



Board of Directors, Regular Meeting Minutes, Tuesday, September 23, 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, September 23, 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, and Rick Jansons. Administrators present: Superintendent Dr. Shelley Redinger, Assistant Superintendent of Educational Services Dr. Bryan Jones, Assistant Superintendent of Human Capital and Operations Ken Gosney, Executive Director of Instructional Services Tory Christensen, Executive Director of Finance Travis Belisle, Executive Director of Teaching and Learning Jennifer Klauss, Executive Director of State and Federal Programs Derek O’Konek, Director of Communications and Public Relations Robert Sorensen, Executive Director of Special Education 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); discussion with legal counsel, of enforcement actions, litigation or potential litigation, if public discussion might result in an adverse legal or financial consequence. (Does not permit an executive session solely because attorney is present.) 42.30.110 (1) (i); 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 6:28 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**-Tiffany Qian participated via zoom. All Board members were in attendance.

2.0 COMMUNICATIONS

2.1 RECOGNITIONS

***National Merit Semifinalist Recognition**

Robert Sorensen, Director of Communications and Public Relations, introduced the four National Merit Semifinalists. This recognition is earned for placing in the top 1% of students nationwide who took the PSAT/National Merit Scholarship Qualifying Test. Students recognized were: Emma Yuan-Richland High School, and Cameron Hornell, Victor Petyuk, and Dylan Trigg-all Richland High School. Students shared their plans after graduating.

***Summer School-Credit Earned Report**

Paul Shaber, Summer School Principal, reported this summer 550 students participated in courses both in-person and virtual. These credit-bearing classes continue to meet the needs of our high school students each year, whether these are needed for credit retrieval or to open up schedules to allow more class/credit choices during the school year.

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

Jackie Gerg, Richland, shared concern regarding Tier 3 programs and recommended several options for improvement. Dr. Jones will follow up with Ms. Gerg.

2.4 Board/Student Representatives/Superintendent Reports

Shelley Redinger shared the *10th Annual Take Strides Walk* will take place tomorrow to recognize National Suicide Month. The walk will begin at 5:00 P.M. at Fran Rish Stadium.

Student Representatives:

Sinan Farawila shared Hanford and Richland High Schools have both organized a Spirit Week to recognize the *Take Strides Walk*. Richland High School is having a Blood Drive next Thursday. Tiffany Qian shared the Senior Crown event will take place next week at the football game. A girls' swim meet is today, and a College and Career Days will take place at Hanford and Delta High Schools.

Rick Jansons attended the WSSDA General Assembly where Legislative priorities were discussed. He stated the meeting was very well run and Jill Oldson was the voting member representing the District.

Jill Oldson attended the Hanford High School tour, encouraged all to complete the Parent/Guardian Committee survey, and recognized Chandra Markel, Richland High School Counselor, for her work on the Mental Health Summit and *Take Strides* event.

Bonnie Mithcell stated over 350 people attended the Mental Health Summit and the *Take Strides* event.

Katrina Waters attended the Hanford High School tour and stated several programs were funded with local levy funds. She also stated the Parent/Guardian Committee is looking for facilitators and a secretary. The District is also taking applications for the Board of Director Vacancy. See the District website for more information.

3.0 BUSINESS

3.1 Performance Audit Update

Superintendent Redinger shared information from Kellie Lacey, Assistant Director of Human Resources, concerning Flu Shot Clinics for staff and the community in October. She also shared that indoor air quality testing will take place this year.

3.2 Fiscal Update

Travis Belisle, Executive Director of Finance, reported total enrollment figure from September is 13,252, which is 100 less than the budgeted enrollment amount of 13,352. He also shared enrollment trend information. August was the last month of the fiscal year. Mr. Belisle reported

September is a difficult month to make projections and is encouraging all to be cautious. He stated the general fund continues to project a net gain with preliminary total revenues for the fiscal year of \$235,938,573, with preliminary total expenditures for the fiscal year are \$234,314,963. The District is projecting to spend 99.31% of its budget. Program and department summaries were also shared. Board discussion followed.

3.3 Resolution No. 994-Educational Programs and Operations (EP & O) Levy

Mr. Belisle advised Resolution No. 994 is being brought to the Board with the recommendation of approving the four-year levy amounts of \$2.50 / \$1000 of assessed valuation. These rates maintain the same levy-term and collection rate as the community previously supported. The wording on the explanatory statement/ballot proposition has been prepared by District Counsel Foster Garvey. An adjustment to the Explanatory Statement was requested. Mr. Belisle will check for legalities of the request.

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

THAT THE BOARD OF DIRECTORS APPROVE RESOLUTION NO. 994-EDUCATIONAL PROGRAMS AND OPERATIONS (EP & O) LEVY.

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

3.4 Resolution No. 995-Capital Projects Levy

Mr. Belisle stated Resolution No. 995 is being brought to the Board with the recommendation of approving the four-year levy amounts of \$0.50 / \$1000 of assessed valuation. These rates maintain the same levy-term and collection rate as the community previously supported. Mr. Belisle asked to amend the title from *Capital Projects Levy* to *Instructional Technology Improvement Levy*.

