



Board of Directors, Regular Meeting Minutes, Tuesday, August 12, 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, August 12, 2025, at 5:30 P.M. via Zoom and in person, 6972 Keene Road, West Richland, Washington. School Board President Katrina Waters presided. Board members participating: Jill Oldson, Bonnie Mitchell, Chelsie Beck, and Rick Jansons. Administrators present: Superintendent Dr. Shelley Redinger, Assistant Superintendent of Instructional Education Dr. Bryan Jones, Assistant Superintendent of Human Capital and Operations Ken Gosney, Executive Director of Instructional Services Tory Christensen, Chief Financial Officer Travis Belisle, Executive Director of Teaching and Learning Jennifer Klauss, Executive Director of State and Federal Programs Derek O'Konek, Executive Director of Communications Robert Sorensen, Executive Director of Special Education Pre-K-12 Zac Carpenter, and Director of Information Technology Glenn Whitcomb.

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

EXECUTIVE SESSION (Personnel, Legal, Real Estate)

The Board adjourned to executive session at 5:30 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); and acquisition of real estate, if public knowledge might increase the price 42.30.110 (1) (b). The executive session was projected to last sixty minutes, with no action expected. Executive session ended at 5:31 P.M.

The Board returned to the regular meeting at 5:35 P.M.

1.0 CALL TO ORDER

1.1 Pledge of Allegiance

1.2 Roll Call-All in attendance.

2.0 COMMUNICATIONS

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

Ron Higgins shared information regarding the history of evolution beliefs.

2.2 Board/Student Representatives/Superintendent Reports

Shelley Redinger shared trainings are taking place and all are excited for the first day of school.

Katrina Waters stated tonight is Chelsie Beck's last meeting as she is relocating out of the area. Ms. Beck will be submitting her resignation. She thanked Ms. Beck for her service on the Board of Directors.

3.0 BUSINESS

3.1 Performance Audit Update

Dr. Redinger introduced Matt Ellis, Director of Human Resources, and welcomed him to the District. Superintendent Redinger also congratulated Travis Belisle, Chief Financial Officer, for his work to keep the District's Bond rating the same while many districts have been downgraded.

3.2 Levy Information

Travis Belisle, Chief Financial Officer, shared information on how districts are funded by the State and explained that many mandates are forced on school districts. Mr. Belisle shared information on underfunded programs with data from the past three years including: Special Education, Materials, Supplies, and Other Costs (MSOC), School Employee Benefits Board (SEBB Health Insurance), and substitute costs. Mr. Belisle also explained the District must pay employee insurance benefits, even for those employees who waive insurance.

Mr. Belisle stated there is **no** state funding support for any of the below programs and detailed costs to fund each:

- Extracurricular Activities (Athletics, Clubs, Field Trips)
- Supplemental & Other Salaries (Class and Club Advisors, Teacher Professional Development)
- Community Service (Early Learning Center and Facility Rentals)
- Instructional Salary Cost over Funding (Smaller Classes, Student Options such as Arts, Languages)
- Classified Salary Cost over Funding (Classroom Support, District Operations, Facility Maintenance)
- Admin Salary Cost over Funding (Student Management, District Management, Curriculum)

Cory Plager, D.A. Davidson, will explain levy rates and timelines at the August 26, 2025 meeting. Board members will then discuss levy rates at the next several meetings and come to a consensus at the October 14, 2025 meeting. A Resolution for approval is planned for the October 28, 2025 meeting, with the election in February, 2026.

Ms. Waters explained without Levy funds, the District would not be able to support the many programs/athletics/activities not funded by the State. Board members asked the public to reach out to legislators to request fully funding education.

3.3 Budget Extension Hearing and Resolution No. 988 - 2024-2025 Budget Extension Hearing and Adoption

Mr. Belisle stated the current 2024-2025 appropriations (expenditures) are \$ 233,200,000. He is requesting an increase of \$ 3,616,135. The new appropriation amount would be \$ 236,816,135.

Ms. Waters called the Budget Extension Hearing to order at 7:28 P.M. and asked for any public input. Ms. Waters asked for input two more times with no response. The Hearing was closed at 7:30 P.M.

It was moved by Rick Jansons and seconded by Bonnie Mitchell –

THAT THE BOARD OF DIRECTORS APPROVE RESOLUTION NO. 988 - 2024-2025
BUDGET EXTENSION HEARING AND ADOPTION.

