



REGULAR BOARD MEETING - REVISED

Keene-Riverview Elementary, MPR, 832 Park Avenue

Tuesday, April 9, 2019 07:00 PM

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

1. Pledge of Allegiance
2. Approval of Agenda
3. Communications
4. Recognition: HMS Geography Bee State Qualifier

II. Information Items:

[WSSDA Regional Meetings \(p. 3\)](#)

III. Protocol for Addressing Board:

[Welcome to the Board Meeting \(p. 5\)](#)

IV. Hearing of Visitors:

V. Reports:

1. Assistant Superintendent's Report - Curriculum and Instruction
2. Assistant Superintendent's Report - Business and Operations
3. Superintendent's Report
4. Board Members' Reports
5. Student Representatives' Reports

VI. Consent Items: REVISED

1. Certificated Personnel
2. Classified Personnel - REVISED

[Class - April 9, 2019 \(p. 6\)](#)

3. Approval of Minutes

[Special Board Meeting - March 14, 2019 \(p. 7\)](#)

[Special Board Meeting - March 19, 2019 \(p. 10\)](#)

[Regular Board Meeting - March 26, 2019 \(p. 13\)](#)

4. Contracts and Personal Service Agreements

[Contracts and PSAs \(p. 21\)](#)

5. Volunteer Coaches

Vol Coach (p. 22)

6. Vouchers

Payable April 12, 2019 (p. 23)

VII. Old Business:

VIII. Action Items:

**1. Amendment of Policy No. 2022: Electronic Resources and Internet Safety -
FIRST READING**

Policy No. 2022 (p. 41)

2. Approval for The Snap Shack Photo Booth at Prom - REVISED

The Snap Shack Photo Booth (p. 54)

IX. Future Meetings:

- *Regular Board Meeting, April 23, 2019, Keene-Riverview Elementary, 7:00 p.m.*
- *Special Board Meeting to Discuss Protocols, Frameworks, Roles and Responsibilities, Date and Time TBD*
- *WSSDA Regional Meetings, Varied Dates and Locations*

X. Discussion Items:

XI. Adjournment:

- HOME
- ABOUT US
- EVENTS
- LEGISLATIVE
- POLICY & LEGAL
- LEADERSHIP DEVELOPMENT
- RECOGNITION
- NEWSROOM

Login Search

Annual Conference

Delegate Assembly

Legislative Conference

Legislative Assembly

Equity Conference

Equity Convening

Regional Meetings

Regional Conferences

Policy Governance And Coherent Governance Summit

NSBA Annual Conference

NSBA FRN Conference

Regional Meetings

Regional Meetings were established in 2000 by WSSDA's Board of Directors to improve opportunities for dialogue, networking and sharing information with fellow school directors from around your region. These meetings increase WSSDA's ability to deliver comprehensive, accurate and timely information on education issues to its members.

If you are interested in hosting a WSSDA Regional Meeting in your **director area**, please contact your director area representative on the **WSSDA Board** or **Michelle Choate** at 360.252.3002.

2019 Spring Regional Meetings

Director Area	Date	Host District	
1	Saturday - May 11	Ferndale	Register Now
2	Wednesday - May 29	Tahoma	Register Now
3	Thursday - April 18	University Place	Register Now
4	Saturday - May 11	Port Townsend	Register Now
5	Tuesday - April 30	Aberdeen	Register Now
6	Wednesday - May 8	Vancouver	

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[LEADERSHIP DEVELOPMENT](#)

[RECOGNITION](#)

[NEWSROOM](#)

15

8

Thursday - May 30 Sunnyside

[Register Now](#)

9

Thursday - May 2 West Valley

[Register Now](#)

10

Wednesday - May 1 Palouse

[Register Now](#)

11

Thursday - May 9 College Place

[Register Now](#)

Contact Us

 221 College Street NE Olympia, WA 98516 USA

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SCHOOL BOARD MEETINGS

Prosser School District No. 116 * 1126 Meade Avenue, Suite A * Prosser, WA 99350

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: Scotty Hunt, President; Jesalyn Cole, Vice-President; Andy Howe, Peggy S. Douglas and Scott Coleman. Student representatives are Naomi Akinbade, Layne Padelford and Kord Tuttle.

About Board Meetings

Business meetings are held twice each month, usually on the 2nd and 4th Tuesdays. 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 Sessions

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.

BOARD PACKET

TO: Board of Directors
SUBJECT: Classified Personnel - **REVISED**
AGENDA: Consent
DATE: April 9, 2019
PREPARED BY: Craig Reynolds, *Assistant Superintendent*

CLASSIFIED EMPLOYEES

Cheyenne Curran has been hired as the head 7th grade softball coach at Housel Middle School.

Board Meeting March 14, 2019

CALL TO ORDER:

A special meeting of the Prosser School District Board of Directors was called to order at 3:35 p.m. by Scotty Hunt, President. Other Board members present included Andy Howe, Peggy S. Douglas, Scott Coleman and Jesalyn Cole. Also present were Superintendent, Matt Ellis, Assistant Superintendents, Deanna Flores, Craig Reynolds and Secretary, Sonia Rivera. Representatives from CSG and Architects West were also in attendance. There was also an audience of PSD staff members, several Prosser community members as well as contractors who were submitting bids on the project.

The purpose of the special meeting was for the Board members to open and review the bids which were received from contractors regarding the construction of the new high school and to take action on vouchers.

The special meeting was held at the staff development room, 1500 Grant Avenue, Prosser, WA.

APPROVAL OF AGENDA:

Motion by Scott Coleman, seconded by Peggy S. Douglas and motion carried unanimously to approve the agenda.

ACTION ITEM:

Vouchers

“The following vouchers as audited and certified by the auditing officers, as required by RCW 42.24.080, and those expense reimbursement claims certified, as required by RCW 42.24.090, are approved for payment.

General Fund Voucher numbers 196569 through 196658 totaling \$222,489.20
Capital Projects Voucher numbers 200000122 through 200000124 totaling \$119,643.08
Associated Student Body Fund Voucher numbers 186125 through 186148 totaling \$15,976.26”.

Motion by Peggy S. Douglas, seconded by Jesalyn Cole and motion carried unanimously to approve vouchers, payable March 15, 2019.

DISCUSSION ITEM:

Bid Opening for Construction of New Prosser High School

President Hunt asked Craig Reynolds to explain the timeline of the process of bid opening. Base bids must all be accepted by 4:00 p.m. Alternate bids are then accepted by 5:00 p.m. After 5:00 p.m., all bids will be open. There will be discussion at that time about the bids, but there will be no decisions made today on whose bid will be accepted.

RECESS:

President Hunt called a recess from the Board meeting at 3:38 p.m. President Hunt also announced there were refreshments for those in attendance.

RESUME SPECIAL BOARD MEETING:

The special Board meeting was called back to order at 3:50 p.m.

President Hunt recounted the process and those individuals who were instrumental in getting the District to this point today, where it is ready to award a bid to build our new high school.

Board Meeting March 14, 2019

He recalled the work of the Study and Survey Committee members, who poured hundreds of hours of time into their assessment, based on a huge amount of input from many different stakeholders in the community as well as the work done by many individuals to pass the bond which allows us to build the high school and renovate and remodel our elementary schools. He also asked a few community members to add their thoughts about the significance of today.

Four base bids were received prior to the 4:00 p.m. deadline.

RECESS:

President Hunt called a recess from the Board meeting at 4:00 p.m. with plans to resume the meeting at 5:00 p.m. to open all bids.

Four alternate bids were received prior to the 5:00 p.m. deadline.

RESUME SPECIAL BOARD MEETING:

The special Board meeting was called back to order at 4:59 p.m. President Hunt turned the meeting over to Mike Melling from CSG and Steve Roth from Architects West, to open and record the bids.

