



## REGULAR BOARD MEETING

**Housel Middle School Library  
2001 Highland Drive  
COVID-19 Measures in place.**

10/13/2021 07:00 PM

### **I. 7:00 p.m. - Call to Order**

- a. Pledge of Allegiance
- b. Approval of Agenda
- c. Communications

### **II. Protocol for Addressing Board:**

[Welcome to the Board Meeting.pdf \(p. 3\)](#)

### **III. Hearing of Visitors:**

### **IV. Information Items:**

[PRR Update 10 13 21.pdf \(p. 4\)](#)

### **V. Reports:**

#### **a. Assistant Superintendent's Report - Curriculum and Instruction**

[Orton Gillingham Reading Intervention.pdf \(p. 6\)](#)

#### **b. Assistant Superintendent's Report - Business and Operations**

#### **c. Construction Report**

[KeeneRiverview\\_Observation Report \(10-13-21\).pdf \(p. 8\)](#)

#### **d. Athletics/Activities Report**

[Athletic Report 10-13-2021.pdf \(p. 13\)](#)

#### **e. Career and Technical Education Report**

[October 7 Board Report.pdf \(p. 16\)](#)

#### **f. Child Nutrition Report**

[Child Nutrition Board Report Oct.132021.pdf \(p. 17\)](#)

#### **g. Maintenance Report**

[Maintenance Report 10 13 21.pdf \(p. 18\)](#)

#### **h. Migrant and Bilingual Education report**

[Migrant and Bilingual Board Report 10-13-21.pdf \(p. 19\)](#)

#### **i. Transportation Report**

[Board Status Report Transportation 10-13-21.pdf \(p. 21\)](#)

**j. Safety and Security Report**

**k. Special Services Report**

[Special Sevices Board Report.pdf \(p. 22\)](#)

**l. Technology Report**

[10.13.2021 Technology Board Report.pdf \(p. 23\)](#)

**m. Nurses Report**

[Nurse Report.pdf \(p. 25\)](#)

**n. Superintendent's Report**

**o. Board Members' Reports**

**p. Student Representatives' Reports**

**VI. Consent Items:**

**a. Certificated Personnel**

[October 13 Cert.pdf \(p. 27\)](#)

**b. Classified Personnel**

[October 13 Class\\_REVISED.pdf \(p. 28\)](#)

**c. Approval of Minutes**

[09202021 Minutes.pdf \(p. 29\)](#)

[09222021 Minutes.pdf \(p. 30\)](#)

**d. Contracts and Personal Service Agreements**

[Columbia Virtual Academy Assessment Agreement.pdf \(p. 34\)](#)

[Surplus.pdf \(p. 38\)](#)

[DJ Services.pdf \(p. 39\)](#)

[TLC Enterprises.pdf \(p. 40\)](#)

[Science Material Kit Services Agreement with KSD.pdf \(p. 41\)](#)

[Apptegy.pdf \(p. 49\)](#)

[HMS ASB Fundraiser.pdf \(p. 59\)](#)

**VII. Action Items:**

**a. Vouchers**

[Vouchers.pdf \(p. 63\)](#)

**b. Comprehensive Healthcare Service Agreement**

[Comprehensive Healthcare Service Agreement.pdf \(p. 90\)](#)

**VIII. Future Meetings:**

- Regular Board Meeting, October 27,2021, Housel Middle School Library, 7:00 p.m.
- Regular Board Meeting, November 10, 2021, Housel Middle School Library 7:00 p.m.

**IX. Adjournment:**

# SCHOOL BOARD MEETINGS

Prosser School District No.116 •

## Welcome to a meeting of Prosser School District Board of Directors!

Your views and interest in education are important to us and to your schools. Whether your visit is for the purpose of bringing information to the board's attention, solving a problem, or simply to see what's going on, we hope you'll feel welcome and comfortable at this meeting. We also hope that you will leave with a better understanding of your school district and its board of directors.

### **How the Board Operates**

As the board meeting progresses, you may notice that there is quick action on some items. This is because the board generally considers an issue for several meetings before taking action, and also because background materials on the various items are sent to members for their careful study prior to the meeting. Sometimes the board will approve a motion that encompasses many items. These items, grouped under the "consent" portion of the agenda, are considered routine. You'll be able to follow the action more carefully if you pick up a copy of the agenda that is available.

Board members are: Peggy S. Douglas, President; Jesalyn Cole, Vice-President; Andy Howe, Jeanie Aubrey and Mark Gunderson. Student Representatives: Andres Ruvalcaba, Ezekiel Akinbade, Monserrat Diaz and Hannah Norris.

### **About Board Meetings**

Business meetings are held twice each month, usually on the 2nd and 4th Wednesday. The first meeting of the month is also a time for the various educational programs of the district to provide an educational presentation to the Board. These meetings begin at 7:00 p.m.

The board encourages input on all issues under discussion at the business meetings.

### **About Executive Session**

The board may occasionally go into executive session, thus excluding the public and the news media from

witnessing the discussion. You should know though, that the board will only discuss issues in executive session. It must, by law, take all actions in an open meeting. The law also limits what the board can legally discuss in executive session. These closed discussions may only concern litigation, personnel selection or evaluation, negotiations, complaints against an officer or staff member or real estate transactions where public disclosure would be damaging to individuals or the general welfare of the district. Before going into executive session, the board president must estimate the time the board will return to open session.

### **Study Sessions**

Board Study Sessions are held by the board to address specific issues and to give the board an opportunity to have staff make presentations regarding specific areas of instruction or operation. Study sessions are open meetings and offer the community an opportunity to hear the issues being discussed. Study sessions follow the same protocols as regular board meetings for addressing the board with questions or concerns.

### **Addressing the Board**

You may present a concern to the board during the time reserved for hearing public comment. If this is the case, we ask that you:

- Prior to the start of the meeting, sign in, noting the topic you intend to address to the board.
- Come to the microphone and state your name.
- Do not reflect adversely on the political or economic view, ethnic background, character or motives of any individual.
- Do keep \_your comments concise, non-emotional and brief.

The board is interested in hearing your concerns and your compliments too. It's best to call the superintendent's office a couple of days before the meeting. If this isn't possible, you can ask the board president to recognize you during the hearing section.

### **Board Hearings**

The school board can be compared to a "court of last resort." If a concern cannot be solved by first talking with the teacher, principal, or appropriate district personnel, **it** may be forwarded to the board for hearing. Sometimes this hearing may be conducted in "executive session," meaning the public and the media are not in attendance.

### **About Your Board**

Public schools are especially close to the communities they serve because they are governed by men and women selected from the community. These men and women - your school board; are volunteers who spend a great deal of time on the many details involved in providing quality education.

Board members serve four-year terms. They are required to file financial disclosure statements with the Washington State Public Disclosure Commission and must be registered voters of the school district

School board members attend meetings, keep communications open with other members of the community and represent the needs of the district before local, state and national representatives. They make critical decisions that have a direct impact on what children learn and how they learn it. However, a school board is a legal body and can only make decisions as a body.

You may notice that many of the decisions the board must make are not directly related to instruction. School board members are also responsible for keeping the buildings and grounds in good shape, balancing the budget, protecting the district's legal interests, and providing for long-range planning.

**Public Records**

Requestor/Requests	Request	Estimated	
		Personnel	Legal
Jon Cox - expenses on boys&girls sports for 10 years	8/27/2019	1,555	
PRB - a statement from PSD on Kevin Lusk	9/5/2019		
PRB - Paid admin leave letter for KL & investigation results**	9/5/2019		
** Divided into two parts - <i>paid admin leave letter</i>	9/5/2019		
** <i>Kevin Lusk investigation results</i>	9/5/2019		
Saxton, Riley&Riley - W-2s of parapros**, staff directories	9/24/2019		
**additional PR requests hand-delivered and emailed on 12/20/19	see above		
Michael Ramirez, Office Depot - PHS blueprints	9/24/2019		
Saxton, Riley&Riley - Destruction logs, certificates, affidavits	10/3/2019		
Ruth Young - Emails, documents between Jon and District, etc	10/9/2019	6,323	5,775
Teen-Aid = HIV curriculum, etc.	12/13/2019		
Freedom Foundation - Employee union dues info	1/6/2020		7,255
*Kevin Lusk - personnel file, compalints, investigation docs, etc.	2/3/2020		
*KL - PARTIAL release- Personnel & Payroll File	2/3/2020		
*KL - PARTIAL - Complaints, some investigation docs, etc.	2/3/2020		
*Extension on partial #5 (investigation docs)	4/29/2020		
*KL - Partial Production			
Extension due to COVID			
*KL - Partial production			
Extension due to COVID			
*KL -Final production		13,116	23,502
Shannon McMinimee - Title IX requests for Jon Cox	3/10/2020		
*Partial production/Extension letter	3/10/2020		
*Final production/records ready		1,554	2,696
**Janie Jordan - PSD employee names, email addressess	3/24/2020		
**Extension due to COVID			
Kevin Lusk - invoices and contracts re: KL investigation	5/21/2020		
Jon Young through attorney - student records of his kids	8/11/2020	6,324	
Ruth Zieske - communications between Jon & district, attorney	8/26/2020	6,324	
E. Riley-Matt's Descript, Job Descript.Drectory, para employment,PPR's,Outstanding PRR	02/12/21		
#1 submittal sent with 5 day letter			
#2, #3, #5, #6 submittal sent 3/3/21			
#4 non responsive to our clarification request			
E. Riley-Any all records pertaining to employment/Term & Resignations	02/15/21		
#1 submittals sent 3/19/21; 4/16/21;5/14/21;6/11/21, 07/09/21; 8/4/21; 9/3/21;10/1/21			
#2 withdrawn			
#3 submittal sent with 5 day letter			
#4 asked for clarification on 3/8/21; 3/30/21; 4/1/21			
#5 submittal sent 3/19/21, asked for clarification; received email 4/29/21 complete			
E. Riley-Any /All Bilingual Publications, boys baseball lighting	03/02/21		
#1 submittal sent 4/1/21; 4/30/21, 5/27/21			
#2 submittal sent 4/1/21; 4/30/21; 5/27/21			
J.Sutton-District's curent website, alerts/emergency notification, mobile app, LMS contract	03/11/21	283	
response rejected			
E. Riley-Any/All Records of Kody Hayes	03/25/21	0	
Submittal sent 4/9/21; 4/22/21; 5/6/21			
E. Riley-Recording of Zoom Board Meetings/Any/All Text Messages from Mr. Ellis phone	04/09/21		
#1, #2 submittal sent with 5 day letter			

#3 submittal sent 5/14/21; 5/20/21			
#4, #5 submittal sent 5/14/21			
J.Sutton-District's curent website, alerts/emegency notification, mobile app, LMS contract	04/26/21		
No confirmation of receipt			
E. Riley-Records Pertaining to Resignation of PSD Board Directors	05/06/21		
Submittal sent 5/26/21; letter 6/9/21 no more records			
Shannon McMinimee - Personnel file of Louie Long, PEA CBA and MOUs	06/01/21		
Sent PEA CBA & MOUs with 5 day letter; other parts were withdrawn per email 6/24/21			
E.Riley-Food Service-Non Compete Agreement	06/07/21		
Sumbittal sent with 5 day letter			
S.Coleman-Number of record requests submitted by E. Riley in the past 2 years, and costs	06/09/21	1,917	525
M.Gosnell-Graduates, FTE, Budget, 1977-Current	06/13/21		
Ask for claifcation of request, sent July 9,2021			
#2,#3 submittal sent July 28, 2021			
#1 sent August 25, 2021		99	
C.Hull-Personnel, various records (Julie Hyatt)	06/28/21	4,300	1,600
Submittal sent 8/27/21 (timesheets/board policy/meeting minutes) #8/9 Complete			
Submittal sent 9/24/21 (personnel file/outlook calendar/declaration)			
E.Riley-Use of Force Policy, Agreement w/City of Prosser SRO	07/06/21		
Submittal sent 7/9/21			
Submittal sent 7/16/21			
E.Riley- Records pertaining to Policy/Procedures/Pay for Board Members	07/12/21		
Submittal sent 7/16/2021 Part 2			
Submittal sent 8/13/2021 Part 1			
Submittal sent 8/27/2021 Part 3			
Saxton, & E. Riley Subtotals for all requests to date		63,926	47,406
Freedom Foundation	09/02/21	227	
Angel Tormis (SteepSteel LLC)	09/12/21	197	
<b>Grand Totals</b>		<b>106,145</b>	<b>88,758</b>



# ACADEMY OF ORTON-GILLINGHAM PRACTITIONERS AND EDUCATORS

## Orton-Gillingham Academy

### UPHOLDING EXCELLENCE IN PROFESSIONAL PRACTICE

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[Our Impact](#) [Conference](#)

[HOME](#) / [RESOURCES](#) / [WHAT IS THE ORTON-GILLINGHAM APPROACH?](#)



## What is the Orton-Gillingham Approach?

**The Orton-Gillingham Approach** is a direct, explicit, multisensory, structured, sequential, diagnostic, and prescriptive way to teach literacy when reading, writing, and spelling does not come easily to individuals, such as those with dyslexia. It is most properly understood and practiced as an approach, not a method, program, or system. In the hands of a well-trained and experienced instructor, it is a powerful tool of exceptional breadth, depth, and flexibility.

The essential curricular content and instructional practices that characterize the **Orton-Gillingham Approach** are derived from two sources: first from a body of time-tested knowledge and practice that has been validated over the past 80 years, and second from scientific evidence about how individuals learn to read and write; why a significant number have difficulty in doing so; how having dyslexia makes achieving literacy skills more difficult; and which instructional practices are best suited for teaching such individuals to read and write.

**The Approach** is so named because of the foundational and seminal contributions of Samuel T. Orton and Anna Gillingham. **Samuel Torrey Orton (1879-1948)** was a neuropsychiatrist and pathologist. He was a pioneer in focusing attention on reading failure and related language processing difficulties. He brought together neuroscientific information and principles of remediation. As early as 1925 he had identified the syndrome of dyslexia as an educational problem. **Anna Gillingham (1878-1963)** was a gifted educator and psychologist with a superb mastery of the language. Encouraged by Dr. Orton, she compiled and published instructional materials as early as the 1930s which

provided the foundation for student instruction and teacher training in what became known as the Orton-Gillingham Approach.

**The Orton-Gillingham Approach** is most often associated with a one-on-one teacher-student instructional model. Its use in small group instruction is not uncommon. A successful adaptation of the Approach has demonstrated its value for classroom instruction. Reading, spelling and writing difficulties have been the dominant focus of the Approach although it has been successfully adapted for use with students who exhibit difficulty with mathematics.

**The Orton-Gillingham Approach** always is focused upon the learning needs of the individual student. Orton-Gillingham (OG) practitioners design lessons and materials to work with students at the level they present by pacing instruction and the introduction of new materials to their individual strengths and weaknesses. Students with dyslexia need to master the same basic knowledge about language and its relationship to our writing system as any who seek to become competent readers and writers. However, because of their dyslexia, they need more help than most people in sorting, recognizing, and organizing the raw materials of language for thinking and use. Language elements that non-dyslexic learners acquire easily must be taught directly and systematically.

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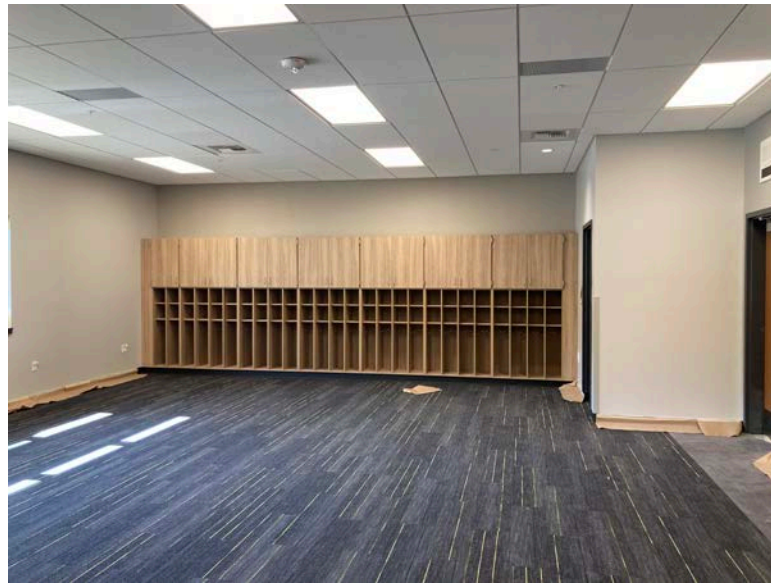
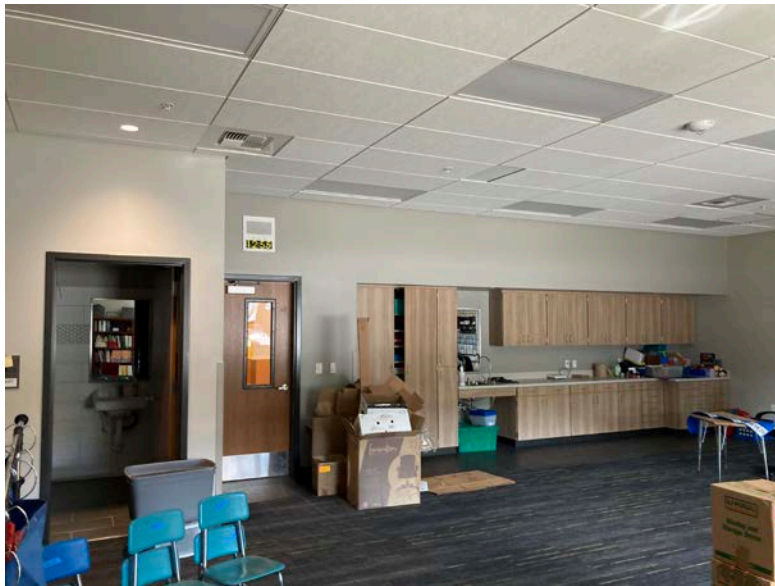
Dan Purefoy, SR Project Manager  
104 Clover Island Drive, Ste202  
Kennewick, WA 99336  
P: 509.368.0853

## Observation Report

Project: Keene Riverview Elementary Modernization and Addition

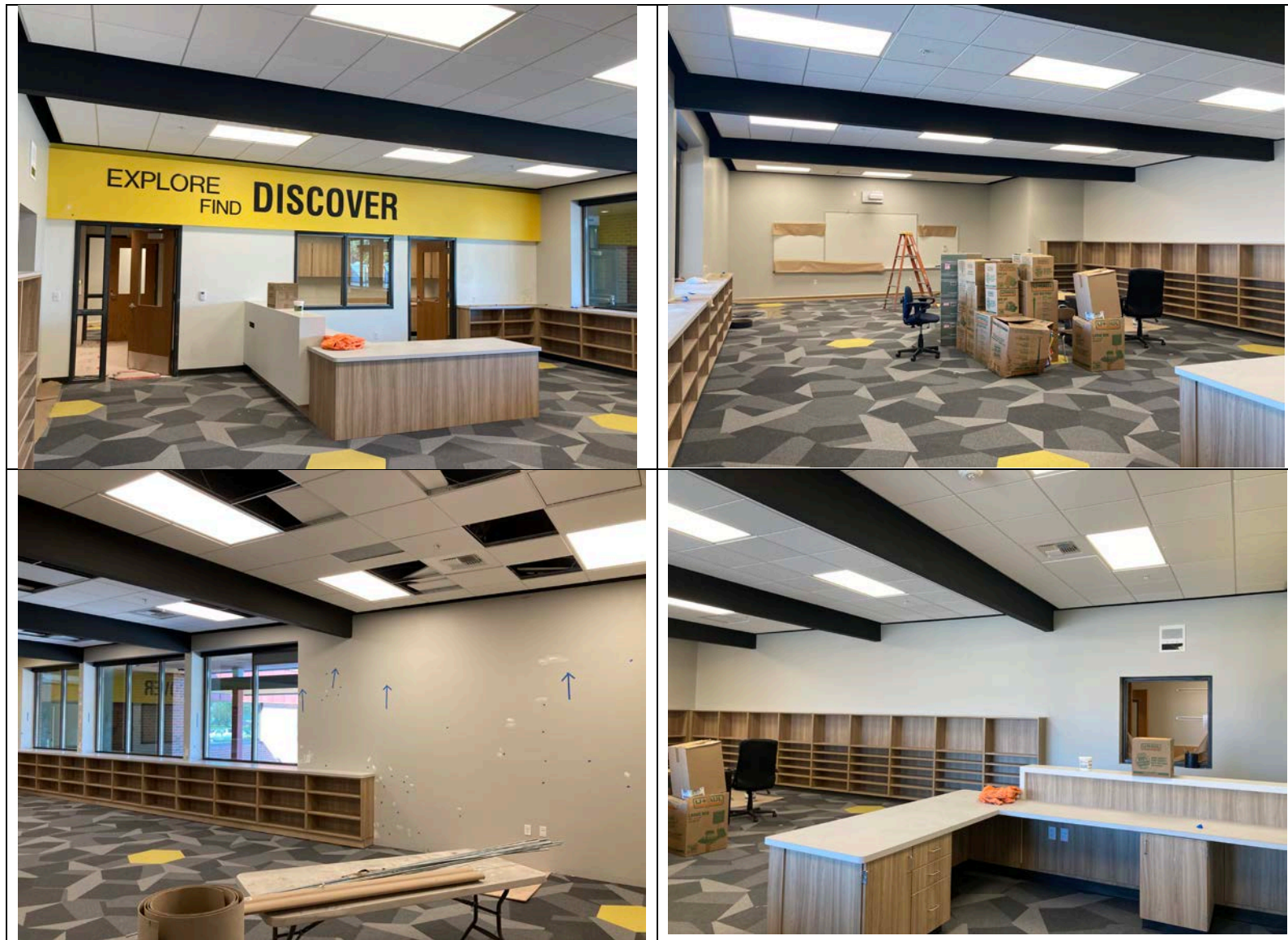
Date: 10-12-2021

### Typical Kindergarten Classroom

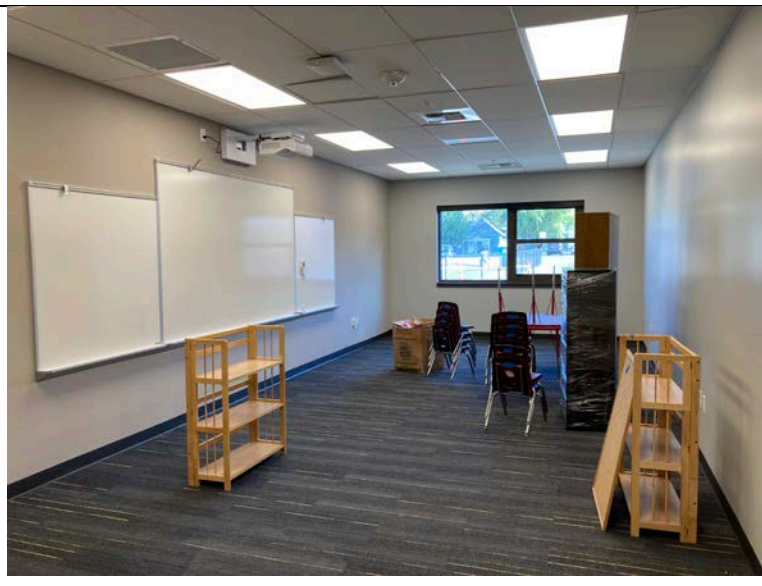
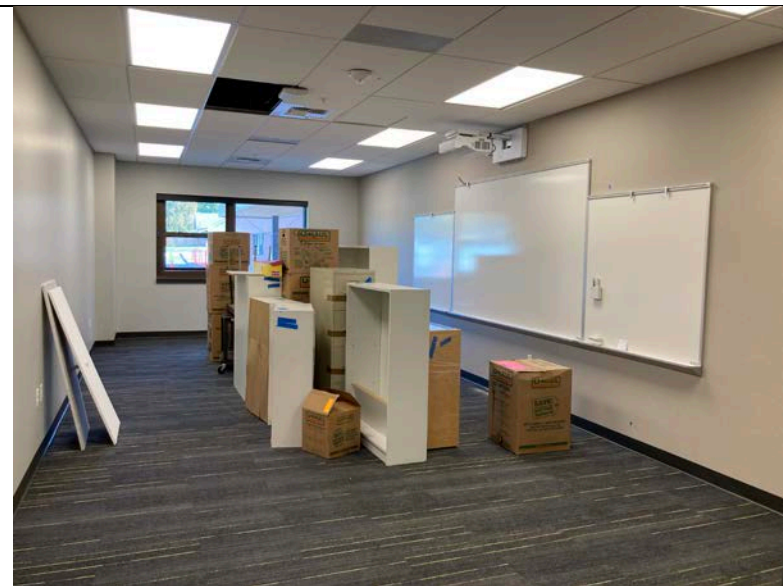