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

3.4 2025/2026 Budget and Hearing

Mr. Belisle shared detailed information included in the draft 2025/2026 District budget. He explained this year's budget is designed to reinforce financial stability, and rebuild cash reserves, while providing an excellent education for students. Details include:

General fund revenue – overview Total; \$239,280,458

Listed by source: State \$189,433,088

Local \$ 37,143,641

Federal \$ 12,712,729

General Fund Expenditures-\$236,755, 89

Net \$2,252,269 (gain for the 2025/2026 budget year)

Mr. Belisle also shared actual amounts for 2023/2024 by program, activity, and object, as well as budgeted amounts for 2025/2026. Board discussion followed.

Ms. Waters called the 2025/2026 Budget Hearing to order at 8:11 P.M. and asked for public input.

Sarah Flores Anderson, Teacher, stated concerns regarding the budget capacity and doesn't feel this will add to community trust.

Ms. Waters asked again for Public Comment. A third and final request was made.

Krista Calvin, Richland Education Association President, advised teachers, counselors, and staff members are doing their best. Ms. Calvin shared concern that secondary Librarians were moved into classrooms. She stated none of this is personal and stated we all need to work together.

Ms. Waters closed the Budget Hearing at 8:20 P.M. The 2025-2026 Budget will be on the next meeting agenda for Board approval.

Mr. Jansons advised maintaining exceptional service will not be possible without State fulfilling their duty of fully funding education. He encouraged all to contact their Legislators.

3.5 Letter-Finance-Payment in Lieu of Taxes (PILT) Fund Usage

Mr. Belisle asked Board members to approve a letter recognizing the 2023 Limited General Obligation (LGO) non-voted debt in the amount of \$13,060,000-issued through Webster Bank-as qualifying debt for the purposes of PILT (Payment in Lieu of Taxes) fund allocation. He advised this recognition allows the District to use PILT funds to cover the interest payments on this obligation, consistent with county guidelines that permit local discretion in defining applicable debt. This would save the district approximately \$840,000 in interest payments. After much discussion there was consensus to go ahead with the payment without signing the letter to Benton County.

Since it was nearing 9:00 P.M., Mr. Jansons asked to move Items 3.6 Policy No. 2106-Program Compliance, 3.7 Policy No. 2108-Learning Assistance Program, 3.8 Policy No. 2163-Response to Intervention, and 3.9 Policy No. 2023- Digital Citizenship and Media Literacy to the August 26, 2025 meeting agenda. There was agreement by Board members.

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

Mr. Jansons asked to Pull Item 4.1 – Personnel Action.

It was moved by Rick Jansons and seconded by Jill Oldson -

THAT THE BOARD OF DIRECTORS APPROVE CONSENT AGENDA ITEMS (4.2) THROUGH (4.4).

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

Discussion: Mr. Jansons had concerns regarding the new hires listed on the Personnel Action and feels the District needs to get back to staff levels that are sustainable. After discussion, an Executive Session will be announced to take place on August 15, 2025, with possible action to follow.

4.1 Personnel Actions

ADMINISTRATIVE PERSONNEL

RESIGNATIONS FOR THE END OF THE 2025-26 SCHOOL YEAR

Praino, Tim, Executive Director, Human Resources, effective 7/31/2025 (date correction)

CERTIFICATED PERSONNEL

NEW HIRES FOR THE 2025-26 SCHOOL YEAR

Del Campo, Berenice 1.0 FTE, 3rd Grade Dual-Language, Tapteal Elementary School

Green, Cleyton, 1.0 FTE, Math/Science, Chief Joseph Middle School

Kimball, Haylie, 1.0 FTE, Kindergarten, Badger Mountain Elementary (non-continuing)

Mandeville, Danielle, 1.0 FTE, Supplemental Support, Badger Mountain Elementary

Morris, Danelle, 1.0 FTE, CTE Family Consumer Science, Carmichael Middle School

Ramirez-Sebaro, Andre, 1.0 FTE, Social Worker/Counselor, Carmichael MS (non-continuing)

Schutt, Jocelyn, 0.6 FTE, English Language Arts, Enterprise Middle School

Smith, Sarah, 1.0 FTE, Supplemental Support, Tapteal Elementary School

Stewart, Anthony, 1.0 FTE, BESST, Enterprise Middle School

ADMINISTRATIVE TRANSFERS FOR THE 2025-26 SCHOOL YEAR

Dann, Claire, Social Studies, Hanford High School, to History, Carmichael Middle School