Steve Roth thanked the general contractors as well as others, who spent the last 6 weeks putting numbers together for their bids. He announced there were 4 bids submitted. Mr. Roth said that Mr. Melling would record the official bid numbers and they would later be published.

At 5:00 p.m., the bids were opened. The bids submitted and recorded were:

Contractor	Fowler	Chervenell	Absher	Garco
Addendums #s 1, 2, 3, 4, 5, 6, 7	Yes	Yes	Yes	Yes
5% Bid Amount Bid Security - Y/N	Yes	Yes	Yes	Yes
Base Bid	\$551,339,000.00	\$50,275,000.00	\$52,190,000.00	\$50,490,000.00
Alt. 1 - Practice Gym with Associated Site Work	\$1,371,000.00	\$1,494,000.00	\$1,391,500.00	\$1,550,000.00
Alt. 2 - Baseball Field Sports Lighting	\$310,000.00	\$346,000.00	\$338,000.00	\$342,000.00
Alt. 3 - Two Greenhouses	\$225,000.00	\$261,000.00	\$280,000.00	\$255,000.00
Alt. 4 - Concrete Mowstrip under Chain Link Fencing	\$26,000.00	\$41,000.00	\$58,000.00	\$0.00
Alt. 5 - Soccer and Baseball Field Accessories	\$49,000.00	\$49,000.00	\$46,000.00	\$85,000.00
Alt. 6 - Asphalt Prep, Seal-coat, and Restriping	\$27,000.00	\$27,000.00	\$27,000.00	\$0.00
Alt. 7 - Delete Cover Board at Low-Slope, Single-Ply Roofs	-\$34,000.00	-\$33,000.00	-\$35,000.00	-\$33,000.00
Alt. 8 - Sports Field Lighting at Existing Softball Field	\$235,000.00	\$270,000.00	\$259,000.00	\$257,000.00
Alt. 9 - Sports Field Lighting at Existing Soccer Field	\$188,000.00	\$214,000.00	\$202,000.00	\$207,000.00
Alt. 10- Sports Field Lighting at New Soccer Field	\$219,000.00	\$256,000.00	\$244,000.00	\$250,000.00
Alt. 11 - Irrigation at Existing Stadium	\$37,000.00	\$37,000.00	\$36,500.00	\$41,000.00
Alt. 12 - Provide Controls by Automated Logic	\$72,000.00	\$73,000.00	\$73,600.00	\$72,000.00
Alt. 13- N/A	\$0.00	\$0.00	\$0.00	\$0.00
Alt. 14 - Deduct New Soccer Field	-\$80,000.00	-\$80,000.00	-\$51,600.00	-\$95,000.00

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Alt. 15- Deduct Ballasted Roofing System	-\$7,000.00	-\$10,000.00	-\$46,800.00	-\$9,000.00
Alt. 16 - Deduct Wood Roof Deck in Library	-\$23,000.00	-\$67,000.00	-\$94,000.00	-\$35,000.00
Alt. 17 - Add Technology Devices	\$297,000.00	\$311,000.00	\$310,000.00	\$306,000.00
Alt. 18 - Lighting Controls	\$435,000.00	\$450,000.00	\$528,000.00	\$442,000.00
Alt. 19 - Passive Optical Network System	\$364,000.00	\$380,000.00	\$375,000.00	\$373,000.00
Unit Price 1- Removal of Unsatisfactory Soil and Replacement with Structural Soil Material	\$100.00	\$106.00	\$100.00	\$105.00
Unit Price 2 - Excavation of Rock	\$75.00	\$79.00	\$75.00	\$78.75
Unit Price 3 - Distributed Antenna System (DAS)	\$150,700.00	\$155,272.00	\$154,000.00	\$160,000.00
Unit Price 4 - State Required Fire Alarm System Components	\$42,565.00	\$50,042.00	\$47,500.00	\$49,000.00
Unit Price 5 - Best Factory Keyed Cores	\$47.00	\$48.00	\$150.00	\$48.00
Plumbing Contractor	Cutting Edge	Cutting Edge	Cutting Edge	Cutting Edge
HVAC Contractor	Total Energy	Total Energy	Total Energy	Total Energy
Electrical Contractor	Sierra	Cheyenne	Cheyenne	Cheyenne
Trench Safety	\$1,000.00	\$1,000.00	\$5,000.00	\$1,000.00
TOTALS w/o Tax	\$553,095,000.00	\$52,205,000.00	\$54,023,500.00	\$52,467,000.00
TOTALS with Tax	\$600,661,170.00	\$56,694,630.00	\$58,669,521.00	\$56,979,162.00

Once the bids had all been announced, Mr. Melling said he would review the bid numbers with the District and contact the lowest bidder.

FUTURE MEETINGS:

- Special Board Meeting to Approve Resolutions, March 19, 2019, Staff Development Room, 7:00 p.m.
- Regular Board Meeting, March 26, 2019, Keene-Riverview Elementary, 7:00 p.m.
- Special Board Meeting to Discuss Protocols, Frameworks, Roles and Responsibilities, Date and Time TBD.

ADJOURNMENT:

Motion by Peggy S. Douglas, seconded by Jesalyn Cole and motion carried unanimously to adjourn the special Board meeting at 5:20 p.m.

Clerk to the Board

Board President

Secretary to the Clerk of the Board

Board Meeting March 19, 2019

CALL TO ORDER:

A Special meeting of the Prosser School District Board of Directors was called to order at 7:00 p.m. by Scotty Hunt, President. Other Board members present included Peggy S. Douglas, Scott Coleman (on speaker phone) and Jesalyn Cole. Also present were Superintendent, Matt Ellis, Assistant Superintendents, Deanna Flores, Craig Reynolds and Secretary, Sonia Rivera. Student representatives Naomi Akinbade and Kord Tuttle were also present. Board member Andy Howe arrived shortly after the meeting began.

The purpose of the special meeting is for the Board members to take action on three resolutions regarding the construction of the new Prosser High School, to take action on adopting Policy No. 3206, Sexual Harassment of Students Prohibited and authorizing a waiver of school days due to inclement weather.

The special meeting was held at the staff development room, 1500 Grant Avenue, Prosser, WA.

President Hunt announced a revision to the agenda. The three Resolutions under Action Items (Item #2) were split into three separate Action Items, making them Items #2, #3 and #4.

APPROVAL OF AGENDA:

Motion by Peggy S. Douglas, seconded by Jesalyn Cole and motion carried unanimously to approve the revised agenda.

ACTION ITEMS:

Snow Day Waiver and Make-Up Plan

Mr. Ellis reported that the District met with PEA President Fred Bray to review and address the issue of missed school days and the shortage of instructional time due to inclement weather. The District has had a total of 9 cancelled weather days in the 2018-19 school year. Prosser School District is required to have 180 days of school, with the ability to waive days during the Governor's Declaration of Emergency. A total of 5 school days were covered in the emergency declaration. School days can only be waived if the District attends school until at least June 14th. The District is also required to have a minimum average of 1,027 instructional hours for students during the school year. This requirement cannot be waived. In a normal school year, our District exceeds the 1,027 hours by approximately 20 hours.

The current last day of school is June 7, 2019. We must attend school an additional 5 days to meet the June 14th requirement. Those additional 5 days will give us approximately 1029 instructional hours. The waiver letter requests waiving 4 days of school. The planned schedule for the last week of school is the regular school schedule for Monday, Tuesday and Wednesday, with Thursday and Friday as half days. There also will be no school on May 24, 2019 as is currently noted on the student calendar.

There was discussion about the graduation date, which is currently scheduled for June 8, 2019. The Board members expressed their preference on this topic. Mr. Ellis said if the graduation date remains on June 8, the freshmen, sophomores and juniors would continue to attend school until June 14th. There was also discussion about the conflict of students remaining in school until June 14th as it interferes with the start of football camp.

