



Board of Directors, Regular Meeting Minutes, Tuesday, November 25, 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, November 25, 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, 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, Director of Communications Robert Sorensen, and Executive Director of Special Education Zac Carpenter.

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. Executive Session ended at 6:33 P.M.

The Board returned to the regular meeting at 6:37 P.M.

1.0 CALL TO ORDER

1.1 Pledge of Allegiance

1.2 Roll Call-Ms. Oldson participated via Zoom.

1.3 Oath of Office-Board of Directors-Rick Jansons, Bonnie Mitchell

Dr. Redinger administered the Oath of Office to both Rick Jansons and Bonnie Mitchell and congratulated them on their elections.

2.0 COMMUNICATIONS

2.1 RECOGNITIONS-Special Education Grant

Zac Carpenter, Executive Director of Special Education, shared the District was selected for a four-year grant. The "Pilot Sites for Inclusionary Excellence" grant totals about \$1M each year for three schools, Lewis & Clark Elementary, and Enterprise and Carmichael Middle Schools. Board members asked to be updated on future progress.

2.2 Parent/Guardian Advisory Report-(moved to December 9, 2025)

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

2.4 Board/Student Representatives/Superintendent Reports

Shelley Redinger attended the Thanksgiving celebration at River's Edge High School. She also reported on several concerts taking place over the next several weeks which are all funded by Levy dollars.

Students:

Tiffany Qian and Sinan Farawila shared events happening at high schools including the Snowfall Ball at Richland High School, festive hallway decorating at Hanford High School, and choir and music concerts next week.

Katrina Waters announced a Town Hall will be held at Libby Middle School on December 2nd at 6:30 P.M. There will be more Town Halls scheduled for January.

3.0 BUSINESS

3.1 Performance Audit Update

Superintendent Redinger shared one of the District's five new buses has arrived. These buses are funded by the state and include two general education and three special education buses. The new buses come with air conditioning for the drivers and students. Many new safety features are also included.

3.2 Washington State School Directors' Association (WSSDA) Annual Conference

Ms. Waters shared all Board members and Student Representatives attended the WSSDA Conference in Seattle. All shared takeaways from the conference below.

Student Representatives:

Sinan Farawila and Tiffany Qian enjoyed the Keynote Speaker, Dr. Mary Hemphill, and asked if Dr. Hemphill might be asked to present to District high schools. They also attended several breakout sessions. Several suggestions included high school tours, meeting with regional student groups, and a box at schools for comments.

Katrina Waters suggested students connect with District high school ASB groups as a start. Staff members will also reach out to create a student-led video featuring Levy information.

Rick Jansons attended several breakout sessions and shared notes from the law conference, classroom inclusion language, student discipline changes, and board self-assessments.

Bonnie Mitchell also recommended the keynote speaker, Dr. Hemphill, and attended breakout sessions regarding student, community, and staff voices. She also attended a budget session.

Dan Evans attended the Boot Camp for new Board members, tracking outcomes after graduation, and school improvement plan dashboards.

Jill Oldson attended the law conference and sessions discussing a transitional school year, inclusionary practices, and student voice, and the decline in enrollment.

Katrina Waters attended sessions on Hi-Cap equity, school improvement plans, and strategic planning. WSSDA used a great model for engaging the community.

3.3 Policy No. 4215-Use of Tobacco, Nicotine Products and Delivery Devices-(old No. 4350)

Ken Gosney, Assistant Superintendent of Human Capital and Operations, stated requested changes from the last meeting were made. The proposed policy has removed the “within 500 feet of schools” and included a sentence that students and staff must follow policy 3416 and 5201, respectively.

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

THAT THE BOARD OF DIRECTORS APPROVE POLICY NO. 4215-USE OF TOBACCO, NICOTINE PRODUCTS AND DELIVERY DEVICES-(OLD NO. 4350) FOR FIRST READING.

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

3.4 Long -Term Facilities Plan-Vendor Selection

Mr. Gosney stated a Request for Qualifications (RFQ) was issued in October to select a consultant to support the District’s long-term facility planning, community engagement, and future capital project management. Five firms submitted proposals:

- Alliance MCS, Consertus, Wenaha Group, Turner & Townsend Heery, CSG (ESD 112)

All five firms were evaluated using the following weighted criteria:

- Local presence and understanding of the Tri-Cities region
- Community engagement and communication
- Compliance with OSPI/RCW requirements
- Problem-solving approach
- Costs
- Overall fit with RSD’s needs and culture

After interviews and discussion, Mr. Gosney advised the selection team recommended Consertus for Board approval.