## LIBRARY

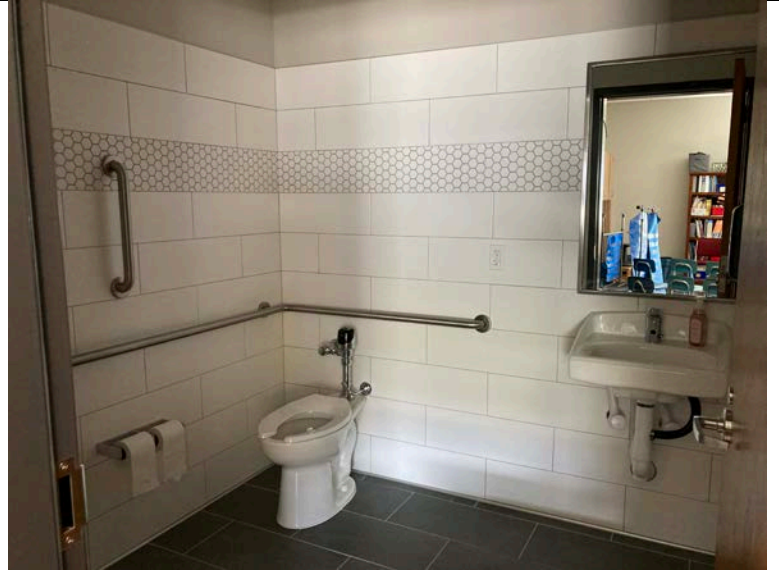


## Instructional Coach, Math Intervention, Hosts & Art/Music Rooms



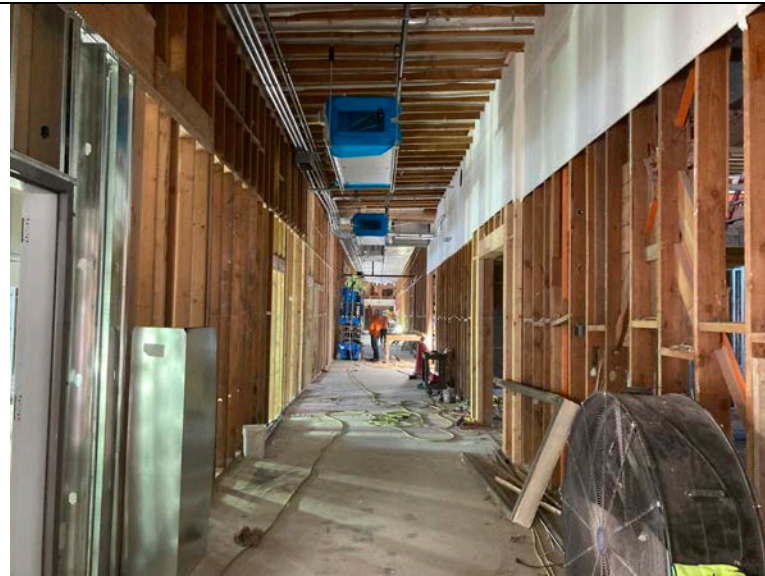


## Kindergarten and Specialty Corridors- Typical K Bathroom





MP Room, Administration, Title /Intervention, Main Corridor



# Prosser School District Athletics & Activities

Kevin Lusk, Director  
Kevin.lusk@prosserschools.org



**TO:** Board of Directors  
**AGENDA:** Reports  
**DATE:** October 6, 2021  
**PREPARED BY:** Kevin Lusk

## Information:

- ASB
  - In person – back in action at both PHS and HMS
  - Holding meetings, developing calendars, getting plans in order.
  - Meetings to plan concessions, fundraising, All underway
  - ASB cards – PHS / HMS = \$45 / \$30
  - Student leadership positions are in place and student activities are underway.

## Information:

- Activities – bussing
  - Great help from Aimee Cook and staff
  - Limited number of drivers – limits bus trips per day.
  - Down to 2 trips per day (depending on availability)
  - Schedules are flexible – finding a date and time, working with other schools and their schedules is very challenging for all parties.

## Information:

- Athletics PSD-HMS
  - Fall sports – CC, FB, Boys Soccer, Volleyball
  - Will begin Winter 1 sports in the next couple of weeks – BBB, Drill
  - Followed by Winter 2 – GBB, Wrestling
  - Continue process of finding and hiring coaches – HMS and PHS

**Information:**

- Athletics and Activities in PSD-PHS
  - Fall Sports – CC, Soccer, Football, Volleyball
  - Ongoing review of guidance from State of Washington, DOH, WIAA.
  - Fall Sports
    - Outdoor sports – Masking Required for Outdoor sports with 500 attendance.
    - Outdoor sports - <500 - masking recommended
    - Indoor sports – for all those attending, watching (coaches, spectators, etc.)
    - Players
      - VBall – while players are playing – mask not required
      - Coaches – players on sideline – mask
      - Spectators – mask up.
      - Workers – mask up
  - Winter Sports – indoor – high risk = Basketball and Wrestling, Cheerleading
    - Masks for coaches, workers, spectators.
    - Players – vaccinated – no masks
    - Players – not vaccinated – Testing 2x per week.
  - **Huge burden on nursing staff** – We are looking to train other staff to assist as we move closer to Winter Sports.
    - They are currently swamped trying to keep up with requirements and follow through.

**Information:**

- Athletic facilities
  - Fixes to VB pockets – done.
  - Gym equipment – still on back order!
    - VB systems – poles, nets, officials stands, equipment stands, etc.
    - Scoretables, chairs, storage equipment, mats – back order.
    - Mats for winter sports as well.
    - Production and shipping slowing everything.
- Streaming events – Charging \$5 for those events we normally charge admission; FB, VB, Basketball, Wrestling.
- CC home meet 10/7 4 pm at PHS new course at new PHS.
- VB First home event – last week vs. Ephrata – great night for team and students.

**Information:**

- DOH Guidelines and follow through
- Kudos and thank you to the staff supervising and conducting student activities.
- We need cooperation and compliance from all of those attending activities and contests.
  - We need cooperation and follow through from those attending events.
  - Both at home events and away events.
  - Supervisory staff are not always receiving cooperation from those attending.
  - Reminders are in place.



**Information:**

- Homecoming Week – October 11 – 15. 'Now Premiering' Mustang Production!
- Monday Blackout VB – Gym 6:30
- Wednesday, Powderpuff – Stadium 6:30
- Dance, Saturday, 8-11 pm, PHS Outside if weather holds, Commons if it does not.
  - Other schools – No Dance or Outside. Those who are having dance = testing.
- DOH Guidelines for activities – Homecoming
- Similar to what the protocol will be for inside, high-risk sporting activities in the Winter (Basketball, Wrestling, Cheer).
  - In order to participate in this activity (Homecoming Dance).
    - Vaccinated or
    - Tested on the day of the dance.
      - Parent Consent required, just like we've done in the past for testing.
      - We are working to train additional staff to handle testing.
  - We utilize our FamilyID system for dance registration
  - Includes parent consent.
  - Students provide proof of vaccination or test on Sat. 12-3 pm
  - Purchase their ticket.
  - Guidelines – mask if you are inside; mask if you are in close groups outside.
  - OK to drop mask for pictures; then mask up.

Respectfully,

Kevin Lusk

# Prosser School District

## Career and Technical Education Department

Rick Follett, Director  
Telephone: 781-2115 ext. 2142

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**TO:** Board of Directors

**AGENDA:** Reports

**Date:** October 7, 2021

**PREPARED BY:** Rick Follett

### Information:

#### CBC Dual Credit

The articulation renewals have been submitted to CBC to continue to offer dual credit for Intro to Marketing and Financial Algebra. Additionally, new articulation agreements have been submitted for CADD and Medical Terminology, if these are approved that will increase our dual credit offerings with CBC to 9 classes, and a total of 42 CBC credits available to students in the Prosser High School CTE classes.

#### STEM Expansion

We currently are offering 3 STEM classes at Housel Middle School. Based on survey data that Assistant Superintendent Flores gathered last year and input from the STEM Advisory Committee I plan to offer STEM courses at the high school next year. I will meet with the advisory committee and look at courses from Project Lead the Way in engineering and computer science to finalize the job posting. This will be a great addition to our program and create additional opportunities for students.

# Prosser School District

## Child Nutrition

Darlene Morrow, Director  
Telephone: 786-2848

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**TO:** Board of Directors  
**SUBJECT:** **Child Nutrition Services Update**  
**AGENDA:** Reports  
**DATE:** October 13, 2021  
**PREPARED BY:** Darlene Morrow

### Information:

- Thank you to all the volunteers that helped with 2<sup>nd</sup> Harvest at Bethel Church on October 5<sup>th</sup> for the free food distribution for our community families. This is a monthly Drive-Thru event available to serve up to 250 families. We have scheduled 2<sup>nd</sup> Harvest at Bethel on November 2<sup>nd</sup> and December 1, 2021.
- Child Nutrition Dept. is dealing with labor shortages and COVID nation-wide. We are having shortages in supplies and commodities. We are updated weekly from US Foods and OSPI. Making menu adjustments as needed. Please exercise patience with menu changes as it's be on our control.
- We are looking forward to have the KRV Kinders in the building starting on October 18, 2021. This will bring our Dept. inside serving meals.
- We have a few more candidates to interview for the 3-open positions. They are Food Server Assist., Meal Acct. and Head Cook. We are needing several subs, we don't have enough to help on a daily basis. We have a message on the menu advertising for subs to call the Food Service Dept.
- We are celebrating National School Lunch Week this week. The theme is-Wild About School Lunch. Please join us in serving lunch or eating at school with your favorite student.

## **BOARD PACKET**

**TO:** Board of Directors

**SUBJECT:** Discussion of Maintenance On-going Projects

**AGENDA:**

**DATE:** October 13, 2021

**PREPARED BY:** Dave Schell

### **Background:**

1. Covid related topics
2. On-going maintenance projects

# Prosser School District

## Migrant and Bilingual Education

Eric Larez, Director

Telephone: 786-2881 ext. 2604



**TO:** Board of Directors  
**SUBJECT:** **Migrant and Bilingual Report**  
**AGENDA:** Reports  
**DATE:** 10-13-21  
**PREPARED BY:** Eric Larez

### Information:

#### Migrant Program

- Parent Advisory Committee
  - PAC officers have begun their meetings. PAC by-laws have been currently reviewed and amended. Once the finalization of the by-laws occurs the PAC will send to the board for final review.
  - General PAC Meetings have been put on the calendar and are posted on the District Website under the Migrant/Bilingual tab, all board members are encouraged to attend if possible. Our first General PAC meeting will have a COVID vaccination clinic along with a medical team to provide information to PAC parents. This is a collaboration with ESD 123 & Benton Franklin Health District. The vaccination clinic will be open to the public from 4:00 p.m. to 8:00 p.m. at the HMS Parking Lot on October 29<sup>th</sup>.
  - The National PAC conference in San Antonio, TX is set to take place this spring. Registration will open in January if COVID protocols allow for the event to move forward. This event is a crucial opportunity for our parents to engage with our school district and learn how to better assist their peers with navigating the school system. We will keep the board up to date with planning as more information is released.
- Program Initiatives
  - Interventions to begin mid-October with Math, then the program will begin to implement ELA and Science by the end of Trimester.
  - The use of the PASS program for credit retrieval is well under way. Mrs. Alvarez and Mr. Cruz from PHS head the work for this program and with the support of Mr. Bailey have been able to expand assistance during 2<sup>nd</sup> and 4<sup>th</sup> periods during the day in addition to after school support times.
- Current program counts
  - WHIT- 63
  - KRV- 56
  - HEIGHTS- 68
  - HMS- 142
  - PHS- 200
  - GRAD ALLIANCE-1
  - ECEAP- 2
  - TOTAL ENROLLED STUDENTS= 532

- OUT OF SCHOOL- 49
- OVERALL TOTAL=581

## Bilingual Program

- Comprehensive Master Plan
  - The bilingual program is currently developing a comprehensive Master Plan with Dr. Jennifer Cowgill that will outline the Prosser School District offerings, supports and guidelines for providing services to bilingual students within the district.
  - Next steps after draft is created are to have a review and input from administrators, teachers, parents and then final review and approval by board.
- Program Initiatives
  - We currently have a \$200,000 dollar (grow your own) grant to help current district staff obtain either a teaching certificate or endorsement in the area of English Language Learning or Dual Language. Assistant Superintendent Flores and I have created an initial program outline in order to maximize all funding sources. In addition a survey has been deployed to the PSD staff to better understand interest from staff.
  - Planning with Dr. Jennifer Cowgill has begun to help teachers provide support to bilingual students in their content classes.
    - Our focus areas include
      - The New WIDA standards for Language
      - Thinking Maps
      - The language uses for Explaining and Argumentation
- Program Counts

Bilingual Count										
2021/2022										
9/7/2021										
	Keene-Riverview		Whitstran Elem.		Heights Elem.		Housel Middle		Prosser HS	
Grade	M	F	M	F	M	F	M	F	M	F
K		1								
1	24	17	16	7						
2	23	25	10	9						
3			11	7	24	12				
4			11	4	19	19				
5			10	9	24	10				
6							15	15		
7							23	12		
8							20	13		
9									22	16
10									20	15
11									16	16
12									26	20
Total	47	43	56	36	67	41	58	40	84	67
	90		94		108		98		151	



# Prosser School District TRANSPORTATION DEPARTMENT

Amiee Cook, Supervisor  
Telephone: 786-2630; Fax: 786-3647



**TO:** Board of Directors  
**AGENDA:** Reports  
**DATE:** 10/13/2021  
**PREPARED BY:** Amiee Cook

## TRANSPORTATION UPDATE

Route Drivers	24		
Substitute Drivers	1		
Monitors	3		
Substitute Monitors	3	Staffing:	100%
Staff	3		
Drivers in Training	1		
Route Buses	24	Operational Buses:	73%
Spare Buses	3		
Trip Buses	4		
Down Buses	2		
Total Buses	33		
Filled Routes	24	Filled Routes:	100%
Open Routes	0		
Total Routes	24		
Accidents	1		
*Sub Drivers:	1- am only sub driver		
*Training:	1 - waiting for behind the wheel permit		
*Accident Repairs	\$280 - 1 Broken Window		
*Resignations	0		

\*DMV appointments are out 2 – 3 weeks so it is delaying training

# Prosser School District Special Services Department

Synthia Parish-Duehn, Director  
Telephone: 786-1820 ext. 2809

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**TO:** Board of Directors  
**SUBJECT:** **Special Services Update**  
**AGENDA:** Reports  
**DATE:** October 7, 2021  
**PREPARED BY:** Synthia Parish-Duehn

## **Information:**

Welcome Back!

- Preschool now has 1 student attending all day 4 days per week and 2 other students attending all day 2 days per week. We are working diligently to all our preschool student who will be leaving preschool at the end of this year attending all day 4 days per week. Getting Kindergarten Ready!

Ongoing projects and/or operations:

- A physical therapist was interviewed and a recommendation for hire has been sent in. At the time this report was prepared the details are being worked on at the Business Office.

## **IEP Compliance:**

Exceptions for September 2021: 0 Exceptions for October 2021: 1

## **Program:**

September, total student count was 341

- Preschool count: 14
- K-21 count was
- Tier 1 K-21: 146
- Tier 2 K-12: 155

October, total student count was 341

- Preschool count: 14
- K-21 count was
- Tier 1 K-21: 144
- Tier 2 K-12: 171

(Tier 1 is 80%-100% general education and Tier 2 is 79% or less general education)

# Prosser School District Technology Department

Shawn Shultz, Director  
Telephone: 786-2881 ext. 2607

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**TO:** Board of Directors  
**SUBJECT:** **Discussion of Technology On-Going Projects and Activities**  
**DATE:** Wednesday October 13th, 2021  
**PREPARED BY:** Shawn Shultz

## Information:

- Construction and Moving of Technology:
  - KRV
    - Switches and server moved in
    - Classrooms set up
    - Working on network connections within the building
    - MDF Getting set up
    - Ordering for owner furnished owner installed items
  - New PHS
    - Finishing up Wireless Access points in larger areas
    - Setting up teaching stations
    - Troubleshooting Epson projector issues
    - CTE Labs finished
    - Cameras: 25% are still not functioning. Troubleshooting with Compunet
    - Still waiting on Server for Intercom-Contractor furnished contractor installed
    - A few switches left to deploy
    - Setting up PCI (Credit Card Requirements) compliance network for New PHS
    - Getting wireless access to ArtFiker
    - Documentation of what has been done
  - Heights
    - Ordering for owner furnished owner installed items
- Data Projects:
  - Started our CRDC compliance reporting for the year. Opened up on 10/4 and will close in December

- Working on our P223 for 2020-2021 School year. This drives our graduation rate
- Cleaning up initial OSPI upload for the year
- Getting Skyward set up for our ALE schools
- Testing of Homeschooled students set up
- Rostered MClass, Imagine Learning, SBAC, and iReady
- Tech Projects:
  - Configured new Wireless Virtual Zone Director for wireless access points- District wide. Still wrapping up for the district
  - Confirmed back ups for new and changed servers in the district
  - Inventory in process for New PHS
  - Various videos and how-to sheets put together for staff
  - We were awarded 1<sup>st</sup> round of ECF. This was used for 600 new Chromebooks to replace retired versions in circulation and 50 laptops for Paras.
    - Laptops for Paras on order on back order
    - 600 Chromebooks here
  - Applied for ECF 2<sup>nd</sup> round
  - Cleaning up Staff AUP and check out forms for the year
  - Cleaning up Student AUP and check out contracts for the year
  - Fixing damaged Chromebooks from last year
  - Getting Chromebooks deployed to kinders
- Concerns:
  - No concerns at this time

**Subject:** COVID-19 PSD Case Count Week ending 10-8-21

**PHS**

COVID-19 cases in students/staff=5

Students/staff in quarantine due to being a close contact at school=6

**HMS**

COVID-19 cases in students/staff=1

Students/staff in quarantine due to being a close contact at school=0

**Heights/KRV Kinder & 2nd**

COVID-19 cases in students/staff=3

Students/staff in quarantine due to being a close contact at school=0

**Whitstran**

COVID-19 cases in students/staff=0

Students/staff in quarantine due to being a close contact at school=0

**KRV 1st**

COVID-19 cases in students/staff=1

Students/staff in quarantine due to being a close contact at school=0

COVID – 19 PSD Case Count Week ending 10-1-21

**This week's numbers look good but there was a lot of work done by office and health services staff to determine if staff/students were ill with other conditions or of COVID-19. Both office and health services staff have had to handle difficult situations and angry and rude people so please thank all of them for trying to protect all of us from illness and COVID-19. Have a good and safe weekend.**

**PHS**

COVID-19 cases in students/staff=0

Students/staff in quarantine due to being a close contact at school=0

**HMS**

COVID-19 cases in students/staff=1

Students/staff in quarantine due to being a close contact at school=

**Heights/KRV Kinder & 2nd**

COVID-19 cases in students/staff=1

Students/staff in quarantine due to being a close contact at school=0

**Whitstran**

COVID-19 cases in students/staff=0

Students/staff in quarantine due to being a close contact at school=1

**KRV 1st**

COVID-19 cases in students/staff=4

Students/staff in quarantine due to being a close contact at school=4

**Maintenance**

COVID-19 cases=1

Students/staff in quarantine due to being a close contact at school=0



# **BOARD PACKET**

**TO:** Board of Directors  
**SUBJECT:** Certificated Personnel  
**AGENDA:** Consent  
**DATE:** October 13, 2021  
**PREPARED BY:** Mr. Matt Ellis, *Superintendent*

## **CERTIFICATED EMPLOYEES**

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**Kathy Weber** has been recommended as the assistant volleyball coach at Housel Middle School.

**Wendy Rodriguez** has been recommended as the head volleyball coach at Housel Middle School.

**Ashlyn Hofstad** has been recommended as the Kindergarten Teacher at KRV.

**Stephanie Ingvalson** has been recommended as the Physical Therapist for Special Education, working 30 hours a week.

**Jessica Huntington** has been recommended as the assistant girls' basketball coach at Prosser High School.

**Quinn Martin** has been recommended as the assistant boys' basketball coach at Prosser High School.

# **BOARD PACKET**

**TO:** Board of Directors  
**SUBJECT:** Classified Personnel  
**AGENDA:** Consent - **Revised**  
**DATE:** October 13, 2021  
**PREPARED BY:** Craig Reynolds, *Assistant Superintendent*

## **CLASSIFIED EMPLOYEES**

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**Sonia Rivera** has been recommended for the position of head boys soccer coach at Housel Middle School.

**Dave Schell** has notified the district of his intent to retire. His last day of work will be October 29, 2021.

**Debra Wagner** has been recommended for the position of substitute coordinator for the district. Her duties began on October 11, 2021.

**Heidi Chapman** has resigned her position as the administrative assistant to the superintendent. Her last day of work will be October 15, 2021.

**James Colbert** has been recommended for the position of custodian at Whitstran Elementary and Prosser Heights Elementary Schools.

SPECIAL BOARD MEETING:

CALL TO ORDER

The special meeting of the Board of Directors of Prosser School District was called to order at 6:00 p.m. by President Peggy Douglas. Other Board members present included Vice President Jesalyn Cole, Mr. Andy Howe and Mrs. Jeanie Aubrey. Also, present were Mr. Matt Ellis, Superintendent. Student Representatives Monse Diaz, Hannah Norris, Andres Ruvalcaba and Ezekiel Akinbade were not in attendance. Mrs. Deanna Flores and Mr. Craig Reynolds, Assistant Superintendents were not in attendance.

Some technical issues for a few moments.

Board Member Candidate Interviews

- Board Chair Douglas asked Mr. Ellis to lead this portion.
- Mr. Ellis asked each of the three candidates questions: Mrs. Miller, Mr. Rainer and Mr. Gunderson had about 30 minutes each to answer questions and share some information about themselves.
- Board Chair Douglas moved into executive session for 30 minutes at 7:20. The Zoom session was ended and will resume after executive session.

Executive Session – RCW 42.30.110 (1) (h); Action to follow.

Resumed meeting at 7:50 p.m.

Appointment of Board Member

Motion to appoint Mark Gunderson to the vacant school board position by Jeanie Aubrey, seconded by Andy Howe, motion passed unanimously.

Roll Call:

Director Howe, yes; Director Cole, yes; Director Aubrey, yes; Board Chair Douglas, yes.

ADJOURNMENT:

Motion to adjourn by Jesalyn Cole, seconded by Jeanie Aubrey, meeting was adjourned by unanimous consensus at 7:54 p.m.

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Clerk to the Board

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Board President

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Secretary to the Clerk of the Board

REGULAR BOARD MEETING:

CALL TO ORDER

The regular meeting of the Board of Directors of Prosser School District was called to order at 7:00 p.m. by President Peggy Douglas. Other Board members present included Vice President Jesalyn Cole, Mrs. Jeanie Aubrey and Mr. Andy Howe. Also, present were Mr. Matt Ellis, Superintendent, Mrs. Deanna Flores, and Mr. Craig Reynolds Assistant Superintendents. Student Representatives Hannah Norris and Andres Ruvalcaba. Ezekiel Akinbade, Student Representative was not in attendance.

OATH OF OFFICE:

- Board Chair Douglas stated there were three excellent candidates and the board was happy to appoint Mr. Gunderson for the next few months.
- Mr. Ellis swore Mr. Gunderson in.

APPROVAL OF AGENDA:

Motion to approve the agenda was made by Jesalyn Cole, seconded by Andy Howe and motion carried unanimously.

