



Board of Directors, Regular Meeting Minutes, Tuesday, August 23, 2022  
RICHLAND SCHOOL DISTRICT NO. 400  
BENTON COUNTY, RICHLAND, WASHINGTON

The Board of Directors of Richland School District No. 400 met for a regular meeting Tuesday, August 23, 2022, at 6:30 P.M. via Zoom and in person, 6972 Keene Road, West Richland, Washington. School Board Vice President Kari Williams presided. Board members participating: Rick Jansons, Semi Bird, Audra Byrd, and Jill Oldson. Administrators present: Superintendent Dr. Shelley Redinger, Deputy Superintendent Mike Hansen, Assistant Superintendent of Elementary Education Brian Moore, Executive Director of Information Technology Mike Leseberg, Executive Director of Operations Richard Krasner, Executive Director of Special Education 6-12 Robert Sorensen, Executive Director of Special Education Pre-K-5 Zach Carpenter, and Director of Communications Ty Beaver.

The Board meeting was called to order at 6:30 P.M.

## **1.0 CALL TO ORDER**

### **1.1 Pledge of Allegiance**

1.2 **Roll Call**-Ms. Oldson participated via zoom.

## **2.0 COMMUNICATIONS**

### **2.1 GOOD NEWS-DO-IT**

Madeline Nemeth, Hanford High School senior, shared information on the DO-IT (Disabilities, Opportunities, Internetworking, and Technology) Scholars Program that she and her brother, Mark, participated in over the summer. The focus of the program is to prepare high school students with disabilities for college, careers, and leadership and is located on the University of Washington campus. Ms. Nemeth enjoyed the experience and asked staff to advertise the program in the future so more students could apply for the program.

### **2.3 Requests and Comments by Visitors (2 minutes per individual)**

Carol Crowell, Lead Secretary-Pacific Coast Online Academy (PCOA), shared the many responsibilities of secretaries and feels they need to be paid a livable wage.

Bethany Pierson, Lead Secretary-Hanford High School, stated secretaries need to feel valued and asked for a livable wage.

Marsha Milliken, Athletic Secretary-Hanford High School, shared the last years have been difficult, working without substitutes at times and also requested a livable wage for secretaries.

Shelly Burt stated a portion of the policy regarding Extended School Year (ESY) services had not been changed and asked that the Special Education Task Force be formed again. Dr. Redinger explained the group will be starting again shortly.

Tina Gregory shared concerns regarding books and student participation in sports.

-----  
**3.0 NEW BUSINESS**

**3.1 Resolution No. 946 – 2021/2022 Budget Extension Hearing and Adoption: General Fund and Capital Projects Fund**

Ms. Williams stated this is the formal hearing before the budget extension approval. This hearing is to provide the public with an opportunity to share input. Ms. Williams called the hearing to order at 7:00 P.M. and asked Clinton Sherman, Executive Director of Finance, to share information. Mr. Sherman explained this budget extension is for the Capital Projects Fund (\$3 million) and General Fund (\$6 million). This extension is needed due to the rising costs of capital projects and increased enrollment.

**Public Comment:**

Shelly Burt felt there was a lack of accessible budget information. Ms. Williams shared three Budget Workshops were held earlier in the year where more detail was shared.

Ms. Williams asked for any further comments. She again requested further comments. Ms. Williams stated the Budget Extension Hearing portion of the meeting was adjourned at 7:07 P.M.

It was moved by Audra Byrd and seconded by Semi Bird –

THAT THE BOARD OF DIRECTORS APPROVE RESOLUTION No. 946 – 2021/2022 - BUDGET EXTENSION HEARING AND ADOPTION: GENERAL FUND AND CAPITAL PROJECTS FUND.

**Discussion:**

Mr. Jansons shared several large districts have excellent documents that could be used as an example. Mr. Sherman is looking at ways to simplify the budget document in the future.

Vote: Bird, yes; Jansons, yes; Oldson, yes; Byrd, yes; and Williams, yes.

Motion was approved.

**4.0 UNFINISHED BUSINESS**

**4.1 Strategic Plan Update**

Mike Hansen, Deputy Superintendent, presented the updated draft of the District's 2022-2025 Strategic Plan with community input added after the survey was completed this summer. The District's continued focus on inclusionary practices, Universal Design for Learning (UDL) and Multi-Tiered Systems of Support (MTSS) will remain a focus in the future and is included as part of the school improvement planning tool being developed in partnership with DataAnalytics. This tool will be used by schools to track action plans aligning to the Strategic Plan goals. A second survey will go out soon to give stakeholders another opportunity to share input. A Board Workshop to review input and decide on Mission and Vision Statements will be held in late September. Mr. Hansen advised the team remains on track to present a first reading of the 2022-2025 Strategic Plan at the October 11, 2022 Board meeting, with final approval planned for October 25, 2022. Board discussion followed.

