

APPROVED



Pullman School District

Minutes

Regular Board Meeting

Date and Time

Wednesday December 10, 2025 at 6:30 PM

Location

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

Directors Present

Arron Carter, Craig Nelson, Deena Bayoumi, Lisa Waananen Jones, Stephanie Horn

Directors Absent

None

Guests Present

Bob Maxwell, Courtney Hodge, Diane Hodge, 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 Dec 10, 2025 at 6:30 PM.

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C. Flag Salute

D. Oath of Office

Dr. Maxwell conducted the Oath of Office for:

- Deena Bayoumi was elected by the public to serve as Board Director for District 4 and was sworn into office.
- Stephanie Horn was elected by the public to serve as Board Director for District 5 and was sworn into office.

E. Land Acknowledgement Statement

F. Approval of Agenda

Changes to the agenda:

- Overnight Field Trip Request - Added to consent agenda
- Personnel Report Addendum - Added to consent agenda

Craig Nelson made a motion to approve the agenda.

Lisa Waananen Jones 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:

- Clash of the Combines activities are underway in competition with Moscow.
- Dig to Donate, hosted by the PHS DECA Club, was held with proceeds donated to the Community Action Center.
- A food drive was conducted, with student donations benefiting Pullman Child Welfare.
- Spirit Packs are being sold for students to wear during Clash of the Combines games.
- Coin Wars is currently underway in competition with Moscow, with proceeds to be donated to Alternatives to Violence of the Palouse (ATVP).
- School-wide lunch competitions were held, with standings reported by class.
- Clash of the Combines basketball games are scheduled to take place this Friday at Moscow Middle School.

B. Board Reports

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- **Stephanie Horn:** Shared enthusiasm for joining the Board, reflected on attending the November WSSDA Conference as a valuable opportunity to learn, network, and build connections with fellow board members statewide, and expressed appreciation for the welcoming environment during recent visits to KES and PHS.
- **Deena Bayoumi:** Echoed similar sentiments and noted that Jefferson Elementary School will host a Multicultural Night on December 11 from 5:00–7:00 p.m.
- **Craig Nelson:** No update.
- **Lisa Waananen Jones:** No update.
- **Arron Carter:** Reported attending the WSSDA Conference and participating in follow-up discussion during a board work session, reminded the Board that protocols and committee/liaison assignments will be reviewed at the first January meeting, and noted that business cards with Board contact information have been provided.

C. Superintendent's Report

- Reported that activities are underway across all schools, including concerts, sports events, and Jefferson Elementary School's Multicultural Night.
- The district is preparing for the 2026 legislative session, and noted that the State Board of Education is considering updates to graduation requirements that would impact the freshman class of 2031.

D. Program Reports

Franklin Elementary Showcase

Presenter: Chris Lippay, Franklin Elementary 4th Grade Teacher

Introduced by Franklin Principal Elizabeth Pavlik, Chris Lippay presented an overview of the “Take the Challenge” approach used in the classroom, which emphasizes extending learning, deeper engagement with content, and making personal connections to foster a strong community of learners. Students shared examples demonstrating how they have “taken the challenge” in their learning.

Career and Technical Education Update

Presenter: Jill Bickelhaupt, CTE Director

Jill Bickelhaupt, PSD CTE Director provided an overview of Career and Technical Education, emphasizing its role in real-world, career-connected learning that supports student engagement, employability skills, graduation pathways, and postsecondary readiness. The presentation highlighted CTE program areas offered at Pullman High School and Lincoln Middle School, which provide alternative graduation pathways, CTE dual credit, and industry-recognized credentials, and included enrollment and demographic data with clarification that a CTE completer is defined as a student who completes two courses within a program area. The update also recognized student leadership through CTSOs and reviewed Perkins Grant funding for the 2025–26 school

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year, noting the district's guaranteed allocation contingent on meeting application requirements, as well as the receipt of an additional Perkins Reserve Grant to support media program equipment. The report concluded with future direction priorities focused on inclusive access for all students, continued pathway alignment, and consideration of the feasibility of adding Health Sciences back into the district's CTE offerings.