Motion by Peggy S. Douglas, seconded by Andy Howe and motion carried unanimously to

Board Meeting March 19, 2019

approve the Snow Day Waiver and Make-up Plan as written, including the school calendar.

Resolution No. 02-19: Acceptance of Constructability Review Prosser High School

At the special Board meeting held on March 14, 2019, four bids for the construction of the new Prosser High School were received and opened. The lowest bidder was Chervenell Construction Company. The following three resolutions are required in order to meet the rules and regulations of OSPI and the state of Washington.

Motion by Andy Howe, seconded by Jesalyn Cole and motion carried unanimously to adopt Resolution No. 02-19: Acceptance of Constructability Review.

ROLL CALL: Scott Coleman, aye; Peggy S. Douglas, aye; Jesalyn Cole, aye; Scotty Hunt, aye; Andy Howe, aye.

Resolution No. 03-19: Intent to Construct Prosser High School

Motion by Jesalyn Cole, seconded by Andy Howe and motion carried unanimously to adopt Resolution No. 03-19: Intent to Construct Prosser High School.

ROLL CALL: Scott Coleman, aye; Peggy S. Douglas, aye; Jesalyn Cole, aye; Scotty Hunt, aye; Andy Howe, aye.

Resolution No. 04-19: Award of Bid Prosser High School

Motion by Scott Coleman, seconded by Andy Howe and motion carried unanimously to adopt Resolution No. 04-19: Award of Bid Prosser High School

ROLL CALL: Scott Coleman, aye; Peggy S. Douglas, aye; Jesalyn Cole, aye; Scotty Hunt, aye; Andy Howe, aye.

*Policy No. 3206: Sexual Harassment of Students Prohibited – FIRST READING

We currently do not have Policy 3206: Sexual Harassment of Students Prohibited in place. The District is committed to a positive and productive education free from discrimination, including sexual harassment. It is essential we have this policy in place to protect our students.

Motion by Andy Howe, seconded by Jesalyn Cole and motion carried unanimously to approve for adoption, the First Reading of Policy No. 3206: Sexual Harassment of Students Prohibited.

***CORRECTION: This policy number was changed to No. 3204 to avoid a duplication with another current policy.**

FUTURE MEETINGS:

- Study Session, 2019 Summer School, March 26, 2019, Keene-Riverview Elementary, 6:00 p.m.
- Regular Board Meeting, March 26, 2019, Keene-Riverview Elementary, 7:00 p.m.
- Regular Board Meeting, April 9, 2019, Keene-Riverview Elementary, 7:00 p.m.
- Special Board Meeting to Discuss Protocols, Frameworks, Roles and Responsibilities, Date and Time TBD.

Board Meeting March 19, 2019

ADJOURNMENT:

Motion by Andy Howe, seconded by Jesalyn Cole and motion carried unanimously to adjourn the special Board meeting at 7:24 p.m.

Clerk to the Board

Board President

Secretary to the Clerk of the Board

DRAFT

Board Meeting March 26, 2019

STUDY SESSION

Summer School 2019 Review

A study session of the Board of Directors of the Prosser School District was called to order at 6:00 p.m. by Mr. Scotty Hunt, President. Other Board members present included Mrs. Peggy S. Douglas and Mr. Andy Howe. Also present were Mr. Matt Ellis, Superintendent, Mrs. Deanna Flores and Mr. Craig Reynolds, Assistant Superintendents and Julie Hyatt, Secretary. There was also an audience of school district staff. Director Scott Coleman arrived shortly after the study session began. Director Jesalyn Cole was excused from the meeting.

The purpose of the study session was to review information on Summer School 2019.

Mrs. Deanna Flores began the presentation by reviewing the information on summer school which was included in the Board packet. Mrs. Flores announced she would email some of the data from KRV to the Board members to clarify some of their questions.

Ann Sipe, PHE teacher, contributed to the discussion by explaining the data from Prosser Heights Elementary.

Mrs. Flores reviewed the proposed 2019 summer school programs and explained in detail each program.

A slide showing District funds available for the 2019 summer program was also shown.

Craig Reynolds addressed the Board about budget concerns related to our declining enrollment and projections for next year.

Mr. Ellis shared his thoughts on finding the funds for summer school.

Each Board member asked questions, provided comment and discussed some of the issues around our District holding summer school.

The Board reached a consensus that a summer school program is very important to our District and this topic will be re-visited after spring break.

The study session was adjourned at 7:12 p.m.

REGULAR BOARD MEETING:

The Regular meeting of the Board of Directors of Prosser School District was called to order at 7:12 p.m. by Mr. Scotty Hunt, President. Other Board members present included Mr. Andy Howe, Mrs. Peggy S. Douglas and Mr. Scott Coleman. Also present were Mr. Matt Ellis, Superintendent; Mrs. Deanna Flores and Mr. Craig Reynolds, Assistant Superintendents and Julie Hyatt, Secretary. Student representatives Naomi Akinbade and Layne Padelford were also in attendance. There was also an audience of District staff and community members. Director Jesalyn Cole and student representative Kord Tuttle were excused from the meeting.

The Board meeting was held at Keene-Riverview Elementary, 832 Park Avenue. Minutes from the February 26, 2019, regular Board meeting were presented and approved.

Board Meeting March 26, 2019

APPROVAL OF AGENDA:

Motion by Peggy S. Douglas, seconded by Andy Howe and motion carried unanimously to approve the revised agenda. The revision included additions to Certificated and Classified Personnel on the Consent Agenda.

COMMUNICATIONS:

Mr. Ellis thanked Bill Petersen, Transportation Director for all of his hard work, not only this past winter, but over the course of his tenure in Prosser, which is over 40 years. The Board members also thanked him for his dedication to our District. Mr. Petersen was presented with a gift card as a thank you.

Mr. Petersen addressed the Board about his job about his job duties and some of his experiences over the years.

Board member Douglas said several other districts up and down the valley over the years have benefitted from Bill's expertise.

PROCLAMATIONS

Education Support Professionals

Washington School Retirees

Mr. Ellis reviewed each of the proclamations from Governor Inslee.

INFORMATION ITEMS:

Mustang Thrive DC Trip Report

Haley Greene, Director of the Thrive Coalition, Megan Van de Graaf and Mindy Tidball, PHS Thrive advisors and several Thrive students reported on their recent trip to Washington D.C. to attend CADCA (Community Anti-Drug Coalitions of America). The trip had many highlights, including a surprise meeting with First Lady, Melania Trump.

PTA Update

Peggy S. Douglas provided an update on recent PTA activities, after attending a meeting on March 11. She commented on the wonderful group of parents who make up the organization and said she is very happy to be a part of the group. Some of the items Mrs. Douglas mentioned included: Membership total is up to 48, Read-a-Thon results of over 72,000 minutes read by elementary students with \$7500 funds collected, which support Dr. Seuss Night, Winter Movie Night and help fund mini-grants for the buildings. Mrs. Douglas also mentioned that PTA may partner with Domino's Pizza in an upcoming fundraising effort called Dough Raising. Prosser Thrive Coalition is sponsoring a mental health first-aid training on April 25. There are still 30 slots available. Registration is on the Prosser Thrive website. Prosser Library will host a presentation on Tuesday of spring break. Teacher Appreciation Week planning is happening now.

Special Services Update

Dr. Duehn reviewed the update of her department which she had distributed to the Board members prior to the Board meeting.

Dr. Duehn said she'd like to move forward if the Board would help provide financial support

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for lunch for Field Day. It was suggested that our food service department help with this. President Hunt said he would provide the funds for lunch for Field Day. The Eagles may also help with expenses. The Board agreed that Dr. Duehn should move forward with planning this event.

PROTOCOL FOR ADDRESSING BOARD:

Mr. Ellis did not read the protocol for addressing the Board.