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

THAT THE BOARD OF DIRECTORS APPROVE THE CAPITAL PROJECTS LEVY, AMMENDING THE TITLE TO INSTRUCTIONAL TECHNOLOGY IMPROVEMENT LEVY.

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

3.5 Draft Academic Goals-Improve Student Outcomes

***Prioritization of Academic Projects**

Dr. Bryan Jones, Assistant Superintendent of Educational Services, shared a draft of the 2025/2026 Academic Goals grounded in Washington's Multi-Tiered Systems of Support (MTSS) and detailed measures for each. Goals include:

Goal 1: Strengthen Tier 1 Instruction in Literacy & Math (K–12) By June 2026, increase the percentage of students meeting “typical growth” targets in literacy and math assessments by 3 percentage points, through evidence-based Tier 1 instruction and aligned curriculum implementation.

Goal 2: Reduce Equity Gaps Through Tier 2/3 Supports (K–12) By June 2026: Reduce the reading achievement gap for English Learners and Special Education students by 3 percentage points; Increase the percentage of English Learners meeting expected progress on WIDA by 3 percentage points; Increase ninth grade on-track to graduate to 75%

Goal 3: Improve Student Attendance and Engagement (K–12) By June 2026, reduce chronic absenteeism (students missing 10%+ of instructional days) by 5 percentage points, through Tier 1 universal attendance practices and Tier 2/3 targeted supports.

Dr. Jones shared SMART Goal Statements with action plans and timelines for each.

SMART Goal Statement – K–5 Highly Capable Services

- District is partnering with Whitworth University for an audit this Fall with recommendations to be delivered February 2026

SMART Goal Statement – 9–12 Asynchronous Learning

- Workgroup established this fall with pilot courses finalized in December, and pilot launch Spring of 2026

Board discussion followed including:

- reduce bullying/harassment-will promote better attendance
 - investigate cause of attendance issues
- consistency across schools
- training component
- provide updates throughout the year

3.6 Policy No. 4330-Community Use of School Facilities

Brad Anderson, Director of Operations, shared the changes requested at the last meeting have been made. He stated the policy number will also change from No. 4330 to No. 4260. Ms. Waters asked to change “Scouts of America” to “Scouts”.

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

THAT THE BOARD OF DIRECTORS APPROVE POLICY NO. 4330-COMMUNITY USE OF SCHOOL FACILITIES FOR FIRST READING.

Advisory Vote-Student Representatives: Farawila, yes

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

Motion was approved.

3.7 Policy No. 3241-Student Discipline

Tory Christensen, Executive Director of Instructional Services, advised the District currently has policy 3200-Student Conduct Expectations and Reasonable Sanctions. This policy was last updated July 2019, is lengthy, and the content is better suited for procedures. Because the policy is going through a complete overhaul, the District is proposing to delete policy 3200 and adopt 3241 in its place. Mr. Christensen will adjust the procedures, then send to Board members for review. There was Board consensus to push the discipline limit in the procedure to the fullest allowable.

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

THAT THE BOARD OF DIRECTORS APPROVE POLICY NO. 3241-STUDENT DISCIPLINE FOR FIRST READING WITH REQUESTED AMENDMENTS.

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

3.8 Policy No. 3225-School-Based Threat Assessment

Mr. Christensen reported the proposed changes include changing “emergency expulsion” to “emergency removal”, including guardians when applicable and moving definitions to the procedures. The definitions moving to procedure remain the same. Board members asked to include directions to complete the assessment in the procedure. Also requested to add was “Assessing individuals other than students whose behavior poses a threat to the safety of students or staff and notify the superintendent or designee of such an individual” from the WSSDA policy.

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

THAT THE BOARD OF DIRECTORS APPROVE POLICY NO. 3225-SCHOOL-BASED THREAT ASSESSMENT FOR FIRST READING INCLUDING THE AMMENDMENT REQUESTED.

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

3.9 Policy No. 4130-Title I Part A-Parent and Family Engagement

Derek O’Konek, Executive Director of State and Federal Programs, stated this policy is being brought to the Board for first reading. The proposed updates align the District policy with WSSDA’s model policy. Mr. Jansons asked for an amendment to page three replacing “via ParentSquare” with “Electronically”.

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

THAT THE BOARD OF DIRECTORS APPROVE POLICY NO. 4130-TITLE I PART A-PARENT AND FAMILY ENGAGEMENT FOR FIRST READING WITH THE REQUESTED AMENDMENT.

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

3.10 Board Committee Discussion

Ms. Waters reported Policy No. 4220-Advisory Committees is outdated and needs revision. Ms. Oldson stated the need to streamline and establish guidelines for such committees. Several WSSDA policies were reviewed with the goal to be consistent across the District. Ms. Oldson also shared the Parent/Guardian Advisory Committee Mission and Goals. Board and Superintendent discussion

followed with suggestions to update the policy. Ms. Oldson will take the ideas shared and develop a policy for advisory committees to bring to the next meeting for first reading.