COMMUNICATIONS:

- None.

PROTOCOL FOR ADDRESSING BOARD:

- President Douglas reviewed the protocols for addressing the Board of Directors.

HEARING OF VISITORS:

- Adriana Miller encouraged the district to hold a few community forums and committees.
- Lisa Galbraith expressed her concern about Covid-19 in the district and made a few suggestions to the board.
- Cathy Thomas read her statement to the board.

INFORMATION ITEMS:

- None.

REPORTS:

Deanna Flores, Assistant Superintendent of Curriculum and Instruction

- Mrs. Flores shared that paraeducators are compliant with their required hours.
- College in the high school expansion grant for \$22,000.00.
- Received a \$200,000.00 grant that Eric Larez applied for to expand our dual language program.

Craig Reynolds, Assistant Superintendent of Business and Operations

- Mr. Reynolds shared the July financials and working on closing the year end through August.
- End of October is when the financials have to be completed and sent to the ESD then he will have a year end report.
- Board Chair Douglas pointed out the fund balance number and commended Mr. Reynolds

for that.

- Mr. Reynolds shared the enrollment.
- Mr. Reynolds clarified with Board Chair Douglas about the public records report and stated he would have more specific numbers that relate to each request.
- Board Chair Douglas stated that report will be at the first meeting of each month.
- Mr. Ellis asked Mr. Reynolds to talk about the Inspire lease.
- Mr. Reynolds stated the district contracted a real estate company to appraise.
- Inspire would like to come and present at a board meeting, Board Chair Douglas felt a pre meeting would be helpful prior to the board meeting.
- Mr. Ellis stated he and Mr. Reynolds have met with them and their proposal is still 15 years.
- Board Chair Douglas stated that the reason for just a year is the construction at Whitstran and that's the priority, but also appreciate all the work Inspire does getting our students ready for school.

#### Child Nutrition Report

- Mrs. Morrow shared a report with the board.

#### Principals Reports

- Each building principal shared their report with the board.

#### Matt Ellis, Superintendent

- Shared the reason we ask the principals to share the challenges is to paint the heaviness of the tasks they've been saddled with this year.
- Virtual with conferences and possible dashboard.
- Continuing to work on vaccination and exemption collection.
- Meeting with Patterson tomorrow.
- Still have open negotiations with some units.
- Thanked Mr. Bailey for bringing up the vandalism or theft trend that is taking place.
- WSSDA Conference is coming up in November will be in-person and virtual.
- Attended a Tri-Tech meeting and the district has been approved as one of the partners, which means more spots will be available in the morning and afternoon.

#### Board Members' Reports

##### Jeanie Aubrey

- Attended first Zoom Thrive meeting and appreciated Eric's presentation.
- Enjoyed the interview process and appreciated everyone's time.

##### Andy Howe

- No report.

##### Jesalyn Cole

- Attended the Thrive meeting and congratulated Hailey for her award.
- Community Survey is up and ready to take.
- Guiding Good Choices parenting classes are starting October 5.

- Eric Larez gave an excellent presentation and would like him to give that at a board meeting.
- Attending WSSDA meetings at noon and regional meeting virtual as well.
- Will be sharing the assembly documents so that input can be given as to how she should vote.

Mark Gunderson

- Thanked the board for this opportunity.

Peggy Douglas

- Part of the Prosser EDBR and had a good meeting last night.
- Interview process was good, welcomed Mark and wishing the other two candidates the best in the election process.
- Would like to include the nurses in the monthly update, would like them with the directors.

Student Representatives' Reports

Ezekiel Akinbade

- Was not present.

Monse Diaz

- Apologized for not being at the last meetings.
- Invited the board to upcoming games and Trick or Trot on October 30<sup>th</sup> at 10:30 a.m.

Hannah Norris

- PHS drama will have a performance mid-November and the band will be in Leavenworth this Saturday.

Andres Ruvalcaba

- Saturday will be the Balloon Rally breakfast and tickets are \$6.00.

CONSENT ITEMS:

Motion to approve Consent Items A, B, C and D by Jeanie Aubrey, seconded by Andy Howe, motion carried unanimously.

ACTION ITEMS:

Vouchers and Payroll

Motion to approve by Andy Howe, seconded by Jesalyn Cole, carried unanimously.

Adoption of Policy No. 2195 Academic Acceleration – Second Reading

Motion to approve by Jesalyn Cole, seconded by Jeanie Aubrey, carried unanimously.

FUTURE MEETINGS:

- Regular Board Meeting, September 22, 2021, Housel Middle School Library, 7:00 p.m.
- Regular Board Meeting, October 13, 2021, Housel Middle School Library, 7:00 p.m.

ADJOURNMENT:

Motion to adjourn by Jesalyn Cole, seconded by Jeanie Aubrey, meeting was adjourned by unanimous consensus at 8:32 p.m.

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Clerk to the Board

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Board President

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Secretary to the Clerk of the Board

## **BOARD PACKET**

**TO:** Board of Directors  
**SUBJECT:** Columbia Virtual Academy Assessment Agreement  
**AGENDA:** Consent Item  
**DATE:** October 13, 2021  
**PREPARED BY:** Deanna Flores, *Assistant Superintendent*

### **Background:**

Prosser School District has agreed to provide online students from Columbia Virtual Academy access to state assessments here at Prosser School District.

The purpose of this Agreement is to provide an opportunity for the Online/Nonresident District access to SBA's and any other state assessments provided by law to its nonresident students. Under this Agreement, the Resident District will provide assessment testing to the Online/Nonresident District's eligible nonresident students.

Agreement attached.



**Columbia Virtual Academy (Valley School District) and  
Prosser School District  
2021-2022 Assessment Agreement for  
Fall Smarter Balance Assessments**

**Testing Coordinator:** Patti Clark **Email:** patti.clark@cva.org **Phone:** 509-563-3530

**CVA's Responsibilities:**

- Notify districts if there are new enrollees needing to test at the local district.
- Notify districts if there are withdrawals.
- Communicate the test schedule with students/families.
- Compensate the testing district as recommended by OSPI: \$25 per test, \$50 per test with accommodations, at cost for significant accommodations.

SSID Number	DOB	Last Name	First Name	Grade Level	Tests Required	Accommodations (If Applicable)	Family/ Student Contact Information	Cost
						N/a		\$50
							<b>Total Cost:</b>	<b>\$50</b>

**Columbia Virtual Academy (Valley SD) and  
Prosser School District  
2021-2022 Assessment Agreement for Fall SBAs**

**Local District's Responsibility:**

- Complete the communication chart below.
- Administer state tests, secure testing materials, return testing materials to OSPI.

<b>Student Name:</b> (Prefilled by Resident District)	<b>Testing Location:</b> (School name, address,	<b>Testing Dates/ Times:</b>	<b>Test Method:</b> Paper/Pencil Online	<b>School Contact:</b> (Phone number that parents/guardians can call, should they have questions regarding testing with your district.)	<b>Note to Student:</b>
	Prosser Heights Elementary				

**Columbia Virtual Academy (Valley SD) and Prosser School District  
2021-2022 Assessment Agreement for Fall SBAs**

By signing below, both parties agree to the testing agreement as outlined on pages 1-2. Either party should notify the other should any changes occur to this plan. Electronic signature is acceptable.

**Valley School District**

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Prosser School District**

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## **BOARD PACKET**

**TO:** Board of Directors  
**SUBJECT:** Surplus of Wrestling Mats  
**AGENDA:** Consent  
**DATE:** October 13, 2021  
**PREPARED BY:** Michael Denny, *Principal*

### **Background**

Housel Middle School is purchasing a new wrestling mat and need to surplus one complete mat and 2/3 of a second mat.

## **BOARD PACKET**

**TO:** Board of Directors  
**SUBJECT:** Miguel Ruiz DJ Services  
**AGENDA:** Consent  
**DATE:** October 13, 2021  
**PREPARED BY:** Bryan Bailey, *Principal*

### **Background**

Miguel Ruiz will provide DJ Services for the Prosser High School Homecoming Dance, which will be held October 16, 2021. The cost for this service is a one-time fee of \$300.00. This will be funded through the cheer account.

## **BOARD PACKET**

**TO:** Board of Directors  
**SUBJECT:** TLC Enterprises Service Agreement  
**AGENDA:** Consent  
**DATE:** October 13, 2021  
**PREPARED BY:** Craig Reynolds, *Assistant Superintendent of Business and Operations*

### **Background**

Larry Gregory (TLC Enterprises) is the hearing office for the Prosser School District. The service fee is \$275 per hearing plus mileage with funding provided through the General Fund. This agreement is for the 2021/2022 school year.

## **BOARD PACKET**

**TO:** Board of Directors

**SUBJECT:** Science Material Kit Services Agreement with Kennewick School District, Operators of the Science Resource Center (KSD/BSRC)

**AGENDA:** Consent Item

**DATE:** October 13, 2021

**PREPARED BY:** Deanna Flores, *Assistant Superintendent*

### **Background:**

1. Science Material Kit Services Agreement with Kennewick School District, Operators of the Science Resource Center. Term is from September 1, 2021 through August 31, 2022.

The purpose of this Agreement is to pay for science kit refurbishments from the Science Resource Center operated by the Kennewick School District. The amount of \$11,753 is for fulfillment of two kit rotations (winter, spring) at Keene-Riverview Elementary, Whitstran and Prosser Heights Elementary. The funding is paid out of the General Fund.



**SCIENCE MATERIAL KIT  
SERVICES AGREEMENT**

Between

**Kennewick School District,  
Operators of the Science Resource Center**  
(Hereinafter referred to as the **KSD/SRC**)  
1000 West Fourth Avenue  
Kennewick, Washington 99336

And

**Prosser School District**  
(Hereinafter referred to as the **DISTRICT**)  
**1500 Grant Avenue**  
**Prosser, WA 99350**

1. **Purpose.** This Agreement between Kennewick School District operators of the Science Resource Center (the “KSD/SRC”) and Prosser School District (the “District”) is made for the purpose of providing the District with the services of supervision of the staff and operations of the Regional Science Materials Cooperative including the services as set forth in Appendix “A,” hereof.
2. **Term.**
  - 2.1. **Initial Term.** The initial term for the Agreement shall be from September 1, 2021 to August 31, 2022.
  - 2.2. **Renewal.** Subject to the termination provisions below, this Agreement shall automatically be renewed for the same period each subsequent year unless the District gives written notice of its election to terminate the Agreement by April 30th prior to the end of the current term. In the event the District fails to provide notice of election to terminate by April 30th, then in addition to any other damages required to be paid pursuant to Section 8 below, the District shall be obligated to pay all fees for the renewal term upon invoicing by KSD/SRC.

3. **Organization and Governance.** The parties agree KSD/SRC is authorized as the legal and administrative entity to govern and direct the operation of this Agreement and the parties' obligations hereunder in accordance with terms of this Agreement and KSD/SRC's adopted policies and procedures.
4. **Responsibilities of KSD/SRC**
  - 4.1 **PROGRAM–** KSD/SRC agrees to provide the District with the services of supervision of the staff and operations of the Science Kit Materials including the services as set forth in Appendix "A.," hereof.
  - 4.2 **COST** Total cost to the District for Science Material Kit Services listed above will be as stated in 5.2, 5.3, & 5.4 below.
5. **Responsibilities of the District.**
  - 5.1 The District does, through the signing of this contract, agree to be a member of KSD/SRC and to abide by the Constitution and By-laws of the Southeast Washington LASER Alliance.
  - 5.2 The District shall pay to KSD/SRC a fee for kit refurbishment as set each year by KSD/SRC and the Alliance Advisory Board. The District fee for 2021-2022 will be One hundred sixty-five dollars per use of each elementary science kit. **See the total for 2021-2022 in appendix B.**
  - 5.3 Other costs for services may be charged to the DISTRICT including purchase of teacher guides, science notebooks and loss of non-refurbished material essential to the science kit.
  - 5.4 Should any services beyond the scope of this agreement be requested by the district or required of KSD/SRC, the District and KSD/SRC will negotiate an amount for other services to be included in a contract addendum.
6. **Assignment.** Neither this Agreement nor any interest therein may be assigned by either party without the prior written consent of the other party.
7. **Mutual Termination.** This Agreement may be terminated by mutual agreement by the parties.
8. **Unilateral Termination by District.**
  - 8.1. **Definition.** A "unilateral termination by the District" is a withdrawal from or termination of the agreement prior to the expiration of the initial or any renewal term.
  - 8.2 **Damages.** By entering into this Agreement, the District acknowledges that no liquidated damage claims will be submitted by KSD/SRC beyond the amount of the yearly fee stated in 5.2 and other services in 5.4 above.

9. **Termination by KSD/SRC.**

9.1. **Breach by District.** In the event the District fails or neglects to pay or perform according to the terms of this Agreement, KSD/SRC may terminate this Agreement upon thirty (30) days written notice to the District and the District shall be responsible for payment of all damages as described in Section 8 above.

9.2 **Upon Dissolution of Fee for Services Program.** KSD/SRC reserves the right to dissolve this fee for services program and terminate this Agreement when in KSD/SRC's judgment its participation in this fee for services program does not afford an educational or financial advantage in quality or quantity of services called for in this Agreement. LASER will give the District 120 days notice of the dissolution of this program. In the event of dissolution of this fee for services program, all assets acquired by KSD/SRC from any monetary source or assets donated and placed in service for this fee for services program during the life of the Agreement shall be distributed to member Districts and KSD/SRC as agreed upon by the Board.

10. **Termination for Breach.**

If either party fails to comply with the terms and conditions of this agreement, the other party, upon 30 days prior written notice to the breaching party, may terminate this agreement with no continuing financial liability to the non-breaching party.

11. **Employment Representation.**

During the term of this contract, an employee(s) of KSD/SRC may have contact with public school children. Therefore, KSD/SRC is prohibited from employing any person who has pled guilty or been convicted of any felony crime involving the physical neglect, injury, death or sexual abuse or exploitation of a minor. Failure of KSD/SRC to comply with this section shall be grounds for immediate termination of this contract.

12. **Indemnification.**

KSD/SRC agrees to protect, defend, indemnify and hold the District, its officers, agents and employees harmless from any and all claims and losses for bodily injury, including death, and/or property damage to the extent such claims or losses arise or result from the KSD/SRC's negligent performance under this Agreement.

13. **Waiver.** No provision of this Agreement or the right to receive reasonable performance of any act called for by its terms shall be deemed waived by a waiver of a breach thereof as to a particular transaction or occurrence.

14. **Severability.** If any term of condition of this Agreement or application thereof to any person or circumstance is held invalid, such invalidity shall not affect other terms, conditions, or applications of the Agreement which can be given effect without the invalid term, condition, or application and, to this end, the terms and conditions of this Agreement are declared severable.

15. **Governing Law and Venue.** This Agreement shall be governed by the laws of the State of Washington and any action or litigation undertaken to enforce the terms of this Agreement shall be conducted in Benton County, Washington.

16. **Whole Agreement.** The parties agree that this Agreement, together with all appendices, if any, constitute the entire agreement between the parties and

supersedes all prior or existing written or oral agreements between the parties and may not be amended other than in writing signed by the parties.

17. **Attorneys Fees and Costs.** In the event litigation arises out of this Agreement, the losing party agrees to pay the prevailing party's attorney fees incident to said litigation, together with all costs and expenses incurred in connection with such action, whether incurred in trial court or on appeal.
18. **Captions.** Paragraph headings have been included for the convenience of the parties and shall not be considered a part of the Agreement for any purpose relating to construction or interpretation of the terms of this Agreement.
19. **Opportunity Without discrimination.** KSD/SRC and the District agree to comply with all applicable state and federal rules and regulations, which prohibit discrimination based on race, color, creed, religion, national origin, age, sex, marital status, or the presence of any sensory, mental or physical disability. Inquiries regarding compliance and/or grievance procedures for KSD/SRC may be directed to KSD/SRC at its address above.
20. **Authority.** The terms and conditions of this Agreement to which the parties agree are being entered into by appropriate resolutions of the respective boards of directors of KSD/SRC and the District.

**IN WITNESS WHEREOF, the District and KSD/SRC have executed this Agreement on the date and year indicated below.**

**KENNEWICK SCHOOL DISTRICT/SRC**

**By: \_\_\_\_\_ Date: \_\_\_\_\_**

**AUTHORIZED PROSSER SCHOOL DISTRICT OFFICIAL**

**By: \_\_\_\_\_ Date: \_\_\_\_\_**

## **Appendix A**

### **SERVICES PROVIDED BY KENNEWICK SCHOOL DISTRICT/SRC**

- Provide technical assistance in regards to purchasing science kits
- Prepare and distribute science kits
- Replenish consumable materials in kits
- Refurbishing kits as necessary
- Purchase consumable materials in a cost effective manner
- Maintain a current inventory of kits and consumable materials
- Provide a checkout system for kits as necessary
- Schedule delivery of kits to districts, schools and classrooms

Appendix B  
Prosser School District  
Science Kit Winter Billing 2021-2022

[illegible]

[illegible]



## **BOARD PACKET**

**TO:** Board of Directors  
**SUBJECT:** Apptegy  
**AGENDA:** Consent Item  
**DATE:** October 13, 2021  
**PREPARED BY:** Matt Ellis, *Superintendent*

### **Background:**

Over the past couple of years, we have worked to improve communications throughout the district. Apptegy is a web service provider that will provide the district with updated website and app technology. Apptegy will also allow us to streamline communication across platforms to provide consistency across platforms.



# Powering Your School's Identity

Apptegy started in 2014 with the goal of enabling schools to build a strong brand and communicate more effectively with their audiences. In 2015, we worked with our first three beta clients. Today, in 2020 we've partnered with schools and districts in 49 states (and counting!) to build their website, custom mobile app, and the alert and notification system.

## What Makes Us Different

### 1 Thrillshare's Ease of Use

With our publishing platform, Thrillshare, **you don't need to have any programming knowledge** to update your district's website, app or notification system. Now promoting your success stories across all communication channels can be done right from your smartphone.

### 2 The User Experience for Your Community

Wherever your community interacts with you online, **they'll be able to engage with ease**. No more pinching or pulling to view your website on a smartphone or being redirected somewhere else from your app.

### 3 Your Experience Working With Us

From the beginning, Apptegy set out to be more than a software provider. We strive to be a true partner and resource for our districts. That commitment and our personal, fast and easy support has earned Apptegy an unheard of **99% client retention rate**.

“

I have to tell you, this platform is **GREAT**. Thrillshare simplifies the process of posting things to various school online resources to the point where I can see where we will be sharing so much with parents, especially on the APP.

...

All of you at Apptegy have been absolutely wonderful to work with. We have received great feedback on our new website and app, and one of our most recent posts reached more people than we ever have! That would never have happened without Thrillshare!

”



# Scope & Deliverables

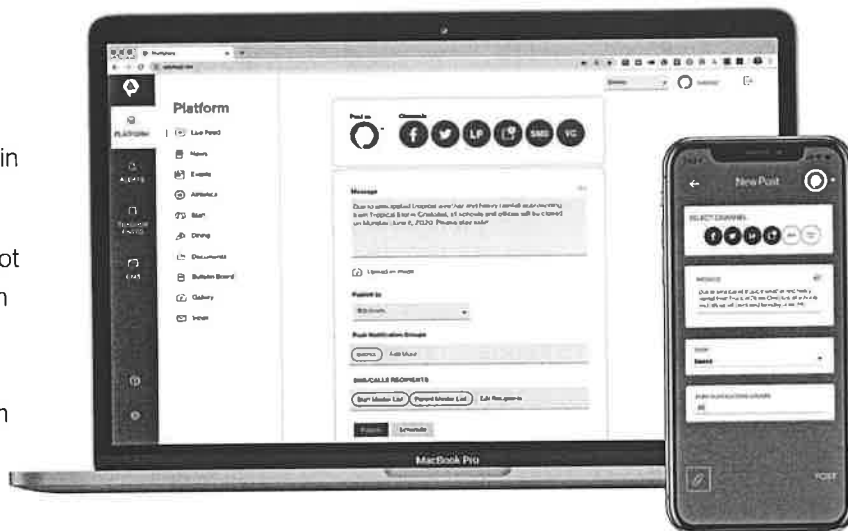
At Apptegy, we've developed the first publishing platform for school districts, so your team manages all of your communication channels from a single place. This means you'll share more stories with your community without creating more work for your staff.

By eliminating the technological barrier required to communicate, Thrillshare makes it easy to assign roles and privileges to your team to update what they care most about. With this level of customization and control, you can be confident about consistent messaging being shared with your community.

## Publishing Platform

From the beginning, Thrillshare was designed to contain all your district communication channels in one place.

Built specifically for school districts, Thrillshare not only manages your website, but also your custom mobile app, all of your social media channels, and your alerts and notification system. Keeping information up-to-date is **as easy as it gets**, from the lunch menu to your calendar and news.



## Mobile Apps

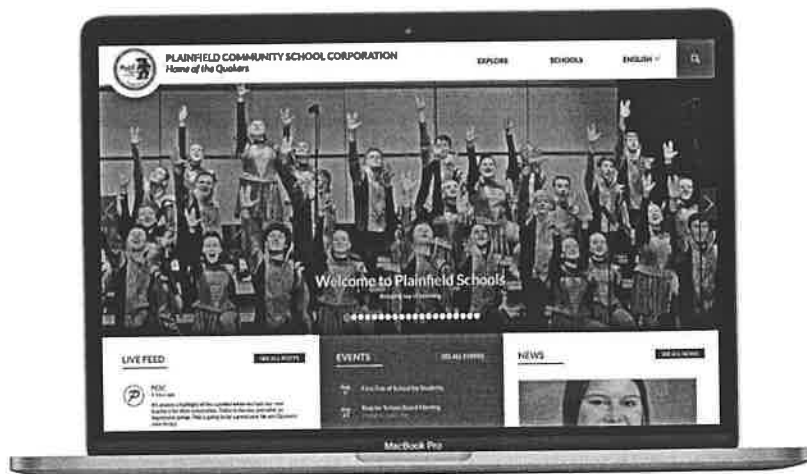
We build beautiful mobile apps for **Android** and **iPhone** that focus on what really matters: the user experience. A user experience that delights parents and community members means they will continue to come back to the app for meaningful information.





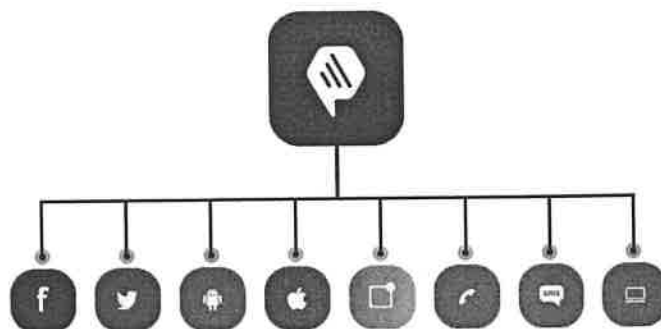
## Websites

We will work with you to understand how you want your district brand to come across by creating a new website. Within your common branding, each school webpage can be customized, using the school's specific colors, mascots, logos, etc. We want your website to stay fresh and never grow stale, so we **include a free re-design** with each year of our partnership.



## Alerts

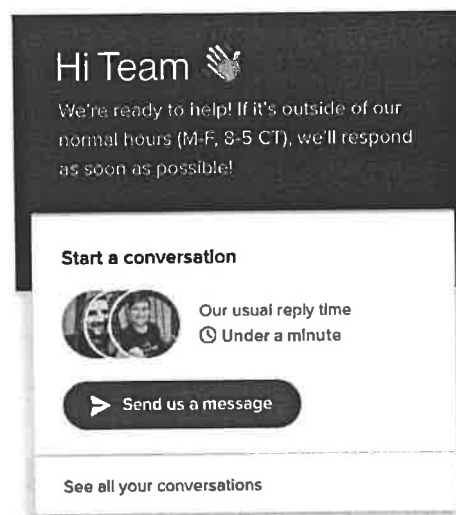
In order to save you time, we can automatically **sync with your Student Information System** so you can send out text, phone and email notifications. Easily send and schedule recurring alerts like attendance calls. Plus, with state-of-the-art technology, your text, email and voice calls can be automatically translated.