HEARING OF VISITORS:

None

REPORTS:

Assistant Superintendent's Report – Curriculum and Instruction

- CSG called yesterday – we should start seeing things happening up on the hill next week.
- Groundbreaking ceremony typically waits until after the work has started.
- Diversity training was held last week for certificated staff with some classified staff attending.
- Met last week with PEDDA and 15 local businesses. They are all working on workplace certification at PHS. A Career Fair is planned for April 30 from 1:00 -5:00 p.m. at PHS with local businesses setting up booths.
- Snow Day Waiver was approved.

Assistant Superintendent's Report – Business and Operations

- February 2019 Financial Reports
- March 2019 Student Enrollment
- The state auditor's office will be conducting an audit after spring break.

Superintendent's Report

- Received the Snow Day Waiver confirmation and we're now working on MOU's with PSE and PEA.
- There is a construction meeting on Thursday, from 10:00-11:00 a.m. with Mike Melling.
- The location of the fireworks display on July 4th will be moved due to construction beginning on the high school. It will be moved to HMS.
- Mr. Howe and Mr. Ellis sat in on a town hall meeting to advocate for funding and our District.
- We have attended two career fairs and we're continuing to recruit as well as absorb employees for next year. The principle is that each department will be cut a little bit.
- Stem Corp, which is a firm emphasizing STEM education, presented recently to Mr. Larez and Mr. Ellis.
- May is Bike-to-School Month and we're working with PTA to provide helmets for students.
- There was an email scandal with someone representing Mr. Ellis, which was resolved.
- We're continuing to work with District leaders, on school improvement plans with Travis Schulhauser, a representative from AVID.

Board Members' Reports

Scott Coleman

- Attended baseball Senior Night tonight. There was a lot of disappointment in the lack of foresight on the situation with the baseball field. We should have done a better job about

Board Meeting March 26, 2019

baseball season being affected by construction.

- Received communications from FFA parents and alumni – they would like to see more outreach from PHS to HMS to do more recruiting.

Andy Howe

- Reported on the Town Hall meeting with Skyler Rude and Bill Jenkin. It was a very productive time with a lot of discussion about our school district.

Peggy S. Douglas

- Had a recent opportunity to meet with PEDDA and Doug Fassler, where the Mustang Business Plan was recapped as well as plans for next year's event.
- Attended the PAC meeting last Friday night with Jesalyn Cole. It was a wonderful evening with a great presentation from Thrive on Hidden in Plain Sight.
- Reported on the recent archery competition results which took place in the Tri Cities. The national competition is April 25 and 26 in Salt Lake City, with one student planning to attend. The Board would like the group to present to the Board.
- Attended a Rotary meeting recently and the STEM presentation was excellent.
- PEDDA and PSD are working together on the upcoming career fair on April 30, in the PHS main gym. 1:00-3:00 will be primarily for juniors and seniors and 3:00-5:00 will be for young adults.

Scotty Hunt

No report

Student Representatives Reports

Naomi Akinbade

- Staff vs PHS students' dodgeball tournament yesterday, with the senior boys winning.
- Reported on several upcoming sports activities and competitions.
- Spring break is taking place next week.
- Thrive is beginning to work on projects for the Spring Youth Forum.
- Health Occupations Program started their interviews at the hospital last week.

Layne Padelford

- DC Mustangs are leaving Saturday morning at 2:00 a.m. There are 28 students going.
- With the warmer weather, the Drama Club will again have the gym.
- FCCLA (Family, Career and Community Leaders of America) participated in state competition last week.
- ASB elections are coming up soon.

CONSENT ITEMS:

Motion by Scott Coleman, seconded by Andy Howe and motion carried unanimously to approve the Consent Agenda as presented.

Certificated Personnel

Sandra Douglas-Russell submitted a letter of resignation from her position as a fourth grade teacher at Prosser Heights Elementary, effective the end of the 2018/19 school year.

Diana Razo submitted a letter of resignation from her position as a Spanish teacher at Housel

Board Meeting March 26, 2019

Middle School, effective the end of the 2018/19 school year.

Allen Gustavson submitted a letter of resignation from his position as a computer aided drafting (CAD) instructor at Prosser High School, effective the end of the 2018/19 school year.

Martha Nelson submitted a letter of retirement from her position as a special education resource room teacher at Prosser Heights Elementary, effective the end of the 2018/19 school year.

Nicole Garza submitted a letter of resignation from her position as the ASB Advisor at Prosser High School, effective the end of the 2018/19 school year.

Classified Personnel

Alida Zuniga was hired as a bilingual paraeducator at Whitstran Elementary School.

Greg North resigned his position as a computer/desktop technician. His last day of work was March 9, 2019.

Christine Houser was hired as an assistant track coach at Housel Middle School.

Tawnee Van Belle was hired as a head fast pitch coach at Housel Middle School.

Erika Garcia resigned her position as a head girls' soccer coach at Housel Middle School.

William Petersen notified the District of his intent to retire from his position as the supervisor for the transportation department. His last day of work will be August 31, 2019.

Approval of Minutes

Minutes from the February 26, 2019 regular Board meeting were presented.

Contracts and Personal Service Agreements:

1. Paul Stierle-Buck and Elizabeth Service Agreement:

Buck and Elizabeth are singers/songwriters who provided a creative writing project to 1st grade students at Keene-Riverview Elementary. The project included 4 songwriting workshops and recordings, school assembly for all students, an evening performance at Housel Middle School, and 25 CDs distributed among first grade teachers. This project took place March 19-21, 2019, with a total cost of \$1,700, funded from the ASB budget.

2. Columbia Virtual Academy Assessment Agreement:

Prosser School District has agreed to provide online students from Columbia Virtual Academy access to state assessments in our District. The purpose of this Agreement is to provide an opportunity for the online/nonresident District access to Smarter Balance Assessment Consortium (SBAC) and any other state assessments provided by law to its nonresident students. Under this agreement, Prosser will provide assessment testing to the online/nonresident District's eligible nonresident students.

3. Ernesto Lara Jr. DJ Services:

Board Meeting March 26, 2019

Ernesto Lara will provide DJ services for Prosser High School's Prom on April 20, 2019. The cost for this service is \$700.00, and will be funded by the Class of 2020 ASB account.

Volunteer Coaches

Rebecca Wildman completed paperwork to be a volunteer track coach for Prosser High School.

Lino Rivera completed paperwork to be a volunteer baseball coach for Prosser High School.

Vouchers and Payroll

"The following vouchers as audited and certified by the auditing officers, as required by RCW 42.24.080, and those expense reimbursement claims certified, as required by RCW 42.24.090, are approved for payment. In addition, payroll warrants in the amount of \$2,488,866.31 were also approved.

General Fund Voucher numbers 196659 through 196774 totaling \$255,106.90

Capital Projects Voucher numbers 200000125 through 200000126 totaling \$160,425.50

Debt Service Voucher number 261 totaling \$713.58

Associated Student Body Fund Voucher numbers 186149 through 186209 totaling \$37,119.54

Transportation Vehicle Fund Vouchers numbers 2009 through 2010 totaling \$433,861.38.

Payroll Warrant numbers 52414 through 52452 totaling \$2,488,866.31".

Old Business

None

ACTION ITEMS:

District Instructional Materials Committee Membership

The District Instructional Materials Committee is the body that makes core instructional material adoption recommendations. This committee is essential in approving new instruction programs and courses. As part of the Instructional Material adoption procedure, the school board must approve the committee membership.

Deanna Flores	Chair
Tammy Feakin	Secretary
Sally Juzeler	Principal – Elementary
Kevin Gilman	Principal – Elementary
Kevin Lusk	Principal – Secondary
Pauline Shenyer	Instructional Coach
Connie Hachtel	Instructional Coach
Leonor de Maldonado	Program Director – Migrant/Bilingual
Syndi Duehn	Program Director – Special Education
Amy Beightol	Teacher
Maresa Fajardo	Teacher
Jessie Wilson	Teacher
Dean Smith	Teacher
Carla Wyatt	Teacher
Kasey Blair	Teacher
Michelle Hall	Teacher
Haley Greene	Parent
Jani Andrews	Parent
Bridget Soto	Parent

Board Meeting March 26, 2019

Motion by Peggy S. Douglas, seconded by Scott Coleman and motion carried unanimously to approve the District Instructional Materials Committee members.

