



Board of Directors, Regular Meeting, November 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 Wednesday, November 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, Dan Evans, 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 Teaching and Learning Jennifer Klauss, Executive Director of State and Federal Programs Derek O’Konek, Director of Communications Robert Sorensen, 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); 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 sixty minutes, with no action expected. Ms. Waters extended the executive session at 6:30 for an additional ten minutes. Executive session ended at 6:40 P.M.

The Board returned to the regular meeting at 6:40 P.M.

1.0 CALL TO ORDER

1.1 Pledge of Allegiance

1.2 Roll Call-Bonnie Mitchell was excused.

2.0 COMMUNICATIONS

2.1 RECOGNITION-Fusion, River’s Edge High School

Robert Sorensen, Executive Director of Communications, introduced Jessica Kenny and Erin Albrecht, River’s Edge High School Teachers. Both stated the program was developed for students who need more structure and routine. Students shared their enthusiasm for the program which also includes working with Habitat for Humanity. Parents stated this has been a life-changing experience for their students.

2.2 Student Advisory Report

Kelsey Black, Richland High School Student, shared topics from the recent Student Advisory Committee meeting including: impacts of a levy failure-how students can help, and additional internet access points at Hanford High School. Some stated parental controls may need to be strengthened for middle school students. Possible incentives for students to keep chrome books starting at sixth grade through high school were discussed.

2.3 Requests and Comments by Visitors (2 minutes per individual)-None

2.4 Board/Student Representatives/Superintendent Reports

Shelley Redinger shared the RISE Award (Recognizing Innovation, Service, and Excellence) winners including:

Jayna Steed, HomeLink-Para

Sharon Williamson-Enterprise Middle School-Social Worker

Gabe Clossey, Utility Craftsman

Superintendent Redinger shared several other updates including Veterans' Day assemblies/breakfasts, the Family Resource Fair on November 18, 2025 at Hanford High School, and a drama production combining students from both Libby and Enterprise Middle Schools.

Student Representatives:

Tiffany Qian and Sinan Farawila reported on events at high school including: canned food drives for Thanksgiving, a resource fair, homecomings dances, orchestra and band concerts, and a pizza night at HomeLink.

Jill Oldson attended a tour of River's Edge High School and complimented teachers on the Fusion Program.

Rick Jansons attended the Science Night at Chief Joseph Middle School.

Dan Evans attended the tour of River's Edge High School and thanked Dr. Redinger for taking time to meet with administrators. He also attended the Veterans' Day Parade with many middle and high school bands and Junior ROTC (Reserve Officers' Training Corps) staff and students.

Katrina Waters praised River's Edge High School teachers for the new Fusion program and shared information regarding the Community in Schools (CIS) food pantry. She also stated most schools have food pantries and encouraged all to reach out to schools to find out specific needs. The Parent/Guardian Advisory Committee will meet November 17, 2025, with discipline as the agenda topic.

Sinan Farawila asked if the Fusion program could be looked at for other high schools. Tiffany Qian reported the new format for Social Emotional Learning at Hanford High School is working well.

3.0 BUSINESS

3.1 Performance Audit Update

Dr. Redinger reported Career and Technical Education (CTE) monthly meetings are held for the entire region. Now a Richland only meeting is held twice a year to approve new programs, hear employment suggestions/trends, and gain advice for additional local programs.

3.2 Levy Impacts Discussion

Mr. Jansons stated the state does not fund all classes/programs that parents most likely think are important and normal for schools. In the case of a double-levy failure, staff cuts would be needed (an estimated 150 teachers, 160 paras, and administrators).

Ms. Waters advised this is a replacement levy and the previous levy voted on by taxpayers will expire at the end of 2026. These funds will not be used to rebuild the fund balance, but rather to pay for programs the District already has. With levy failures, the District would need to cut \$30M from its budget which would impact electives, extra curriculars, and programs.

Ms. Oldson reported this levy will cost the average homeowner an additional \$300 per year. Levy funds are used to cover many unfunded mandates such as Special Education overages, Materials, Supplies and Operating Costs (MSOC), payroll benefits, substitute costs, and staffing above the state funding model. Board members are planning Town Hall meetings to share accurate information.

Mr. Evans shared the Benton County Assessor's Office has a new online tool with details for cost calculations. He also shared the funds from the state education tax listed on yearly assessments goes to the state, not to the District, which is very misleading. He stated his phone number is on the website and encouraged anyone with questions to call him.

Ms. Waters advised a replacement Tech Levy is also on the ballot for continuing infrastructure and software updates, as well as chrome book renewals. Board members encouraged anyone with questions to call for more information.

The first of several Town Halls is scheduled for December 2, 2025, at 6:30 P.M. at Libby Middle School. If groups would like to have a Board member come to any meetings and answer questions, please contact the District Office or a Board member. Also, there is only a one-week turnaround if the levy fails to place it on the April ballot. Cuts would need to be implemented for the 2026/2027 school year.

3.3 Operations and Human Resources Goals Update

Ken Gosney, Assistant Superintendent of Operations and Human Resources, reported a Request for Qualifications (RFQ) to develop a comprehensive ten-year facility plan was advertised. Five Statements of Qualifications were received, all with local offices. Interviews will begin next week. A recommendation for approval of a firm will then be brought to the Board on November 25, 2025. Board members requested basic durable, energy efficient buildings, using state matching funds to the fullest extent. Discussion followed.