## Transition & Support

We handle all of the heavy lifting including design, development, static content migration, training and ongoing support. Your own dedicated contacts at Apptegy during implementation and after launch make it an easy transition for the district.

With **unlimited training and prompt support**, every Thrillshare user will always have someone to assist with any questions that arise.



# Software & Services Agreement

## I. Estimated Transition Timeline

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### **Kick-off**

Week 1

We get our partnership started with a meeting to introduce stakeholders on your side and ours. In this meeting, we will cover our detailed roadmap, initial designs, and the overall structure of the planned implementation.

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### **Design**

Weeks 2-3

We create a mockup as a first draft and iterate from there. Since we've already established a good understanding of what you're looking for in the kick-off call, this process is typically quite fast.

---

### **Development & Content Migration**

Weeks 4-6

Once we're done with the development, we migrate your static content for you. After our team has gone through your entire website and app and confirmed that everything is working, we will ask you to approve the content and functionality as well.

---

### **Training Sessions**

Weeks 7-8

An ideal training schedule will include a setup call with your project lead, in-depth sessions for all of your power users, and introduction sessions for casual users.

---

### **Launch Campaign**

Weeks 9-10

Flipping the switch is all it takes: we just point your domain to our servers and the change to the new website will be instant.

Of course we don't want the switch to go unnoticed by your community. That's why we design an entire launch campaign around the app and website with you. You'll get a custom marketing playbook, including graphics, videos, and a launch plan.

---

### **Support**

Ongoing

Now that you are live, we work together to drive adoption of your new website and mobile app. You will be working closely with your Client Success Manager on marketing strategies and our Support Team on any questions your users have after the switch.



## II. Schedule of Pricing

Name	Price	QTY	Subtotal
Mobile App Development (one-time) One-time app development for iOS and Android apps  *Billed one-time	\$9,500.00	1	\$9,500.00
Thrillshare (annual) Thrillshare Publishing Platform (desktop and mobile) for ~ 2,500 students *Billed and payable in full annually	\$13,300.00	1	\$13,300.00
Website design and hosting Up to 1 re-design per contract year Included in Thrillshare cost	\$0.00	1	\$0.00
Alerts Unlimited text, voice, and email alert Included in Thrillshare cost	\$0.00	1	\$0.00
Support, service, and training Included in Thrillshare cost	\$0.00	1	\$0.00
Static content migration Included in development cost	\$0.00	1	\$0.00

Subtotal **\$22,800.00**

**Total** **\$22,800.00**

## III. Payment Schedule

Bill Date	Amount
January 1, 2022	\$22,800 (annual + development)
January 2023	\$13,300 annual (if renewed)

**\*Agreed to and accepted by: \_\_\_\_\_**

**BY THE SIGNATURE ABOVE, the institution ("Client") agrees that this Software and Services Agreement of Apptegy, Inc. (consisting of the foregoing Estimated Transition Timeline and Schedule of Pricing, the "Agreement") includes and is subject to the additional Terms and Conditions of Service (the "Terms") attached to and incorporated in this Agreement.**

**Client acknowledges receipt of this Agreement and the Terms, and hereby accepts and agrees to be bound by this Agreement and the Terms. By signing above, the person warrants that she or he has the authority to act on behalf of and bind Client to this Agreement and the Terms.**





## IV. Terms & Conditions

The following Terms and Conditions of Service (the "Terms") are a binding part of the Software and Services Agreement of Apptegy, Inc. (together with its affiliates, agents, and assigns, "Apptegy"), to which they are attached. References to the "Agreement" below collectively include the Software and Services Agreement and these Terms. Capitalized terms used but not otherwise defined in these Terms will have the meanings given to them in the Software and Services Agreement.

### 1. Services; License

Apptegy will provide the products and services at the prices and for the Term (collectively, the "Services") as set out in this Agreement. During the Term, Client hereby grants Apptegy a limited, nonexclusive, revocable, worldwide, fully-paid, royalty-free license to use, copy, and modify Client's information, photographs, videos, intellectual property (including without limitation all copyrights, trademarks, service marks, and similar rights), and other content (collectively, "Client Content") for providing and improving the Services. Upon termination or expiration of this Agreement, Client's right and license to use the Services, and Apptegy's right and license to Client Content, will automatically terminate.

### 2. Fees

Client will pay to Apptegy all fees set out in the Schedule of Pricing of this Agreement. Client acknowledges that (i) Thrillshare fees are payable in annual portions for each year of the Term as set out in the Schedule of Pricing, and (ii) all service and implementation fees are due in full upon execution of this Agreement. Upon execution of this Agreement, Apptegy will submit invoices to Client as indicated in the Payment Schedule above. Client agrees to pay all invoices in full within 30 days of the date of the invoice.

Client acknowledges that the fees for the Services do not include sales and use taxes, as applicable, and Client is solely responsible for any such taxes.

### 3. Term; Termination

The term of this Agreement (the "Term") will start on the date Apptegy receives an executed Agreement from Client and will terminate on the anniversary date of the Thrillshare start date that is after the number of term years purchased by client, as set out in the Schedule of Pricing. The implementation period will run through December 31, 2021, and the official Thrillshare start date will January 1, 2022.

The parties agree this agreement will auto-renew for additional periods of the same duration as the initial service term, unless either party requests termination in writing at least thirty days

prior to the end of the initial service term January 2023 or the then-current renewal term, as applicable. Client agrees that it may not terminate this Agreement before the expiration of the Term without cause, unless Client pays Apptegy all fees in full for the Term, as set out in the Schedule of Pricing, plus payment of any previously discounted amounts for the Services during the Term.

#### **4. Client Restrictions and Responsibilities**

Client's Thrillshare account is solely for Client's use. Client is exclusively responsible for all activities under its Thrillshare account and for maintaining the confidentiality of its username and password. Client agrees to notify Apptegy immediately of any unauthorized use or any other breach of security involving its account. Apptegy will not be liable for any loss incurred as a result of unauthorized use of Client's account. Client will not, directly or indirectly, use the Services in a manner that violates any laws; infringes on anyone's rights; is offensive; interferes with the Services; or reverse engineers, decompiles, disassembles, or otherwise attempts to discover the source code, object code, or underlying structure, know-how, or algorithms of the Services. Client will only post Client Content for which it owns all rights or has express permission to post from the rights holder.

#### **5. Third Party Functions**

The Services include features that operate in conjunction with third party tools and resources (ex: Facebook, and Twitter). In addition to this Agreement, access and use of third party tools and resources through the Services is also subject to the terms of service and other agreements of those third parties. Client is solely responsible for ensuring that your use of those tools and resources complies with the applicable terms of service or other agreements.

#### **6. Warranties; Disclaimers; Limited Liability**

Apptegy will provide the Services according to prevailing industry standards and will use reasonable efforts to minimize errors and interruptions in the Services; however, Apptegy does not warrant that the Services will be error-free or uninterrupted. Services may temporarily be unavailable for scheduled and unscheduled maintenance, either by Apptegy or third parties, or because of other causes beyond Apptegy's reasonable control. EXCEPT AS EXPRESSLY SET OUT IN THIS AGREEMENT, APPTEGY EXPRESSLY DISCLAIMS ALL WARRANTIES CONCERNING THE SERVICES, INCLUDING WITHOUT LIMITATION, WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND ALL IMPLIED WARRANTIES. THE SERVICES ARE PROVIDED "AS IS." EXCEPT WHERE PROHIBITED, APPTEGY WILL NOT BE LIABLE FOR INDIRECT, SPECIAL, CONSEQUENTIAL, OR EXEMPLARY DAMAGES ARISING FROM THE SERVICES. IN NO EVENT WILL APPTEGY'S TOTAL LIABILITY RELATED TO THIS AGREEMENT EXCEED THE TOTAL AMOUNT PAID BY CLIENT FOR THE SERVICES IN THE TERM YEAR DURING WHICH THE ACTIONS AT ISSUE OCCURRED.

#### **7. Confidentiality**

Each party (the "Disclosing Party") may disclose to the other party (the "Receiving Party") proprietary or non-public business, technical, financial, or personal information (collectively, "Confidential Information"). The Receiving Party will protect and keep confidential all

Confidential Information, and will not use Confidential Information for any reason except for performing this Agreement. Without limiting the generality of the foregoing, Client acknowledges that non-public information about the features, functionality, and performance of the Services is Confidential Information.

## **8. Miscellaneous**

This Agreement is governed by the laws of Delaware, without regard to conflict of law principles. The parties irrevocably submit to the exclusive jurisdiction and venue of the federal courts of Pulaski County, Arkansas for any dispute that relates to the Services or this Agreement. The Software and Services Agreement, together with these Terms, is the entire agreement between the parties with respect to the subject matter, and supersedes all prior agreements and understandings, whether written or oral. This Agreement may not be amended or modified without the prior written consent of both parties. If any provision(s) of this Agreement are held invalid or unenforceable, such invalidity or unenforceability will not invalidate or render the Agreement unenforceable, but rather the Agreement will be construed as if not containing the unenforceable provision(s), and the rights and obligations of the parties will be construed and enforced to honor the parties' original intent to the maximum extent permitted under applicable law. This Agreement will inure to the benefit of the successors and assigns of the parties. The Agreement may be executed in multiple counterparts and executed by original, facsimile, or electronic signature (including PDF, HelloSign, and similar methods), each of which when delivered will be deemed an original, and all of which together will constitute one agreement.



## **BOARD PACKET**

**TO:** Board of Directors  
**SUBJECT:** Housel Middle School ASB Fundraiser  
**AGENDA:** Consent Item  
**DATE:** October 13, 2021  
**PREPARED BY:** Kristal Cole, Assistant Principal

### **Background:**

For the past several (pre-COVID) years, HMS has worked with Joshua McCarty and Believe Kids for their annual ASB fundraiser. The funds raised by HMS students will be use to pay for sports officials, school-wide presentations, classroom activities, and other activities of the Associated Student Body that are cultural, athletic, recreational, or social in nature.

Due to COVID restrictions, Believe Kids has accommodated our wishes to engage students in selling items online through their website, as door-to-door sales are not encouraged at this time.



# FUNDRAISING CONTRACT

Josh McCarty  
joshua.mccarty@btfundraising.com · (509)205-4030  
www.BelieveKids.com · www.ShopBelieve.com

Contract #: 1766324

Contract Date: 10/6/2021

Proposed Start Date: 10/25/2021

**Housel Middle school**  
**2001 Highland Drive**  
**Prosser, WA 99350**

**Sign eContract**

**Start Date: 10/25/2021**

**Enrollment: 620**

**End Date: 11/8/2021**

**Prize Program: Prize Carnival**

## Catalogs

FC50 Tis the Season Gift Catalog

40%

## Terms

This Fundraiser Agreement ("Agreement") is entered into between Believe Productions, Inc., a Colorado corporation ("Believe", "we", "our", "us") located at 9540 Maroon Cir, #100, Englewood, CO 80112, and the organization listed above ("Client", "You", "Awesome Fundraising Group"), and is effective as of the date listed on this Agreement. Believe and Awesome Fundraising Group may hereinafter be referred to individually as a "Party," and collectively as the "Parties." This Agreement, and any invoices delivered pursuant to this Agreement, are subject to the "Terms and Conditions to Fundraiser Agreement", attached, which are incorporated by reference and made part of this Agreement and all invoices from us to you. Whew: That basically said we have terms and conditions like any other company.

1) Fundraising Services. You acknowledge & agree that Awesome Fundraising Group is purchasing merchandise from us to resell to the public in your name.

2) Payment. All payments by Awesome Fundraising Group must be made payable to "Believe Productions" only and must be sent to 9540 Maroon Cir, #100, Englewood, CO 80112. No other person or entity is authorized to accept payment on behalf of Believe. Preferred payment methods include check, money order, cashier check and check by phone. All prices/invoices include a built-in 3% discount when paid via our preferred payment methods. Credit card payments are accepted but will result in the 3% discount reversal. There is a \$35 fee when bad things like bouncing a check happen. All payments are due in full 15 days from merchandise arrival (i.e. when you get your stuff); provided, however, if Awesome Fundraising Group is not associated with a public school district, you must submit payment equal to invoice provided by us or 75% of all money collected as an estimated payment prior to shipment.

3) Minimums (Non-Frozen). Catalogue, magazine, flower, candle and Entertainment® fundraisers with a contracted profit percentage of 40% DO NOT HAVE MINIMUMS CHARGES. Fundraisers with profit percentage over 40% and total fundraiser retail (Including Combined Frozen Food) of less than \$5,000 will be subject to minimums charge of: (i) \$0-\$2,499 - 10% (ii) \$2,500-\$4,999 - 5%. This will appear on invoices as a "% Profit Adjustment".

4) Minimums (Frozen). For tasty Otis Spunkmeyer frozen food fundraisers, there is a minimums charge if total fundraiser items sold is less than 350 equal to: \$1.00 per item below 350 items (example: 300 units delivered means a \$50 charge). There is no minimum charge for orders of 350 items or more.

5) Minimums (Participation). If your average sale per enrolled student is \$8 or less, there is a minimums charge equal to: (i) \$0.40 per enrolled student for fundraisers kicked off between January 1 and June 30. (ii) \$0.75 per enrolled student for fundraisers kicked off between July 1 and December 31. This will appear on invoices as "Student Packet Minimum".

6) Category Limits. Fundraiser categories including flowers, media, magazines, candles, chocolates, snack items, items with a retail price of \$25 or more, brand name items, mystery items and all internet sales are limited to 40% profit (Catalog code FC50: % will be equal to amount listed on contract under "Fundraiser" terms). Categories of spirit gear, personalized products and clothing items are limited to 20% profit and Tervis products are limited to 35% profit. Online donations are limited to 75% with remainder being retained to cover student prizes, "Register. Share. Win" giveaways, credit card processing, gateway processing, bank and fundraising representative fees.

7) Direct to Seller Delivery. A super-duper cool service where all paper order forms that would normally ship to the school/group are delivered to each seller's home for them to then distribute. This is a 10% of retail surcharge.

8) Promotions. Awesome Fundraising Group must have a minimum of \$5,000 in retail sales to qualify for Believe sponsored sign-on bonuses.

WE HAVE TO DO IT SO SAYS OUR LAWYERS. SO, HERE IS OUR OFFICIAL LEGAL MUMBO-JUMBO AKA TERMS AND CONDITIONS TO THE FUNDRAISER AGREEMENT.



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**Sign eContract**

The terms and conditions stated herein shall take precedence over any other conditions, and no contrary, additional or different provisions shall be accepted.

**Entire Agreement.** This Agreement constitutes the entire agreement between Believe and Client, and supersedes all prior agreements, understandings, purchase orders and/or requests, whether written or oral, relating to the subject matter of this Agreement. No representation or statement not contained in the original of this Agreement shall be binding upon Believe as a warranty or otherwise, nor shall this Agreement be modified or amended except by a writing signed by the authorized representatives of both Believe and Client. This Agreement shall be binding on, and shall inure to the benefit of, the Parties and their authorized successors and assigns. Client expressly disclaims having relied upon any representation or statement concerning any merchandise provided by Believe pursuant to this Agreement except to the extent such representation or statement is set forth in this Agreement.

**Warranties.** Believe expressly disclaims and excludes all guaranties, representations, promises, statements, estimates, conditions, inducements and warranties, express or implied, including implied warranties of merchantability and fitness for a particular purpose, relating to any merchandise provided pursuant to this agreement. Believe shall not be liable for: (i) personal injury; (ii) property damage; (iii) loss of revenue or profit; or (iv) other incidental and/or consequential damages unless caused by Believe's gross negligence. Additionally, Believe shall not be liable to client for: (a) client's expenditures for substitute merchandise or services; (b) client's loss of revenue or profit, (c) client's failure to realize savings or other benefits; (d) client's storage or shipping charges; or (e) other incidental or consequential damages arising out of Believe's failure to perform under this agreement, or from client's use or resale, or inability to use or resell, any merchandise provided pursuant to this agreement, regardless of the legal theory on which the claim is based, and even if Believe has been advised of the possibility of such damages. Any and all such claims are hereby expressly waived by client.

**Indemnification.** Client shall at all times indemnify and hold Believe, its successors and assigns, and any officers, directors, employees, representatives and/or agents of each of them, harmless from and against any and all liabilities, obligations, claims, damages, fines, penalties, interest, taxes, causes of action, costs and expenses, including, without limitation, reasonable attorneys' fees imposed upon or asserted against, or incurred by, Believe in any suit, action or proceeding between Client and Believe, or between Believe and any third party, related to or arising from or by reason of, performance of any of the terms, covenants or conditions of this Agreement, or the use, modification, consumption, resale and/or distribution of any merchandise sold hereunder. In the event any suit, action or proceeding is brought against Believe, or filed upon Believe's request and at Client's sole expense, Client shall defend such suit, action or proceeding, or cause the same to be defended, by counsel designated and approved by Believe. Client's obligations under this paragraph shall survive the expiration or termination of this Agreement.

**Delivery.** Client shall not terminate this Agreement for delays in delivery or other cause until ten (10) days after written notice of such intention has been actually received by Believe, and Client shall be obligated to accept any portion of the merchandise which is shipped by Believe during such period. Believe shall not be liable for failure to deliver of delays in delivery occasioned by causes beyond Believe's control including, without limitation, delays of carriers or suppliers, receipt of orders exceeding its suppliers then scheduled production capacity, governmental acts and regulations, fires, floods, strikes, lockouts, riots, insurrections, war or acts of terrorism. Believe reserves the right to make delivery in installments and all such installments shall be separately invoiced and paid for when due without regard to subsequent deliveries. Delay in delivery of any installment shall not relieve Client of its obligation to accept remaining installments.

**Late Charges / Default.** In the event Client fails to pay any charges or amounts due to Believe pursuant to this Agreement, all such outstanding charges and invoices shall be subject to a monthly service charge of \$25, and all outstanding amounts shall accrue interest at a rate of 25% per annum (or the maximum interest rate allowable pursuant to law if lower) until paid in full. All payments shall be applied first to the payment of any interest and service charges, and then to the reduction of principal due and owing. Believe reserves the right to send any Client account to a third-party collection agency in the event any payment due pursuant to this Agreement remains unpaid for more than 60 days after it become due and owing. Client hereby agrees to pay all and costs of collection, including Believe's reasonable attorney's fees, regardless of whether a lawsuit or other action is commenced.

**Governing Law.** This Agreement shall be governed by, construed and enforced in accordance with the laws of the State of Colorado, irrespective of the choice of law rules of any jurisdiction. The Parties hereby waive trial by jury and agree to submit to the personal jurisdiction and venue of a court of subject matter jurisdiction located in Arapahoe County, Colorado. In the event of any litigation arising from this Agreement or the performance thereof, the Parties agree that the prevailing party shall be entitled to recover its reasonable attorney's fees, court costs, and all other expenses incurred in connection with the action, whether or not taxable as costs, in addition to any other relief to which it may be entitled. Any suit between the Parties hereto, other than one seeking payment of the purchase price due hereunder, shall be commenced, if at all, within one (1) year of the date that the claim accrues.

**Privacy.** Believe values the protection, privacy and confidentiality of personal information. Believe does not permit unauthorized release of customer data, including name, address, phone number, email and physical addresses. Such protection applies to all customers, including students, teachers and all fundraiser participants. Believe abides by all related state, federal and local law, such as NYS Section 2D. Customer data is encrypted, securely stored and not disclosed to third parties.



# FUNDRAISING CONTRACT

Josh McCarty  
joshua.mccarty@btfundraising.com · (509)205-4030  
www.BelieveKids.com · www.ShopBelieve.com

Contract #: 1766324

Contract Date: 10/6/2021

Proposed Start Date: 10/25/2021

**Housel Middle school**  
**2001 Highland Drive**  
**Prosser, WA 99350**

**Sign eContract**

**Waiver.** No consent or waiver, express or implied, by any party hereto of any breach or default by any other party hereto in the performance of its obligations hereunder shall be deemed or construed to be a consent or waiver to or of any other breach or default in the performance by such party of the same or any other obligations of such party hereunder. Failure on the part of any party to complain of any act or failure to act of another party or to declare another party in default, irrespective of how long such failure continues, shall not constitute a waiver by such party of its rights hereunder. In case any provision of this Agreement shall be invalid, illegal or otherwise unenforceable, the validity, legality and enforceability of the remaining provisions shall in no way be affected or impaired thereby.

**Authority.** As additional consideration hereunder, Client hereby represents and warrants to Believe that it has the full right, power, and legal authority to execute and deliver this Agreement and to consummate the transactions contemplated hereby. Client further represents and warrants to Believe that the person executing this Agreement on behalf of Client is doing so with all necessary authority and that this Agreement constitutes a legal, valid and binding obligation of Client enforceable against Client in accordance with its terms. Believe reserves the right to withhold shipment until the merchandise is fully paid. In consideration of this Agreement, Client being the undersigned, unconditionally and personally, jointly and severally guarantee payment of all monies due and owing by the Organization to Believe and understand that pre-payment may be required prior to shipment if financial condition or other circumstances warrant.

**Acceptance / Cancellation.** Believe will replace damaged or missing, non-frozen, merchandise at no charge provided Believe is provided notice within 14 days of delivery. Frozen food must be inspected and accounted for at time of delivery, and any discrepancy between the ordered and delivered merchandise, or damaged merchandise, must be noted on the driver's Bill of Lading and reported to Believe within 24-hours of delivery. Upon execution by an authorized representative of Believe and Client ("Effective Date"), this Agreement shall be binding upon all administrators, successors and assigns of both Believe and Client. In the event that Client terminates this Agreement without submitting an order for merchandise, Client agrees to pay a cancellation fee equivalent to: (i) all costs and expenses incurred by Believe relating to the printing and shipping of brochures; and (ii) all product or cash incentives advanced by Believe to Client, if any.

**Payment of Profit by Believe.** Profit payable to Client is calculated by applying the contracted profit percentage to the total fundraiser retail sales. Once fundraiser processing is complete, Believe will issue a check to Client for the applicable profit payment. Believe reserves the right to deduct any amounts due and owing by Client pursuant to this Agreement from any payment of profit to Client.

**Taxes.** Client shall be responsible for the collection and remittance of all applicable federal, state and local taxes, including without limitation, all sales taxes relating to the resale of any merchandise provided by Believe pursuant to this Agreement. This includes the determination of effective state and local tax rates.

**Signature.** This Agreement may be executed electronically, by telex, telecopy or other facsimile transmission, and may be executed in counterparts, each of which shall be deemed an original, but all of which together shall be deemed to be one and the same instrument.