Amendment of Policy No. 4213: School District Firearms and Use of Force – SECOND READING

At the February 19, 2019 Special Board Meeting, Policy No.4213: School District Firearms and Use of Force was presented to the Board for First Reading. At that meeting, a suggestion from a staff member was discussed about removing some of the procedural language in the policy and moving it to the procedure. Upon further reflection, it was recommended to not make this change. The policy was brought back for Second Reading and adoption.

President Hunt commented that a lot of people worked very hard on this policy to get it to the Board and he thinks they all did a great job.

Motion by Andy Howe, seconded by Scott Coleman and motion carried unanimously to approve the Second Reading of Policy No. 4213: School District Firearms and Use of Force, as amended.

*Adoption of Policy No. 3206: Sexual Harassment of Students Prohibited – SECOND READING

At the March 19, 2019 Special Board Meeting, Policy No.3206: Sexual Harassment of Students Prohibited was presented to the Board for First Reading. It was brought back for Second Reading and adoption.

Motion by Andy Howe, seconded by Peggy S. Douglas and motion carried unanimously to approve the Second and Final Reading to adopt Policy No. 3206: Sexual Harassment of Students Prohibited.

***CORRECTION: This policy number was changed to No. 3204 to avoid a duplication with another current policy.**

2018-19 Boys and Girls Club of Benton and Franklin Counties Teen Recreational Services Agreement

The Boys and Girls Club of Benton and Franklin Counties is losing their current location for their Prosser Teen Center. The Prosser School District would like to enter into an agreement for their use of the white church for secondary students as a Teen Center. The Teen Center would be operated by The Boys and Girls Club on a year-round basis to provide programming for middle school and high school students in Prosser School District.

Discussion

The Board discussed the District's need for additional space as well as the liability issue for letting the Boys and Girls Club use the building.

Motion by Peggy S. Douglas, seconded by Andy Howe and motion carried unanimously to approve the of Boys and Girls Club of Benton and Franklin Counties Teen Recreational Services agreement.

Out-of-State Travel: AVID 9 Class to University of Idaho

Board Meeting March 26, 2019

Prosser High School's AVID (Advancement Via Individual Determination) 9 class would like to attend the University of Idaho's *Sneak Peek Day* on April 19, 2019. The AVID classes visit one to two college campuses a year and this is the only visit this group will have this year. Students will leave PHS at 4:30 a.m. and return around 7:00p.m. The agenda for the event is attached. This will be funded through AVID.

Motion by Andy Howe, seconded by Scott Coleman and motion carried unanimously to approve the out-of-state travel request for the AVID 9 class to travel to the University of Idaho.

DISCUSSION ITEMS:

2019 Graduation Date

The Board reached a consensus at the special Board meeting on March 19, 2019, to keep graduation at the original date of June 8, 2019.

Kevin Lusk addressed the Board about the graduation date. He said that at the end of every year, time is of the essence and the high school needs every day to provide students the opportunity to meet graduation requirements. Keeping graduation on June 8, could raise the concern that some kids may not meet those requirements to participate in graduation. He said they will make use of every available moment, but would love the extra time to finish it up; but if not, they'll make the best of it.

FUTURE MEETINGS:

- Regular Board Meeting, April 9, 2019, Keene-Riverview Elementary, 7:00 p.m.
- Regular Board Meeting, April 23, 2019, Keene-Riverview Elementary, 7:00 p.m.
- Special Board Meeting to Discuss Protocols, Frameworks, Roles and Responsibilities, Date and Time TBD.

ADJOURNMENT:

Motion by Andy Howe, seconded by Peggy S. Douglas and motion carried unanimously to adjourn the regular Board meeting at 8:25 p.m.

EXECUTIVE SESSION:

President Hunt called the executive session to order at 8:32 p.m. It was expected to last 30 minutes.

The purpose of the executive session was to receive and evaluate complaints or charges brought against a public officer or employee. RCW 42.30.110 (1) (f).

At 9:02 it was announced the executive session would be extended 10 minutes.

The executive session adjourned at 9:12 p.m.

Clerk to the Board

Board President

Secretary to the Clerk of the Board

Prosser School District No. 116
Contracts and Personal Service Agreements
Consent
April 9, 2019

CONTRACTS/AGREEMENTS:

1. 2019/2020 Missoula Children's Theatre:

Missoula Children's Theatre has contracted with the Prosser School District for the past several years. Each year students from Prosser School District are given the opportunity to perform in front of a live audience. Deposit and Touring Contract fees for 2019-2020 school year are \$3,250 per performance plus \$75 for additional workshops and will be funded through the General Fund. There will be two (2) performances, one in the fall and one in the spring.

RECOMMENDATION:

It is recommended that the Board of Directors approve the above Contracts/Agreements.

BOARD PACKET

TO: Board of Directors
SUBJECT: **Volunteer Coaches**
AGENDA: **Consent**
DATE: April 9, 2019
PREPARED BY: Matt Ellis, Superintendent

VOLUNTEERS

Raymon J. McKee has completed paperwork to be a volunteer baseball coach with the Housel Middle School.

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 April 9, 2019, the board, by a _____ vote, approves payments, totaling \$277,990.67. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS PAYABLE:
Warrant Numbers 196775 through 196844, totaling \$277,990.67

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

Check Nbr	Vendor Name	Check Date	Check Amount
196775	ALL AMERICAN PROPANE	04/12/2019	98.26
196776	AMAZON.COM	04/12/2019	48.85
196777	ANCOCK, LISA M	04/12/2019	53.95
196778	APOLLO	04/12/2019	2,809.52
196779	APS INC	04/12/2019	312.61
196780	ARD, STEPHANIE A	04/12/2019	210.14
196781	ASPEN REFRIGERANTS, INC.	04/12/2019	2,975.64
196782	AZTEC TECHNOLOGY CORP	04/12/2019	5,321.40
196783	BANK, U S	04/12/2019	13,937.77
196784	BENTON COUNTY PUD	04/12/2019	29,939.50
196785	BESTEBREUR, ALISON L	04/12/2019	147.97
196786	BLEYHL FARM SERVICE	04/12/2019	11,326.61
196787	BORT, STACY D	04/12/2019	14.61
196788	CANON FINANCIAL SERVICES, INC	04/12/2019	7,246.84
196789	CAREERSTAFF UNLIMITED	04/12/2019	3,594.50
196790	CASCADE NATURAL GAS CORP	04/12/2019	16,510.65
196791	CHAPMAN, JOHN JAY	04/12/2019	2,700.00
196792	CHARTER COMMUNICATIONS	04/12/2019	9,188.30
196793	CITY OF PROSSER	04/12/2019	12,616.54
196794	CLASS 5	04/12/2019	135.75
196795	COLUMBIA BASIN COLLEGE	04/12/2019	38,865.22
196796	COMMUNITIES IN SCHOOLS OF BENT	04/12/2019	9,500.00
196797	DAVIS, SAMANTHA	04/12/2019	60.00
196798	DOMINO'S PIZZA PROSSER	04/12/2019	41.55
196799	DOUGLASS, AGETHA M	04/12/2019	211.00
196800	ESD #105	04/12/2019	9,222.55
196801	ESD #123	04/12/2019	50,334.86
196802	FIREFLY COMPUTERS	04/12/2019	59.98
196803	GANJE, BIRGIT BACH	04/12/2019	10.00
196804	GIRARD, WILLIAM J	04/12/2019	175.16
196805	COOK'S ACE HARDWARE	04/12/2019	178.34
196806	JET CITY DEVICE REPAIR	04/12/2019	155.08
196807	K C D A	04/12/2019	171.21

