APPROVED

Pullman School District

Minutes

Regular Board Meeting

Date and Time
Wednesday October 14, 2026 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, Danielle Lynas, 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 14, 2026 at 6:30 PM.

Signed by: Arron Carter (11/2/2026), Bob Maxwell (10/30/2026)

C. Flag Salute

D. Land Acknowledgement Statement

E. Approval of Agenda

Changes to the agenda:

- ASB Fundraiser - added to consent agenda
- 1101F2 Updated revised draft from policy committee

Lisa Waananen Jones made a motion to approve the agenda as updated.
Craig Nelson 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 and upcoming activities, including the October 30 Trunk or Treat event in the PHS parking lot, the December 11 Clash of Combine event being organized with Moscow ASB, and ongoing efforts to secure donors. The representative also noted that the band and orchestra concerts had taken place and shared information about the orchestra's Disney and Desserts fundraiser scheduled for October 17 at PHS.

B. Board Reports

- Director Horn reported on Policy Committee collaboration and her attendance at the Sunnyside Elementary (SES) PTO meeting. She shared updates on successful STEAM Night and the Book Fair, noted student attendance is at 95%, aligning with Board goals, and highlighted the upcoming Move-a-thon and November Turkey Trot. She also noted that her other committee meetings had not taken place yet and shared that she was looking forward to attending the WSSDA Conference.
- Director Bayoumi reported that the Diversity, Equity, Inclusion & Belonging (DEIB) Task Force met on October 13 to discuss goals and objectives for the upcoming year. Although several members were unable to attend and a chair was not selected, the group discussed developing a survey for various stakeholder groups and conducting age-specific focus groups. The next meeting is scheduled for November 2 from 5:15 to 6:15 p.m., tentatively at Pullman High School (PHS). She noted that the Sustainability Committee had not yet met, shared that LMS extended its fundraiser by two days to support athletics and activities, and reminded Board members of the upcoming deadline to vote for WSSDA representatives.

- Director Nelson reported that the Finance and Wellness Committees were scheduled to meet on October 15. He shared that the most recent Franklin Elementary staff meeting focused on building behavior goals and described the discussion as collaborative. He also noted that Matt Coulter invited him to speak to a PHS class, where he previewed some of the listening session questions with students and plans to share their feedback at the listening session next week.
- Director Waananen Jones shared an update on Jefferson Elementary fundraising activities and efforts.
- Director Carter reported on the PHS Booster Auction and upcoming Disney and Desserts event, noting that it is free and open to the public. He shared that athletics and activities are underway and that Kamiak Elementary (KES) is awaiting completion of the slide. Director Carter highlighted the October 20 Board Listening Session, focused on graduation requirements and preparing students for the future. He encouraged students, staff, employers, and community members to participate and provide feedback on potential legislative changes to graduation requirements to help inform the Board's discussions during the upcoming legislative session. He also expressed appreciation for community feedback and encouraged individuals to work with school administrators to address concerns at the building level, noting that most issues are best handled through the administrative supervisory structure. He clarified that this was not intended to discourage communication with the Board. Finally, he noted that the November work session would focus on reviewing the second priority of the Strategic Plan.

C. Superintendent's Report

Superintendent Maxwell shared that October is National Principals Month and encouraged families, staff, and community members to send e-cards to recognize principals. He announced the October 15th COVID-19 and flu vaccine clinic at PHS, the October 16th District Surplus Sale, and the December 5th Annual Kiwanis Pancake Breakfast and Music Fest at Lincoln Middle School (LMS).

Dr. Maxwell and the Board recognized Sandra Woodrow for her instrumental role in the Kiwanis Stuff the Bus efforts benefiting students. Sandra expressed appreciation for the District's support and partnership in making the event possible.

D. Program Reports

Jefferson Elementary Showcase

Presenter(s): Nathan Weber, Assistant Principal & Jefferson Elementary Guiding Coalition Members (Diane Hathaway, Jill Patera, Trisha Doumit, & Niki Wolf)

Jefferson Elementary School's presentation highlighted student growth in ELA, with reported increases in proficiency across grade levels. The Building Guiding Coalition outlined a focus on aligning grade-level instruction around essential standards, emphasizing a smaller number of priority standards to improve student learning. Next steps for grade-level teams include developing screeners and unit plans, creating

common assessments, using student data binders to encourage student investment in learning, and analyzing assessment data to guide instructional decisions and support Tier 1 instruction.

