



Board of Directors, Regular Meeting Minutes, Tuesday, December 12, 2023
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, December 12, 2023, at 6:00 P.M. via Zoom and in person, 6972 Keene Road, West Richland, Washington. School Board President Rick Jansons presided. Board members participating: Jill Oldson, Bonnie Mitchell, Chelsie Beck, and Katrina Waters. Administrators present: Superintendent Dr. Shelley Redinger, Assistant Superintendent of Elementary Education Brian Moore, Assistant Superintendent of Secondary Education Tory Christensen, Executive Director of Finance Clinton Sherman, Executive Director of Information Technology Mike Leseberg, Executive Director of Operations Richard Krasner, and General Counsel Galt Pettett.

The Board meeting was called to order at 6:00 P.M.

EXECUTIVE SESSION (Personnel-RCW 42.30.110 (1) (g))

The Board adjourned to executive session at 6:00 P.M. to discuss qualifications of an applicant for employment or review of performance of an employee (final actions must be taken in public and discussions affecting employees generally must be held in public) 42.30.110 (1) (g). The executive session was projected to last thirty minutes, with no action expected. Executive session ended at 6:22 P.M.

The Board returned to the regular meeting at 6:31 P.M.

1.0 CALL TO ORDER

1.1 Pledge of Allegiance

1.2 Roll Call-Bonnie Mitchell was excused. Chelsie Beck participated via Zoom.

1.3 Oath of Office

Dr. Redinger administered the Oath of Office to Jill Oldson-Position 5.

2.0 COMMUNICATIONS

2.1 GOOD NEWS-Heart Safe Certification-Carmichael Middle School

Kellie Lacy, Assistant Director of Human Resources, reported Carmichael Middle School is a Richland Heart Safe Campus. She recognized District nurses Rebecca Baldwin, Marcus Whitman Elementary, and Brenda Atencio, Carmichael Middle School, for playing an integral part in this training. Josh Smith, Fire Captain-Richland Fire Department, and his team were introduced. He shared criteria to become a Heart Safe Campus including:

- 70% Staff trained
- Emergency Response Plan
- Cardiac Arrest Drill-twice annually
- Automated External Defibrillator (AED)-within three minutes

2.2 Student Advisory Report

Mayumi Evangelista, Hanford High School, shared details from the recent Student Advisory Meeting including Career and Technical Education offerings, information technology, work-based learning, and dual credit courses. Topics for future agendas include Social Emotional Learning, the Hanford High School roof, and Advisory period.

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

Will Jorgenson, Richland, shared concern with Ben Franklin Transit. He was asked to meet with Richland Krasner, Executive Director of Operations, to share issues his students are experiencing.

Ron Higgins, Richland, shared concern regarding the Algebra II requirement for graduation and would like to see a change to curriculum.

2.4 Board/Student Representatives/Superintendent Reports

Shelley Redinger shared many drama and music events are happening and all are looking forward to the holiday break.

Karrin Wierzchowski shared information from the Washington State School Directors' Association (WSSDA) conference where she learned more about onboarding, district outreach, and met with other student representatives. It is also spirit week at Richland High School.

Sheila Dehkordi attended the WSSDA Conference and shared she learned a lot on topics such as civil discourse, effective communication, and thinking outside the box.

Katrina Waters also attended the WSSDA Conference and met with Clinton Sherman, Executive Director of Finance, for a school finance orientation.

Jill Oldson attended the Special Education Task Force meeting, the Flight Team meeting with counselors from each school. Ms. Oldson also asked to discuss the upcoming "Day on the Hill" Legislative trip to Olympia and a trip to Washington, D.C. to advocate for Payment in Lieu of Taxes (PILT) funds. It was decided to add this topic as 4.5 to the current agenda.

Chelsie Beck also met with Mr. Sherman for an orientation to school finance orientation, met with Cabinet for introductions, and stopped by an English Language Arts (ELA) meeting. Ms. Beck also attended a cookie decorating event at White Bluffs Elementary and met with Stand for Children Washington focused on elevating ninth grade student success.