## Addendums

Collection days each Friday

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of October 13, 2021, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$233,885.32. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS PAYABLE:  
Warrant Numbers 903935 through 904014, totaling \$233,885.32

Secretary _____	Board Member _____
Board Member _____	Board Member _____
Board Member _____	Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
903935	Vendor Continued Check	10/15/2021	0.00
903936	Vendor Continued Check	10/15/2021	0.00
903937	AMAZON CAPITAL SERVICES	10/15/2021	12,223.21
903938	AMAZON.COM	10/15/2021	1,358.77
903939	APOLLO	10/15/2021	1,341.21
903940	APPELGATE, WENDY S	10/15/2021	336.00
903941	APS INC	10/15/2021	991.36
903942	BANK, U S	10/15/2021	6,071.18
903943	BARNES & NOBLE	10/15/2021	145.96
903944	BENDER, ASHLEY	10/15/2021	71.68
903945	BENTON COUNTY PUD	10/15/2021	31,724.79
903946	BENTON REA	10/15/2021	1,284.95
903947	BLEYHL FARM SERVICE	10/15/2021	21,101.66
903948	BOUND TO STAY BOUND BOOKS	10/15/2021	427.94
903949	CANON FINANCIAL SERVICES, INC	10/15/2021	8,725.97
903950	CASCADE NATURAL GAS CORP	10/15/2021	1,100.91
903951	CHARTER COMMUNICATIONS	10/15/2021	25.78
903952	CITY OF PROSSER	10/15/2021	21,946.54
903953	CLASS 5	10/15/2021	371.74
903954	COLUMBIA SAFETY LLC	10/15/2021	966.40
903955	COMMUNITIES IN SCHOOLS OF BENT	10/15/2021	8,636.36
903956	DE ROBLES, SANDRA O	10/15/2021	29.94
903957	EDUCATION AND COMMUNITY SUPPOR	10/15/2021	460.00
903958	ESD #123	10/15/2021	312.00
903959	ESO, SAMANTHA KARA	10/15/2021	50.00
903960	EWELL EDUCATIONAL SERVICES	10/15/2021	730.00
903961	FOOD DEPOT	10/15/2021	897.78
903962	GRADUATION ALLIANCE, INC	10/15/2021	13,124.90
903963	HACHTEL, CONNIE F	10/15/2021	25.99
903964	HAUGHEE, KIMBERLY LYN	10/15/2021	560.00
903965	HAYTER, STEPHEN A	10/15/2021	57.25
903966	JAMESTOWN NETWORKS	10/15/2021	6,703.76
903967	JOSTENS	10/15/2021	54.27



Check Nbr	Vendor Name	Check Date	Check Amount
903968	JUPITER EDUCATION SERVICES LLC	10/15/2021	9,500.00
903969	Vendor Continued Check	10/15/2021	0.00
903970	Vendor Continued Check	10/15/2021	0.00
903971	K C D A	10/15/2021	7,741.03
903972	KLOS, JENNIFER J	10/15/2021	99.00
903973	KOLLMAR, TERESA A	10/15/2021	83.46
903974	LAKESHORE LEARNING MATERIALS	10/15/2021	734.68
903975	LARSON, JOANNE L	10/15/2021	48.93
903976	LEARNING A-Z	10/15/2021	16,876.44
903977	LINK, CENTURY	10/15/2021	134.02
903978	MERCER, MARCY A	10/15/2021	77.00
903979	MICRO	10/15/2021	12,999.42
903980	MUNN, EMILY	10/15/2021	350.00
903981	MUNOZ, MERCEDES	10/15/2021	44.00
903982	NORRIS, DANIEL A	10/15/2021	150.00
903983	NW TEXTBOOK DEPOSITORY CO	10/15/2021	4,232.11
903984	OFFICE DEPOT INC	10/15/2021	799.20
903985	OXARC INC	10/15/2021	2,427.86
903986	PACIFIC OFFICE AUTOMATION	10/15/2021	54.15
903987	PEREZ, JESSICA	10/15/2021	59.00
903988	PHILADELPHIA SECURITY PRODUCTS	10/15/2021	381.73
903989	PROSSER FOOD SERVICES	10/15/2021	184.25
903990	PROSSER MINNIE STORAGE	10/15/2021	161.00
903991	PURELAND SUPPLY LLC	10/15/2021	284.10
903992	RIVERSIDE STORAGE	10/15/2021	537.00
903993	RODRIGUEZ, CYNTHIA	10/15/2021	80.00
903994	SALGADO, SARA	10/15/2021	49.00
903995	SALYERS-SMITH, KILA M.	10/15/2021	56.48
903996	SCHOOL DIST #116 REVOLV FUND	10/15/2021	100.00
903997	SCHOOL OUTFITTERS	10/15/2021	5,318.71
903998	SCHOOL SPECIALTY	10/15/2021	1,328.93
903999	SE WA CHAPTER WAPT	10/15/2021	70.00
904000	SNOW	10/15/2021	125.00
904001	SPECK CHEVROLET OF PROSSER	10/15/2021	300.00
904002	STAPLES BUSINESS ADVANTAGE	10/15/2021	1,090.65
904003	T-MOBILE	10/15/2021	5,760.00
904004	TED BROWN MUSIC	10/15/2021	777.11
904005	THE DAVENPORT GRAND	10/15/2021	2,104.64
904006	THE MATH LEARNING CENTER	10/15/2021	6,693.24
904007	TINSLEY, KARLENE	10/15/2021	1,173.41
904008	ULINE	10/15/2021	2,255.63
904009	VEHAUN, STEPHNEY K	10/15/2021	10.00
904010	WSIPC	10/15/2021	4,947.78
904011	WSPA	10/15/2021	350.00
904012	YAKIMA BINDERY	10/15/2021	539.35
904013	YAKIMA WORKER CARE	10/15/2021	155.00
904014	MICRO	10/15/2021	783.71

80 Computer Check(s) For a Total of 233,885.32

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
903935	Vendor Continued Void	10/15/2021					0.00
903936	Vendor Continued Void	10/15/2021					0.00
903937	AMAZON CAPITAL SERVICES	10/15/2021	11FQ-LT69+3T66	OFFICE SUPPLIES	1202100007	34.86	12,223.21
10 E 530 0100 27 5005 1200 0000 0000 0			General Fund/Expenditures/Basic Education			34.86	
			11TQ-YNNF-JQ3R	Laminate film for machine K.Tinsley	4502100035	122.71	
10 E 530 0100 22 5005 4500 0000 0000 0			General Fund/Expenditures/Basic Education			122.71	
			133P-DWRY-X6M3	Quijano, N. Cardenas, J. Cardenas & Office Supply Order	1102100001	483.70	
10 E 530 0100 27 5005 1100 0000 0000 0			General Fund/Expenditures/Basic Education			483.70	
			13QW-W6WV-CTCD	Harmonicas	1102100005	141.10	
10 E 530 0188 27 5005 1100 0000 0000 0			General Fund/Expenditures/PBIS Incentives			141.10	
			167J-DGM6-C3K9	Ag order	4562100018	49.63	
10 E 530 3160 27 5005 4500 0000 0000 0			General Fund/Expenditures/Agriculture			49.63	
			16GM-JJNH-YN6N	TONER FOR PRINTERS (5TH GRADE HALLWAY AND SECURITY)	1302100010	572.30	
10 E 530 0100 23 5005 1300 0000 0000 0			General Fund/Expenditures/Basic Education			572.30	
10 E 530 0100 27 5005 1300 0000 0000 0			General Fund/Expenditures/Basic Education			0.00	
			16PQ-7YJT-1PGG	WATER FILLING STATIONS FOR HEIGHTS AT OLD PHS BUILDING	1302100008	1,140.25	
10 E 530 0100 27 5005 1300 0000 0000 0			General Fund/Expenditures/Basic Education			1,140.25	
			16TR-7CTN-FTGJ	Front Office Supplies	2402100012	93.69	
10 E 530 0100 27 5005 2400 0000 0000 0			General Fund/Expenditures/Basic Education			93.69	
			17LG-LRLG-W7DH		0	117.69	
10 E 530 9800 44 5005 0750 0000 0000 0			General Fund/Expenditures/Food Service			117.69	
			17TF-QMHK-QLWQ	Earbuds for students	2402100011	287.79	
10 E 530 0100 27 5005 2400 0000 0000 0			General Fund/Expenditures/Basic Education			287.79	
			1DPJ-TQF9-7FJ4	REUSABLE WATER BOTTLES FOR STUDENTS	1302100007	626.56	
10 E 530 0100 23 5005 1300 0000 0000 0			General Fund/Expenditures/Basic Education			626.56	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			1DTH-GQV1-LT3K	Math Supply List	2402000044	23.74	
10 E 530 0100 27 5005 2400 0000 0000 0			General Fund/Expenditures/Basic Education			23.74	
			1FHN-1V6F-DXCT	Toner Cartridges	2402000037	649.43	
				- Please see attached.			
10 E 530 0100 27 5005 2400 0000 0000 0			General Fund/Expenditures/Basic Education			649.43	
			1G3N-YH96-K1LV	External DVD	7602100010	31.48	
				Drive for M. Lopez			
10 E 530 3166 27 5005 4500 0000 0000 0			General Fund/Expenditures/HEALTH SCIENCE			31.48	
			1ghj-d9h3-kgv1	Laminate for	4502100036	299.64	
				machine-K.Tinsley			
10 E 530 0188 27 5005 4500 0000 0000 0			General Fund/Expenditures/PBIS Incentives			299.64	
			1HVN-C4R3-RN7M	WATER FILLING	1302100008	192.60	
				STATIONS FOR			
				HEIGHTS AT OLD			
				PHS BUILDING			
10 E 530 0100 27 5005 1300 0000 0000 0			General Fund/Expenditures/Basic Education			192.60	
			1JJ1-K6FL-RCP4	School Supplies	1102100007	142.19	
10 E 530 0100 27 5005 1100 0000 0000 0			General Fund/Expenditures/Basic Education			142.19	
			1JQW-7CJG-F6FW	Missing Supplies	2402100010	107.85	
10 E 530 0100 27 5005 2400 0000 0000 0			General Fund/Expenditures/Basic Education			107.85	
			1JR3-QJ1M-973T	Microwave	4562000065	249.10	
10 E 530 3161 27 5005 4500 0000 0000 0			General Fund/Expenditures/Business			249.10	
			1KGF-QPRV-3339	School supplies	1102100002	722.08	
10 E 530 0100 27 5005 1100 0000 0000 0			General Fund/Expenditures/Basic Education			722.08	
			1KHJ-7XVM-J1NJ		0	53.01	
10 E 530 9700 13 5005 0720 0000 0000 0			General Fund/Expenditures/District-Wide Support			53.01	
			1KP1-TT3T-3KQT	Toner Cartridges	2402000037	2,895.31	
				- Please see attached.			
10 E 530 0100 27 5005 2400 0000 0000 0			General Fund/Expenditures/Basic Education			2,895.31	
			1MJL-9D67-LVX1	Teacher Chair and	1102100004	85.42	
				Other supplies			
10 E 530 0100 27 5005 1100 0000 0000 0			General Fund/Expenditures/Basic Education			85.42	
			1R4K-LDTG-6RGH	Stool	4562100021	95.26	
10 E 530 3161 27 5005 4500 0000 0000 0			General Fund/Expenditures/Business			95.26	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			1RCG-RPG6-3RRX	Teacher Chair and Other supplies	1102100004	35.05	
10 E 530 0100 27 5005 1100 0000 0000 0			General Fund/Expenditures/Basic Education			35.05	
			1RCG-RPG6-D4FY	Missing C.Bryan Supplies	2402100015	230.00	
10 E 530 0100 27 5050 2400 0000 0000 0			General Fund/Expenditures/Basic Education			230.00	
			1RWR-DHQN-3KLX	MGS SUPPLIES 3-PHONE CASES	6002100022	679.16	
10 E 530 5320 24 5005 0600 0000 0000 0			General Fund/Expenditures/Migrant Ed			679.16	
			1T6C-6VRX-MVTK	BUILDING: YEAR START	1202000062	515.03	
10 E 530 0100 27 5005 1200 0000 0000 0			General Fund/Expenditures/Basic Education			515.03	
			1T9T-WRPR-9ML9		0	13.40	
10 E 530 9700 13 5005 0720 0000 0000 0			General Fund/Expenditures/District-Wide Support			13.40	
			1VFY-CC7W-MLT9	Norris missing supplies	2402100013	51.94	
10 E 530 0100 27 5005 2400 0000 0000 0			General Fund/Expenditures/Basic Education			51.94	
			1WGX-KR67-L9V9	BOOK SHELF FOR KARISSA	7202000033	220.30	
10 E 530 9700 13 5005 0720 0000 0000 0			General Fund/Expenditures/District-Wide Support			220.30	
			1XC3-PT7Q-379P	TEACHER GRADEBOOKS	1302100009	352.74	
10 E 530 0100 23 5005 1300 0000 0000 0			General Fund/Expenditures/Basic Education			352.74	
			1XC3-PT7Q-GNDG	FCS Supplies	4572100002	908.20	
10 E 530 3465 27 5005 2400 0000 0000 0			General Fund/Expenditures/Home/Family HMS			908.20	
903938 AMAZON.COM		10/15/2021	1T4V-F3TX-HL4H	FCS Cookware	4562000064	1,358.77	1,358.77
10 E 530 3165 27 5005 4500 0000 0000 0			General Fund/Expenditures/Home/Family			1,358.77	
903939 APOLLO		10/15/2021	940037188	Monthly maintenance	7202100005	1,341.21	1,341.21
10 E 530 9700 64 7950 4500 0000 0000 0			General Fund/Expenditures/District-Wide Support			1,341.21	
903940 APPELGATE, WENDY S		10/15/2021	DEEP SPARKLE		0	336.00	336.00
10 E 530 0151 31 7035 1100 0000 0000 0			General Fund/Expenditures/Staff Dev-PEA Allocation			336.00	
903941 APS INC		10/15/2021	81582		0	312.61	991.36
10 E 530 9700 13 7001 0720 0000 0000 0			General Fund/Expenditures/District-Wide Support			312.61	
			81627		0	678.75	
10 E 530 9700 13 7001 0720 0000 0000 1			General Fund/Expenditures/District-Wide Support			678.75	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
903942	BANK, U S	10/15/2021	4545 9/7/2021		0	1,444.62	6,071.18
10 E 530 3151 21 5005 4500 0000 0000 0				General Fund/Expenditures/Voc Director		175.83	
10 E 530 9700 12 5005 0710 0000 0000 0				General Fund/Expenditures/District-Wide Support		1,268.79	
			7547 9/7/2021		0	4,626.56	
10 E 530 0100 27 5005 1100 0000 0000 0				General Fund/Expenditures/Basic Education		120.77	
10 E 530 0188 27 5005 1300 0000 0000 0				General Fund/Expenditures/PBIS Incentives		233.28	
10 E 530 9700 72 5005 0760 0000 0000 0				General Fund/Expenditures/District-Wide Support		378.95	
10 E 530 3166 27 5005 4500 0000 0000 0				General Fund/Expenditures/HEALTH SCIENCE		2,791.74	
10 E 530 0100 28 5005 1300 0000 0000 0				General Fund/Expenditures/Basic Education		908.51	
10 E 530 0100 26 5005 4500 0000 0000 0				General Fund/Expenditures/Basic Education		193.31	
903943	BARNES & NOBLE	10/15/2021	4169351	PD- DARE TO LEAD BOOK FOR MIGRANT TEAM	6002100024	145.96	145.96
10 E 530 5320 24 5005 0600 0000 0000 0				General Fund/Expenditures/Migrant Ed		145.96	
903944	BENDER, ASHLEY	10/15/2021	SEPT 2021		0	71.68	71.68
10 E 530 5104 27 8030 0600 0000 0000 0				General Fund/Expenditures/Title I-Homeless		71.68	
903945	BENTON COUNTY PUD	10/15/2021	102670000 9/15/21		0	11,297.97	31,724.79
10 E 530 9700 65 7125 4500 0000 0000 0				General Fund/Expenditures/District-Wide Support		11,297.97	
			97731028-10/1/21		0	20,426.82	
10 E 530 9700 65 7125 0550 0000 0000 0				General Fund/Expenditures/District-Wide Support		1,529.85	
10 E 530 9700 65 7125 1300 0000 0000 0				General Fund/Expenditures/District-Wide Support		299.40	
10 E 530 9700 65 7125 0920 0000 0000 0				General Fund/Expenditures/District-Wide Support		17.05	
10 E 530 9700 65 7125 0730 0000 0000 0				General Fund/Expenditures/District-Wide Support		312.72	
10 E 530 9700 65 7125 0740 0000 0000 0				General Fund/Expenditures/District-Wide Support		173.12	
10 E 530 9700 65 7125 0720 0000 0000 0				General Fund/Expenditures/District-Wide Support		306.50	
10 E 530 9700 65 7125 1200 0000 0000 0				General Fund/Expenditures/District-Wide Support		833.30	
10 E 530 9700 65 7125 1300 0000 0000 0				General Fund/Expenditures/District-Wide Support		8,226.04	
10 E 530 9700 65 7125 2400 0000 0000 0				General Fund/Expenditures/District-Wide Support		6,861.98	
10 E 530 9700 65 7125 4500 0000 0000 0				General Fund/Expenditures/District-Wide Support		45.76	
10 E 530 9700 65 7125 1100 0000 0000 0				General Fund/Expenditures/District-Wide Support		1,570.33	
10 E 530 9700 65 7125 0600 0000 0000 0				General Fund/Expenditures/District-Wide Support		125.39	
10 E 530 9700 65 7125 0760 0000 0000 0				General Fund/Expenditures/District-Wide Support		125.38	
903946	BENTON REA	10/15/2021	109662		0	1,125.00	1,284.95
10 E 530 9700 72 5030 0760 0000 0000 0				General Fund/Expenditures/District-Wide Support		100.00	
10 E 530 9700 72 5005 0760 0000 0000 0				General Fund/Expenditures/District-Wide Support		50.00	
10 E 530 9700 72 7001 0760 0000 0000 0				General Fund/Expenditures/District-Wide Support		975.00	
			109700		0	150.00	
10 E 530 9700 72 5030 0760 0000 0000 0				General Fund/Expenditures/District-Wide Support		50.00	
10 E 530 9700 72 5005 0760 0000 0000 0				General Fund/Expenditures/District-Wide Support		100.00	
			990255700 9/30/21		0	9.95	
10 E 530 9700 13 7050 0720 0000 0000 0				General Fund/Expenditures/District-Wide Support		9.95	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
903947	BLEYHL FARM SERVICE	10/15/2021	SEPTEMBER 2021		0	21,101.66	21,101.66
10 E 530 3160 27 5900 4500 0000 0000 0				General Fund/Expenditures/Agriculture		313.54	
10 E 530 7100 27 5900 4500 0000 0000 0				General Fund/Expenditures/Traffic Safety		258.06	
10 E 530 9700 12 5900 0710 0000 0000 0				General Fund/Expenditures/District-Wide Support		50.14	
10 E 530 9700 61 5900 0740 0000 0000 0				General Fund/Expenditures/District-Wide Support		242.20	
10 E 530 9700 62 5900 0740 0000 0000 0				General Fund/Expenditures/District-Wide Support		670.19	
10 E 530 9700 64 5900 0740 0000 0000 0				General Fund/Expenditures/District-Wide Support		844.85	
10 E 530 9700 75 5900 0730 0000 0000 0				General Fund/Expenditures/District-Wide Support		286.17	
10 E 530 9800 44 5900 0750 0000 0000 0				General Fund/Expenditures/Food Service		208.95	
10 E 530 9900 51 5900 0730 0000 0000 0				General Fund/Expenditures/Pupil Transportation		169.49	
10 E 530 9900 52 5900 0730 0000 0000 0				General Fund/Expenditures/Pupil Transportation		18,058.07	
903948	BOUND TO STAY BOUND BOOKS	10/15/2021	160990	Library Book Order	1102000028	427.94	427.94
10 E 530 0100 22 5005 1100 0000 0000 0				General Fund/Expenditures/Basic Education		427.94	
903949	CANON FINANCIAL SERVICES, INC	10/15/2021	27261153		0	8,725.97	8,725.97
10 E 530 9700 73 7290 1100 0000 0000 0				General Fund/Expenditures/District-Wide Support		686.88	
10 E 530 9700 73 7290 1200 0000 0000 0				General Fund/Expenditures/District-Wide Support		1,145.35	
10 E 530 9700 73 7290 1300 0000 0000 0				General Fund/Expenditures/District-Wide Support		1,206.49	
10 E 530 9700 73 7290 2400 0000 0000 0				General Fund/Expenditures/District-Wide Support		1,608.67	
10 E 530 9700 73 7290 4500 0000 0000 0				General Fund/Expenditures/District-Wide Support		2,114.84	
10 E 530 3151 21 7290 4500 0000 0000 0				General Fund/Expenditures/Voc Director		312.89	
10 E 530 2100 21 7290 0630 0000 0000 0				General Fund/Expenditures/Spec Ed - State		389.24	
10 E 530 9700 13 7290 0720 0000 0000 0				General Fund/Expenditures/District-Wide Support		373.52	
10 E 530 0100 21 7290 0600 0000 0000 0				General Fund/Expenditures/Basic Education		141.28	
10 E 530 9730 72 7290 0760 0000 0000 0				General Fund/Expenditures/Tech Coordinator - Office		141.29	
10 E 530 9900 51 7290 0730 0000 0000 0				General Fund/Expenditures/Pupil Transportation		236.09	
10 E 530 5320 24 7290 0600 0000 0000 0				General Fund/Expenditures/Migrant Ed		141.28	
10 E 530 9700 73 7290 1000 0000 0000 0				General Fund/Expenditures/District-Wide Support		228.15	
903950	CASCADE NATURAL GAS CORP	10/15/2021	9/28/2021		0	1,100.91	1,100.91
10 E 530 9700 65 7135 4500 0000 0000 0				General Fund/Expenditures/District-Wide Support		153.02	
10 E 530 9700 65 7135 4500 0000 0000 0				General Fund/Expenditures/District-Wide Support		77.60	
10 E 530 9700 65 7135 0730 0000 0000 0				General Fund/Expenditures/District-Wide Support		30.90	
10 E 530 9700 65 7135 4500 0000 0000 0				General Fund/Expenditures/District-Wide Support		16.53	
10 E 530 9700 65 7135 4500 0000 0000 0				General Fund/Expenditures/District-Wide Support		13.83	
10 E 530 9700 65 7135 1200 0000 0000 0				General Fund/Expenditures/District-Wide Support		13.83	
10 E 530 9700 65 7135 2400 0000 0000 0				General Fund/Expenditures/District-Wide Support		137.74	
10 E 530 9700 65 7135 1300 0000 0000 0				General Fund/Expenditures/District-Wide Support		13.83	
10 E 530 9700 65 7135 4500 0000 0000 0				General Fund/Expenditures/District-Wide Support		13.83	
10 E 530 9700 65 7135 4500 0000 0000 0				General Fund/Expenditures/District-Wide Support		615.97	
10 E 530 9700 65 7135 4500 0000 0000 0				General Fund/Expenditures/District-Wide Support		13.83	
903951	CHARTER COMMUNICATIONS	10/15/2021	0125117091021		0	25.78	25.78
10 E 530 0100 23 7001 2400 0000 0000 0				General Fund/Expenditures/Basic Education		25.78	
903952	CITY OF PROSSER	10/15/2021	SEPTEMBER 2021		0	21,946.54	21,946.54
10 E 530 9700 65 7140 1000 0000 0000 0				General Fund/Expenditures/District-Wide Support		32.88	
10 E 530 9700 65 7145 1000 0000 0000 0				General Fund/Expenditures/District-Wide Support		214.83	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 9700 65 7150 1000 0000 0000 0				General Fund/Expenditures/District-Wide Support		52.46	
10 E 530 9700 65 7155 1000 0000 0000 0				General Fund/Expenditures/District-Wide Support		6.38	
10 E 530 9700 65 7140 4500 0000 0000 0				General Fund/Expenditures/District-Wide Support		865.76	
10 E 530 9700 65 7145 4500 0000 0000 0				General Fund/Expenditures/District-Wide Support		1,691.85	
10 E 530 9700 65 7150 4500 0000 0000 0				General Fund/Expenditures/District-Wide Support		1,254.22	
10 E 530 9700 65 7155 4500 0000 0000 0				General Fund/Expenditures/District-Wide Support		357.18	
10 E 530 9700 65 7140 4500 0000 0000 0				General Fund/Expenditures/District-Wide Support		227.57	
10 E 530 9700 65 7150 4500 0000 0000 0				General Fund/Expenditures/District-Wide Support		309.70	
10 E 530 9700 65 7155 4500 0000 0000 0				General Fund/Expenditures/District-Wide Support		193.74	
10 E 530 9700 65 7140 4500 0000 0000 0				General Fund/Expenditures/District-Wide Support		244.86	
10 E 530 9700 65 7150 4500 0000 0000 0				General Fund/Expenditures/District-Wide Support		335.29	
10 E 530 9700 65 7155 4500 0000 0000 0				General Fund/Expenditures/District-Wide Support		164.36	
10 E 530 9700 65 7140 4500 0000 0000 0				General Fund/Expenditures/District-Wide Support		30.10	
10 E 530 9700 65 7140 4500 0000 0000 0				General Fund/Expenditures/District-Wide Support		44.33	
10 E 530 9700 65 7145 4500 0000 0000 0				General Fund/Expenditures/District-Wide Support		22.22	
10 E 530 9700 65 7150 4500 0000 0000 0				General Fund/Expenditures/District-Wide Support		69.40	
10 E 530 9700 65 7155 4500 0000 0000 0				General Fund/Expenditures/District-Wide Support		37.95	
10 E 530 9700 65 7155 0550 0000 0000 0				General Fund/Expenditures/District-Wide Support		3.19	
10 E 530 9700 65 7140 0550 0000 0000 0				General Fund/Expenditures/District-Wide Support		30.10	
10 E 530 9700 65 7155 0550 0000 0000 0				General Fund/Expenditures/District-Wide Support		34.75	
10 E 530 9700 65 7140 0630 0000 0000 0				General Fund/Expenditures/District-Wide Support		214.23	
10 E 530 9700 65 7145 0630 0000 0000 0				General Fund/Expenditures/District-Wide Support		1,120.28	
10 E 530 9700 65 7150 0630 0000 0000 0				General Fund/Expenditures/District-Wide Support		289.96	
10 E 530 9700 65 7155 0630 0000 0000 0				General Fund/Expenditures/District-Wide Support		0.00	
10 E 530 9700 65 7140 1200 0000 0000 0				General Fund/Expenditures/District-Wide Support		874.26	
10 E 530 9700 65 7150 1200 0000 0000 0				General Fund/Expenditures/District-Wide Support		628.69	
10 E 530 9700 65 7155 1200 0000 0000 0				General Fund/Expenditures/District-Wide Support		1,009.11	
10 E 530 9700 65 7140 0730 0000 0000 0				General Fund/Expenditures/District-Wide Support		59.92	
10 E 530 9700 65 7145 0730 0000 0000 0				General Fund/Expenditures/District-Wide Support		219.65	
10 E 530 9700 65 7150 0730 0000 0000 0				General Fund/Expenditures/District-Wide Support		105.19	
10 E 530 9700 65 7140 0550 0000 0000 0				General Fund/Expenditures/District-Wide Support		144.23	
10 E 530 9700 65 7155 0550 0000 0000 0				General Fund/Expenditures/District-Wide Support		297.46	
10 E 530 9700 65 7150 0550 0000 0000 0				General Fund/Expenditures/District-Wide Support		180.46	
10 E 530 9700 65 7140 2400 0000 0000 0				General Fund/Expenditures/District-Wide Support		1,445.43	
10 E 530 9700 65 7145 2400 0000 0000 0				General Fund/Expenditures/District-Wide Support		875.43	
10 E 530 9700 65 7150 2400 0000 0000 0				General Fund/Expenditures/District-Wide Support		1,581.09	
10 E 530 9700 65 7155 2400 0000 0000 0				General Fund/Expenditures/District-Wide Support		73.90	
10 E 530 9700 65 7140 2400 0000 0000 0				General Fund/Expenditures/District-Wide Support		527.16	
10 E 530 9700 65 7155 2400 0000 0000 0				General Fund/Expenditures/District-Wide Support		11.07	
10 E 530 9700 65 7140 0740 0000 0000 0				General Fund/Expenditures/District-Wide Support		54.14	
10 E 530 9700 65 7145 0740 0000 0000 0				General Fund/Expenditures/District-Wide Support		1,578.14	
10 E 530 9700 65 7150 0740 0000 0000 0				General Fund/Expenditures/District-Wide Support		96.64	
10 E 530 9700 65 7155 0740 0000 0000 0				General Fund/Expenditures/District-Wide Support		182.90	
10 E 530 9700 65 7155 0550 0000 0000 0				General Fund/Expenditures/District-Wide Support		0.00	
10 E 530 9700 65 7140 4500 0000 0000 0				General Fund/Expenditures/District-Wide Support		232.83	
10 E 530 9700 65 7150 4500 0000 0000 0				General Fund/Expenditures/District-Wide Support		317.49	
10 E 530 9700 65 7140 4500 0000 0000 0				General Fund/Expenditures/District-Wide Support		2,471.81	
10 E 530 9700 65 7145 4500 0000 0000 0				General Fund/Expenditures/District-Wide Support		737.27	
10 E 530 9700 65 7155 4500 0000 0000 0				General Fund/Expenditures/District-Wide Support		69.73	
10 E 530 9700 65 7155 0550 0000 0000 0				General Fund/Expenditures/District-Wide Support		3.99	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 9700 65 7155 0550 0000 0000 0				General Fund/Expenditures/District-Wide Support		2.80	
10 E 530 9700 65 7155 1300 0000 0000 0				General Fund/Expenditures/District-Wide Support		151.05	
10 E 530 9700 65 7140 1300 0000 0000 0				General Fund/Expenditures/District-Wide Support		0.00	
10 E 530 9700 65 7150 1300 0000 0000 0				General Fund/Expenditures/District-Wide Support		0.00	
10 E 530 9700 65 7155 1300 0000 0000 0				General Fund/Expenditures/District-Wide Support		0.00	
10 E 530 9700 65 7155 0930 0000 0000 0				General Fund/Expenditures/District-Wide Support		69.68	
10 E 530 9700 65 7155 0930 0000 0000 0				General Fund/Expenditures/District-Wide Support		5.17	
10 E 530 9700 65 7155 0930 0000 0000 0				General Fund/Expenditures/District-Wide Support		12.24	
10 E 530 9700 65 7140 0630 0000 0000 0				General Fund/Expenditures/District-Wide Support		0.00	
10 E 530 9700 65 7145 0630 0000 0000 0				General Fund/Expenditures/District-Wide Support		0.00	
10 E 530 9700 65 7150 0630 0000 0000 0				General Fund/Expenditures/District-Wide Support		0.00	
10 E 530 9700 65 7155 0630 0000 0000 0				General Fund/Expenditures/District-Wide Support		0.00	
10 E 530 9700 65 7140 0550 0000 0000 0				General Fund/Expenditures/District-Wide Support		30.10	
10 E 530 9700 65 7155 0550 0000 0000 0				General Fund/Expenditures/District-Wide Support		49.92	
903953 CLASS 5		10/15/2021	139468		0	371.74	371.74
10 E 530 9700 72 5005 4500 0000 0000 0				General Fund/Expenditures/District-Wide Support		371.74	
903954 COLUMBIA SAFETY LLC		10/15/2021	LL2021-433	First Aid Training	4562100019	966.40	966.40
10 L 601 0000 00 0000 0000 0000 0000				General Fund/Accounts Payable		-83.11	
10 E 530 3166 27 5005 4500 0000 0000 0				General Fund/Expenditures/HEALTH SCIENCE		1,049.51	
903955 COMMUNITIES IN SCHOOLS OF BENT		10/15/2021	2022-24	21/22 contract	7202100004	8,636.36	8,636.36
10 E 530 5100 27 7001 2400 0000 0000 0				General Fund/Expenditures/Title I Part A		3,181.81	
10 E 530 5505 27 7001 4500 0000 0000 0				General Fund/Expenditures/LAP High Poverty		5,454.55	
903956 DE ROBLES, SANDRA O		10/15/2021	MILK & RANCH		0	29.94	29.94
10 E 530 9825 42 5430 0750 0000 0000 0				General Fund/Expenditures/Food Service - SS		29.94	
903957 EDUCATION AND COMMUNITY SUPPOR		10/15/2021	INV00062674		0	460.00	460.00
10 E 530 0188 27 5005 1100 0000 0000 0				General Fund/Expenditures/PBIS Incentives		460.00	
903958 ESD #123		10/15/2021	0002200049	2021-2022 open PO for finger printing	7202100008	312.00	312.00
10 E 530 9700 14 7185 0720 0000 0000 0				General Fund/Expenditures/District-Wide Support		312.00	
903959 ESO, SAMANTHA KARA		10/15/2021	FOOD CARDS		0	50.00	50.00
10 E 530 9800 44 7001 0750 0000 0000 0				General Fund/Expenditures/Food Service		50.00	
903960 EWELL EDUCATIONAL SERVICES		10/15/2021	WA92-64937	AET Subscription	4562100026	730.00	730.00
10 E 530 3160 27 7001 4500 0000 0000 0				General Fund/Expenditures/Agriculture		730.00	
903961 FOOD DEPOT		10/15/2021	199909	HMS Open PO	4572100001	280.09	897.78
10 E 530 3465 27 5005 2400 0000 0000 0				General Fund/Expenditures/Home/Family HMS		280.09	
			199980	HMS Open PO	4572100001	83.79	
10 E 530 3465 27 5005 2400 0000 0000 0				General Fund/Expenditures/Home/Family HMS		83.79	



Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			199991		1950	149.75	
10 E 530 3160 27 5005 4500 0000 0000 0			General Fund/Expenditures/Agriculture			149.75	
			199992	HMS Open PO	4572100001	197.01	
10 E 530 3465 27 5005 2400 0000 0000 0			General Fund/Expenditures/Home/Family HMS			197.01	
			199998	HMS Open PO	4572100001	187.14	
10 E 530 3465 27 5005 2400 0000 0000 0			General Fund/Expenditures/Home/Family HMS			187.14	
903962 GRADUATION ALLIANCE, INC	10/15/2021	GADI34249			0	5,624.40	13,124.90
10 E 530 0300 27 7001 4500 0000 0000 0			General Fund/Expenditures/Dropout Re-engagement			5,624.40	
			GADI34770		0	746.45	
10 E 530 0300 27 7001 4500 0000 0000 0			General Fund/Expenditures/Dropout Re-engagement			746.45	
			GADI35320		0	6,754.05	
10 E 530 0300 27 7001 4500 0000 0000 0			General Fund/Expenditures/Dropout Re-engagement			6,754.05	
903963 HACHTEL, CONNIE F	10/15/2021	BOOK			0	25.99	25.99
10 E 530 5210 31 5005 2400 0000 0000 0			General Fund/Expenditures/Title II TQ - Part A			25.99	
903964 HAUGHEE, KIMBERLY LYN	10/15/2021	CLASSES			0	560.00	560.00
10 E 530 5250 27 7060 4500 0000 0000 0			General Fund/Expenditures/Title IV Student Spt & Enric			560.00	
903965 HAYTER, STEPHEN A	10/15/2021	supplies 9/27/21			0	57.25	57.25
10 E 530 3160 27 5005 4500 0000 0000 0			General Fund/Expenditures/Agriculture			57.25	
903966 JAMESTOWN NETWORKS	10/15/2021	6678			0	6,703.76	6,703.76
10 E 530 9731 72 7084 0760 0000 0000 0			General Fund/Expenditures/Erate			6,703.76	
903967 JOSTENS	10/15/2021	26914259	Replacement		7202100006	54.27	54.27
			Diplomas				
10 E 530 9700 13 5005 0720 0000 0000 0			General Fund/Expenditures/District-Wide Support			54.27	
903968 JUPITER EDUCATION SERVICES LLC	10/15/2021	5323			0	9,500.00	9,500.00
10 E 530 0197 27 7001 4500 0000 0000 0			General Fund/Expenditures/Credit Retrieval			9,500.00	
903969 Vendor Continued Void	10/15/2021						0.00
903970 Vendor Continued Void	10/15/2021						0.00
903971 K C D A	10/15/2021	300545424			0	890.14	7,741.03
10 E 530 0112 27 5005 1300 0000 0000 0			General Fund/Expenditures/Specialist			890.14	
			300546221		0	29.83	
10 E 530 0112 27 5005 1300 0000 0000 0			General Fund/Expenditures/Specialist			29.83	
			300556654		0	248.84	
10 E 530 0112 27 5005 1300 0000 0000 0			General Fund/Expenditures/Specialist			248.84	
			300566855	2020-21 ANNUAL TEACHER ORDER	1302100001	122.12	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 0171 27 5090 1300 0000 0000 0				General Fund/Expenditures/Elementary Fine Arts		34.26	
10 E 530 0117 27 5005 1300 0000 0000 0				General Fund/Expenditures/3rd Grade		38.10	
10 E 530 0118 27 5005 1300 0000 0000 0				General Fund/Expenditures/4th Grade		23.51	
10 E 530 0119 27 5005 1300 0000 0000 0				General Fund/Expenditures/5th Grade		11.05	
10 E 530 0112 27 5005 1300 0000 0000 0				General Fund/Expenditures/Specialist		15.20	
			300566856	2020-21 ANNUAL TEACHER ORDER	1302100001	151.85	
10 E 530 0171 27 5090 1300 0000 0000 0				General Fund/Expenditures/Elementary Fine Arts		42.60	
10 E 530 0117 27 5005 1300 0000 0000 0				General Fund/Expenditures/3rd Grade		47.37	
10 E 530 0118 27 5005 1300 0000 0000 0				General Fund/Expenditures/4th Grade		29.24	
10 E 530 0119 27 5005 1300 0000 0000 0				General Fund/Expenditures/5th Grade		13.73	
10 E 530 0112 27 5005 1300 0000 0000 0				General Fund/Expenditures/Specialist		18.91	
			300569652	Supplies - please see attached order forms.	2402000040	95.81	
10 E 530 0100 27 5005 2400 0000 0000 0				General Fund/Expenditures/Basic Education		95.81	
			300569653	Supplies - please see attached order forms.	2402000040	97.21	
10 E 530 0100 27 5005 2400 0000 0000 0				General Fund/Expenditures/Basic Education		97.21	
			300569654	Supplies - please see attached order forms.	2402000040	56.00	
10 E 530 0100 27 5005 2400 0000 0000 0				General Fund/Expenditures/Basic Education		56.00	
			300569655	Supplies - please see attached order forms.	2402000040	73.86	
10 E 530 0100 27 5005 2400 0000 0000 0				General Fund/Expenditures/Basic Education		73.86	
			300569660	2020-21 ANNUAL TEACHER ORDER	1302100001	122.61	
10 E 530 0171 27 5090 1300 0000 0000 0				General Fund/Expenditures/Elementary Fine Arts		34.40	
10 E 530 0117 27 5005 1300 0000 0000 0				General Fund/Expenditures/3rd Grade		38.25	
10 E 530 0118 27 5005 1300 0000 0000 0				General Fund/Expenditures/4th Grade		23.61	
10 E 530 0119 27 5005 1300 0000 0000 0				General Fund/Expenditures/5th Grade		11.09	
10 E 530 0112 27 5005 1300 0000 0000 0				General Fund/Expenditures/Specialist		15.26	
			300569661	2020-21 ANNUAL TEACHER ORDER	1302100001	39.03	
10 E 530 0171 27 5090 1300 0000 0000 0				General Fund/Expenditures/Elementary Fine Arts		10.95	
10 E 530 0117 27 5005 1300 0000 0000 0				General Fund/Expenditures/3rd Grade		12.18	
10 E 530 0118 27 5005 1300 0000 0000 0				General Fund/Expenditures/4th Grade		7.51	
10 E 530 0119 27 5005 1300 0000 0000 0				General Fund/Expenditures/5th Grade		3.53	
10 E 530 0112 27 5005 1300 0000 0000 0				General Fund/Expenditures/Specialist		4.86	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			300569662	2020-21 ANNUAL	1302100001	246.66	
				TEACHER ORDER			
10 E 530 0171 27 5090 1300 0000 0000 0				General Fund/Expenditures/Elementary Fine Arts		69.19	
10 E 530 0117 27 5005 1300 0000 0000 0				General Fund/Expenditures/3rd Grade		76.95	
10 E 530 0118 27 5005 1300 0000 0000 0				General Fund/Expenditures/4th Grade		47.49	
10 E 530 0119 27 5005 1300 0000 0000 0				General Fund/Expenditures/5th Grade		22.31	
10 E 530 0112 27 5005 1300 0000 0000 0				General Fund/Expenditures/Specialist		30.72	
			300569663	2020-21 ANNUAL	1302100001	506.81	
				TEACHER ORDER			
10 E 530 0171 27 5090 1300 0000 0000 0				General Fund/Expenditures/Elementary Fine Arts		142.17	
10 E 530 0117 27 5005 1300 0000 0000 0				General Fund/Expenditures/3rd Grade		158.11	
10 E 530 0118 27 5005 1300 0000 0000 0				General Fund/Expenditures/4th Grade		97.58	
10 E 530 0119 27 5005 1300 0000 0000 0				General Fund/Expenditures/5th Grade		45.84	
10 E 530 0112 27 5005 1300 0000 0000 0				General Fund/Expenditures/Specialist		63.11	
			300569664	2020-21 ANNUAL	1302100001	230.91	
				TEACHER ORDER			
10 E 530 0171 27 5090 1300 0000 0000 0				General Fund/Expenditures/Elementary Fine Arts		64.78	
10 E 530 0117 27 5005 1300 0000 0000 0				General Fund/Expenditures/3rd Grade		72.04	
10 E 530 0118 27 5005 1300 0000 0000 0				General Fund/Expenditures/4th Grade		44.46	
10 E 530 0119 27 5005 1300 0000 0000 0				General Fund/Expenditures/5th Grade		20.89	
10 E 530 0112 27 5005 1300 0000 0000 0				General Fund/Expenditures/Specialist		28.74	
			300569665	2020-21 ANNUAL	1302100001	250.80	
				TEACHER ORDER			
10 E 530 0171 27 5090 1300 0000 0000 0				General Fund/Expenditures/Elementary Fine Arts		70.36	
10 E 530 0117 27 5005 1300 0000 0000 0				General Fund/Expenditures/3rd Grade		78.24	
10 E 530 0118 27 5005 1300 0000 0000 0				General Fund/Expenditures/4th Grade		48.29	
10 E 530 0119 27 5005 1300 0000 0000 0				General Fund/Expenditures/5th Grade		22.69	
10 E 530 0112 27 5005 1300 0000 0000 0				General Fund/Expenditures/Specialist		31.22	
			300569666	2020-21 ANNUAL	1302100001	1,156.32	
				TEACHER ORDER			
10 E 530 0171 27 5090 1300 0000 0000 0				General Fund/Expenditures/Elementary Fine Arts		324.38	
10 E 530 0117 27 5005 1300 0000 0000 0				General Fund/Expenditures/3rd Grade		360.75	
10 E 530 0118 27 5005 1300 0000 0000 0				General Fund/Expenditures/4th Grade		222.64	
10 E 530 0119 27 5005 1300 0000 0000 0				General Fund/Expenditures/5th Grade		104.59	
10 E 530 0112 27 5005 1300 0000 0000 0				General Fund/Expenditures/Specialist		143.96	
			300569667	2020-21 ANNUAL	1302100001	73.66	
				TEACHER ORDER			
10 E 530 0171 27 5090 1300 0000 0000 0				General Fund/Expenditures/Elementary Fine Arts		20.66	
10 E 530 0117 27 5005 1300 0000 0000 0				General Fund/Expenditures/3rd Grade		22.98	
10 E 530 0118 27 5005 1300 0000 0000 0				General Fund/Expenditures/4th Grade		14.18	
10 E 530 0119 27 5005 1300 0000 0000 0				General Fund/Expenditures/5th Grade		6.66	
10 E 530 0112 27 5005 1300 0000 0000 0				General Fund/Expenditures/Specialist		9.18	
			300569668	2020-21 ANNUAL	1302100001	249.78	
				TEACHER ORDER			