District Choice Report

Presenter: Bob Maxwell, Superintendent

The presentation provided an overview of homeschool and student transfer data for the 2026–27 school year. As of October 2026, 115 students were homeschooled, and 94 resident students were attending schools outside the District, with 71% enrolled in online schools. Transfer-outs increased from the previous year, with nearly half of those students in grades 9–12. The District also welcomed 56 transfer-in students, 71.4% of whom were returning students. The presentation included historical trends and grade-level distributions for homeschool, transfer-out, and transfer-in students.

In response to Board questions, Superintendent Maxwell clarified that known transfer students to private schools are identified in the data. He also explained that elementary transfer students rank their top three school choices, with placement determined by several factors.

Risk Management Report

Presenter: Juston Pollestad, Executive Director of Operations

The Risk Management Program Annual Review outlined the District's risk management efforts to protect students, staff, facilities, and public resources. Total insurance costs have increased 145%, from $356,549 in 2020–21 to a projected $871,820 in 2026–27, driven primarily by district-wide coverage and increased transportation insurance costs. Have been working with brokers to look at other insurance options and through that process and the feedback we have gotten is is that we are good candidate to be insured which is in part of the efforts of our staff. The presentation highlighted ongoing loss prevention efforts, including safety committees, facility inspections, emergency preparedness, staff training, and facility improvements. Looking ahead, the District will continue monitoring coverage and costs while prioritizing prevention, emergency readiness, and fiscal responsibility.

In response to Board questions, Executive Director Pollestad explained that the ESD is coordinating regional emergency preparedness training to promote consistent procedures and communication across districts, supporting coordination with local law enforcement. Superintendent Maxwell noted that reciprocal agreements are in place with neighboring districts for emergency resources and support, including transportation assistance, and that preventative maintenance efforts have helped manage insurance costs. In response to questions about the impact of other districts' practices on insurance rates, Director Lynas confirmed that district-wide risk management practices can affect rates and that consistent prevention strategies are beneficial.

E. A Community of Belonging - Update

Superintendent Maxwell highlighted WSU's ongoing breakfast series, which provides opportunities for community listening and collaboration. The most recent discussion focused on expanding workforce development opportunities and strengthening collaboration across the community. The breakfasts are held approximately monthly, though not every month.

III. Public Comment

A. Speaker(s)

No speakers.

IV. Consent Agenda

A. Minutes - October 7, 2026 Board Work Session

Craig Nelson made a motion to approve the minutes as part of the consent agenda from Board Work Session on 10-07-26.
Deena Bayoumi seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Minutes - September 23, 2026 Board Meeting

Craig Nelson made a motion to approve the minutes as part of the consent agendafrom Regular Board Meeting on 09-23-26.
Deena Bayoumi seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Personnel Report

D. Professional/Personal Services Contract Report

E. Warrants

The following vouchers as audited and certified by the auditing officer, as required by RCW 42.24.080, and those expense reimbursement claims certified, as required by RCW 42.24.090, are approved for payment. In addition, payroll warrants in the amount of $3,663,588.77 are also approved.

Fund: ASB
Check Numbers 26738487 through 26738496, totaling $33,031.22
Check Numbers 26738486 through 26738486, totaling $900.00
AP ACH Numbers 9000000483 through 9000000483, totaling $14,709.62
AP ACH Numbers 9000000482 through 9000000482, totaling $243.28

Fund: Capital Projects

Check Numbers 26738498 through 26738498, totaling $13,552.30
AP ACH Numbers 9000000484 through 9000000484, totaling $865.60

Fund: General
Payroll warrant numbers 26738455 to 26738485, totaling $3,663,588.77
Check Numbers 26738503 through 26738562, totaling $287,684.02
Check Numbers 26738499 through 26738502, totaling $217.00
AP ACH Numbers 9000000489 through 9000000500, totaling $21,961.79
AP ACH Numbers 9000000486 through 9000000488, totaling $70.48
AP ACH Numbers 9000000485 through 9000000485, totaling $40,742.46

Fund: Debt Service
Check Numbers 26738497 through 26738497, totaling $1,400.00

F. Student Transfer Requests

G. Records Destruction Logs

H. Budget Status Report

I. ASB Fundraisers

J. Consent Agenda Approval

Craig Nelson made a motion to approve the consent agenda (Items A-I).
Deena Bayoumi seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Action Items

A. 5401 Sick Leave

Presenter: Dani Lynas, Finance Director
This item was presented at the previous board meeting and there have been no questions since it was last presented.
Deena Bayoumi made a motion to approve the revisions to Board Policy 5401 Sick Leave.
Stephanie Horn seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. 1825 Addressing School Director Violations - NEW

Presenter: Arron Carter, Board President
This item was presented at the previous board meeting which came about after review of the communication protocols. This is a standard policy that WSSDA recommends.