Check Nbr	Vendor Name	Check Date	Check Amount
196808	KIRK, LINDA W	04/12/2019	282.13
196809	KOZAI CONSULTING	04/12/2019	2,869.87
196810	LAREZ, ERIC T	04/12/2019	225.15
196811	LOWRY, MICHELLE	04/12/2019	5,000.00
196812	MOON SECURITY SERVICES INC	04/12/2019	266.24
196813	MORROW, DARLENE M.	04/12/2019	116.58
196814	NC MACHINERY	04/12/2019	515.27
196815	NW TEXTBOOK DEPOSITORY CO	04/12/2019	23.57
196816	OFFICE DEPOT INC	04/12/2019	1,006.01
196817	OXARC INC	04/12/2019	977.18
196818	PHILLIPS66/CONOCO/76	04/12/2019	173.12
196819	PHONAK	04/12/2019	405.00
196820	PROSSER FOOD SERVICES	04/12/2019	742.24
196821	RAINWATER INC	04/12/2019	174.81
196822	REACT AUDIOVISUAL SYSTEMS	04/12/2019	682.01
196823	REYNOLDS, CRAIG W	04/12/2019	230.00
196824	RIBBONS GALORE INC	04/12/2019	42.50
196825	RIVERSIDE STORAGE	04/12/2019	537.00
196826	SCHELL, DAVID A	04/12/2019	20.07
196827	SMITH, DEAN DONALD	04/12/2019	40.07
196828	SMITH, JOSHUA	04/12/2019	780.00
196829	SMITH, TINA L.	04/12/2019	73.00
196830	SOTO, RAMIRO F	04/12/2019	20.01
196831	STAPLES BUSINESS ADVANTAGE	04/12/2019	799.69
196832	TAYLOR, DANYELLE M	04/12/2019	582.44
196833	TERRY'S DAIRY	04/12/2019	852.35
196834	TLC ENTERPRISES	04/12/2019	787.80
196835	TREAT, LACEY S	04/12/2019	59.75
196836	USIP	04/12/2019	2,798.08
196837	VALLEY PUBLISHING CO	04/12/2019	310.05
196838	WAL-MART COMMUNITY	04/12/2019	312.38
196839	WASHINGTON APPLIED MATH COUNCI	04/12/2019	535.00
196840	WASHINGTON FBLA	04/12/2019	2,844.00
196841	YAKIMA BINDERY	04/12/2019	25.24
196842	YAKIMA HERALD-REPUBLIC	04/12/2019	528.84
196843	YVCC	04/12/2019	24,168.86
196844	ZIEGLER, LORENA R	04/12/2019	10.00

70 Computer Check(s) For a Total of 277,990.67

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
196775	ALL AMERICAN PROPANE	04/12/2019	3/29/19 BALANCE	2018-2019 Annual PO for Fuel @ Whitstran	7201800017	98.26	98.26
10 E 530 9700 65 7840 110 0000 0000 0				General Fund/Expenditures/District-Wide Support		98.26	
196776	AMAZON.COM	04/12/2019	539378939669	Magazine Holders	2401800080	48.85	48.85
10 E 530 0100 27 5000 240 0000 0000 0				General Fund/Expenditures/Basic Education		53.05	
10 L 601 0000 00 0000 000 0000 0000				General Fund/Accounts Payable		-4.20	
196777	ANCOCK, LISA M	04/12/2019	SUPPLIES		0	53.95	53.95
10 E 530 0160 27 5000 120 0000 0000 0				General Fund/Expenditures/Donation Expenditures		53.95	
196778	APOLLO	04/12/2019	940020226 final		0	1,468.31	2,809.52
10 E 530 9700 64 7950 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		1,468.31	
			940020751	Monthly Maintenance Fee	7401800001	1,341.21	
10 E 530 9700 64 7950 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		1,341.21	
196779	APS INC	04/12/2019	72027	FP Postbase 65 automatic feeder/sealer & scale	7201800006	312.61	312.61
10 E 530 9700 13 7000 072 0000 0000 0				General Fund/Expenditures/District-Wide Support		312.61	
196780	ARD, STEPHANIE A	04/12/2019	TROPHIES		0	210.14	210.14
10 E 530 0194 28 5000 240 0000 0000 0				General Fund/Expenditures/Student Competitions		210.14	
196781	ASPEN REFRIGERANTS, INC.	04/12/2019	133525652	Refrigerant R-11 for PHS Chiller	7401800013	2,975.64	2,975.64
10 E 530 9700 64 5000 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		2,975.64	
196782	AZTEC TECHNOLOGY CORP	04/12/2019	80661	Storage Container 40 foot	7401800012	5,321.40	5,321.40
10 E 530 0100 23 9000 240 0000 0000 0				General Fund/Expenditures/Basic Education		5,321.40	
196783	BANK, U S	04/12/2019	7506 3/7/2019		0	13,937.77	13,937.77
10 E 530 0100 27 5030 130 0000 0000 0				General Fund/Expenditures/Basic Education		32.57	
10 E 530 0100 28 7000 450 0000 0000 0				General Fund/Expenditures/Basic Education		10.85	
10 E 530 0100 28 7390 450 0000 0000 0				General Fund/Expenditures/Basic Education		140.40	
10 E 530 3160 27 8030 450 0000 0000 0				General Fund/Expenditures/Agriculture		3,292.97	
10 E 530 3165 27 5000 450 0000 0000 0				General Fund/Expenditures/Home/Family		301.70	
10 E 530 9700 12 5000 072 0000 0000 0				General Fund/Expenditures/District-Wide Support		12.99	
10 E 530 9700 14 5000 072 0000 0000 0				General Fund/Expenditures/District-Wide Support		573.41	
10 E 530 9730 72 8030 076 0000 0000 0				General Fund/Expenditures/Tech Coordinator - Office		1,322.88	
10 E 530 5102 31 7000 060 0000 0000 0				General Fund/Expenditures/Title I -Staff Dev		8,250.00	
196784	BENTON COUNTY PUD	04/12/2019	97731028-date		0	29,939.50	29,939.50
10 E 530 9700 65 7820 055 0000 0000 0				General Fund/Expenditures/District-Wide Support		1,074.30	
10 E 530 9700 65 7820 063 0000 0000 0				General Fund/Expenditures/District-Wide Support		330.04	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 9700 65 7820 092 0000 0000 0				General Fund/Expenditures/District-Wide Support		24.97	
10 E 530 9700 65 7820 073 0000 0000 0				General Fund/Expenditures/District-Wide Support		934.26	
10 E 530 9700 65 7820 074 0000 0000 0				General Fund/Expenditures/District-Wide Support		815.61	
10 E 530 9700 65 7820 110 0000 0000 0				General Fund/Expenditures/District-Wide Support		2,148.51	
10 E 530 9700 65 7820 120 0000 0000 0				General Fund/Expenditures/District-Wide Support		5,446.45	
10 E 530 9700 65 7820 130 0000 0000 0				General Fund/Expenditures/District-Wide Support		3,948.95	
10 E 530 9700 65 7820 240 0000 0000 0				General Fund/Expenditures/District-Wide Support		5,827.94	
10 E 530 9700 65 7820 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		8,859.64	
10 E 530 9700 65 7820 100 0000 0000 0				General Fund/Expenditures/District-Wide Support		229.42	
10 E 530 9700 65 7820 060 0000 0000 0				General Fund/Expenditures/District-Wide Support		149.71	
10 E 530 9700 65 7820 076 0000 0000 0				General Fund/Expenditures/District-Wide Support		149.70	
196785	BESTEBREUR, ALISON L	04/12/2019	SNOW MARCH 2019		0	147.97	147.97
10 E 530 0100 26 8030 064 0000 0000 0				General Fund/Expenditures/Basic Education		147.97	
196786	BLEYHL FARM SERVICE	04/12/2019	3/31/2019		0	11,326.61	11,326.61
10 E 530 3160 27 5900 450 0000 0000 0				General Fund/Expenditures/Agriculture		79.74	
10 E 530 7100 27 5900 450 0000 0000 0				General Fund/Expenditures/Traffic Safety		160.45	
10 E 530 9700 12 5900 071 0000 0000 0				General Fund/Expenditures/District-Wide Support		137.06	
10 E 530 9700 61 5900 074 0000 0000 0				General Fund/Expenditures/District-Wide Support		142.63	
10 E 530 9700 62 5900 074 0000 0000 0				General Fund/Expenditures/District-Wide Support		163.57	
10 E 530 9700 64 5900 074 0000 0000 0				General Fund/Expenditures/District-Wide Support		238.21	
10 E 530 9700 75 5900 073 0000 0000 0				General Fund/Expenditures/District-Wide Support		209.62	
10 E 530 9800 44 5900 075 0000 0000 0				General Fund/Expenditures/Food Service		117.51	
10 E 530 9900 51 5900 073 0000 0000 0				General Fund/Expenditures/Pupil Transportation		180.97	
10 E 530 9900 52 5900 073 0000 0000 0				General Fund/Expenditures/Pupil Transportation		9,866.94	
10 E 530 5320 27 5900 060 0000 0000 0				General Fund/Expenditures/Migrant Ed		29.91	
196787	BORT, STACY D	04/12/2019	SUPPLIES 3/26/2019		0	14.61	14.61
10 E 530 0188 27 5000 120 0000 0000 0				General Fund/Expenditures/PBIS Incentives		14.61	
196788	CANON FINANCIAL SERVICES, INC	04/12/2019	19899684		0	7,246.84	7,246.84
10 E 530 9700 73 7290 110 0000 0000 0				General Fund/Expenditures/District-Wide Support		608.28	
10 E 530 9700 73 7290 120 0000 0000 0				General Fund/Expenditures/District-Wide Support		956.69	
10 E 530 9700 73 7290 130 0000 0000 0				General Fund/Expenditures/District-Wide Support		1,017.83	
10 E 530 9700 73 7290 240 0000 0000 0				General Fund/Expenditures/District-Wide Support		1,412.18	
10 E 530 9700 73 7290 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		1,791.18	
10 E 530 3151 21 7290 450 0000 0000 0				General Fund/Expenditures/Voc Director		218.56	
10 E 530 2100 21 7290 063 0000 0000 0				General Fund/Expenditures/Spec Ed - State		294.91	
10 E 530 9700 13 7290 072 0000 0000 0				General Fund/Expenditures/District-Wide Support		294.92	
10 E 530 0100 21 7290 060 0000 0000 0				General Fund/Expenditures/Basic Education		117.70	
10 E 530 9730 72 7290 076 0000 0000 0				General Fund/Expenditures/Tech Coordinator - Office		117.70	
10 E 530 9900 51 7290 073 0000 0000 0				General Fund/Expenditures/Pupil Transportation		141.78	
10 E 530 5320 24 7290 060 0000 0000 0				General Fund/Expenditures/Migrant Ed		117.70	
10 E 530 9700 73 7290 100 0000 0000 0				General Fund/Expenditures/District-Wide Support		157.41	
196789	CAREERSTAFF UNLIMITED	04/12/2019	35651-469298		0	3,594.50	3,594.50
10 E 530 2100 26 7000 063 0000 0000 0				General Fund/Expenditures/Spec Ed - State		3,594.50	
196790	CASCADE NATURAL GAS CORP	04/12/2019	APRIL 2019		0	16,510.65	16,510.65

