



Board of Directors, Regular Meeting Minutes, Tuesday, January 14, 2025
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, January 14, 2025, at 5:30 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 Dr. Bryan Jones, Assistant Superintendent of Secondary Education Tory Christensen, Executive Director of Operations Richard Krasner, Executive Director of Secondary Teaching and Learning Jennifer Klauss, Executive Director of Elementary Teaching and Learning Derek O’Konek, Executive Director of Behavioral Health Robert Sorensen, and Executive Director of Special Education Pre-K-12 Zac Carpenter.

The Board meeting was called to order at 5:30 P.M.

EXECUTIVE SESSION (Personnel, Real Estate)

The Board adjourned to executive session at 5:30 P.M. to discuss acquisition of real estate, if public knowledge might increase the price 42.30.110 (1) (b); and 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 sixty minutes, with no action expected. Executive session ended at 6:21 P.M.

The Board returned to the regular meeting at 6:30 P.M.

1.0 CALL TO ORDER

1.1 Pledge of Allegiance

1.2 Roll Call-All Here

There was consensus to move Item 4.0-Consent Agenda up on the agenda.

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

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

THAT THE BOARD OF DIRECTORS APPROVE CONSENT AGENDA ITEMS (4.1) THROUGH (4.3).

Advisory Vote-Student Representatives: Koech, yes; Qian, yes

Vote: Waters, yes; Mitchell, yes; Beck, yes; Oldson, yes; Jansons, yes

Motion was approved.

4.1 Personnel Actions

ADMINISTRATIVE PERSONNEL

NEW HIRES FOR THE 2024-25 SCHOOL YEAR

Belisle, Travis, Executive Director, Financial Services, effective 1/6/2025

RETIREMENT FOR THE 2025-26 SCHOOL YEAR

Praino, Tim, Executive Director, Human Resources, effective 9/30/2025

CERTIFICATED PERSONNEL

ADMINISTRATIVE TRANSFERS FOR THE 2024-25 SCHOOL YEAR

Froehlich, Kathryn, Classroom Support Teacher to 6th-grade Math Teacher, Carmichael Middle School, effective 1/6/2025

Cronin, Elizabeth, Classroom Support Teacher to Written Student Learning Plans Teacher, PCOA, effective 1/6/2025

NEW HIRES FOR THE 2024-25 SCHOOL YEAR

McNelly, Reagan, 1.0 FTE, Extended Resource Room, Jason Lee Elementary School, effective 12/12/2024, non-continuing contract (coming from sub)

RESIGNATIONS FOR THE 2024-25 SCHOOL YEAR

Nondorf, Stephenie, Written Student Learning Plans Teacher, PCOA, effective 12/20/2024

CLASSIFIED PERSONNEL

LAYOFF STATUS FOR THE 2024-25 SCHOOL YEAR

Fuentes, Amber, Paraeducator, Tapteal Elementary, effective 12/21/2024 (will sub)

Hall, Samantha, Paraeducator, Early Learning Center, effective 12/21/2024 (temporary position ended-will Cert sub)

Hanson, Blair, Paraeducator, Enterprise Middle School, effective 12/21/2024 (will sub)

Hoff, Jennifer, Paraeducator, Richland High School, effective 12/21/2024 (will sub)

Morris, Jessa, Paraeducator, White Bluffs Elementary, effective 12/21/2024

Robertshaw, Isaac, Paraeducator, Jefferson Elementary, effective 12/21/2024 (will Cert sub)

LAYOFF STATUS FOR THE 2024-25 SCHOOL YEAR

Simmons, Anna, Paraeducator, Sacajawea Elementary, effective 12/21/2024 (will Cert sub)

Tarasenko, Liana, Paraeducator, Jefferson Elementary, effective 12/21/2024

NEW HIRES FOR THE 2024-25 SCHOOL YEAR

Bird, Stephanie, Nutrition Services Team Member, Chief Joseph Middle School, effective 1/6/2025