**4.2 Student Representative Process**

Ms. Oldson reviewed the process and suggested adding Tory Christensen, Principal on Special Assignment (and past principal), for input and allowing the Parent Advisory Committee to choose

their representative. Board members expressed concern regarding FERPA (Family Educational Rights and Privacy Act), public record requests, and choosing the representative from the Parent Advisory Committee. The policy adopted earlier by the Board stated the interview team would be made up of two Board representatives, the Superintendent, and a member of the Parent Advisory Committee. After discussion:

It was moved by Audra Byrd and seconded by Jill Oldson –

THAT THE BOARD OF DIRECTORS AMMEND POLICY No. 1250 TO EXCLUDE THE PARENT ADVISORY REPRESENTATIVE ON THE INTERVIEW TEAM.

Discussion: Several Board members expressed interest in having a Parent Advisory Representative on the interview team. Ms. Oldson withdrew her second to the motion. After further discussion, the motion was changed.

It was moved by Audra Byrd and seconded by Semi Bird that –

THAT THE BOARD OF DIRECTORS AMMEND POLICY No. 1250 TO EXCLUDE THE PARENT ADVISORY REPRESENTATIVE ON THE INTERVIEW TEAM TEMPORARILY- THIS YEAR ONLY.

Vote: Bird, yes; Jansons, no; Oldson, no; Byrd, yes; and Williams, yes.

Motion was approved.

The Board agreed the interview team this year will consist of two Board representatives (Jill Oldson and Semi Bird) and Superintendent Redinger. Interviews will be held in early September.

#### **4.3 Parent Advisory Committee Discussion**

Ms. Byrd shared information discussed at the recent Parent Advisory Committee. She shared the group decided to change the name to the Parent/Guardian Advisory Committee. The group discussed a mission statement and goals as listed below. These will be discussed further at the next meeting to finalize.

##### **Mission Statement:**

- To achieve success for all students by encouraging parent/guardian engagement and by offering insight and recommendations to the school Board.

##### **Goals:**

- To report as well as collaboratively problem solve specific needs in the district and create action plans or strategies to recommend to the school board.
- To act as a liaison to our schools by sharing information and fostering relationships between parents/guardians, Richland School District personnel and Richland School District school board.

Board discussion followed regarding selection of members and consistency of attendance. Sara Egbert and Brianna Watson volunteered to co-facilitate the group. Representatives will give monthly reports to the Board.

**4.4 Policy/RR No. 2161 – Special Education and Related Services for Eligible Students**

Galt Pettett, District Counsel, stated both Zach Carpenter and Robert Sorensen, Executive Directors of Special Education, received input from the Special Education Parent PTA group. He also reached out to staff and parents. This input was included in the new policy. Mr. Pettett explained Ms. Burt’s earlier request is also contained in the new policy.

It was moved by Rick Jansons and seconded by Semi Bird –

THAT THE BOARD OF DIRECTORS APPROVE POLICY NO. 2161- SPECIAL EDUCATION AND RELATED SERVICES FOR ELIGIBLE STUDENTS FOR SECOND READING.

Vote: Bird, yes; Jansons, yes; Williams, yes; Byrd, yes: and Oldson, yes.  
Motion was approved.

**4.5 Performance Audit Update**

Superintendent Redinger stated the District is continuing to work with both the West Richland and Richland Police Departments on security efforts. Safeguard 3 will provide a vulnerability assessment of schools that will provide recommendations for staff training to support student and staff safety. Dr. Redinger also shared a third party audits the District technology security annually. Results have been very positive. Discussion followed.

**5.0 CONSENT AGENDA** (approval by a single vote of the Board)

It was moved by Semi Bird and seconded by Rick Jansons –

THAT THE BOARD OF DIRECTORS APPROVE CONSENT AGENDA ITEMS (5.1-5.6) INCLUDING AN UPDATED PERSONNEL ACTION.

Vote: Bird, yes; Jansons, yes; Williams, yes; Byrd, yes: and Oldson, yes.  
Motion was approved.