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 9700 65 7840 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		5,646.67	
10 E 530 9700 65 7840 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		380.05	
10 E 530 9700 65 7840 073 0000 0000 0				General Fund/Expenditures/District-Wide Support		446.89	
10 E 530 9700 65 7840 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		17.40	
10 E 530 9700 65 7840 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		0.00	
10 E 530 9700 65 7840 120 0000 0000 0				General Fund/Expenditures/District-Wide Support		4,474.75	
10 E 530 9700 65 7840 240 0000 0000 0				General Fund/Expenditures/District-Wide Support		3,278.62	
10 E 530 9700 65 7840 130 0000 0000 0				General Fund/Expenditures/District-Wide Support		2,052.63	
10 E 530 9700 65 7840 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		213.64	
196791	CHAPMAN, JOHN JAY	04/12/2019	APRIL 2019	Monthly Rent Agreement	7201800009	2,700.00	2,700.00
10 E 530 9700 63 7000 072 0000 0000 0				General Fund/Expenditures/District-Wide Support		2,700.00	
196792	CHARTER COMMUNICATIONS	04/12/2019	0000456032119	Metro Ethernet Year 4 of 5	7201800002	9,188.30	9,188.30
10 E 530 9731 72 7890 076 0000 0000 0				General Fund/Expenditures/Erate		9,188.30	
196793	CITY OF PROSSER	04/12/2019	3/25/2019		0	12,616.54	12,616.54
10 E 530 9700 65 7850 100 0000 0000 0				General Fund/Expenditures/District-Wide Support		37.05	
10 E 530 9700 65 7860 100 0000 0000 0				General Fund/Expenditures/District-Wide Support		201.23	
10 E 530 9700 65 7870 100 0000 0000 0				General Fund/Expenditures/District-Wide Support		59.25	
10 E 530 9700 65 7880 100 0000 0000 0				General Fund/Expenditures/District-Wide Support		5.79	
10 E 530 9700 65 7850 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		294.05	
10 E 530 9700 65 7860 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		1,246.64	
10 E 530 9700 65 7870 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		416.85	
10 E 530 9700 65 7880 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		323.97	
10 E 530 9700 65 7850 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		284.28	
10 E 530 9700 65 7870 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		402.40	
10 E 530 9700 65 7880 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		175.73	
10 E 530 9700 65 7850 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		294.59	
10 E 530 9700 65 7870 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		417.65	
10 E 530 9700 65 7880 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		149.08	
10 E 530 9700 65 7850 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		0.00	
10 E 530 9700 65 7850 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		27.06	
10 E 530 9700 65 7860 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		20.87	
10 E 530 9700 65 7870 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		44.46	
10 E 530 9700 65 7880 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		34.42	
10 E 530 9700 65 7880 055 0000 0000 0				General Fund/Expenditures/District-Wide Support		2.89	
10 E 530 9700 65 7880 055 0000 0000 0				General Fund/Expenditures/District-Wide Support		31.52	
10 E 530 9700 65 7850 063 0000 0000 0				General Fund/Expenditures/District-Wide Support		0.00	
10 E 530 9700 65 7860 063 0000 0000 0				General Fund/Expenditures/District-Wide Support		0.00	
10 E 530 9700 65 7870 063 0000 0000 0				General Fund/Expenditures/District-Wide Support		0.00	
10 E 530 9700 65 7880 063 0000 0000 0				General Fund/Expenditures/District-Wide Support		0.00	
10 E 530 9700 65 7850 120 0000 0000 0				General Fund/Expenditures/District-Wide Support		353.28	
10 E 530 9700 65 7860 120 0000 0000 0				General Fund/Expenditures/District-Wide Support		712.21	
10 E 530 9700 65 7870 120 0000 0000 0				General Fund/Expenditures/District-Wide Support		504.52	
10 E 530 9700 65 7880 120 0000 0000 0				General Fund/Expenditures/District-Wide Support		915.28	
10 E 530 9700 65 7850 073 0000 0000 0				General Fund/Expenditures/District-Wide Support		57.14	
10 E 530 9700 65 7860 073 0000 0000 0				General Fund/Expenditures/District-Wide Support		205.75	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 9700 65 7870 073 0000 0000 0				General Fund/Expenditures/District-Wide Support		101.42	
10 E 530 9700 65 7850 055 0000 0000 0				General Fund/Expenditures/District-Wide Support		108.10	
10 E 530 9700 65 7880 055 0000 0000 0				General Fund/Expenditures/District-Wide Support		269.75	
10 E 530 9700 65 7870 055 0000 0000 0				General Fund/Expenditures/District-Wide Support		133.33	
10 E 530 9700 65 7850 240 0000 0000 0				General Fund/Expenditures/District-Wide Support		851.41	
10 E 530 9700 65 7860 240 0000 0000 0				General Fund/Expenditures/District-Wide Support		854.63	
10 E 530 9700 65 7870 240 0000 0000 0				General Fund/Expenditures/District-Wide Support		674.11	
10 E 530 9700 65 7880 240 0000 0000 0				General Fund/Expenditures/District-Wide Support		33.51	
10 E 530 9700 65 7880 240 0000 0000 0				General Fund/Expenditures/District-Wide Support		10.04	
10 E 530 9700 65 7850 074 0000 0000 0				General Fund/Expenditures/District-Wide Support		48.67	
