



Board of Directors, Regular Meeting Minutes, Tuesday, October 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, October 14, 2025, at 5:00 P.M. via Zoom and in person, 6972 Keene Road, West Richland, Washington. School Board President Katrina Waters presided. Board members participating: Jill Oldson and Bonnie Mitchell. 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, Director of Communications Robert Sorensen, Executive Director of Special Education Zac Carpenter, and Director of Information Technology Glenn Whitcomb.

The Board meeting was called to order at 5:00 P.M.

EXECUTIVE SESSION (Personnel, Legal, Real Estate)

The Board adjourned to executive session at 5:00 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); 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); qualifications of a candidate for appointment to elective office (interviews and final appointment must be in public) 42.30.110 (1) (h) and acquisition of real estate, if public knowledge might increase the price 42.30.110 (1) (b). The executive session was projected to last ninety minutes, with no action expected. Executive session ended at 6:31 P.M.

The Board returned to the regular meeting at 6:35 P.M.

1.0 CALL TO ORDER

1.1 Pledge of Allegiance

1.2 Roll Call-Mr. Jansons was excused.

2.0 COMMUNICATIONS

2.1 RECOGNITIONS

*** Northwest United Protestant Church and 3 Rivers Community Foundation
Jefferson Endowment**

Robert Sorensen, Executive Director of Communication, introduced members from the Northwest Protestant Church and Three Rivers Community Foundation who set up a \$100,000 permanent endowment to support the students of Jefferson Elementary. All were thanked for their great work supporting the school for many years and for the support that will continue in future years.

*** Take Strides Walk**

Chandra Markel, Counselor-Richland High School, reported on the 10th Annual Take Strides Walk promoting wellness and suicide prevention. Nearly 1,000 people attended in support of this great cause. Board members shared appreciation for her dedication to this project year after year.

2.2 Student Advisory Report

Maenah Loeak, Richland High School Student, shared topics discussed at the recent Student Advisory Committee meeting including the upcoming Levy, cell phone guidelines, and shared the success of this policy. Students suggested topics for upcoming meetings including IT/Chromebook issues, bullying, maintenance, valedictorian criteria, summer meals programs and summer meal locations.

2.3 Requests and Comments by Visitors (2 minutes per individual/30-minute limit)

Ron Higgins, Richland, shared concern regarding students' lack of knowledge concerning the Pledge of Allegiance.

2.4 Board/Student Representatives/Superintendent Reports

Shelley Redinger announced RISE (Recognizing Innovation, Service, and Excellence) AWARD Recipients:

- Para at Badger: Kari Jones, 24 years of service
- Carmichael Middle School: Amy Hood, Jen White, Mykael Mannucci, Aaric Wren-providing extra support for students
- Libby Middle School and Tapteal Elementary: Zac Rocheck-Custodian-Leadership and dedication
- Chief Joseph Middle School: Julie Chambers-Special Education testing and support

Student Representatives:

Tiffany Qian and Sinnan Farawila reported on events at all high schools including Homecoming dances, Cleets vs. Crowns game, tailgating before football games, tutoring, financial aid night, drama productions, blood drive, Pacific Online Crest Academy (PCOA) field trip, HomeLink and Delta dances, and senior meetings.

Jill Oldson attended the Take Strides Walk and visited Libby Middle School.

Bonnie Mitchell shared October is National Bullying Awareness Month. She acknowledged schools have work to do. She also asked parents to talk to their children about being kind and helping to prevent bullying.

3.0 BUSINESS

3.1 Performance Audit Update

Superintendent Redinger shared information on the E-rate process. Staff members have worked hard to increase the number of free/reduced forms parents complete. This increases the rate received for technology infrastructure. The District received a 20% increase over last year's rate.

3.2 Board of Director Vacancy-Candidate Discussion

Ms. Waters thanked all who applied for the vacant position. The District received 19 applications with various backgrounds. After much discussion, the following candidates will be invited to

participate in the interview process on October 21, 2025: Tamara Burnett, Daniel Evans, Kristin Omberg, Alexis Painter, Michelle Roberston, Linda StaiRET, and Beth Stevens.

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

THAT THE BOARD OF DIRECTORS SELECT TAMARA BURNETT, DANIEL EVANS, KRISTIN OMBERG, ALEXIS PAINTER, MICHELLE ROBERSTON, LINDA STAIRET, AND BETH STEVENS TO INTERVIEW FOR THE POSITION No 3 BOARD OF DIRECTOR VACANCY.

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

3.3 Policy No. 6220-Bid or Request for Proposal Requirements

Travis Belisle, Executive Director of Finance, reported the updates include incorporating changes to bid laws pertaining to small works rosters based on changes in SSB 526 Public Works Procurement-Various Provisions, as well as updates to the Interlocal Cooperation Act allowing districts to utilize other governmental entities' bids. All changes will bring the policy in line with Washington State School Directors' Association (WSSDA's) model policy. Board discussion followed.