**5.1 Personnel Actions**

ADMINISTRATIVE PERSONNEL

RESIGNATIONS FOR THE 2022-23 SCHOOL YEAR

Hodges, Kiley, SPED Coordinator, Special Education, TLAC, effective 8/19/2022

CERTIFICATED PERSONNEL

NEW HIRES FOR THE UPCOMIING 2022-23 SCHOOL YEAR

Brisch, Katherine, 0.8 FTE, English Language Arts, Chief Joseph Middle School (correction)

Brisch, Katherine, 0.2 FTE, Elective, Chief Josephs Middle School (non-continuing – correction)

Christianson, Seth, 0.6 FTE, Language Arts, Enterprise Middle School

Fankhauser, Carly, 1.0 FTE, 2<sup>nd</sup> Grade, Orchard Elementary (non-continuing – coming from sub)

Harvey, Ryan, 1.0 FTE, Instructional Specialist, Chief Joseph Middle School

Hodges, Kiley, SPED Coord., Sp. Ed., to Community Based Transition, at TLAC (non-continuing)

Messenger, David, 1.0 FTE, Music, Badger Elementary School (coming from sub)

Pryor-Gilles, Juliana, 1.0 FTE, BESST, Lewis and Clark Elementary

Streetman, Angela, 1.0 FTE, Kindergarten, Tapteal Elementary (coming from sub)

Thiede, Katilyn, 1.0 FTE, Kindergarten, Pacific Crest Online Academy (non-cont.-from sub)

Wittrock, Jonathan, 1.0 FTE, BESST, Hanford High School

REASSIGNMENTS FOR THE UPCOMING 2022-23 SCHOOL YEAR

Brightman, Lynette, Lifeskills, Hanford High School, to Community Based Transition, at TLAC  
Coates, Jennifer, Resource Room, Jefferson, to Supplementary Sup., Lewis & Clark Elementary  
Elisondo, Celina, Kindergarten, Tapteal Elementary, to 5<sup>th</sup> Grade, Jefferson Elementary  
Rehm, Savannah, 5<sup>th</sup> Grade, White Bluffs, to Instructional Specialist, Jason Lee Elementary

RESIGNATIONS FOR THE 2021-22 SCHOOL YEAR

Fine, Emily, 2<sup>nd</sup> Grade, White Bluffs Elementary  
Lichtenhahn, Lauren, 4<sup>th</sup> Grade, Lewis & Clark Elementary, effective 8/15/2022

CLASSIFIED PERSONNEL

CHANGE OF ASSIGNMENT FOR THE UPCOMING 2022-23 SCHOOL YEAR

Knoblich, Laura, Secretary, Badger Mountain Elementary, effective 8/15/2022 (from Para)

NEW HIRES FOR THE UPCOMING 2022-23 SCHOOL YEAR

Arbuckle, Karen, Secretary, Enterprise Middle School, effective 8/24/2022  
Awjeena, Sai, Custodian, William Wiley Elementary, effective 8/15/2022  
Berry, Debra, Paraeducator, Early Learning Center, effective 8/29/2022  
Bushell, Amberly, Paraeducator (Rehire), Sacajawea Elementary, effective 8/29/2022  
Chmura, Svitlana, Paraeducator (Rehire), Early Learning Center, effective 8/29/2022  
Herrera, Alondra, Custodian, Leona Libby Middle School, effective 8/15/2022  
Hunt, Erin, Paraeducator, Badger Mountain Elementary, effective 8/29/2022  
James, Nichole, Paraeducator, Desert Sky Elementary, effective 8/29/2022  
Jones, Kari, Paraeducator, Special Education-TLAC, effective 8/29/2022  
Kembel, Lori, Paraeducator, Carmichael Middle School, effective 8/29/2022  
Larsen, Kelly, Paraeducator, Desert Sky Elementary, effective 8/29/2022  
Lujano, Lucy, Paraeducator, Badger Mountain Elementary, effective 8/29/2022  
Palmer, Breanna, Paraeducator, Jefferson Elementary, effective 8/29/2022  
Pratt, Nicole, Paraeducator, Hanford High School, effective 8/29/2022  
Quinton, Haleigh, Paraeducator, Sacajawea Elementary, effective 8/29/2022  
Roach, Jennifer, Paraeducator, Sacajawea Elementary, effective 8/29/2022  
Soike, Jessica, Custodian, Chief Joseph Middle School, effective 8/18/2022  
Smallwood, Charis, Paraeducator, White Bluffs Elementary, effective 8/29/2022  
Steege, Denise, Nutrition Services, Chief Joseph Middle School, effective 8/29/2022  
Turner, Tracie, Paraeducator (Temporary, Rehire), Lewis & Clark, eff. 8/29/2022 – 6/14/2023  
Zirker, Austin, Paraeducator (Rehire), Special Education-TLAC, effective 8/29/2022  
Zirker, Elaine, Paraeducator (Replacement Employee), Sacajawea Elem., eff. 8/29/2022-6/14/2023