Rick Jansons shared Board Election of Officers will take place at the January 9, 2024 meeting. He attended music programs at both Hanford High School and HomeLink. Mr. Jansons recognized Galt Pettett, General Counsel, for his many years of service to the District where he attended over 420 Board meetings as a strong leader of the District.

3.0 UNFINISHED BUSINESS

3.1 District Math Goals and Actions

Derek O'Konek, Executive Director of Elementary Teaching and Learning, and Enid Flynn, Director of Instructional Technology and Assessment, shared the District created a goal to conduct

a comprehensive study of mathematics instructional practices, assessments, and curriculum to understand factors for students struggling in grade 3-8, including four actions:

1. study 2022/2023 math assessments results and survey outlier teachers to get their perspectives
2. identify higher-achieving comparable districts to understand action to achieve higher results
3. compare existing grades 3-8 curriculum to Smarter Based Assessments (SBA) and iReady to identify differences or gaps in content and curriculum
4. develop an action plan for math improvement to begin implementing in 2024/2025.

Board discussion included:

- research other districts to learn best practices
- share outliers with Board members and across schools and demographics
- tie math into interest areas, especially at the middle school level
- student perspective on curriculum is needed

3.2 Resolution No 968-180 Day Waiver/Conference

Brian Moore, Assistant Superintendent of Elementary Education, stated requested information at the last meeting was shared in the Friday Packet. Parent feedback was positive with parents able to conference during morning hours if desired. There was consensus that all Unfinished Business items would return on the Consent Agenda at the next meeting for second reading. Discussion followed.

It was moved by Jill Oldson and seconded by Katrina Waters –

THAT THE BOARD OF DIRECTORS APPROVE RESOLUTION 968-180 DAY
WAIVER/CONFERENCES FOR FIRST READING

Vote: Waters, yes; Beck, yes; Oldson, yes; Jansons, yes
Student Representatives: Wierzchowski, yes; Dehkordi, yes
Motion was approved.

3.3 Resolution No. 969-Cancellation of Warrants

Mr. Sherman stated the Cancellation of Warrant Resolution is presented to the Board annually with information coming from the county on stale dated checks. Staff members attempt to contact those with stale checks before being cancelled.

It was moved by Katrina Waters and seconded by Jill Oldson –

THAT THE BOARD OF DIRECTORS APPROVE RESOLUTION 969-CANCELLATION OF
WARRANTS FOR FIRST READING.

Vote: Waters, yes; Beck, yes; Oldson, yes; Jansons, yes
Student Representatives: Wierzchowski, yes; Dehkordi, yes
Motion was approved.

3.4 Policy/RR No. 2022-Electronic Resources and Internet Safety

Mr. Pettett stated the Information Technology Department asked to update this policy and change the number to align with WSSDA's policy numbering (change from 2314 to 2022).

It was moved by Jill Oldson and seconded by Katrina Waters –

THAT THE BOARD OF DIRECTORS APPROVE FOR FIRST READING

Vote: Waters, yes; Beck, yes; Oldson, yes; Jansons, yes
Student Representatives: Wierzchowski, yes; Dehkordi, yes
Motion was approved.

4.0 NEW BUSINESS

4.1 Policy No. 2417-Elective Credit for Work Time.

Mr. Pettett shared this is a new policy that WSSDA does not have yet. The State Legislature passed House Bill 1658 in 2023 allowing students to obtain elective high school credit for paid work experience. To be eligible for these credits, students need to be legally eligible for paid employment and at least 16 years old. The elective credits must be pre-approved in writing by a school official. As part of the pre-approval process, the student's High School and Beyond Plan must be updated to reflect the paid work experience. To receive a 1.0 elective credit, students must work at least 360 hours. There is a maximum of two credits available under this option. Students may earn elective credit for paid work experience scheduled during the school day if it is within the student's 1.0 full-time equivalency (FTE) limitation and are eligible to be claimed.