RETIREMENTS FOR THE 2024-25 SCHOOL YEAR

Hanson, Debra, 1.0 FTE, Preschool, Early Learning Center (from leave of absence)

Streufert, Earl, 1.0 FTE, Physical Education, Richland High School

RESIGNATIONS FOR THE 2024-25 SCHOOL YEAR

Buchkoski, Sarah, 1.0 FTE, Resource, Carmichael Middle School, effective 8/31/2025

Bush, Janene, 1.0 FTE, Science, Enterprise Middle School, effective 8/31/2025

Duckett, Michelle, 1.0 FTE, Speech Language Path., Early Learning Center, effective 8/31/2025

Hall, Stacy, 1.0 FTE, 2nd Grade, Orchard Elementary, effective 8/31/2025 (from leave of absence)

Hodges, Karlee, 1.0 FTE, Science, Richland High School, effective 7/31/2025

RESIGNATIONS FOR THE 2024-25 SCHOOL YEAR (CONTINUED)

Triner, Megan, 1.0 FTE, Kindergarten, Jason Lee Elementary, effective 8/31/2025
Villarreal, Esmeralda, 1.0 FTE, Special Education Teacher, Pacific Crest Online Academy, effective 7/31/2025

LEAVES OF ABSENCE FOR THE 2025-26 SCHOOL YEAR

Blakesley, Elizabeth, 1.0 FTE, 4th Grade, White Bluffs Elementary (1st Year)
Browning, Rachel, 1.0 FTE, Art, Enterprise Middle School (1st Year)
Fortin, Liesl, 1.0 FTE, 5th Grade, Badger Mountain Elementary (2nd Year)
Jacobsen, Elise, 1.0 FTE, 1st Grade, Tapteal Elementary (2nd Year)
Olivera-Barragan, Terry, 1.0 FTE, Home & Family, Carmichael Middle School (2nd Year)
Rhode, Raegan, 1.0 FTE, Preschool, Early Learning Center (1st Year)
Robinson, Tina, 1.0 FTE, Kindergarten, Badger Mountain Elementary (1st Year)

CHANGE OF ASSIGNMENT FOR THE 2025-26 SCHOOL YEAR

Horn, Sabrina, 1.0 FTE, Resource, River's Edge HS, to Resource, Pacific Crest Online Academy
Nelson, Kelly, 1.0 FTE, WSLP, Three Rivers Homelink, to Instructional Specialist, Jefferson

DECREASE IN FTE FOR THE 2025-26 SCHOOL YEAR

Bass, Krystal, 0.4 FTE (Now 0.6 FTE), Chemistry, Richland High School (non-continuing)
Scott, Tasha, 0.4 FTE (Now 0.6 FTE), Math, Enterprise Middle School (correction from 6/24/2025)

INCREASE IN FTE FOR THE 2025-26 SCHOOL YEAR

Caslin, Lauren, 0.4 FTE (Now 1.0 FTE), Science, Richland High School
Wright, Caitlin, 0.2 FTE (Now 0.8 FTE), 1:1 Nurse, Early Learning Center (non-continuing)

CLASSIFIED PERSONNEL

NEW HIRES FOR THE 2025-26 SCHOOL YEAR

Palencia, Miguel, Assistant Director, Facilities & Operations, Support Services, effective 9/1/2025
Rasku, Briana, Print Shop Assistant, Support Services, effective 9/1/2025 (coming from sub)
Sanchez, Jennifer, Paraeducator, Enterprise Middle School, effective 8/25/2025 (correction from 7/8/25, coming from sub)
Stephenson, Maria, Nutrition Services Team Member, Enterprise Middle School, effective 8/25/2025 (from sub)

CHANGE OF ASSIGNMENT FOR THE 2025-26 SCHOOL YEAR

Humphrey, Brandon, Administrative Assistant to Security at Chief Joseph Middle School (continuing based on funding)
O'Brien-Green, Stephanie, Paraeducator, Richland High School to Office Professional, Leona Libby Middle School
Ochoa, Kendra, Paraeducator, 1:1, White Bluffs Elementary to Office Professional, Special Education

CHANGE OF ASSIGNMENT FOR THE 2024-25 SCHOOL YEAR

Trimm, Tammi, Office Professional to Contract Specialist, Human Resources, effective 7/14/2025