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

THAT THE BOARD OF DIRECTORS APPROVE *CONCERTUS* FOR THE LONG-TERM FACILITY PLANNING VENDOR.

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

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

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

THAT THE BOARD OF DIRECTORS APPROVE CONSENT AGENDA ITEMS (4.1) THROUGH (4.5) INCLUDING AN UPDATED PERSONNEL ACTION.

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

4.1 Personnel Actions

CERTIFICATED PERSONNEL

RESIGNATIONS FOR THE 2025-26 SCHOOL YEAR

Smith, Sarah, 1.0 FTE, Supplemental Support, Tapteal Elementary, effective 12/19/2025

CLASSIFIED PERSONNEL

NEW HIRES FOR THE 2025-26 SCHOOL YEAR

Anderson, Rachel, Paraeducator, Resource Room, Richland HS, effective 11/17/25 (from sub)

Arquette, Jordan, Custodian, Support Services, effective 12/1/25 (moving from security)

Avila, Raquel, Paraeducator, ELL, Wiley Elementary School, effective 12/1/25 (rehire from sub)

Blume, Connie, Paraeducator, Supplemental Supports, effective 11/18/25

Davis, Lyrik, Paraeducator, 1:1 Registered Behavior Technician, Libby MS, effective 11/20/25

Draper, John II, Bus Attendant, Transportation, effective 11/12/25 (moving from sub)

Harris, Jonathan, IT Technician 1, Information Technology, effective 12/1/25 (Temporary position)

Lucas, Letisia, Nutrition Services Team Member, Carmichael Middle School, effective 12/1/25

McDermott, Sean, IT Technician 1, Information Tech., effective 12/1/25 (Temporary position)

Meininger, Andrea, Office Professional, TLAC, effective 12/1/25 (moving from sub)

Torres Retana, Sebastian, IT Technician 1, Information Tech., effect. 12/1/25 (Temporary position)

Williams, Dawn, Bus Driver, Transportation, effective 11/17/25 (moving from sub)

CHANGE OF ASSIGNMENT FOR THE 2025-26 SCHOOL YEAR

Palencia, Ruby, Office Professional to Executive Assist. to the Asst. Superintendent, TLAC, effective 12/1/25

RESIGNATIONS FOR THE 2025-26 SCHOOL YEAR

Short, Dawn, Paraeducator, Registered Behavior Technician (RBT), Badger Mtn Elementary, effective 11/28/25

Weston, Janelle, Nutrition Services Team Member, Carmichael Middle School, effective 11/14/25

Wininger, Kodie, IT Field Technician Facilitator, Information Technology, effective 12/5/25

TERMINATION FOR THE 2025-26 SCHOOL YEAR

Hughes, Amanda, Paraeducator, Registered Behavior Technician (RBT), Badger Mtn E

4.2 Approval of Minutes (November 11, 2025)

4.3 Fiscal Update

4.4 Budget Monthly

4.5 Payroll and Warrant Information

ASB Fund Warrant Nos. 40008499 through 40008508 for \$13,351.55

Nos. 54000879 through 54000880 for \$1,220.18

Nos. 40008509 through 40008519 for \$15,715.96

Nos. 54000881 through 54000883 for \$4,093.90

Capital Projects Fund Warrant Nos. 20002461 through 20002466 for \$279,889.49

Nos. 52000494 through 52000495 for \$4,334.14
Nos. 20002467 through 20002472 for \$59,926.94
General Fund Warrant Nos. 10093651 through 10093684 for \$130,348.39
Nos. 51005622 through 51005647 for \$470,725.81
Nos. 10093686 through 10093729 for \$359,146.33
Nos. 510005648 through 51005702 for \$344,683.24

5.0 AGENDAS

5.1 Future Agenda Items

December 9, 2025:

- add parent guardian report
- fiscal goal update
- board discussion-last item under business/standing items on all agendas

January Meeting:

- High School Principals-cell phone, attendance, Social Emotional Learning (SEL), discipline

ADJOURNMENT

The meeting adjourned at 7:45 P.M.

RICHLAND SCHOOL DISTRICT NO. 400

SECRETARY, BOARD OF DIRECTORS