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

THAT THE BOARD OF DIRECTORS APPROVE POLICY No. 6220-BID OR REQUEST FOR PROPOSAL REQUIREMENTS FOR FIRST READING WITH SUGGESTED CHANGES.

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

3.4 Policy No. 5020-Employment and Volunteers:

Disclosures, Certification Requirements, Assurances and Approval

Ken Gosney, Assistant Superintendent of Human Resources and Operations, stated this policy was out of date and has been updated to reflect the current WSSDA model policy. Board members requested a date be included on procedures for consistency in the future.

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

THAT THE BOARD OF DIRECTORS APPROVE POLICY No. 5020-EMPLOYMENT AND VOLUNTEERS: DISCLOSURES, CERTIFICATION REQUIREMENTS, ASSURANCES AND APPROVAL FOR FIRST READING WITH SUGGESTED CHANGES.

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

3.5 Policy No. 5050-Contracts

Mr. Gosney advised this policy is classified as ‘Critical’ by the WSSDA and is a new policy to the District. The proposed policy follows WSSDA’s model policy. Board members questioned the multi-year language for principals since that was not included in District negotiated contract agreements. Board members asked to change the language to match current contract language.

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

THAT THE BOARD OF DIRECTORS APPROVE POLICY NO. 5050-CONTRACTS WITH THE REQUESTED CHANGE FOR FIRST READING.

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

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

Motion was approved.

3.6 Policy No. 1220-Board Officers and Duties of Board Members-NEW

***Consolidation of Policy No. 1210-Duties of President; Policy No. 1220-Duties of Vice President; Policy No. 1230-Duties of Legislative Representative; and Policy No. 1240-Duties of Individual Board Members**

Ms. Waters stated this policy will replace Policy 1210-Duties of President, current Policy 1220-Duties of Vice President, and Policy 1230-Duties of Legislative Representative, and Policy 1240-Duties of Individual Board Members (consolidated into new Policy 1220).

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

THAT THE BOARD OF DIRECTORS APPROVE POLICY NO. 1220-BOARD OFFICERS AND DUTIES OF BOARD MEMBERS *CONSOLIDATING OF POLICY NO. 1210-DUTIES OF PRESIDENT; POLICY NO. 1220-DUTIES OF VICE PRESIDENT; POLICY NO. 1230-DUTIES OF LEGISLATIVE REPRESENTATIVE; AND POLICY NO. 1240-DUTIES OF INDIVIDUAL BOARD MEMBERS FOR FIRST READING.

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

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

Motion was approved.

3.7 Policy No. 1240-Committees-NEW

Ms. Oldson reported this policy helps to streamline and establish committees. Board members requested a change from “district-driven” to “board-driven”.

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

THAT THE BOARD OF DIRECTORS APPROVE POLICY NO. 1240-COMMITTEES WITH THE REQUESTED CHANGE FOR FIRST READING.

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

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

Motion was approved.

3.8 Policy/PR No. 4110-Citizens Advisory Committees and Task Forces

Ms. Waters stated this is a new policy to replace current district policy 4220-Advisory Committees. Several verbiage changes were requested.

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

THAT THE BOARD OF DIRECTORS APPROVE POLICY/PR NO. 4110-CITIZENS ADVISORY COMMITTEES AND TASK FORCES WITH THE REQUESTED CHANGES FOR FIRST READING.

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

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

Ms. Oldson asked to Pull item 4.3 Policy No. 3241-Student Discipline.

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

THAT THE BOARD OF DIRECTORS APPROVE CONSENT AGENDA ITEMS (4.1; 4.2; 4.4; 4.5; 4.6; AND 4.7) INCLUDING AN UPDATED PERSONNEL ACTION.

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

Board discussion followed. Cross references were requested on policies when possible and a timeline for procedure updates was discussed.

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

THAT THE BOARD OF DIRECTORS APPROVE CONSENT AGENDA ITEM 4.3- POLICY NO. 3241-STUDENT DISCIPLINE FOR FIRST READING.

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

4.1 Personnel Actions

CERTIFICATED PERSONNEL

NEW HIRES FOR THE 2025-26 SCHOOL YEAR

Lara, Dallas, 1.0 FTE, School Counselor, Badger Elementary, effective 10/15/25 (non-continuing)

INCREASE IN HOURS FOR THE 2025-26 SCHOOL YEAR

Eilefson, Hannah, 0.2 FTE (Now 0.6 FTE), Careers in Health Science, Richland High School, effective 8/26/25 (non-continuing)

Wietsma, Margaret, 0.2 FTE (Now 1.0 FTE), Math, Richland High School, effective 8/26/25