Report: Transportation

Presenter: Bob Maxwell, Superintendent on behalf of Juston Pollestad, Executive Director of Operations

Dr. Maxwell presented the annual transportation report, providing an overview of operations, a staffing update, and a review of the district's vehicle fleet. During board discussion, questions were raised regarding driver shortages, with Dr. Maxwell noting that while some districts continue to experience challenges, improved economic conditions and expanded recruitment efforts have contributed to stabilization in some areas. The Board also discussed Safe Routes to School, with clarification that route maps are reviewed and submitted annually through Transportation and that funding supports crossing guard equipment and advisor stipends. Additional discussion addressed bus stop adjustments, with Dr. Maxwell explaining that stops are reviewed annually based on student enrollment, school-based transfer points have been effective, and the district worked with city transit to reinstate at least one previously eliminated stop.

Report: Human Resources Report

Presenter: Bob Maxwell, Superintendent

Dr. Maxwell provided the annual Human Resources staffing report which included a breakdown of staff district-wide, substitutes, volunteers, collective bargaining groups, and an overview of applications received for open positions, and an overview of the various supports in place for staff.

2024-2025 Assessment Results

Presenter: Ryan Mulvey, Assistant Superintendent

Assistant Superintendent Mulvey presented an overview of state assessment results, including participation requirements and proficiency levels, noting that Levels 3 and 4 are considered at standard and that the state now allows students to meet graduation requirements by achieving a high Level 2 proficiency. Math was identified as a priority area for improvement both statewide and within the district, while celebrations included improved English Language Arts (ELA) proficiency rates for 3rd grade at Sunnyside Elementary School and 4th and 5th grades at Franklin Elementary School when comparing 2023–24 to 2024–25 results. Areas of opportunity focused on mathematics, with principals identifying math as a school improvement goal and implementing targeted interventions, particularly for students who previously scored at Level 2, to increase the number of students reaching Levels 3 and 4.

Board discussion addressed trends showing continued growth in ELA across grade levels compared to declines in math from middle to high school, alignment of assessed content

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with secondary coursework, and the use of interim assessments and instructional adjustments to better prepare students. Additional discussion clarified assessment timing in the spring, challenges related to scheduling, and testing conditions, including that assessments are untimed and allow students to pause and resume, though they cannot revisit completed sections.

E. A Community of Belonging - Update

Multicultural Night at Jefferson Elementary is being hosted by the Jefferson PTA.

III. Public Comment

A. Speakers

Speaker: Jason Cook

Topic: Speaker provided comment about transporting students between LMS and PHS via the Pullman Transit routes. Bus are crowded and the disruptive behavior of students on those buses is problematic. Disruptions include physical behavior and language as examples.

IV. Consent Agenda

A. Minutes - November 12, 2025 Regular Board Meeting

Lisa Waananen Jones made a motion to approve the minutes as part of the consent agenda from Regular Board Meeting on 11-12-25.

Craig Nelson seconded the motion.

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

B. Minutes - December 3, 2025 Board Work Session

Lisa Waananen Jones made a motion to approve the minutes as part of the consent agenda from Board Work Session on 12-03-25.

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.

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Perkins Grant Approval

H. New ASB Club

I. Projected Budget Enrollment - 2026-2027

J. Zen Solar Power Purchase Agreement - Updated

K. ASB Fundraisers

L. Overnight Field Trip Requests

M. Consent Agenda Approval

Lisa Waananen Jones made a motion to approve the consent agenda (Items IV. A-L). Craig Nelson seconded the motion.

Board Director Carter noted the Finance Committee met and the Finance Committee is coming forward with the projected budgeted enrollment that is included in the consent agenda.