Student Representatives were excited for this opportunity but asked that students be allowed to participate earlier in their high school years. This change will require excellent communication for students to be aware of this opportunity. This item will be brought back under Unfinished Business at the January 9, 2024 meeting.

It was moved by Jill Oldson and seconded by Katrina Waters –

THAT THE BOARD OF DIRECTORS APPROVE POLICY NO. 2417-ELECTIVE CREDIT FOR WORK TIME FOR FIRST READING.

Vote: Waters, yes; Beck, yes; Oldson, yes; Jansons, yes
Student Representatives: Wierzchowski, yes; Dehkordi, yes
Motion was approved.

4.2 Policy/RR No. 3207-Prohibition of Harassment, Intimidation, Bullying and Cyber-Bullying

Mr. Pettett advised this is an essential policy and was last updated in 2011. The district has proposed several changes to be in alignment with WSSDA's policy. The updated policy includes a definition of "harassment, intimidation or bullying" as defined in statute. The policy has been updated to include sections on Training, Prevention, Students with Individual Education Plans or Section 504 Plans, Retaliation/False Allegations, and the Compliance Officer. The procedures have updates in the Introduction, Relationship to Other Laws, the Compliance Officer's roles, Filing an Incident Reporting Form, Addressing Bullying-Reports, Investigating Reports of Harassment,

Intimidation, Bullying and Cyber-Bullying, Discipline/Corrective Action, Support for the Targeted Student, as well as support resources from state and federal agencies. Tory Christensen, Assistant Superintendent of Secondary Education, will be the compliance officer and some trainings will be required. Discussion followed.

It was moved by Katrina Waters and seconded by Jill Oldson –

THAT THE BOARD OF DIRECTORS APPROVE POLICY NO. 3207-PROHIBITION OF HARASSMENT, INTIMIDATION, BULLYING AND CYBER-BULLYING FOR FIRST READING.

Vote: Waters, yes; Beck, yes; Oldson, yes; Jansons, yes
Student Representatives: Wierzchowski, yes; Dehkordi, yes
Motion was approved.

4.3 Resolution No. 970-Inter-Fund Loan

Mr. Sherman stated he had spoken with Board members for any clarification needed and second reading on the Resolution was not necessary.

It was moved by Katrina Waters and seconded by Jill Oldson –

THAT THE BOARD OF DIRECTORS APPROVE RESOLUTION NO. 970-INTER-FUND LOAN FOR FIRST READING.

Vote: Waters, yes; Beck, yes; Oldson, yes; Jansons, yes
Student Representatives: Wierzchowski, yes; Dehkordi, yes
Motion was approved.

4.4 Policy No. 6112-Change in Lease Criteria

Mr. Sherman advised new accounting standards are required for leases and subscription-based Information Technology arrangements.

It was moved by Jill Oldson and seconded by Katrina Waters –

THAT THE BOARD OF DIRECTORS APPROVE POLICY NO. 6112-DISTRICT ENTERING INTO RENTAL, LEASE OR SUBSCRIPTION AGREEMENTS FOR FIRST READING.

Vote: Waters, yes; Beck, yes; Oldson, yes; Jansons, yes
Student Representatives: Wierzchowski, yes; Dehkordi, yes
Motion was approved.

4.5 “Day on the Hill” Legislative Assembly and Washington, D.C. Advocacy Travel

Ms. Oldson shared information regarding the Washington Association of School Administrators (WASA) “Day on the Hill” at the end of January. Ms. Oldson is the Vice President of the Federal Relations Network (FRN) for the Washington State School Directors Association (WSSDA), which deals with any Federal funding. The District advocates for Payment in Lieu of Taxes (PILT) funds yearly since 85% of the Richland School District is Hanford Site land which does not generate taxes. In past years when no Board members traveled to D.C, funds decreased. There was

consensus that the senior Student Representative participate in the Washington D.C trip along with Ms. Oldson. The junior Student Representative will participate in the Olympia trip with Mr. Jansons.