Job Description Audit

Matt Ellis, Director of Human Resources, stated this process started in July with goal setting. Discussion with administrators and labor partners included alignment and efficiencies. Survey and

gap analysis was completed regarding refining hires and levy passage and failure scenarios. This will be tackled by large groupings first, then drill down to individual positions.

Human Capital Audit

Mr. Ellis reported while building on foundational work completed last year, staff members are conducting a thorough analysis of staffing allocations across the District. Mr. Ellis is collaborating with Mr. Belisle, Executive Director of Finance, regarding budget information to encourage informed decision making. Work continues to identify data sources and performance indicators including key performance indicators, demographic comparisons between schools, organizing staffing data across all classifications, and cross-referencing programs and budget alignment.

3.4 Policy No. 4350-Tobacco Products

Mr. Gosney advised this policy is out of date and overdue for updates. The updates include renumbering the policy to 4215 and retitling to align with WSSDA's model policy-Use of Tobacco, Nicotine Products and Delivery Devices. The District is also proposing to delete the accompanying procedures to this policy. After much discussion, this policy will be returned on the November 25, 2025 agenda with requested changes for first reading.

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

Mr. Jansons asked to pull Item 4.3-Policy No. 2418-Waiving Requirements for Graduation. Ms. Oldson also asked for changes to policies to be marked in red with cross references.

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

THAT THE BOARD OF DIRECTORS APPROVE CONSENT AGENDA ITEMS (4.1; 4.2; 4.3; 4.4; 4.5; AND 4.6) INCLUDING AN UPDATED PERSONNEL ACTION.

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

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

Motion was approved.

Mr. Jansons requested several changes to Policy No. 2418. This policy will be placed on an upcoming agenda.

4.1 Personnel Actions

CERTIFICATED PERSONNEL

RETIREMENTS FOR THE 2025-26 SCHOOL YEAR

Prussing, Lori, 1.0 FTE, Structured, Marcus Whitman Elementary, effective 1/5/2026

CLASSIFIED PERSONNEL

NEW HIRES FOR THE 2025-26 SCHOOL YEAR

Burnside, Mark, Paraeducator, DD Preschool, Early Learning Center, effect. 11/5/2025 (from sub)

Hales, Caleb, Paraeducator, 1:1 Life Skills, Richland High School, effective 11/12/2025

Kramer, Douglas, Journeyman Mechanical, Support Services, effective 11/17/2025

Korsvik, Janet, Paraeducator, DD Preschool, Early Learning Center, effective 11/5/2025 (from sub)

Morrow, Ashlee, Paraeducator, 1:1 Life Skills, Richland High School, effective 11/12/2025

Namchek, Estella, Nutrition Services Team Member, Leona Libby MS, effect. 11/17/25 (from sub)

Webb, Rachele, Paraeducator, 1:1 Resource Room, Richland HS, effective 11/10/2025 (from sub)

RETIREMENTS FOR THE 2025-26 SCHOOL YEAR

Merrill, Anne, Nutrition Services Kitchen Manager, Jefferson, effective 12/31/25 (correction)

4.2 Approval of Minutes (October 28, 2025)

4.3 Policy No. 2418-Waiving Requirements for Graduation

4.4 Policy No. 3425-Accommodating Students with Adrenal Insufficiency

4.5 Policy No. 3411-Accommodating Students w/Seizure Disorders or Epilepsy

4.6 Payroll and Warrant Information

ASB Fund Warrant Nos. 40008473 through 40008487 for \$19,159.57

No. 54000871 for \$4,422.31

Nos. 40008488 through 40008498 for \$23,696.27

Nos. 54000872 through 54000878 for \$163,160.85

Capital Projects Fund Warrant Nos. 20002456 through 20002459 for \$21,097.16

No. 20002460 for \$7,025.30

Nos. 52000490 through 52000493 for \$64,006.58

General Fund Warrant Nos. 10093568 through 10093607 for \$354,372.03

Nos. 51005583 through 51005598 for \$432,122.86

Nos. 10093612 through 10093648 for \$789,095.69

Nos. 51005599 through 51005621 for \$4000,846.89

Self-Insurance Fund Warrant No. 70000256 for \$1,000.00

Transportation Vehicle Fund Warrant No.

Payroll Warrant No. 10093335 for \$4,472.79

No. 10093417 for \$727.97

No. 10093485 for \$1,959.07

Nos. 10093486 through 10093525 for \$58,493.92

Nos. 10093526 through 10093567 for \$4,927,071.43

Electronic Fund Transfer for \$11,833,575.78

Total October Payroll approved in the amount of \$16,826,300.96

5.0 AGENDAS

5.1 Future Agenda Items

November 25, 2026:

- Washington State School Directors' Association Conference Reports
- Long-Term Facility Plan Update

December 9, 2025:

- Fiscal update
- Academic goals update/English Language Learners (ELL)

January Meetings (13th; 27th)

- Mid-year freshman/sophomore/junior on track for graduation (27th)
- Social Emotional Learning (SEL)/Attendance (27th)

ADJOURNMENT

The meeting adjourned at 8:33 P.M.

RICHLAND SCHOOL DISTRICT NO. 40

SECRETARY, BOARD OF DIRECTORS