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

V. Action Items

A. Purchase and Sales Agreement - Harms Place, LLC & Pullman School District

Presenter: Bob Maxwell, Superintendent

Approval of Purchase and Sale Agreement for ~30 acres by the District. Dr. Maxwell clarified that the funds for the purchase will come from the Capital Projects Fund, which is designated for building projects and property acquisitions. The property is within city limits, adjacent to utilities, and contiguous with 60 acres already owned by the District.

Dr. Maxwell clarified that the purchase would use leftover bond and capital projects funds. Board Director Waananen Jones noted the strategic opportunity due to the existing relationship with the property owners, the flexibility it provides for future use, and that the purchase would help the District satisfy an existing encumbrance requirement from the sale of the Pullman Aquatic Center.

Craig Nelson made a motion to approve the purchase of 30.01 acres of property.

Lisa Waananen Jones seconded the motion.

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

B. 2025-2028 Pullman Education Association Bargaining Agreement

Presenter: Bob Maxwell, Superintendent

Provided an overview of the major revisions to the agreement.

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Lisa Waananen Jones made a motion to approve the 2025-2028 Pullman Education Bargaining Agreement as presented.
Stephanie Horn seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. 2025-2028 Pullman Classified Educators Association (Paraeducators) Bargaining Agreement

Presenter: Bob Maxwell, Superintendent

Provided an overview of the major revisions to the agreement. No questions since it was last presented.

Lisa Waananen Jones made a motion to approve the 2025-2028 Pullman Classified Educators Association (Paraeducators) Bargaining Agreement.

Craig Nelson seconded the motion.

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

D. 2025-2028 Pullman Classified Educators Association (ESP) Bargaining Agreement

Presenter: Bob Maxwell, Superintendent

Provided an overview of the major revisions to the agreement. No questions since it was last presented.

Craig Nelson made a motion to approve the 2025-2028 Pullman Classified Educators Association (ESP) Agreement as presented.

Lisa Waananen Jones seconded the motion.

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

E. 6212 Charge Cards

Presenter: Diane Hodge, Finance Director

Recommendation by the auditor from our last audit to align with our current practice.

Deena Bayoumi made a motion to approve 6212 to align with current practices as recommended by the State Auditor.

Craig Nelson seconded the motion.

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

VI. Discussion Items

A. Bid Process – Jefferson and Franklin Elementary Roof Replacements

Presenter: Bob Maxwell, Superintendent on behalf of Juston Pollestad, Executive Director of Operations

The roofs at both Jefferson and Franklin Elementary Schools have reached the end of their functional lifespan. Both facilities are experiencing increasing maintenance needs, reduced energy efficiency, and growing concerns regarding long-term durability. Proactively replacing both roofs will protect the integrity of the buildings, and reduce future maintenance expenditures.

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To move forward, Pullman School District will initiate the formal bid process required for major construction projects. Upon board approval to proceed, staff will prepare bid specifications, solicit proposals from qualified contractors, and return to the Board with recommended bids for award.

Board members confirmed the project would be funded through the Capital Projects Fund. Dr. Maxwell explained the district will issue a formal bid process, offering bids individually and jointly for both schools, and return to the Board with recommended awards. The goal is to complete replacements within the next calendar year if bids and timing allow. Both roofs are original from the 1990s, with Jefferson previously receiving only a patch. The district intends to follow a replacement approach similar to recent work at LMS and KES.

B. Johnson Property Bid Acceptance

Presenter: Bob Maxwell, Superintendent on behalf of Juston Pollestad, Executive Director of Operations

The Johnson School property consists of the former Johnson School building and approximately 2.77 acres of land. The property is not usable for district purposes and has been declared surplus. In compliance with Policy 6882 – Sale of Real Property, Pullman School District initiated a formal bid process, which opened on October 9th and closed on November 19th. Bids were opened on November 19th, 2025. One bid was received - submitted by Bernard and Heather Druffel in the amount of \$125,000. This bid meets the policy requirement of exceeding 90% of the appraised value.