Craig Nelson made a motion to to approve the adoption of Board Policy 1825 Addressing School Director Violations.
Stephanie Horn seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. Discussion Items

A. 2026-2027 Board Professional Development Plan

Presenter: Board of Directors
The Board reviewed the 2026–2027 Board Professional Development Plan, which establishes annual learning goals and may be revised as needed. The Board discussed whether “professional development” accurately describes Board learning, noting that Board members are not a certified professional body. Suggestions included “Board Director Development,” “Member Development,” and “Board Improvement Plan.” The Board also discussed the plan’s focus on ethical conduct, continued learning, and responsible stewardship. Director Carter invited Board members to submit suggestions for an alternate title.

B. 3205 Sexual Harassment of Students Prohibited

Presenter: Ryan Mulvey, Assistant Superintendent
The Board reviewed revisions to Policy 3205, Sexual Harassment of Students Prohibited, reflecting updated WSSDA guidance and changes to Chapter 392-190 WAC regarding the handling of sexual harassment complaints. The revisions include the requirement to apply the preponderance of the evidence standard when determining whether sexual harassment occurred. In response to a Board question about the previous standard, Assistant Superintendent Mulvey agreed to research the prior terminology and follow up, explaining that the preponderance standard simply means it is more likely than not that the conduct occurred.

C. 3246 Restraint and Isolation

Presenter: Ryan Mulvey, Assistant Superintendent
Policy 3246 Restraint and Isolation, has been revised by WSSDA and highlighted in the July Policy and Legal News. The revisions address new requirements under HB 1795, including prohibited restraint practices, restrictions on isolation rooms, and expanded incident reporting and oversight. These policy changes don't change district practice, we are already following a stricter practice around restraint and isolation.

D. 4020 Confidential Communications - RETIRED

Presenter: Bob Maxwell, Superintendent
WSSDA retired Policy 4020 in its July Policy and Legal News because its language was unclear and its subject matter is addressed in other existing policies and procedures, including Policy 5253 – Maintaining Professional Staff/Student Boundaries, Policy 3231 –

Student Records, and Policy 3421 – Child Abuse and Neglect. As a result, the District is recommending the retirement of Policy 4020.

E. 5001 Hiring of Retired School Employees

Presenter: Bob Maxwell, Superintendent

The Board reviewed revisions to Policy 5001, Hiring of Retired School Employees, reflecting updates to state law and WSSDA's model policy. Changes include extending the rehiring time cap provisions through January 1, 2030, and clarifying required notices regarding the potential loss of benefit accrual for certain state retirement plans. Superintendent Maxwell explained that rehired retirees may have their pension suspended while they resume contributions and earn service credit, subject to applicable position and hour limits. In response to a Board question, Superintendent Maxwell confirmed that the retirement plans referenced are state plans.

F. 1815 Ethical Conduct for School Directors - NEW

Presenter: Arron Carter, Board President

The Board reviewed new Policy 1815, Ethical Conduct for School Directors, presented as a standalone policy in response to previous Board discussions regarding communication protocols and aligned with WSSDA's current model policy. The Board discussed clarifying the language regarding objectivity and merit in decision-making, including a suggestion to state that decisions should be based on the merits of the situation. The Board also discussed adding a link to the referenced RCW Code of Ethics. Board members were encouraged to submit suggested revisions to the Policy Committee.

G. 1101F2 Board Communication Protocols

Presenter: Arron Carter, Board President

The Board reviewed proposed revisions to Policy 1101F2, Board Communication Protocols, including clarifications regarding social media use and the ethical conduct of Board directors during communications. The revisions incorporate feedback from legal counsel and reference Policies 1815 and 1825, continuing the Board's efforts to clarify expectations and improve communication.

Director Waananen Jones expressed support for the revisions. The Board discussed the signature requirement, with Director Nelson questioning why the protocol requires a signature when other policies do not and stating that he would not sign it. Director Carter explained that the signature reaffirms the Board's commitment to the protocols. Directors also discussed reviewing WSSDA policies to better understand the purpose of similar signature requirements.