A Board Workshop date is needed to review Board norms, student representative responsibilities, and elementary procedures training in January.

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

It was moved by Katrina Waters and seconded by Jill Oldson –

THAT THE BOARD OF DIRECTORS APPROVE CONSENT AGENDA ITEMS (5.1) THROUGH (5.4) INCLUDING AN UPDATED PERSONNEL ACTION.

Vote: Waters, yes; Mitchell, yes; Beck, yes; Oldson, yes; Jansons, yes
Motion was approved.

5.1 Personnel Actions

CERTIFICATED PERSONNEL

NEW HIRES FOR THE 2023-24 SCHOOL YEAR

Lewis, Jennifer, 1.0 FTE, Nurse, Sacajawea Elementary School, effective 12/11/2023

CHANGE OF ASSIGNMENT FOR THE 2023-24 SCHOOL YEAR

Medina, Mariann, Split Special Education Teacher, Orchard and Badger Elementary Schools to Special Education Teacher, Badger Mountain Elementary School, effective 11/27/2023

CONDITIONAL/LIMITED CERTIFICATES FOR THE 2023-24 SCHOOL YEAR (Educator Equity Report)

Crider, Elizabeth, Family Consumer Science, Chief Joseph Middle School

Bright, Stacey, American Sign Language, Richland High School

Eilefson, Hannah, Kinesiology, Richland High School

Garrett, Kaitlyn, Language Art and Health, Leona Libby Middle School

Griffin, Steven, Computer Science and Technology, Carmichael Middle School

Gutierrez, Angel, Automotive Technology, Richland High School

Hall, Pam, Careers and Financial Literacy, Hanford High School

Hampton, Walt, Music, White Bluffs Elementary School

Henry, Katie, Kinesiology, Hanford High School

Holmberg, David, Computer Science, Leona Libby Middle School

Jelinek, Josh, Digital Design and Metals, Richland High School

Koch, Dawn, Foods and Nutrition, Hanford High School

Lascaster, Maria, American Sign Language, Hanford High School

Olson, Jennifer, Chorus, Carmichael Middle School

Perry, Christina, Computer Science, Richland High School

Piippo, Scott, Work Based Learning, Teaching, Learning and Administration

Remington Trent, Computer Science and Science Security, Hanford High School

Ruane, Courtney, Careers in Education, Richland High School

Smith, Mikel, Computer Science, Pacific Crest Online Academy

Snipes, Melissa, Biomedical Science and Biotechnology, Richland High School

Stoker, Maya, Jewelry, Hanford High School

Tuck, Jennifer, Work Based Learning and Careers in Financial Literacy, River's Edge High School

*Individuals above are being reported per WACs 181-79A-231 and 181-77-014.

OUT OF ENDORSEMENT FOR THE 2023-24 SCHOOL YEAR (Educator Equity Report)

- Barragan, Terry, Health, Carmichael Middle School
- Boynnton, Mike, Engineering Design, Leona Libby Middle School
- Brutman, Krista, German, Hanford High School
- Doctor, Jay, World Geography, Chief Joseph Middle School
- Fife, Jessica, American Literature, Richland High School
- Finch, Penny, Math, English, Health, Physical Education, Music, Art, Three Rivers HomeLink
- Flaten, Joanna, Drama, Hanford High School
- Kenney, Veronica, Geology, Three Rivers HomeLink
- Maier, Kaitlin, Resource Room, Lewis and Clark Elementary School
- Mannucci, Mykael, Resource Room, Carmichael Middle School
- McCormick, Megan, Resource Room, Sacajawea Elementary School
- Nelson, Victoria, Resource Room, Tapteal Elementary School
- Neidhold, Michael, American Literature, Richland High School
- Peterson, Karie, Physical Education and Health, Pacific Crest Online Academy
- Reffalt, Sherrill, Science, Social Sciences, History, Physical Education, Three Rivers HomeLink
- Simmelink, Ryan, German, Richland High School
- Sperline, Amy, World Geography, Leona Libby Middle School
- Torres, Rosalinda, Spanish, Leona Libby Middle School
- Wilcox, Tiffany, Language Arts 8th, Chief Joseph Middle School

Individuals above are being reported per WACs 181-82-110 and 181-77-025.

