASB Fundraiser - PHS Yearbook_Fall 10.8.25.pdf
- ASB Fundraiser - PHS ASB Card Sales_Summer 10.8.25.pdf
- MEMO Request for Out-of-State Travel 10.8.25.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 Pool Use Agreement - PSD - SEL.pdf
- Pool Use Agreement - PSD - SEL.pdf
- Resolution 25-26.04 Declaration of Surplus Property.pdf
- ES Surplus Sale 10.8.25.pdf
- October Administrative Requirements Update.pdf
- Expense Claim Audit Comm Update Schedule.pdf
- Board of Directors Communication Plan 2025.pdf
- 2025-26 Strategic Plan Goals_Priorities_Success Indicators.pdf

Arron Carter

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