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 0171 27 5090 1300 0000 0000 0				General Fund/Expenditures/Elementary Fine Arts		70.07	
10 E 530 0117 27 5005 1300 0000 0000 0				General Fund/Expenditures/3rd Grade		77.93	
10 E 530 0118 27 5005 1300 0000 0000 0				General Fund/Expenditures/4th Grade		48.09	
10 E 530 0119 27 5005 1300 0000 0000 0				General Fund/Expenditures/5th Grade		22.59	
10 E 530 0112 27 5005 1300 0000 0000 0				General Fund/Expenditures/Specialist		31.10	
			300569669	2020-21 ANNUAL	1302100001	250.53	
				TEACHER ORDER			
10 E 530 0171 27 5090 1300 0000 0000 0				General Fund/Expenditures/Elementary Fine Arts		70.28	
10 E 530 0117 27 5005 1300 0000 0000 0				General Fund/Expenditures/3rd Grade		78.16	
10 E 530 0118 27 5005 1300 0000 0000 0				General Fund/Expenditures/4th Grade		48.24	
10 E 530 0119 27 5005 1300 0000 0000 0				General Fund/Expenditures/5th Grade		22.66	
10 E 530 0112 27 5005 1300 0000 0000 0				General Fund/Expenditures/Specialist		31.19	
			300569670	2020-21 ANNUAL	1302100001	378.77	
				TEACHER ORDER			
10 E 530 0171 27 5090 1300 0000 0000 0				General Fund/Expenditures/Elementary Fine Arts		106.25	
10 E 530 0117 27 5005 1300 0000 0000 0				General Fund/Expenditures/3rd Grade		118.17	
10 E 530 0118 27 5005 1300 0000 0000 0				General Fund/Expenditures/4th Grade		72.93	
10 E 530 0119 27 5005 1300 0000 0000 0				General Fund/Expenditures/5th Grade		34.26	
10 E 530 0112 27 5005 1300 0000 0000 0				General Fund/Expenditures/Specialist		47.16	
			300569671	2020-21 ANNUAL	1302100001	257.44	
				TEACHER ORDER			
10 E 530 0171 27 5090 1300 0000 0000 0				General Fund/Expenditures/Elementary Fine Arts		72.22	
10 E 530 0117 27 5005 1300 0000 0000 0				General Fund/Expenditures/3rd Grade		80.32	
10 E 530 0118 27 5005 1300 0000 0000 0				General Fund/Expenditures/4th Grade		49.57	
10 E 530 0119 27 5005 1300 0000 0000 0				General Fund/Expenditures/5th Grade		23.29	
10 E 530 0112 27 5005 1300 0000 0000 0				General Fund/Expenditures/Specialist		32.04	
			300569672	2020-21 ANNUAL	1302100001	267.36	
				TEACHER ORDER			
10 E 530 0171 27 5090 1300 0000 0000 0				General Fund/Expenditures/Elementary Fine Arts		75.00	
10 E 530 0117 27 5005 1300 0000 0000 0				General Fund/Expenditures/3rd Grade		83.41	
10 E 530 0118 27 5005 1300 0000 0000 0				General Fund/Expenditures/4th Grade		51.48	
10 E 530 0119 27 5005 1300 0000 0000 0				General Fund/Expenditures/5th Grade		24.18	
10 E 530 0112 27 5005 1300 0000 0000 0				General Fund/Expenditures/Specialist		33.29	
			300569675	2020-21 ANNUAL	1302100001	222.32	
				TEACHER ORDER			
10 E 530 0171 27 5090 1300 0000 0000 0				General Fund/Expenditures/Elementary Fine Arts		62.37	
10 E 530 0117 27 5005 1300 0000 0000 0				General Fund/Expenditures/3rd Grade		69.36	
10 E 530 0118 27 5005 1300 0000 0000 0				General Fund/Expenditures/4th Grade		42.81	
10 E 530 0119 27 5005 1300 0000 0000 0				General Fund/Expenditures/5th Grade		20.11	
10 E 530 0112 27 5005 1300 0000 0000 0				General Fund/Expenditures/Specialist		27.67	
			300570810	NEW TEACHER KCDA	1302100006	248.44	
				ORDERS			
10 E 530 0119 27 5005 1300 0000 0000 0				General Fund/Expenditures/5th Grade		248.44	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			300575137	2020-21 ANNUAL TEACHER ORDER	1302100001	18.51	
10 E 530 0171 27 5090 1300 0000 0000 0				General Fund/Expenditures/Elementary Fine Arts		5.19	
10 E 530 0117 27 5005 1300 0000 0000 0				General Fund/Expenditures/3rd Grade		5.77	
10 E 530 0118 27 5005 1300 0000 0000 0				General Fund/Expenditures/4th Grade		3.56	
10 E 530 0119 27 5005 1300 0000 0000 0				General Fund/Expenditures/5th Grade		1.67	
10 E 530 0112 27 5005 1300 0000 0000 0				General Fund/Expenditures/Specialist		2.32	
			300575138	5TH GRADE KCDA ORDER - JENNIFER HARTSFIELD	1302100012	248.79	
10 E 530 0119 27 5005 1300 0000 0000 0				General Fund/Expenditures/5th Grade		248.79	
			300578959	School Supplies	1102000029	23.49	
10 E 530 0100 27 5005 1100 0000 0000 0				General Fund/Expenditures/Basic Education		16.44	
10 E 530 0114 27 5005 1100 0000 0000 0				General Fund/Expenditures/Kindergarten		3.52	
10 E 530 0115 27 5005 1100 0000 0000 0				General Fund/Expenditures/1st Grade		3.53	
			300578960	Colored Copy Paper	1102100003	280.53	
10 E 530 0100 27 5005 1100 0000 0000 0				General Fund/Expenditures/Basic Education		280.53	
			300579541	OFFICE SUPPLIES FOR 21-22 SCHOOL YEAR	1302100002	129.67	
10 E 530 0100 23 5005 1300 0000 0000 0				General Fund/Expenditures/Basic Education		129.67	
			300579655	CTE Open PO	4562100001	94.51	
10 E 530 3160 27 5005 4500 0000 0000 0				General Fund/Expenditures/Agriculture		18.90	
10 E 530 3161 27 5005 4500 0000 0000 0				General Fund/Expenditures/Business		18.90	
10 E 530 3165 27 5005 4500 0000 0000 0				General Fund/Expenditures/Home/Family		18.90	
10 E 530 3167 27 5005 4500 0000 0000 0				General Fund/Expenditures/Technology Education		18.90	
10 E 530 3166 27 5005 4500 0000 0000 0				General Fund/Expenditures/HEALTH SCIENCE		18.91	
			300579675	CTE Open PO	4562100001	129.24	
10 E 530 3160 27 5005 4500 0000 0000 0				General Fund/Expenditures/Agriculture		25.85	
10 E 530 3161 27 5005 4500 0000 0000 0				General Fund/Expenditures/Business		25.85	
10 E 530 3165 27 5005 4500 0000 0000 0				General Fund/Expenditures/Home/Family		25.85	
10 E 530 3167 27 5005 4500 0000 0000 0				General Fund/Expenditures/Technology Education		25.85	
10 E 530 3166 27 5005 4500 0000 0000 0				General Fund/Expenditures/HEALTH SCIENCE		25.84	
			300580943	2020-21 ANNUAL TEACHER ORDER	1302100001	29.24	
10 E 530 0171 27 5090 1300 0000 0000 0				General Fund/Expenditures/Elementary Fine Arts		8.20	
10 E 530 0117 27 5005 1300 0000 0000 0				General Fund/Expenditures/3rd Grade		9.12	
10 E 530 0118 27 5005 1300 0000 0000 0				General Fund/Expenditures/4th Grade		5.63	
10 E 530 0119 27 5005 1300 0000 0000 0				General Fund/Expenditures/5th Grade		2.64	
10 E 530 0112 27 5005 1300 0000 0000 0				General Fund/Expenditures/Specialist		3.65	
			300580944	ANNUAL TEACHER	1302100020	248.79	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				ORDER: CART			
				#1374425			
				(HARTSFIELD) AND			
				#1374426			
				(1374426)			
				PREVIOUS ORDER			
				WAS DELIVERED TO			
				NEW PHS AND WAS			
				NOT FOUND.			
10 E 530 0119 27 5005 1300 0000 0000 0			General Fund/Expenditures/5th Grade			248.79	
			300580945	ANNUAL TEACHER	1302100020	249.08	
				ORDER: CART			
				#1374425			
				(HARTSFIELD) AND			
				#1374426			
				(1374426)			
				PREVIOUS ORDER			
				WAS DELIVERED TO			
				NEW PHS AND WAS			
				NOT FOUND.			
10 E 530 0119 27 5005 1300 0000 0000 0			General Fund/Expenditures/5th Grade			249.08	
			300582755	CTE Open PO	4562100001	22.08	
10 E 530 3160 27 5005 4500 0000 0000 0			General Fund/Expenditures/Agriculture			4.42	
10 E 530 3161 27 5005 4500 0000 0000 0			General Fund/Expenditures/Business			4.42	
10 E 530 3165 27 5005 4500 0000 0000 0			General Fund/Expenditures/Home/Family			4.42	
10 E 530 3167 27 5005 4500 0000 0000 0			General Fund/Expenditures/Technology Education			4.42	
10 E 530 3166 27 5005 4500 0000 0000 0			General Fund/Expenditures/HEALTH SCIENCE			4.40	
903972 KLOS, JENNIFER J		10/15/2021	KIDS ONLINE		0	99.00	99.00
10 E 530 0118 27 5005 1300 0000 0000 0			General Fund/Expenditures/4th Grade			99.00	
903973 KOLLMAR, TERESA A		10/15/2021	KEYS & LOCKS		0	83.46	83.46
10 E 530 2100 27 5005 1000 0000 0000 0			General Fund/Expenditures/Spec Ed - State			83.46	
903974 LAKESHORE LEARNING MATERIALS		10/15/2021	513663083021	DIE CUT MACHINE	1302100004	734.68	734.68
				FOR STAFF USE			
10 E 530 5500 27 5070 1300 0000 0000 0			General Fund/Expenditures/State Learning Assistance			734.68	
903975 LARSON, JOANNE L		10/15/2021	SUPPLIES 9/20/21		0	48.93	48.93
10 E 530 0112 27 5005 1300 0000 0000 0			General Fund/Expenditures/Specialist			48.93	
903976 LEARNING A-Z		10/15/2021	4296491	Raz-Plus.com	6002100027	16,876.44	16,876.44
				Reading			
				Intervention for			
				K-5			
10 E 530 5500 27 5070 1100 0000 0000 0			General Fund/Expenditures/State Learning Assistance			5,625.48	
10 E 530 5500 27 5070 1200 0000 0000 0			General Fund/Expenditures/State Learning Assistance			5,625.48	
10 E 530 5500 27 5070 1300 0000 0000 0			General Fund/Expenditures/State Learning Assistance			5,625.48	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
903977	LINK, CENTURY	10/15/2021	313804811 9/11/21		0	134.02	134.02
10 E 530 9700 64 7118 1100 0000 0000 0			General Fund/Expenditures/District-Wide Support			134.02	
903978	MERCER, MARCY A	10/15/2021	POSTAGE		0	77.00	77.00
10 E 530 0185 27 5010 0600 0000 0000 0			General Fund/Expenditures/K-5 Virtual Learning			77.00	
903979	MICRO	10/15/2021	0526620	Ruckus Zone	7602000189	8,959.50	12,999.42
				Director + licenses			
10 E 530 9700 72 5030 0760 0000 0000 0			General Fund/Expenditures/District-Wide Support			8,959.50	
			0526888	Conference	7602000168	4,039.92	
				Monitors for Secretaries			
10 E 530 9700 72 5330 0760 0000 0000 0			General Fund/Expenditures/District-Wide Support			4,039.92	
903980	MUNN, EMILY	10/15/2021	DRIVERS ED REFUND		0	350.00	350.00
10 R 960 7100 21 2171 4500 0000 0000 1			General Fund/Revenues/Traffic Safety Education			350.00	
903981	MUNOZ, MERCEDES	10/15/2021	SUPPLIES 9/20/21		0	44.00	44.00
10 E 530 0100 27 5005 1200 0000 0000 0			General Fund/Expenditures/Basic Education			44.00	
903982	NORRIS, DANIEL A	10/15/2021	WMAE/NAFME 21-22		0	150.00	150.00
10 E 530 0151 31 7035 4500 0000 0000 0			General Fund/Expenditures/Staff Dev-PEA Allocation			150.00	
903983	NW TEXTBOOK DEPOSITORY CO	10/15/2021	114-315-824	Ready Math	6002100006	1,317.83	4,232.11
				Student Workbooks for Housel Middle School 2021-2022			
10 E 530 0145 27 5070 2400 0000 0000 0			General Fund/Expenditures/Instructional Materials			1,317.83	
			114-315-825	Words Their Way	6002100010	812.83	
				Student Workbooks for KRV & Whitstran Kindergarten Classes			
10 E 530 0145 27 5070 1100 0000 0000 0			General Fund/Expenditures/Instructional Materials			220.66	
10 E 530 0145 27 5070 1200 0000 0000 0			General Fund/Expenditures/Instructional Materials			592.17	
			114-317-600	Words Their Way	6002100010	2,101.45	
				Student Workbooks for KRV & Whitstran Kindergarten Classes			
10 E 530 0145 27 5070 1100 0000 0000 0			General Fund/Expenditures/Instructional Materials			570.49	
10 E 530 0145 27 5070 1200 0000 0000 0			General Fund/Expenditures/Instructional Materials			1,530.96	
903984	OFFICE DEPOT INC	10/15/2021	173070550001	KINDER: SUPPLIES	1202000033	116.83	799.20

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 0114 27 5005 1200 0000 0000 0				General Fund/Expenditures/Kindergarten		116.83	
			173070550002	KINDER: SUPPLIES	1202000033	37.81	
10 E 530 0114 27 5005 1200 0000 0000 0				General Fund/Expenditures/Kindergarten		37.81	
			173070553001	KINDER: SUPPLIES	1202000033	9.87	
10 E 530 0114 27 5005 1200 0000 0000 0				General Fund/Expenditures/Kindergarten		9.87	
			173070554001	KINDER: SUPPLIES	1202000033	42.45	
10 E 530 0114 27 5005 1200 0000 0000 0				General Fund/Expenditures/Kindergarten		42.45	
			173070563001	KINDER: SUPPLIES	1202000033	39.41	
10 E 530 0114 27 5005 1200 0000 0000 0				General Fund/Expenditures/Kindergarten		39.41	
			173070571001	KINDER: SUPPLIES	1202000033	34.75	
10 E 530 0114 27 5005 1200 0000 0000 0				General Fund/Expenditures/Kindergarten		34.75	
			188303285001	MSA, MGS AND RECRUITER OFFICE SUPPLIES	6002000110	141.17	
10 E 530 5320 24 5005 0600 0000 0000 0				General Fund/Expenditures/Migrant Ed		141.17	
			188592450001	Supplies for CEL5D+/TPEP Training on August 17, 2021	6002100009	226.74	
10 E 530 5210 31 5005 0600 0000 0000 0				General Fund/Expenditures/Title II TQ - Part A		226.74	
			188592450002	Supplies for CEL5D+/TPEP Training on August 17, 2021	6002100009	58.84	
10 E 530 5210 31 5005 0600 0000 0000 0				General Fund/Expenditures/Title II TQ - Part A		58.84	
			189242328002	Front Office Supplies	2402000041	91.33	
10 E 530 0100 27 5020 2400 0000 0000 0				General Fund/Expenditures/Basic Education		91.33	
903985 OXARC INC		10/15/2021	31362262	Oxarc open PO	4562100002	280.34	2,427.86
10 E 530 3160 27 5005 4500 0000 0000 0				General Fund/Expenditures/Agriculture		280.34	
			31368387	Oxarc open PO	4562100002	2,147.52	
10 E 530 3160 27 5005 4500 0000 0000 0				General Fund/Expenditures/Agriculture		2,147.52	
903986 PACIFIC OFFICE AUTOMATION		10/15/2021	676398		0	54.15	54.15
10 E 530 9700 13 7290 0720 0000 0000 0				General Fund/Expenditures/District-Wide Support		54.15	
903987 PEREZ, JESSICA		10/15/2021	BOOKS		0	59.00	59.00
10 E 530 0100 23 5005 1100 0000 0000 0				General Fund/Expenditures/Basic Education		59.00	



Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
903988	PHILADELPHIA SECURITY PRODUCTS	10/15/2021	180487A	50 Padlocks/Keys for Band Cages/Equipment Master Lock 4150 Brass Padlock -alike - key code 43242 - qty 50	4502100006	381.73	381.73
10 E 530 0100 27 5005 4500 0000 0000 0			General Fund/Expenditures/Basic Education			381.73	
903989	PROSSER FOOD SERVICES	10/15/2021	418	BUILDING	1202000052	10.02	184.25
10 E 530 0100 27 5005 1200 0000 0000 0			General Fund/Expenditures/Basic Education			10.02	
			421*		0	38.27	
10 E 530 0100 31 5005 0600 0000 0000 0			General Fund/Expenditures/Basic Education			38.27	
			426		0	135.96	
10 E 530 9700 12 5005 0710 0000 0000 0			General Fund/Expenditures/District-Wide Support			135.96	
903990	PROSSER MINNIE STORAGE	10/15/2021	OCT 2021	Rental of unit #220	7202100001	161.00	161.00
10 E 530 9700 13 7001 0720 0000 0000 0			General Fund/Expenditures/District-Wide Support			161.00	
903991	PURELAND SUPPLY LLC	10/15/2021	774988	Projector Lamps	7602100002	284.10	284.10
10 L 601 0000 00 0000 0000 0000 0000			General Fund/Accounts Payable			-24.43	
10 E 530 9700 72 5005 0760 0000 0000 0			General Fund/Expenditures/District-Wide Support			308.53	
903992	RIVERSIDE STORAGE	10/15/2021	OCT 2021	Storage rental fees	7202100003	537.00	537.00
10 E 530 5320 21 7001 0600 0000 0000 0			General Fund/Expenditures/Migrant Ed			55.85	
10 E 530 2100 21 7002 0630 0000 0000 0			General Fund/Expenditures/Spec Ed - State			136.08	
10 E 530 9700 13 7002 0720 0000 0000 0			General Fund/Expenditures/District-Wide Support			113.74	
10 E 530 9700 64 7002 0740 0000 0000 0			General Fund/Expenditures/District-Wide Support			80.23	
10 E 530 9700 72 7002 0760 0000 0000 0			General Fund/Expenditures/District-Wide Support			151.10	
903993	RODRIGUEZ, CYNTHIA	10/15/2021	CPR		0	80.00	80.00
10 E 530 0100 26 7001 0640 0000 0000 0			General Fund/Expenditures/Basic Education			80.00	
903994	SALGADO, SARA	10/15/2021	SUB TEACHER CERT		0	49.00	49.00
10 E 530 9700 12 5005 0710 0000 0000 0			General Fund/Expenditures/District-Wide Support			49.00	
903995	SALYERS-SMITH, KILA M.	10/15/2021	SUPPLIES 9/16/21		0	56.48	56.48
10 E 530 0100 27 5005 4500 0000 0000 0			General Fund/Expenditures/Basic Education			56.48	
903996	SCHOOL DIST #116 REVOLV FUND	10/15/2021	4798		0	100.00	100.00
10 E 530 9800 44 5005 0750 0000 0000 0			General Fund/Expenditures/Food Service			100.00	
903997	SCHOOL OUTFITTERS	10/15/2021	INV13669741	PICNIC TABLES	2402000034	5,318.71	5,318.71
10 E 530 0100 23 5005 2400 0000 0000 0			General Fund/Expenditures/Basic Education			5,318.71	
903998	SCHOOL SPECIALTY	10/15/2021	308103874082	School supplies	4502100005	1,328.93	1,328.93

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				for Art Kits- Kila			
10 E 530 0100 23 5005 4500 0000 0000 0			General Fund/Expenditures/Basic Education			1,328.93	
903999 SE WA CHAPTER WAPT		10/15/2021 21/22		2021-22 Membership Due	7302100006	70.00	70.00
10 E 530 9900 51 7001 0730 0000 0000 0			General Fund/Expenditures/Pupil Transportation			70.00	
904000 SNOW		10/15/2021 2526		Fall SNOW Conference Registration - L Kirk	6402100006	125.00	125.00
10 E 530 0100 26 7060 0640 0000 0000 0			General Fund/Expenditures/Basic Education			125.00	
904001 SPECK CHEVROLET OF PROSSER		10/15/2021 3049 OCT 2021			0	300.00	300.00
10 E 530 7100 27 7001 4500 0000 0000 0			General Fund/Expenditures/Traffic Safety			300.00	
904002 STAPLES BUSINESS ADVANTAGE		10/15/2021 3488626719		supplies for office	4502100013	453.04	1,090.65
10 E 530 0100 27 5005 4500 0000 0000 0			General Fund/Expenditures/Basic Education			453.04	
			3488626721	supplies for office	4502100013	-6.46	
10 E 530 0100 27 5005 4500 0000 0000 0			General Fund/Expenditures/Basic Education			-6.46	
			3488626725	office supplies	4502100024	179.20	
10 E 530 0100 23 5005 4500 0000 0000 0			General Fund/Expenditures/Basic Education			179.20	
			3488626728	supplies for counseling-L. Ledesma	4502100037	105.81	
10 E 530 0100 24 5005 4500 0000 0000 0			General Fund/Expenditures/Basic Education			105.81	
			3488626730	supplies for counseling-L. Ledesma	4502100037	7.00	
10 E 530 0100 24 5005 4500 0000 0000 0			General Fund/Expenditures/Basic Education			7.00	
			3488626734	File Folders	4562100017	57.19	
10 E 530 3160 27 5005 4500 0000 0000 0			General Fund/Expenditures/Agriculture			57.19	
			3488626735	Office Supplies	6302100005	294.87	
10 E 530 2100 27 5005 0630 0000 0000 0			General Fund/Expenditures/Spec Ed - State			294.87	
904003 T-MOBILE		10/15/2021 969693625 SEPT 21			0	5,760.00	5,760.00
10 E 530 1200 27 7001 0760 0000 0000 0			General Fund/Expenditures/Fed Stim - School Improve			5,760.00	
904004 TED BROWN MUSIC		10/15/2021 4213804		Open PO for Music, supplies, Accessories, &	4502000043	679.38	777.11

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				Repair- D. Norris			
10 E 530 0100 27 5005 4500 0000 0000 0				General Fund/Expenditures/Basic Education		679.38	
			4302342	Open PO for	4502000043	97.73	
				Music, supplies,			
				Accessories, &			
				Repair- D. Norris			
10 E 530 0100 27 5005 4500 0000 0000 0				General Fund/Expenditures/Basic Education		97.73	
904005 THE DAVENPORT GRAND		10/15/2021	49565	WA-ACTE Summer	4562000034	127.79	2,104.64
				Conference Rooms			
10 E 530 3151 21 8030 4500 0000 0000 0				General Fund/Expenditures/Voc Director		127.79	
			49634	WA-ACTE Summer	4562000034	395.37	
				Conference Rooms			
10 E 530 3151 21 8030 4500 0000 0000 0				General Fund/Expenditures/Voc Director		395.37	
			49643	WA-ACTE Summer	4562000034	395.37	
				Conference Rooms			
10 E 530 3151 21 8030 4500 0000 0000 0				General Fund/Expenditures/Voc Director		395.37	
			49645	WA-ACTE Summer	4562000034	395.37	
				Conference Rooms			
10 E 530 3151 21 8030 4500 0000 0000 0				General Fund/Expenditures/Voc Director		395.37	
			49648	WA-ACTE Summer	4562000034	395.37	
				Conference Rooms			
10 E 530 3151 21 8030 4500 0000 0000 0				General Fund/Expenditures/Voc Director		395.37	
			49651	WA-ACTE Summer	4562000034	395.37	
				Conference Rooms			
10 E 530 3151 21 8030 4500 0000 0000 0				General Fund/Expenditures/Voc Director		395.37	
904006 THE MATH LEARNING CENTER		10/15/2021	INV9872	Bridges Math - at	6002100028	6,693.24	6,693.24
				Keene-Riverview			
				Ref Sales Quote			
				00008897			
10 E 530 0145 27 5070 1200 0000 0000 0				General Fund/Expenditures/Instructional Materials		6,693.24	
904007 TINSLEY, KARLENE		10/15/2021	LEGGINGS 9/16/21		0	144.44	1,173.41
10 E 530 0100 27 5005 4500 0000 0000 0				General Fund/Expenditures/Basic Education		144.44	
				LIBRARY SUPPLIES	0	1,028.97	
10 E 530 0100 22 5005 4500 0000 0000 0				General Fund/Expenditures/Basic Education		1,028.97	
904008 ULINE		10/15/2021	135347258	Office supplies	1202000054	1,106.94	2,255.63
10 E 530 0100 27 5005 1200 0000 0000 0				General Fund/Expenditures/Basic Education		1,106.94	
			57871013	250 Padlocks for	4502100023	1,148.69	
				Gym			

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				Lockers/Boys/Girls			
				H-7437BL			
10 E 530 0100 23 5005 4500 0000 0000 0				General Fund/Expenditures/Basic Education		574.35	
10 E 530 0100 27 5005 4500 0000 0000 0				General Fund/Expenditures/Basic Education		574.34	
904009	VEHAUN, STEPHNEY K	10/15/2021	FOOD CARD		0	10.00	10.00
10 E 530 9800 44 7001 0750 0000 0000 0				General Fund/Expenditures/Food Service		10.00	
904010	WSIPC	10/15/2021	1002100042	API Licenses - Canvas	7602100006	248.47	4,947.78
10 E 530 9700 72 5030 0760 0000 0000 0				General Fund/Expenditures/District-Wide Support		248.47	
			1002100143		0	260.71	
10 E 530 9700 72 5030 0760 0000 0000 0				General Fund/Expenditures/District-Wide Support		260.71	
			1002100384		0	4,438.60	
10 E 530 2100 27 7001 0630 0000 0000 0				General Fund/Expenditures/Spec Ed - State		4,438.60	
904011	WSPA	10/15/2021	16612		0	350.00	350.00
10 E 530 9700 11 7035 0710 0000 0000 0				General Fund/Expenditures/District-Wide Support		175.00	
10 E 530 9700 14 7035 0720 0000 0000 0				General Fund/Expenditures/District-Wide Support		175.00	
904012	YAKIMA BINDERY	10/15/2021	210822-0		0	77.52	539.35
10 E 530 9700 13 5005 0720 0000 0000 0				General Fund/Expenditures/District-Wide Support		77.52	
			310422-0		0	87.36	
10 E 530 9700 13 5005 0720 0000 0000 0				General Fund/Expenditures/District-Wide Support		87.36	
			310502-0		0	210.67	
10 E 530 9700 13 5005 0720 0000 0000 0				General Fund/Expenditures/District-Wide Support		210.67	
			310520-0		0	134.04	
10 E 530 2100 27 5005 0630 0000 0000 0				General Fund/Expenditures/Spec Ed - State		134.04	
			310752-0		0	29.76	
10 E 530 9700 13 5005 0720 0000 0000 0				General Fund/Expenditures/District-Wide Support		29.76	
904013	YAKIMA WORKER CARE	10/15/2021	34761		0	155.00	155.00
10 E 530 9900 52 7001 0730 0000 0000 0				General Fund/Expenditures/Pupil Transportation		155.00	
904014	MICRO	10/15/2021	0527043	Projectors for KRV Remodel	8002000019	783.71	783.71
20 E 530 0015 22 9030 1000 0120 0000 0				Capital Projects/Expenditures/KRV Mod/Addition		783.71	
			80	Computer	Check(s) For a Total of		233,885.32

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of October 13, 2021, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$319,606.92. The payments are further identified in this document.