CLASSIFIED PERSONNEL

NEW HIRES FOR THE 2023-24 SCHOOL YEAR

- Cederbloom, Haley, Bus Attendant, Transportation, effective 11/27/2023
- Meyer, Heather, Paraeducator (Temporary-Rehire), William Wiley Elementary, effective 12/1/2023
- Putnam, Buffy, Paraeducator (Rehire), Desert Sky Elementary, effective 12/6/2023
- Tenvold, Roni, Paraeducator, Sacajawea Elementary, effective 11/30/2023

RESIGNATIONS FOR THE 2023-24 SCHOOL YEAR

- Hill, Marbely, Paraeducator, Lewis & Clark Elementary, effective 12/15/2023 (will Sub)
- Lewis, Alexys, Paraeducator, Lewis & Clark Elementary, effective 12/15/2023
- Spooner, Sue, Paraeducator, White Bluffs Elementary, effective 12/6/2023

RETIREMENTS FOR THE 2023-24 SCHOOL YEAR

- Wodrich, Laura, Paraeducator, Early Learning Center, effective 8/31/2024

EXTRACURRICULAR PERSONNEL

RESIGNATIONS FOR THE UPCOMING 2024-25 SCHOOL YEAR

- Harvey, Ryan, Head Coach Football, Hanford High School

5.2 Approval of Minutes (November 28, 2023)

5.7 Enrollment Monthly

5.8 Budget Monthly

5.9 Payroll and Warrant Information

- ASB Fund Warrant Nos. 40007565 through 40007594 for \$48,891.16
 - Nos. 54000637 through 54000640 for \$2,095.96
 - Nos. 40007595 through 40007604 for \$17,479.53
 - Nos. 54000641 through 54000644 for \$1,733.85
- Capital Projects Fund Warrant Nos. 20002086 through 20002092 for \$224,209.35
 - Nos. 52000366 through 52000367 for \$149,712.48

Nos. 20002093 through 20002097 for \$642,588.66
Nos. 52000368 through 52000369 for \$273,948.19
General Fund Warrant Nos. 10088073 through 10088231 for \$1,441,508.63
Nos. 51002890 through 51002998 for \$938,606.08
Nos. 10088234 through 10088239 for \$1,258.58
Nos. 51002999 through 51003071 for \$23,325.27
Payroll Warrant Nos. 10087958 through 10087958 for \$8,380.00
No. 10089765 for \$4,495.20
Nos. 10087969 through 10088030 for \$119,163.49
Nos. 10088031 through 10088072 for \$4,942,140.85
Electronic Fund Transfer for \$11,623,980.66
Total November Payroll Approved in the amount of \$16,698,160.20

6.0 AGENDAS

6.1 Future Agenda Items

- Board Workshop-Board Norms Training
- High School and Beyond Plan-Roll Out Process
- Policy No. 3207-Bullying/Discipline Effectiveness (Unfinished Business)-January 9, 2024
- Board Election of Officers-January 9, 2024
- Policy No. 2417-Elective Credit for Work Time (Unfinished Business)-January 9, 2024
- Policy No. 3207-Harassment/Intimidation/Bullying (Unfinished Business)-January 9, 2024
- Superintendent Check in-5:30 P.M. Executive Session-January 9, 2024

ADJOURNMENT

The meeting adjourned at 8:21 P.M.

RICHLAND SCHOOL DISTRICT NO. 400

SECRETARY, BOARD OF DIRECTORS