Washburn, Donald, Bus Driver, Transportation, effective 12/16/2024

Waymire, Craig, Bus Driver, Transportation, effective 1/9/2025

RESIGNATIONS FOR THE 2024-25 SCHOOL YEAR

Alford, Lauren, Paraeducator, Richland HS, effective 12/16/2024 (from leave of absence, will sub)

Clary, Hannah, Paraeducator, William Wiley Elementary, effective 12/20/2024 (will Cert Sub)

Condray, Ashley, Paraeducator, Tapteal Elementary, effective 12/17/2024

Ham, Joy, Contract Specialist, Human Resources, effective 3/4/2025

Harrison, Julie, Paraeducator, Badger Mountain Elementary, effective 12/20/2024 (from 2nd year leave of absence, will sub)

James, Nichole, Paraeducator, Desert Sky Elementary, effective 12/20/2024 (will Cert Sub)

Kreis, Irish, Paraeducator, White Bluffs Elementary, effective 12/20/2024

Petty, Laurel, Paraeducator, Orchard Elementary, effective 12/20/2024

Premel, Crystal, Paraeducator, Early Learning Center, effective 12/20/2024 (will sub)

Randles, Kayla, Paraeducator, Orchard Elementary School, effective 12/20/2024

SanNicolas-Gilbert, Richarda, Paraeducator, Pacific Crest Online Academy, effective 12/20/2024

Self, Erica, Paraeducator, Desert Sky, effective 12/6/2024 (temporary position ended-will sub)

Smith, Kyle Z., Paraeducator, Jason Lee Elementary, effective 12/20/2024 (will Cert Sub)

Trevino, Nathan, Paraeducator, Leona Libby Middle School, effective 12/20/2024

Vandervert, Bailey, Paraeducator, Sacajawea Elementary, effective 12/20/2024 (will sub)

TERMINATIONS FOR THE 2024-25 SCHOOL YEAR

Corey, Asia, Paraeducator, Badger Mountain Elementary, effective 12/12/2024

Eaton, Arielle, Paraeducator, Sacajawea Elementary, effective 12/11/2024

4.2 Approval of Minutes (December 10, 2024; December 18, 2024)

4.3 Payroll and Warrant Information

ASB Fund Warrant Nos. 40008050 through 40008060 for \$18,431.27

No. 54000771 for \$3,183.57

Nos. 40008061 through 40008072 for \$10,581.89

Nos. 540007722 through 54000774 for \$2,697.96

Nos. 40008073 through 40008083 for \$8,469.46

Nos. 54000775 through 54000779 for \$128,938.91

Capital Projects Fund Warrant Nos. 20002292 through 20002296 for \$88,042.40

No. 52000439 for \$10,163.50

Nos. 20002297 through 20002299 for \$109,862.36

No. 52000440 for \$89,025.30

Nos. 20002300 through 20002305 for \$174,684.18

No. 52000441 through 52000442 for \$3,107.45

General Fund Warrant Nos. 1009115 through 10091158 for \$169,302.73

Nos. 51004470 through 51004486 for \$316,797.12

No. 10091251 for \$14,000.00

Nos. 51004488 through 51004499 for \$123,439.24

Nos. 10091253 through 10091319 for \$679,242.10

Nos. 51004500 through 51004517 for \$535,457.00

Nos. 10091320 through 10091321 for \$142,643.40

Nos. 51004518 through 51004539 for \$245,717.60

Payroll Warrant Nos. 10091151 through 10091153 for \$1,102.17

Nos. 10091159 through 10091203 for \$77,977.32

10091204 through 10091250 for \$5,082,625.59

Electronic Fund Transfer for \$11,528,488.85

Total December Payroll approved in the amount of \$16,690,193.93

1.3 Policy No. 1120-Annual Organizational Meeting

It was moved by Chelsie Beck and seconded by Bonnie Mitchell –

Ms. Waters asked to amend the policy to state “The newly voted President will assume office at the next regular meeting.”

THAT THE BOARD OF DIRECTORS APPROVE POLICY NO. 1120-ANNUAL ORGANIZATIONAL MEEETING AS AMEMDNED.

Advisory Vote-Student Representatives: Koech, yes; Qian, yes

Vote: Waters, yes; Mitchell, yes; Beck, yes; Oldson, yes; Jansons, yes

Motion was approved.