VII. Informational Items

A. Administrative Requirements Update

- October

B. Enrollment

Current Enrollment
For 2026-2027 School Year
Budgeted FTE: 2586
Current FTE: 2563.41
Current Average FTE: 2559.38

C. Expense Claim Audit - Community Update Board Schedule

D. Board Calendar

E. Non-Substantive Policy Updates

- 3420 Anaphylaxis Prevention and Response

F. Procedures

- 3205P Sexual Harassment of Students Prohibited
- 3246P Restraint and Isolation
- 3420P Anaphylaxis Prevention and Response
- 5401P Sick Leave
- 6970F Naming of School Facilities-Rooms

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

VIII. Executive Session

A. Personnel

A. Carter announced there will be an Executive Session to discuss negotiations that will end at 8:35pm. No action will be taken.

The board meeting reconvened into an open session at 8:35pm, and the chair announced that the executive session end time would be extended 35 minutes before returning to executive session.

IX. Closing Items

A. Adjourn Meeting

Signed by: Arron Carter (11/2/2026), Bob Maxwell (10/30/2026)

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:10 PM.

Respectfully Submitted,
Arron Carter

Documents used during the meeting

- 2026-2027 Homeschool & Choice Transfer Report.pdf
- Risk_Management_Annual_Review_2026.pdf
- JES Board Presentation.pdf
- 2026_10_07_board_meeting_minutes.pdf
- 2026_09_23_board_meeting_minutes.pdf
- Board Report - 10.14.2026 Personnel.pdf
- Coaches & Activity Advisors (2026-2027).pdf
- Board Report - Contracts 10.14.2026.pdf
- Payroll Warrant Authorization Form_September 2026.pdf
- CK Summaries 10.14.26.pdf
- 2026 10.14 Regular Board Meeting - Student Transfer Requests.pdf
- Records Destruction Logs - IPrograms 10.14.26 Updated.pdf
- September 2026_Budget Status Report.pdf
- ASB Fundraiser - PHS Sci Olympiad 10.14.26.pdf
- ES 5401 Sick Leave 9.23.26.pdf
- 5401 Sick Leave 9.23.26.pdf
- ES 1825 Addressing School Director Violations 9.23.26.pdf
- 1825 Addressing School Director Violations 9.23.26.pdf
- ES 2026-27 Board Professional Development Plan 10.14.26.pdf
- 2026-2027 PSD Board of Directors Professional Development Plan.pdf
- ES 3205 Sexual Harassment of Students Prohibited 10.14.26.pdf
- 3205 Sexual Harassment of Students Prohibited 10.14.26.pdf
- ES 3246 Restraint and Isolation 10.14.26.pdf
- 3246 Restraint and Isolation 10.14.26.pdf
- ES 4020 Confidential Communications - RETIRE 10.14.26.pdf
- 4020 Confidential Communications 10.14.26 RETIRED.pdf
- ES 5001 Hiring of Retired School Employees 10.14.26.pdf
- 5001 Hiring of Retired School Employees 10.14.26.pdf

Signed by: Arron Carter (11/2/2026), Bob Maxwell (10/30/2026)

- ES 1815 Ethical Conduct for School Directors 10.14.26.pdf
- 1815 Ethical Conduct for School Directors 10.14.26.pdf
- ES 1101F2 Board Communication Protocols 9.23.26.pdf
- 1101F2 Board - Communication Protocols 10.14.26.pdf
- October Administrative Requirements Update.pdf
- Expense Claim Audit Comm Update Schedule.pdf
- 2026-2027 Board Meeting Content Calendar 5.27.26.pdf
- 3420 Anaphylaxis Prevention and Response 10.14.26.pdf
- 3205P Sexual Harassment of Students Prohibited 10.14.26.pdf
- 3246P Restraint and Isolation 10.14.26.pdf
- 3420P Anaphylaxis Prevention and Response 10.14.26.pdf
- 5401P Sick Leave 10.14.26.pdf
- 6970F Naming of School Facilities-Rooms 10.14.26.pdf
- 2026-27 Strategic Plan Goals_Priorities_Success Indicators.pdf
- Jefferson Elementary Showcase 10.14.26.pdf

Signed by: Arron Carter (11/2/2026), Bob Maxwell (10/30/2026)