RESIGNATIONS FOR THE 2024-25 SCHOOL YEAR

Bussey, Makenna, Office Professional, Transportation, effective 8/7/2025

RESIGNATIONS FOR THE END OF THE 2024-25 SCHOOL YEAR

Brotherton, Mary, Paraeducator, Resource Room, Jason Lee
Caiceros, Gabriela, Nutrition Services Kitchen Manager, Hanford High School
Cheng, Qiqi, Paraeducator, Special Education, Badger Mountain Elementary
Gormley, Gretchen, Paraeducator, Special Education, Jefferson, (temp. position ended-will sub)
Greene, Rachel, Paraeducator, Special Education, Richland High School (will sub)
Maine, Alaina, Nutrition Services Team Member, Three Rivers Homelink
RESIGNATIONS FOR THE END OF THE 2024-25 SCHOOL YEAR (CONTINUED)

May, Amelia, Paraeducator, Special Education, Early Learning Center
Morales, Juan Carlos, Paraeducator, ELL, Sacajawea Elementary (will sub)
Najarro Capote, Jennie, Bus Attendant, Transportation
Pacheco Salazar, Laura, Paraeducator, ELL, Enterprise Middle School
Robillard-Galvan, Janae, Paraeducator, Special Education, Orchard Elementary
Sams, Esmeralda, Office Professional, Hanford High School (will sub)
Schroeder, Mary Jo, Paraeducator, Basic Education, Desert Sky Elementary
Welling, Kimberly, Paraeducator, Health Room, Enterprise Middle School (will sub)
Weyand, Cynthia, Paraeducator, Health Room, Desert Sky Elementary
Wilkerson, Jennifer, Information Technology Analyst 1, Information Technology (will sub)

LEAVES OF ABSENCE FOR THE 2025-26 SCHOOL YEAR

Albright, Jacob, Paraeducator, Jefferson Elementary (2nd Year)
Martin, Nick, Paraeducator, Lewis & Clark Elementary (1st Year)
Milikin, Aremy, Paraeducator, Badger Mountain Elementary (2nd Year)

4.2 Approval of Minutes (July 8, 2025; July 29, 2025)

4.3 Fiscal Update

4.4 Payroll and Warrant Information

ASB Fund Warrant Nos. 40008361 for \$3,392.00
Nos. 54000841 through 54000844 for \$102,500.97
Nos. 40008362 through 40008363 for \$5,591.55
No. 40008364 for \$1,621.26
No. 54000845 for \$22,085.14
Nos. 54000846 through 54000847 for \$723.09
Capital Projects Fund Warrant Nos. 20002378 through 20002386 for \$445,342.23
Nos. 52000470 through 52000473 for \$178,127.32
Nos. 20002387 through 20002390 for \$108,781.14
No. 52000474 for \$0.01
No. 20002391 for \$8,831.88
Nos. 20002392 through 20002393 for \$82,347.15
Nos. 52000475 through 52000476 for \$99,943.14
Nos. 20002394 through 20002396 for \$60,046.26
Nos. 52000477 through 52000478 for \$11,558.80
General Fund Warrant Nos. 10092739 through 10092782 for \$279,967.24
Nos. 51005120 through 51005142 for \$733,875.40
Nos. 10092783 through 10092803 for \$117,449.95
Nos. 51005143 through 51005151 for \$229,697.53
Nos. 10092805 through 10092825 for \$159,166.00
Nos. 51005152 through 51005155 for \$97,402.78
Nos. 10092909 through 10092924 for \$73,365.52
Nos. 51005158 through 51005172 for \$185,959.01
Nos. 10092925 through 10092933 for \$90,702.89
Nos. 51005173 through 51005183 for \$28,295.72
Payroll Warrant Nos. 10092737 through 10092738 for \$4,060.59
No. 10092804 for \$764.69
Nos. 10092826 through 10092864 for \$96,618.69
Nos. 10092865 through 10092907 for \$5,164,498.90

Electronic Fund Transfer for \$12,478,829.35
Total July Payroll approved in the amount of \$17,744.772.22

5.0 AGENDAS

5.1 Future Agenda Items

- policies from tonight's meeting will be added to the August 26, 2025 meeting agenda
- Add a policy regarding Payment in Lieu of Taxes (PILT) to a future agenda

ADJOURNMENT

The meeting was adjourned at 9:10 P.M.

RICHLAND SCHOOL DISTRICT NO. 400

SECRETARY, BOARD OF DIRECTORS