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

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

THAT THE BOARD OF DIRECTORS APPROVE CONSENT AGENDA ITEMS (4.1) THROUGH (4.6) INCLUDING AN UPDATED PERSONNEL ACTION.

Advisory Vote-Student Representatives: Farawila, yes

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

Motion was approved.

4.1 Personnel Actions

CERTIFICATED PERSONNEL

NEW HIRES FOR THE 2025-26 SCHOOL YEAR

Perez, Mindy, 1.0 FTE, Supplemental Support, Sacajawea Elementary, effective 9/24/25 (non-continuing, from sub)

CLASSIFIED PERSONNEL

NEW HIRES FOR THE 2025-26 SCHOOL YEAR

Adling, Amber, Paraeducator, Structured, Libby Middle School, effective 9/18/25 (from sub)

Burns, Brittney, Nutrition Services Team Member, Hanford HS, effective 9/23/25 (from sub)

Conover, Avery, Paraeducator, Supplemental Supports, Badger Mountain, 9/22/25 (from sub)

Dennis, Kristen, Paraeducator, Basic Ed., Three Rivers Homelink, effective 9/19/25 (from NS sub)

Fisher, Lacey, Paraeducator, Supplemental Supports, Badger Mountain, effective 9/19/25

Hendrickson, Valerie Paraeducator, Supplemental Supports, Tapteal, effective 9/17/25 (from sub)

Hughes, Amanda, Paraeducator, RBT 1:1, Badger Mountain Elementary, effective 9/18/25

Landin Arizmendi, Vianney, Paraeducator, Basic Education with ELL support, Sacajawea Elementary, effective 9/24/25

Murphy, Yustina, Nutrition Services Team Member, Libby MS, effective 9/23/25 (from sub)

Nava-Gutierrez, Katrina, Bus Attendant, Transportation effective 9/10/2025 (from sub)

Ostrowsky, Daniel, Paraeducator, Supplemental Supports, Chief Joseph MS, effective 9/19/25 (from sub)

Paulus, Brandon, Paraeducator, Supplemental Supports, Sacajawea Elementary, effective 9/15/25

Pennekamp, Fatmah, Paraeducator, Life Skills, Jefferson Elementary, effective 9/17/25 (from sub)

Petersen, Julie, Paraeducator, Resource Room, Hanford HS, effective 9/18/25 (rehire, from sub)

Schojvasa, Julie, Paraeducator, Supplemental Supports, Orchard, effective 9/18/25 (from sub)

Villasante, Erika, Paraeducator, Basic Education, Sacajawea, effective 9/23/25 (from sub)

Ward, Hayllie, Paraeducator, Basic Education, Jason Lee, effective 9/22/2025 (from sub)

Weinbender, Kassandra, Paraeducator, Supplemental Supports, Tapteal Elementary, effective 9/17/25 (from sub)

Whitby, Brigham, Paraeducator, Resource Room, Chief Joseph MS, effective 9/18/25 (from sub)

Whitford, Carolina, Paraeducator, Supplemental Supports, Sacajawea, effective 9/18/25 (from sub)

CLASSIFIED PERSONNEL CONTINUED

RESIGNATIONS FOR THE 2025-26 SCHOOL YEAR

Comstock, Chase, IT Field Tech Facilitator, Information Technology, effective 9/30/25

Harrah, Brittany, Paraeducator, 1:1 Supplemental Support, Sacajawea Elementary, effective 9/10/25 (from LOA, will sub)

4.2 Approval of Minutes (September 9, 2025)

4.3 Policy No. 5011-Sexual Harassment of Staff Prohibited

4.4 Policy No. 6801-Capital Assets/Theft of Sensitive Assets

4.5 Budget Monthly

4.6 Warrant Information

ASB Fund Warrant Nos. 40008388 through 40008398 for \$13,975.26

Nos. 54000855 through 54000857 for \$18,401.38

Nos. 40008399 through 40008405 for \$2,852.50

Nos. 54000858 through 54000861 for \$32,993.94

Capital Projects Fund Warrant Nos. 20002417 through 20002421 for \$86,499.15

Nos. 20002422 through 20002428 for \$175,721.66

General Fund Warrant Nos. 10093123 through 10093167 for \$599,242.61

Nos. 51005269 through 51005317 for \$238,486.63

Nos. 10093168 through 10093189 for \$105,806.38

Nos. 51005318 through 51005404 for \$479,376.02

Self-Insurance Fund Nos. 70000252 for \$1,000.00

5.0 AGENDAS

5.1 Future Agenda Items

- October 14, 2025
 - Executive Session-review Board candidate applications
- October 21, 2025-Special Board Meeting
 - Board candidate interviews
- October 28, 2025
 - Graduation rate update
 - Highly Capable survey results

ADJOURNMENT

The meeting adjourned at 8:40 P.M.

RICHLAND SCHOOL DISTRICT NO. 400

SECRETARY, BOARD OF DIRECTORS