1.4 Board Elections

Mr. Jansons discussed the election of officer process. Mr. Jansons opened nominations for president.

Office of President:

Chelsie Beck nominated Katrina Waters for President. Bonnie Mitchell seconded the motion. Mr. Jansons asked for any other nominations. There were none.

Vote: Mitchell, yes; Beck, yes; Oldson, yes; Jansons, yes; Waters, abstained

Student Representatives: Koech, yes; Qian, yes

Motion was approved.

Office of Vice President:

Katrina Waters nominated Jill Oldson for Vice President. It was seconded by Bonnie Mitchell. Mr. Jansons asked for any other nominations. There were none.

Vote: Waters, yes; Mitchell, yes; Beck, yes; Oldson, abstained; Jansons, yes

Student Representatives: Koech, yes; Qian, yes

Motion was approved.

Legislative Representative:

Jill Oldson nominated Chelsie Beck for Legislative Representative. It was seconded by Rick Jansons. Mr. Jansons asked for any other nominations. There were none.

Vote: Waters, yes; Mitchell, yes; Beck, abstained; Oldson, yes; Jansons, yes

Student Representatives: Koech, yes; Qian, yes

Motion was approved.

2.0 COMMUNICATIONS

2.1 RECOGNITIONS-None

2.2 Student Advisory Report

Daniella Guillen, Richland High School, reported on topics at the December meeting including balanced calendar pros and cons, start time changes pros and cons, 24 credit graduation requirements, student badges, and bullying.

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

Ron Higgins, Richland, shared concern about the lack of knowledge of the Pledge of Alliance and the Constitution.

Toni Stocker, Richland, shared concern regarding comparable wages that had not been presented, temperatures in the buildings, and special education classes without radios.

2.4 Board/Student Representatives/Superintendent Reports

Shelley Redinger introduced Travis Belisle, newly hired Chief Financial Officer. Dr Redinger reported Mr. Belisle will be helping with the salary comparison reports. She also reported communications will be coming regarding any weather events in the future.

Abby Koech reported Tiffany Qian is absent tonight but wanted to share that students are back in the Science Wing at Hanford High School. At Richland High School gifts were given out to many students before Christmas, Information Technology staff installed the Raptor Program for added security, and reported intervention classes will be added.

Bonnie Mitchell shared students wished finals were administered before winter break. Ms. Mitchell helped distribute certificates for Teen Mental Health First Aid. She attended the PTA Council meeting and announced 22 students qualified to move on in the Reflections program. She attended the Swim and Dive competition where all three of Richland divers qualified for Districts.

Jill Oldson attended the Legislative Conference in Seattle, advocating for three top issues: Special Education, Transportation, and Materials, Supplies and Operational Costs (MSOC). She also attended the Parent/Guardian Advisory meeting.

Katrina Waters attended a tour of Desert Sky Elementary, the Parent/Guardian Advisory meeting, and recognized the Richland High School Girls' wrestling team for placing third in a tournament.

Chelsie Beck attended tours of Desert Sky Elementary and Three Rivers HomeLink.

Rick Jansons also attended the Legislative Conference and stated Senator Wellman talked about increasing budgets for underfunded programs. He toured Three Rivers HomeLink.

Dr. Redinger also reported Tim Praino, Director of Human Resources, will be retiring in September and thanked him for his many years of service to the District.

3.0 BUSINESS

3.1 Budget Update

Travis Belisle, Chief Financial Officer (CFO), is working on a complete fiscal update and shared how school district's receive funding. Mr. Belisle explained the District expenditures are front-loaded towards the beginning of the school year, while the state legislature prefers to delay the largest basic education payments to the end of the fiscal year, after the school year has concluded. Through December, the District had expended nearly 36% of the current budgeted appropriations while the state had only distributed 31% of apportionment revenue.