CLASSIFIED PERSONNEL

NEW HIRES FOR THE 2025-26 SCHOOL YEAR

Almaguer, Austin, Paraeducator, Life Skills 1:1, Richland HS, effective 9/30/25 (from sub)
Gibson, Fiona, Paraeducator, Basic Education, Jefferson Elementary, effective 10/8/25
Hammack, Dena, Custodian, Support Services, effective 10/1/2025 (from sub)
Hellyer, Madison, Paraeducator, Basic Education, Sacajawea Elementary, effective 10/7/25
Kelly, Kelsie, Paraeducator, Supplemental Supports, Sacajawea, effective 9/24/25 (from sub)
Leasure, Mylene, Paraeducator, Structured, Marcus Whitman Elementary, effective 10/2/25
Malone, Mykan, Paraeducator, Supplemental Supports, Jefferson, effective 10/8/25 (from sub)
Mann, Amber, Paraeducator, Supplemental Supports 1:1, Richland HS, eff. 9/29/25 (from sub)
Martinescu, Katlyn, Paraeducator, Life Skills, Enterprise MS, effective 9/24/25 (from sub)
Mullins, Kendra, Paraeducator, Supplemental Supports, Lewis & Clark Elementary, effective 10/1/25 (from sub)
Salimbene, Gemma, Paraeducator, Resource Room, Richland HS, effective 9/24/25 (from sub)
Schojvasa, Jessica, Paraeducator, Supplemental Supports, Orchard Elementary, effective 9/18/25 (name correction only)
Stone, Margaret, Paraeducator, Supplemental Supports, Badger Mountain, effective 10/1/25
Sulbaran Meneses, Iris, Custodian, Support Services, effective 10/1/2025 (from sub)
Turner, Jaklyn, Paraeducator, Life Skills, Richland High School, effective 10/1/25
Tyree, Emma, Paraeducator, Basic Education (SLP), Richland High School, effective 9/25/25 (Temporary 2025-26)

RESIGNATIONS FOR THE 2025-26 SCHOOL YEAR

Bauer, Hailey, Paraeducator, 1:1 Resource Room, Richland High School, effective 10/22/25
DeWeber, Briella, Paraeducator, Supplemental Supports, Jefferson Elementary, effective 10/17/25
Kopenec, Angela, Paraeducator, Structured, Badger Mountain Elementary, effective 10/3/2025
Ledbury, Brenda, Building Forman, Support Services, effective 10/16/25 (will sub)
Leedy Laws, Christine, Paraeducator, Resource Room, Richland High School, effective 10/13/2025
Nunez-Perez, Reynaldo, Bus Driver, Transportation, effective 10/13/20/25
Pena, Maria (Julie), Office Professional, Transportation, effective 10/17/25
Steege, Denise, Kitchen Manager, Nutrition Services, Sacajawea Elementary, effective 10/24/25

4.2 Approval of Minutes (September 23, 2025)

4.3 Policy No. 3241-Student Discipline

4.4 Policy No. 3225-School-Based Threat Assessment

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

4.6 Policy No. 4330-Community Use of School Facilities

4.7 Payroll and Warrant Information

ASB Fund Warrant Nos. 40008406 through 40008409 for \$8,259.41

No. 54000862 for \$509.00

Nos. 40008410 through 40008420 for \$8,187.62

Nos. 54000863 through 54000867 for \$12,906.57

Nos. 40008421 through 40008442 for \$30,398.00

No. 54000868 for \$120,025.73

Capital Projects Fund Warrant Nos. 20002429 through 20002435 for \$104,097.12

Nos. 5000484 through 52000484 for \$9,510.16

Nos. 20002436 through 20002441 for \$108,520.23

Nos. 52000485 for \$4,825.23

No. 52000485 for \$4,825.23

Nos. 20002442 through 20002445 for \$110,148.05

Nos. 52000486 through 52000487 for \$99,682.26

Debt Services Fund Warrant Nos. 30000145 through 30000146 for \$2,500
General Fund Warrant Nos. 10093190 through 10093249 for \$562,956.16
Nos. 51005405 through 51005435 for \$283,476.79
Nos. 1009336 through 10093379 for \$1,001,480.69
Nos. 51005437 through 51005483 for \$313,344.60
Nos. 10093380 through 10093416 for \$179,290.83
Nos. 51005484 through 51005516 for \$1,142,375.37
Self-Insurance Fund Warrant Nos. 70000253 through 70000254 for \$2,000.00
Payroll Warrant Nos. 10093035 through 10093054 for \$1,218.36
Nos. 10093250 through 10093289 for \$73,285.71
Nos. 10093290 through 10093333 for \$4,849,870.18
No. 10093334 for \$6,100.00
Electronic Fund Transfer for \$\$10,903,193.86
Total September Payroll approved in the amount of \$15,833,668.11

5.0 AGENDAS

5.1 Future Agenda Items

- October 21, 2025-Board Vacancy Candidate Interviews
- October 28, 2025-Newly appointed Board member to be sworn in

Board members advised the Parent/Guardian Advisory meeting on October 20, 2025, at 6:00 P.M. via zoom and in person and invited all to attend.

Student Representatives from Hanford High School reported the change to the Social Emotional Learning (SEL) curriculum this year has been a great improvement.

ADJOURNMENT

The meeting adjourned at 8:07 P.M.

RICHLAND SCHOOL DISTRICT NO. 400

SECRETARY, BOARD OF DIRECTORS