RESIGNATIONS FOR THE 2021-22 SCHOOL YEAR

Remington, Trenton, Information Technology Tech 1, Information Services, effective 8/12/2022

RESIGNATIONS FOR THE END OF THE 2021-22 SCHOOL YEAR

Berger, Donna, Paraeducator, Special Programs  
Galloway, Jessica, Paraeducator, Hanford High School  
Gray, Monti, Paraeducator, Lewis & Clark Elementary  
Hall, Karen, Paraeducator, Lewis & Clark Elementary  
Mata, Irma, Paraeducator, Chief Joseph Middle School  
McGee, Paul, Paraeducator, Marcus Whitman Elementary (may Sub)  
Reka, Burbuqe, Bus Attendant, Transportation  
Slocombe, Kennady, Bus Attendant, Transportation  
Wilkerson, Stephanie, Nutrition Services, Orchard Elementary (may Sub)

RETIREMENTS FOR THE END OF THE 2021-22 SCHOOL YEAR

-----  
Johnson, Ann, Paraeducator, Jefferson Elementary  
LEAVE OF ABSENCE DURING THE 2022-23 SCHOOL YEAR  
Phelps, Michelle, Paraeducator, Enterprise Middle School, expected dates 8/30/22-12/1/2022

**5.2 Approval of Minutes (August 9, 2022)**

**5.3. Resolution No. 947 – Imprest Fund-Desert Sky Elementary (Startup-New School)**

**5.4 Resolution No. 948 – Interlocal Agreements**

**5.5 Budget Monthly**

**5.6 Warrant Information**

ASB Fund Warrant Nos. 40007079 through 40007080 for \$2,300.00

Nos. 54000468 through 54000470 for \$9,658.16

No. 74000146 for \$660.36

Capital Projects Fund Warrant Nos. 20001846 through 20001850 for \$624,909.96

No. 52000296 for \$116,818.69

Nos. 20001851 through 20001854 for \$661,597.54

General Fund Warrant Nos. 10082574 through 10082612 for \$443,232.78

Nos. 51001769 through 51001778 for \$80,374.23

No. 71002908 for \$152,035.72

Nos. 10082613 through 10082642 for \$534,986.79

Nos. 51001779 through 51001786 for \$100,045.83

Nos. 71002929 through 71002935 for \$25,981.40

Self-Insurance Fund Warrant Nos. 57000096 through 57000097 for \$79,398.79

Nos. 70000246 through 70000247 for \$3,291.91

No. 57000098 for \$20,780.73

**6.0 FUTURE AGENDA ITEMS**

**6.1 Approval of Agenda (September 13, 2022)**

Ms. Williams will share a future agenda list for Board members to prioritize for the upcoming year.

It was moved by Rick Jansons and seconded by Semi Bird -

THAT THE BOARD OF DIRECTORS APPROVE THE SEPTEMBER 13, 2022 AGENDA WITH THE ADDITION OF BUDGET/ENROLLMENT.

Vote: Bird, yes; Jansons, yes; Williams, yes; Byrd, yes; and Oldson, yes.

Motion was approved.

**7.0 BOARD AND SUPERINTENDENT REPORTS**

Shelley Redinger reported on the successful District kick-off event which is being followed by several days of staff professional development. There was also a drawing where Dr. Redinger will be subbing for two staff members for a day.

Audra Byrd attended the Parent/Guardian Advisory meeting. She reported there is also an effort to bring a dual language program, a sign language program, and several additional CTE classes to the District.

Jill Oldson reported the General Assembly is coming up where districts decide on legislative priorities. Mr. Bird will be the District voting delegate. A meeting will be set to discuss priorities

with the District Lobbyist and later review with Board members to align with Richland School District priorities.

Rick Jansons shared information regarding the Washington State School Directors' Association (WSSDA) Legislative Assembly and General Assembly. Mr. Jansons visited Hanford High School and Richland High School and attended a band concert.

**ADJOURNMENT**

The meeting adjourned at 9:08 P.M.

---

RICHLAND SCHOOL DISTRICT NO. 400

---

SECRETARY, BOARD OF DIRECTORS