3.2 Resolution No. 984-Appropriation Advance

Mr. Belisle advised, with our current fund balance and cash reserves, the District must rely on new strategies to bridge the cashflow challenges. As an emergency intervention, the Office of Superintendent of Public Instruction (OSPI) can administer an apportionment advance for districts with documented cashflow shortages. The apportionment advance does not accrue interest charges and will be repaid in two equal amounts in the months of June and August 2025. With Resolution No. 984, the District is requesting an emergency advance of its basic education apportionment of \$13,536,727. Mr. Belisle will share a timeline in the next budget update.

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

THAT THE BOARD OF DIRECTORS APPROVE RESOLUTION NO. 984-APPROPRIATION ADVANCE.

Advisory Vote-Student Representatives: Koech, yes; Qian, yes
Vote: Waters, yes; Mitchell, yes; Beck, yes; Oldson, yes; Jansons, yes
Motion was approved.

3.3 Cyber Event Update

Glenn Whitcomb, Executive Director of Information Technology (IT), shared a high-level review of the cyber event last summer. Mr. Whitcomb advised there was no data loss or data exfiltration. Disaster recovery and incident response plans were put together before the event and were very helpful. The IT department treated all data as if it had been compromised to ensure data recovery. He explained enhanced security measures have been added and improvements to the disaster recovery process have been made. Board members thanked Pacific Northwest National Lab (PNNL) for sharing expertise during the event.

3.4 Policy No. 3143-Notification and Dissemination of Information About Student Offenses and Notification of Violence or Harm

Tory Christensen, Assistant Superintendent of Secondary Education, shared the District is proposing to adopt Policy 3143-Notification and Dissemination of Information About Student Offenses and Notification of Threats of Violence or Harm and Delete policy 4413. At a previous meeting the Board requested subsection b. under Violent Offenses to mirror subsection b. under Sex Offenses. After reviewing the RCW's, the sections have different disclosure guidelines. The Board also requested language that the District would notify law enforcement. The procedure has several references for notifying law enforcement, including referencing Procedure 3225-School-Based Threat Assessment. After discussion, Board members asked to add "consider asynchronous options."

It was moved by Jill Oldson and seconded by Bonnie Mitchell –

THAT THE BOARD OF DIRECTORS APPROVE POLICY NO. 3143-NOTIFICATION AND DISSEMINATION OF INFORMATION ABOUT STUDENT OFFENSES AND NOTIFICATION OF VIOLENCE OR HARM AS AMMENDED.

Advisory Vote-Student Representatives: Koech, yes; Qian, yes
Vote: Waters, yes; Mitchell, yes; Beck, yes; Oldson, yes; Jansons, yes
Motion was approved.

3.5 Policy No. 3424-Opioid Related Overdose Reversal

Mr. Christensen explained this update includes maintaining one set of opioid reversal medication at each school instead of only at high schools.

It was moved by Katrina Waters and seconded by Bonnie Mitchell –

THAT THE BOARD OF DIRECTORS APPROVE POLICY NO. 3424-OPIOID RELATED OVERDOSE REVERSAL FOR FINAL READING.

Advisory Vote-Student Representatives: Koech, yes; Qian, yes
Vote: Waters, yes; Mitchell, yes; Beck, yes; Oldson, yes; Jansons, yes

Motion was approved.

3.5 Policy No. 5201-Drug Free Schools, Community, and Workplace

Mr. Christensen shared changes to Policy No. 5201.

It was moved by Bonnie Mitchell and seconded by Katrina Waters –

THAT THE BOARD OF DIRECTORS APPROVE POLICY NO. 5201-DRUG FREE SCHOOLS,
COMMUNITY, AND WORKPLACE.

Advisory Vote-Student Representatives: Koech, yes; Qian, yes

Vote: Waters, yes; Mitchell, yes; Beck, yes; Oldson, yes; Jansons, yes

Motion was approved.

5.0 AGENDAS

5.1 Future Agenda Items (January 28, 2025; February 11, 2025)

- add Balanced Calendar to January 28, 2025
- move Alternative Learning Experience (ALE) to February 11, 2025

ADJOURNMENT

The meeting adjourned at 7:53 P.M.

RICHLAND SCHOOL DISTRICT NO. 400

SECRETARY, BOARD OF DIRECTORS