C. 4260F Facility Rental Fee Schedule

Presenter: Bob Maxwell, Superintendent on behalf of Juston Pollestad, Executive Director of Operations

Pullman School District with input from the PSD Finance Committee has updated its facility rental fee schedule. The previous schedule applied a single fee structure to all users, which inadvertently discouraged non-profit organizations from utilizing district facilities due to cost barriers.

The updated schedule introduces a three-tiered fee structure based on the type of organization and intended use. Non-profit and youth-serving organizations will benefit from reduced fees, while private and commercial users will be assessed at rates that more accurately reflect the full cost of facility use. This is to offset some of the costs with maintenance and upkeep incurred with the rental of our facilities.

Board members noted the update maintains affordability for non-profits without raising rates, potentially encouraging greater use of district facilities. The district will monitor the impact on usage and determine if future adjustments are needed. It was clarified that



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organizations must provide their own insurance coverage; it is not included in the rental fees.

VII. Informational Items

- A. Administrative Requirements Update**
- B. Current Enrollment**

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

- D. Non-Substantive Policy Updates**

- E. Procedures**

Board Director Carter noted that he and Dr. Maxwell worked on 1112P Candidate Orientation update to align with WSSDA board resources.

- F. Board Calendar & Communication Plan**

- G. The Pullman Promise: Priorities, Goals, Success Indicators**

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 8:23 PM.

Respectfully Submitted,
Arron Carter

Documents used during the meeting

- 1111 Oath of Office 8.13.25.pdf
- OATH OF OFFICE-Deena Bayoumi 12.10.25.pdf
- OATH OF OFFICE-Stephanie A. Horn 12.10.25.pdf
- Transportation Report 12.10.25.pdf
- 2025-2026 HR Dashboard Report.pdf
- Board Report - 12.10.2025 Personnel.pdf
- Board Report - 12.10.2025 Personnel - Addendum.pdf
- Board Report - Contracts 12.10.2025.pdf

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- Payroll Warrant Authorization Form_November 2025.pdf
- CK Summaries 12.10.25.pdf
- 2025 12.10 Regular Board Meeting - Student Transfer Requests.pdf
- PSD Perkins Application 2025.pdf
- New ASB Club Request - LMS Debate Club 12.10.25.pdf
- 2026-27 Budgeted Enrollment Projection.pdf
- ZEN Solar Updated PPA.pdf
- ASB Fundraiser - PHS FFA_Pet Drive 12.10.25.pdf
- ASB Fundraiser - PHS FFA_Food Drive 12.10.25.pdf
- ASB Fundraiser - PHS FFA_Winter Ball 12.10.25.pdf
- Overnight Field Trips 2025-2026 Winter.pdf
- ES Purchase and Sale Agreement Purchase of Quist Property 12.10.25.pdf
- Executive Summary - PEA Agreement 2025-2028.pdf
- Pullman Education Association Agreement 2025-2028.pdf
- Executive Summary - Pullman Classified Educators Association (Paraeducators) Agreement 2025-2028.pdf
- Pullman Classified Educators Association (Paraeducators) Agreement 2025-2028.pdf
- Executive Summary - Pullman Classified Educators Association (ESP) Agreement 2025-2028.pdf
- Pullman Classified Educators Association (ESP) Agreement 2025-2028.pdf
- Executive Summary Policy 6212.pdf
- 6212 Charge Cards 11.12.25.pdf
- ES Bid Process - JES and FES Roof Replacements 12.10.25.pdf
- ES Johnson Property Bid Acceptance 12.10.25.pdf
- ES 4260F Facility Rental Fee Schedule 12.10.25.pdf
- 4260F Facility Rental Fee Schedule 12.10.25.pdf
- December Administrative Requirements Update.pdf
- Expense Claim Audit Comm Update Schedule.pdf
- 6220 Bid-or RFP Requirements 12.10.25.pdf
- 1112P Candidate Orientation 12.10.25.pdf
- Board of Directors Communication Plan 2025.pdf
- 2025-26 Strategic Plan Goals_Priorities_Success Indicators.pdf

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