Total by Payment Type for Cash Account, CP WARRANTS PAYABLE:  
Warrant Numbers 200000377 through 200000384, totaling \$319,606.92

Secretary _____	Board Member _____
Board Member _____	Board Member _____
Board Member _____	Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
200000377	AMAZON.COM	10/15/2021	851.60
200000378	CDW GOVERNMENT INC	10/15/2021	326.15
200000379	COZZETTO COIN OP LLC	10/15/2021	13,862.79
200000380	ESD #112	10/15/2021	25,346.62
200000381	INTEGRATED REGISTER SYSTEMS	10/15/2021	1,031.72
200000382	MONOPRICE, INC	10/15/2021	3,200.33
200000383	THE CREATIVE PRODUCTS INC	10/15/2021	269,712.71
200000384	TRI-CITIES MOBILESTORAGE	10/15/2021	5,275.00

8	Computer	Check(s) For a Total of	319,606.92
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Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
200000377	AMAZON.COM	10/15/2021	468384693485	connection for moves	8002000055	851.60	851.60
20 E 530 0013 11 5000 5000 0450 0000 0			Capital Projects/Expenditures/PHS NEW CONSTRUCTION			851.60	
200000378	CDW GOVERNMENT INC	10/15/2021	K322487	Clik-nuts	8002100008	326.15	326.15
20 E 530 0015 22 9030 1000 0120 0000 0			Capital Projects/Expenditures/KRV Mod/Addition			326.15	
200000379	COZZETTO COIN OP LLC	10/15/2021	207736	Washers & Dryers for New PHS	7402000022	13,862.79	13,862.79
20 E 530 0013 21 5070 1000 0450 0000 0			Capital Projects/Expenditures/PHS NEW CONSTRUCTION			13,862.79	
200000380	ESD #112	10/15/2021	1000156072		0	25,346.62	25,346.62
20 E 530 0013 21 7084 1000 0450 0000 0			Capital Projects/Expenditures/PHS NEW CONSTRUCTION			25,346.62	
200000381	INTEGRATED REGISTER SYSTEMS	10/15/2021	IN018348	InTouch Card Readers	8002000054	515.86	1,031.72
20 E 530 0013 21 9030 1000 0450 0000 0			Capital Projects/Expenditures/PHS NEW CONSTRUCTION			515.86	
			IN018355	InTouch Card Readers	8002000054	515.86	
20 E 530 0013 21 9030 1000 0450 0000 0			Capital Projects/Expenditures/PHS NEW CONSTRUCTION			515.86	
200000382	MONOPRICE, INC	10/15/2021	21868802	Cat6 and Power Strips for New PHS	8002000051	3,177.59	3,200.33
20 E 530 0013 21 9030 1000 0450 0000 0			Capital Projects/Expenditures/PHS NEW CONSTRUCTION			3,177.59	
			21918054	Cat6 and Power Strips for New PHS	8002000051	22.74	
20 E 530 0013 21 9030 1000 0450 0000 0			Capital Projects/Expenditures/PHS NEW CONSTRUCTION			22.74	
200000383	THE CREATIVE PRODUCTS INC	10/15/2021	191740-0	Please see attached order	7202000014	269,712.71	269,712.71
20 E 530 0013 21 5070 1000 0450 0000 0			Capital Projects/Expenditures/PHS NEW CONSTRUCTION			269,712.71	
200000384	TRI-CITIES MOBILESTORAGE	10/15/2021	MB05 9/30/21		0	190.00	5,275.00
20 E 530 0015 22 7100 1000 0120 0000 0			Capital Projects/Expenditures/KRV Mod/Addition			190.00	
			MB08 9/30/21		0	190.00	
20 E 530 0015 22 7100 1000 0120 0000 0			Capital Projects/Expenditures/KRV Mod/Addition			190.00	
			MB11 9/30/21		0	190.00	
20 E 530 0015 22 7100 1000 0120 0000 0			Capital Projects/Expenditures/KRV Mod/Addition			190.00	
			MB19 9/30/21		0	190.00	
20 E 530 0015 22 7100 1000 0120 0000 0			Capital Projects/Expenditures/KRV Mod/Addition			190.00	
			MB21 9/30/21		0	190.00	
20 E 530 0015 22 7100 1000 0120 0000 0			Capital Projects/Expenditures/KRV Mod/Addition			190.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			MB24 9/30/21		0	165.00	
20 E 530 0015 22 7100 1000 0120 0000 0			Capital Projects/Expenditures/KRV Mod/Addition			165.00	
			moving service 9/29		0	2,175.00	
20 E 530 0015 22 7100 1000 0120 0000 0			Capital Projects/Expenditures/KRV Mod/Addition			2,175.00	
			TC14 9/30/21		0	190.00	
20 E 530 0015 22 7100 1000 0120 0000 0			Capital Projects/Expenditures/KRV Mod/Addition			190.00	
			TC18 9/30/21		0	190.00	
20 E 530 0015 22 7100 1000 0120 0000 0			Capital Projects/Expenditures/KRV Mod/Addition			190.00	
			TC21 9/30/21		0	190.00	
20 E 530 0015 22 7100 1000 0120 0000 0			Capital Projects/Expenditures/KRV Mod/Addition			190.00	
			TC26 9/30/21		0	190.00	
20 E 530 0015 22 7100 1000 0120 0000 0			Capital Projects/Expenditures/KRV Mod/Addition			190.00	
			TC27 9/30/21		0	190.00	
20 E 530 0015 22 7100 1000 0120 0000 0			Capital Projects/Expenditures/KRV Mod/Addition			190.00	
			TC37 9/30/21		0	205.00	
20 E 530 0015 22 7100 1000 0120 0000 0			Capital Projects/Expenditures/KRV Mod/Addition			205.00	
			TC38 9/30/21		0	190.00	
20 E 530 0015 22 7100 1000 0120 0000 0			Capital Projects/Expenditures/KRV Mod/Addition			190.00	
			TC43 9/30/21		0	190.00	
20 E 530 0015 22 7100 1000 0120 0000 0			Capital Projects/Expenditures/KRV Mod/Addition			190.00	
			TC48 9/30/21		0	225.00	
20 E 530 0015 22 7100 1000 0120 0000 0			Capital Projects/Expenditures/KRV Mod/Addition			225.00	
			TC68 9/30/21		0	225.00	
20 E 530 0015 22 7100 1000 0120 0000 0			Capital Projects/Expenditures/KRV Mod/Addition			225.00	

8 Computer Check(s) For a Total of 319,606.92

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of October 13, 2021, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$8,705.86. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS PAYABLE:  
Warrant Numbers 186979 through 186991, totaling \$8,705.86

Secretary _____	Board Member _____
Board Member _____	Board Member _____
Board Member _____	Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
186979	APPELGATE, WENDY S	10/15/2021	139.60
186980	AWSL	10/15/2021	75.00
186981	BANK, U S	10/15/2021	200.00
186982	BSN SPORTS LLC	10/15/2021	1,713.00
186983	CHIAWANA HIGH SCHOOL	10/15/2021	125.00
186984	HURT, TRACY L	10/15/2021	54.19
186985	MARYSVILLE SCHOOL DISTRICT #25	10/15/2021	250.00
186986	PEPSI COLA YAKIMA	10/15/2021	2,664.48
186987	URM CASH & CARRY-KENNEWICK	10/15/2021	1,739.10
186988	URM CASH & CARRY-YAKIMA	10/15/2021	315.50
186989	US FOODS - SPOKANE	10/15/2021	999.50
186990	WASSOM, ERIKA	10/15/2021	330.49
186991	WENATCHEE HIGH SCHOOL	10/15/2021	100.00

13	Computer	Check(s) For a Total of	8,705.86
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Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
186979	APPELGATE, WENDY S	10/15/2021	TURKEY TROT BRACELET		0	139.60	139.60
40 E 530 1040 01 0000 0000 0000 0000 0			Associated Student Body Fund/Expenditures/GENERAL			139.60	
186980	AWSL	10/15/2021	21/22 DUES 00021030 2021-2022 AWSL	2422100003		75.00	75.00
			Membership				
40 E 530 1250 04 0000 0000 0000 0000 0			Associated Student Body Fund/Expenditures/ANNUAL			75.00	
186981	BANK, U S	10/15/2021	8/27/21		0	200.00	200.00
40 E 530 1200 05 0000 0000 0000 0000 0			Associated Student Body Fund/Expenditures/CONCESSIONS			200.00	
186982	BSN SPORTS LLC	10/15/2021	913439190		0	175.47	1,713.00
40 E 530 2140 05 0000 0000 0000 0000 0			Associated Student Body Fund/Expenditures/FOOTBALL			175.47	
			9136334837	Girls Soccer -	4522100002	1,537.53	
				Uniforms 25 Red			
				and 25 White			
40 E 530 2250 05 0000 0000 0000 0000 0			Associated Student Body Fund/Expenditures/SOCCER GIRLS			1,537.53	
186983	CHIAWANA HIGH SCHOOL	10/15/2021	CROSS COUNTRY	Cross Country -	4522100024	125.00	125.00
				Invite Fee to			
				Chiawana			
40 E 530 2130 05 0000 0000 0000 0000 0			Associated Student Body Fund/Expenditures/CROSS COUNTRY			125.00	
186984	HURT, TRACY L	10/15/2021	concess supplies		0	54.19	54.19
40 E 530 4190 04 0000 0000 0000 0000 0			Associated Student Body Fund/Expenditures/SCHOOL STORE			54.19	
186985	MARYSVILLE SCHOOL DISTRICT #25	10/15/2021	TWILIGHT INVITE	Cross Country -	4522100017	250.00	250.00
				Invite Free -			
				Twilight Invite			
40 E 530 2130 05 0000 0000 0000 0000 0			Associated Student Body Fund/Expenditures/CROSS COUNTRY			250.00	
186986	PEPSI COLA YAKIMA	10/15/2021	010079083	Concession Snacks	2422100004	809.70	2,664.48
40 E 530 4190 04 0000 0000 0000 0000 0			Associated Student Body Fund/Expenditures/SCHOOL STORE			809.70	
			010613808	Concessions -	4522100005	1,025.10	
				Supplies for Fall			
				sports season			
40 E 530 1200 05 0000 0000 0000 0000 0			Associated Student Body Fund/Expenditures/CONCESSIONS			1,025.10	
			010613886	Invoice	2422100002	335.08	
				Pepsi-Cola			
				Bottling of			
				Yakima			
40 E 530 4190 04 0000 0000 0000 0000 0			Associated Student Body Fund/Expenditures/SCHOOL STORE			335.08	
			161086	Contest	4522100011	494.60	
				Management - Ice			
				machine equipment			
				and repairs			
40 E 530 2010 05 0000 0000 0000 0000 0			Associated Student Body Fund/Expenditures/CONTEST MGT			494.60	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
186987	URM CASH & CARRY-KENNEWICK	10/15/2021	3-0-613825	Concessions - Equipment & Supplies for Fall sports season	4522100004	852.16	1,739.10
40 E 530 1200 05 0000 0000 0000 0			Associated Student Body Fund/Expenditures/CONCESSIONS			852.16	
			3-0-615938	Junior Class - Football BBQ supplies	4522100021	463.49	
40 E 530 3023 05 0000 0000 0000 0			Associated Student Body Fund/Expenditures/CLASS OF 2023			463.49	
			3-0-616314	Concessions - Equipment & Supplies for Fall sports season	4522100004	423.45	
40 E 530 1200 05 0000 0000 0000 0			Associated Student Body Fund/Expenditures/CONCESSIONS			423.45	
186988	URM CASH & CARRY-YAKIMA	10/15/2021	7-0-264114	Concessions - football concession supplies	4522100013	315.50	315.50
40 E 530 1200 05 0000 0000 0000 0			Associated Student Body Fund/Expenditures/CONCESSIONS			315.50	
186989	US FOODS - SPOKANE	10/15/2021	242396	Student Store - supplies for student store	4522100025	999.50	999.50
40 E 530 4180 05 0000 0000 0000 0			Associated Student Body Fund/Expenditures/FBLA			999.50	
186990	WASSOM, ERIKA	10/15/2021	THRIVE PARTY		0	330.49	330.49
40 E 530 4655 05 0000 0000 0000 0			Associated Student Body Fund/Expenditures/MUSTANG CIA			330.49	
186991	WENATCHEE HIGH SCHOOL	10/15/2021	CROSS COUNTRY	Cross Country - Invite Free to Wenatchee	4522100018	100.00	100.00
40 E 530 2130 05 0000 0000 0000 0			Associated Student Body Fund/Expenditures/CROSS COUNTRY			100.00	
				13 Computer	Check(s) For a Total of		8,705.86

## **BOARD PACKET**

**TO:** Board of Directors  
**SUBJECT:** Comprehensive Healthcare Service Agreement  
**AGENDA:** Action Item  
**DATE:** 10/13/21  
**PREPARED BY:** *Deanna Flores, Assistant Superintendent*

### **Background**

The Prosser School District has a Comprehensive Healthcare mental health specialist working in our district with our students in grades three and up. This has been a very successful partnership over the past many years. Due to regulations, the specialist has been unable to serve students who were not covered by Medicaid.

We have now established a partnership where the specialist will be able to see students not covered under Medicaid and the district can pay the cost for the services with LAP funds. We are excited to offer this service to any student in need.

### **Recommendation**

The recommendation is the board approve service agreement between the Prosser School District and Comprehensive Healthcare.

**SERVICE AGREEMENT**  
**BETWEEN**  
**COMPREHENSIVE HEALTHCARE AND**  
**PROSSER SCHOOL DISTRICT**

**I. PARTIES**

THIS AGREEMENT is entered into between PROSSER SCHOOL DISTRICT, herein the "SCHOOL DISTRICT", whose address is 1500 Grant Ave, Prosser Washington, 99350, and COMPREHENSIVE HEALTHCARE, herein "Comprehensive", whose address is 402 S. 4th Ave, Yakima, Washington 98902.

**II. WITNESSETH:**

Whereas Comprehensive Healthcare and Prosser School District have previously entered into a Business Associate Agreement effective 4/29/21.

**Whereas both parties desire to add to the current agreement in the form of this Service Agreement. The purpose of this Service Agreement is to increase the current service time provided as the School, by allowing for the addition of these agreed upon terms to add service to Commercially insured and uninsured Students. This Service Agreement does not change or impact our current Agreement which will remain effective until fully terminated by either party.**

In consideration of the terms and conditions contained herein and the attached documents, which are made a part of this contract by this reference, the parties hereto agree as follows:

Comprehensive shall do all work and furnish all materials necessary for performing the work in accordance with the terms and conditions described below.

**III RECITALS**

- 3.1 Except as otherwise provided in this Agreement, Comprehensive agrees to provide non emergency mental health and substance use disorder treatment and coordination of such services to students of the SCHOOL DISTRICT.
- 3.2 The extent of this treatment is limited by need, available funding, and available Comprehensive staffing levels. At the time of this agreement it is the intent of Comprehensive to make available mental health and substance use disorder treatment counselor time. Staffing levels may change at any time, and will be reviewed as part of the ongoing plan coordination.
- 3.3 Comprehensive staff will be available for consultation and assistance with urgent clinical consultation and situations while staff is on site and available.
- 3.4 SCHOOL DISTRICT will coordinate referrals with Comprehensive staff for mental health and substance use disorder assessment and therapy.
- 3.5 Under this Agreement, Comprehensive will be available to support and provide crisis interventions services to SCHOOL DISTRICT students when Comprehensive staff is on site. Comprehensive will assist SCHOOL DISTRICT in making referrals to appropriate and licensed agencies under RCW 71.05 & 1.34 and 71.24 Comprehensive staff will not replace the role of County mental health crisis system, and will not be available during non-business hours.
- 3.6 SCHOOL DISTRICT will work together with Comprehensive for case consultation and planning when appropriate
- 3.7 This Agreement is not intended to shift either party's responsibility to the other party under RCW. 26.44 requiring the mandatory reporting of cases to appropriate public authorities.

- 3.8 SCHOOL DISTRICT shall remain responsible for recognition, screening, and response to emotional or behavioral distress in its students as required by RCW 28A.320.127.
- 3.9 Comprehensive will attempt to engage patients for consent and participation in treatment whenever possible and appropriate. Youth over the age of 13 may receive treatment without parental consent.
- 3.10 Clinical services provided by Comprehensive under this Agreement shall include but not limited to assessments screening, case management, and individual and group therapy.

#### **IV. TERM**

- 4.1 The duration of this Agreement shall be from July 1, 2021 and shall end on June 30, 2023, unless otherwise terminated in accordance with Section 10.2 of this Agreement.
- 4.2 This Agreement may be renewed for any successive period by written addendum under terms and conditions acceptable to the SCHOOL DISTRICT and Comprehensive.

#### **V. PROGRAM COORDINATION**

- 5.1 General. Comprehensive in conjunction with SCHOOL DISTRICT shall provide non-emergency mental health and substance use disorder treatment and coordination services at the SCHOOL DISTRICT.
- 5.2 The SCHOOL DISTRICT will provide office and work space that reasonably ensures Comprehensive will maintain confidentiality in such a way as to comply with all state and federal requirements governing medical records management including, but not limited to, protecting patient confidentiality.
- 5.3 SCHOOL DISTRICT shall make available office facilities used in this agreement outside of school time-frames including evenings and during school breaks.
- 5.4 Tele-health. SCHOOL DISTRICT will provide a liaison at participating schools to be available on site in the event a student receiving services in real time needs in-person support or observation.

#### **VI. CLINICAL SERVICES**

- 6.1 Clinical. Comprehensive's staff will provide non-emergency mental health and substance use disorder clinical services to students. Only qualified staff will provide clinical services and will operate within their professional scope of practice.
- 6.2 Clinical Supervision. Comprehensive staff will provide clinical supervision of Comprehensive personnel providing services within SCHOOL DISTRICT.
- 6.3 Services may be provided face-to-face or via tele-health services to students.

## **VII. PROGRAM SUPPORT SERVICES**

- 7.1 General. During the terms of this Agreement, Comprehensive and SCHOOL DISTRICT shall work together to provide support services to facilitate the scheduling of appointments with Comprehensive staff.
- 7.2 Supervision. Comprehensive staff shall be supervised by the designated Comprehensive supervisor.

## **XIII. MEDICAL RECORDS**

- 8.1 General. During the term of this Agreement, Comprehensive shall maintain separate medical records.
- 8.2 Medical Records Management. Medical records will be managed in such a way as to comply with all state and federal requirements governing medical records management including, but not limited to, protecting patient confidentiality and the sharing of mental health and substance use disorder treatment records with SCHOOL DISTRICT. Health records shall only be released to SCHOOL DISTRICT staff in compliance with RCW 71.05.445, 42 C.F.R., Part II, and the Health Insurance Portability and Accountability Act of 1996 and its successors.
- 8.3 Health Records. All health records created or maintained by Comprehensive in the course of performing its duties for the SCHOOL DISTRICT shall be the property of Comprehensive. However, Comprehensive may only release such records to the SCHOOL DISTRICT provided that release of such records is in accordance with applicable state and federal laws and regulations, including but not limited to RCW 71.05.603 (2)G) and 45 C.F.R. Section 164.512(i). All health clinical records (screening, medication management notes, progress notes and others) created by Comprehensive in the course of performing its duties for the SCHOOL DISTRICT shall be maintained by Comprehensive in Comprehensive's own record management system. Any release of health information from these records shall be made in accordance with all applicable state and federal rules and regulations.

## **IX. FACILITIES & EQUIPMENT**

- 9.1 General. The SCHOOL DISTRICT shall be responsible for and provide for facilities necessary to provide therapeutics services within SCHOOL DISTRICT facilities. These facilities shall include, but not limited to, offices, office furniture, fax machines, program rooms.
- 9.2 Offices. The SCHOOL DISTRICT shall supply and maintain offices and related equipment as determined by Comprehensive's Program Supervisor or designee and SCHOOL DISTRICT shall facilitate the efficient work of the Comprehensive service providers and to maintain confidentiality.
- 9.3 Tele-health. The SCHOOL DISTRICT will provide hardware to students with tele-conference capability. While students are on school property, the SCHOOL DISTRICT will

provide network/internet connectivity. Comprehensive will be responsible for hosting the web based conferencing application.

- 9.4 Safety and Security. SCHOOL DISTRICT will take all necessary and reasonable security measures to ensure the safety of Comprehensive staff providing services within the PASCO SCHOOL DISTRICT.
- 9.5 Cost. The SCHOOL DISTRICT shall provide facilities and equipment at no charge to Comprehensive.

#### **X. MISCELLANEOUS PROVISIONS**

- 10.1 Permits and Licenses. Comprehensive shall maintain all permits and licenses required by Federal, State or local laws, rules and regulations necessary for the implementation of the proposed work undertaken by Comprehensive. It is the responsibility of Comprehensive to have and maintain the appropriate certificates valid for work to be performed and valid for the jurisdiction in which the work is to be performed for all personnel working on the job for which a certificate is required.
- 10.2 Termination / Cancellation of Contract. Either party may terminate or cancel the contract without cause with a minimum of thirty (30) day's written notice. Termination or cancellation of the contract shall not relieve either party of any obligations for any deliverables entered into prior to the termination of the contract (i.e. reports, statements of accounts, etc., required and not received). Termination or cancellation of the contract will not relieve either party of any obligations or liabilities resulting from any acts committed by either party prior to the termination of the contract.
- 10.3 This Agreement may be terminated by either party for cause due to any material breach of this Agreement, so long as the non-breaching party has provided written notification to the breaching party of such material breach and the breaching party has failed to cure such breach within 30 days of the non-breaching parties notice.
- 10.4 No termination shall be effective until written notice of intent to terminate this Agreement stating the reasonable specificity the basis for the termination and identifying the sections of the Agreement that have been violated is mailed by certified mail, return receipt requested.

#### **XI. COMPENSATION**

- 11.1 All Comprehensive services will be billed to the patient's individual health insurance carrier. If no coverage is available, Comprehensive will attempt to facilitate coverage.
- 11.2 In cases where no other forms of compensation are available, Comprehensive may charge SCHOOL DISTRICT to a cap of \$ 15,000 for the 21-22 school year, posted commercial rates of \$125.00 per hour for services authorized by SCHOOL DISTRICT with this understanding. An Administration fee of 22.75 % will be added to all invoices.

- 11.3 Billing will occur monthly by the 10th of the month following services.
- 11.4 Independent Contractor. Each party shall perform its duties hereunder as an independent contractor and not as an employee. Neither the SCHOOL DISTRICT nor any agent or employee of the SCHOOL DISTRICT shall be deemed to be an agent or employee of Comprehensive, nor shall any agent or employee of Comprehensive shall be deemed to be an agent or employee of the SCHOOL DISTRICT. Comprehensive shall pay, when due, all required employment taxes and income tax withholding including all Federal and State income tax and local head tax on any monies paid pursuant to this agreement. Neither the SCHOOL DISTRICT nor Comprehensive shall have authorization, express- or implied to bind the other to any agreements, liability nor did understanding except as expressly set forth herein.

## **XII. INDEMNIFICATION AND INSURANCE**

- 12.1 The SCHOOL DISTRICT agrees to indemnify, defend; and hold Comprehensive and its officials, officers, employees, and agents harmless from and against any and all suits, actions, claims, liability, damages, judgments, costs and expenses including reasonable attorney's fees that result from or arise out of the sole negligent acts or omissions of the SCHOOL DISTRICT, its elected officials, officers, employees, or agents in connection with or incidental to the performance or non-performance of the SCHOOL DISTRICT's services, duties, and obligations under this Agreement.
- 12.2 Comprehensive agrees to indemnify, defend, and hold the SCHOOL DISTRICT, its elected officials, officers, employees, and agents harmless from and against any and all suits, actions, claims, liability, damages, judgments, costs and expenses including reasonable attorney's fees and also including without limitation any other claims related to the services for which Comprehensive is responsible for providing under the terms of this Agreement or that result from or arise out of the sole negligent acts or omissions of Comprehensive, its officials, officers, employees, and agents in connection with or incidental to the performance or non-performance of the Comprehensive services, duties, and obligations under this Agreement.
- 12.3 In the event that officials, officers, agents, and/or employees of both the SCHOOL DISTRICT and Comprehensive are held liable, each party shall be liable in proportion to its share of fault in any resulting suits, actions, claims, liability, damages, judgments, costs and expenses (including reasonable attorney's fees).
- 12.4 Nothing contained in this Section or this Agreement shall be construed to create a right of indemnification in any third party.
- 12.5 The SCHOOL DISTRICT and Comprehensive hereby waive, as to each other only, their immunity from suit under industrial insurance, Title 51 RCW. This waiver of immunity was mutually negotiated by the parties hereto.



- 12.6 General Commercial and Professional Liability Insurance. Comprehensive covenants that, during the term of this Agreement, Comprehensive shall promptly notify the SCHOOL DISTRICT of each and every claim of professional negligence or malpractice that may be made against Comprehensive. During the term of this agreement, Comprehensive shall maintain claims based general liability insurance in the amount of at least \$1 million per occurrence specifically covering all responsibilities assumed under this agreement. In addition, Comprehensive shall maintain professional liability insurance in the amount of at least \$3 million dollars per occurrence which specifically covers all responsibilities assumed under this agreement. Such insurance shall cover SCHOOL DISTRICT its officials, employees, agents and volunteers as additional insured. Comprehensive shall provide the SCHOOL DISTRICT with a certificate of insurance and proper written endorsements of the policy that fully effectuate and reflect the terms of this agreement.


IN WITNESS WHEREOF, the undersigned duly authorized officers have subscribed their names on behalf of Comprehensive and the PASCO School District.

Comprehensive:

Comprehensive Healthcare

402 4<sup>th</sup> Ave.

Yakima, WA 98902

 \_\_\_\_\_  
Jodi Daly / CEO Date 09/29/21

PROSSER SCHOOL DISTRICT:

1500 Grant Ave.,

Prosser Washington, 99350

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date