10 E 530 9700 65 7860 074 0000 0000 0				General Fund/Expenditures/District-Wide Support		231.00	
10 E 530 9700 65 7870 074 0000 0000 0				General Fund/Expenditures/District-Wide Support		88.88	
10 E 530 9700 65 7880 074 0000 0000 0				General Fund/Expenditures/District-Wide Support		165.88	
10 E 530 9700 65 7880 055 0000 0000 0				General Fund/Expenditures/District-Wide Support		0.00	
10 E 530 9700 65 7880 055 0000 0000 0				General Fund/Expenditures/District-Wide Support		2.31	
10 E 530 9700 65 7880 055 0000 0000 0				General Fund/Expenditures/District-Wide Support		63.24	
10 E 530 9700 65 7880 055 0000 0000 0				General Fund/Expenditures/District-Wide Support		3.62	
10 E 530 9700 65 7880 055 0000 0000 0				General Fund/Expenditures/District-Wide Support		2.54	
10 E 530 9700 65 7850 130 0000 0000 0				General Fund/Expenditures/District-Wide Support		256.65	
10 E 530 9700 65 7860 130 0000 0000 0				General Fund/Expenditures/District-Wide Support		432.19	
10 E 530 9700 65 7870 130 0000 0000 0				General Fund/Expenditures/District-Wide Support		361.50	
10 E 530 9700 65 7880 130 0000 0000 0				General Fund/Expenditures/District-Wide Support		136.99	
10 E 530 9700 65 7850 130 0000 0000 0				General Fund/Expenditures/District-Wide Support		102.55	
10 E 530 9700 65 7870 130 0000 0000 0				General Fund/Expenditures/District-Wide Support		168.63	
10 E 530 9700 65 7880 093 0000 0000 0				General Fund/Expenditures/District-Wide Support		63.20	
10 E 530 9700 65 7880 093 0000 0000 0				General Fund/Expenditures/District-Wide Support		4.69	
10 E 530 9700 65 7880 093 0000 0000 0				General Fund/Expenditures/District-Wide Support		11.10	
10 E 530 9700 65 7850 063 0000 0000 0				General Fund/Expenditures/District-Wide Support		27.06	
10 E 530 9700 65 7860 063 0000 0000 0				General Fund/Expenditures/District-Wide Support		101.14	
10 E 530 9700 65 7870 063 0000 0000 0				General Fund/Expenditures/District-Wide Support		44.46	
10 E 530 9700 65 7880 063 0000 0000 0				General Fund/Expenditures/District-Wide Support		0.70	
10 E 530 9700 65 7880 055 0000 0000 0				General Fund/Expenditures/District-Wide Support		45.28	
196794 CLASS 5		04/12/2019	129570	Phone Support	7601800154	135.75	135.75
10 E 530 9700 72 7000 076 0000 0000 0				General Fund/Expenditures/District-Wide Support		135.75	
196795 COLUMBIA BASIN COLLEGE		04/12/2019	MARCH 2019		0	38,865.22	38,865.22
10 E 530 0179 27 7000 072 0000 0000 0				General Fund/Expenditures/Running Start		34,633.83	
10 E 530 3151 27 7450 450 0000 0000 0				General Fund/Expenditures/Voc Director		4,231.39	
196796 COMMUNITIES IN SCHOOLS OF BENT		04/12/2019	APRIL 2019	2018-2019 Agreement / Payment Schedule for Community In Schools Benton-Franklin	6001800014	9,500.00	9,500.00
10 E 530 5100 27 7000 240 0000 0000 0				General Fund/Expenditures/Title I Part A		1,500.00	
10 E 530 0109 27 7000 071 0000 0000 0				General Fund/Expenditures/Substance Abuse Prevention		2,000.00	
10 E 530 5505 27 7000 450 0000 0000 0				General Fund/Expenditures/LAP High Poverty		6,000.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
196797	DAVIS, SAMANTHA	04/12/2019	CAMP REFUND		0	60.00	60.00
10 R 960 0000 21 2100 070 0000 0000 1			General Fund/Revenues/Program 00			60.00	
196798	DOMINO'S PIZZA PROSSER	04/12/2019	133712		1829	32.87	41.55
10 E 530 2100 21 5000 063 0000 0000 0			General Fund/Expenditures/Spec Ed - State			32.87	
			134864		1831	8.68	
10 E 530 2100 21 5000 240 0000 0000 0			General Fund/Expenditures/Spec Ed - State			8.68	
196799	DOUGLASS, AGETHA M	04/12/2019	SUPPLIES 3/26/2019		0	211.00	211.00
10 E 530 0116 27 5000 120 0000 0000 0			General Fund/Expenditures/2nd Grade			211.00	
196800	ESD #105	04/12/2019	0000057872	Monthly Data Processing Fee	7201800020	9,222.55	9,222.55
10 E 530 9700 72 5030 072 0000 0000 0			General Fund/Expenditures/District-Wide Support			4,795.73	
10 E 530 9700 72 7500 076 0000 0000 0			General Fund/Expenditures/District-Wide Support			4,426.82	
196801	ESD #123	04/12/2019	0000028440		0	8,751.96	50,334.86
10 E 530 2200 26 7000 063 0000 0000 0			General Fund/Expenditures/Spec Ed Infants & Toddlers			8,751.96	
			0000028450		0	41,582.90	
10 E 530 2100 26 7000 063 0000 0000 0			General Fund/Expenditures/Spec Ed - State			41,582.90	
196802	FIREFLY COMPUTERS	04/12/2019	151399	Chromebook Repair	7601800095	59.98	59.98
10 E 530 9700 72 5000 076 0000 0000 0			General Fund/Expenditures/District-Wide Support			65.14	
10 L 601 0000 00 0000 000 0000 0000			General Fund/Accounts Payable			-5.16	
196803	GANJE, BIRGIT BACH	04/12/2019	2019 FOOD CARD		0	10.00	10.00
10 E 530 9800 44 7000 075 0000 0000 0			General Fund/Expenditures/Food Service			10.00	
196804	GIRARD, WILLIAM J	04/12/2019	JAN - MARCH 2019		0	175.16	175.16
10 E 530 9700 63 8010 074 0000 0000 0			General Fund/Expenditures/District-Wide Support			175.16	
196805	COOK'S ACE HARDWARE	04/12/2019	A485054	Open PO for CTE Supplies	4561800002	88.56	178.34
10 E 530 3160 27 5000 450 0000 0000 0			General Fund/Expenditures/Agriculture			88.56	
10 E 530 3161 27 5000 450 0000 0000 0			General Fund/Expenditures/Business			0.00	
10 E 530 3165 27 5000 450 0000 0000 0			General Fund/Expenditures/Home/Family			0.00	
10 E 530 3167 27 5000 450 0000 0000 0			General Fund/Expenditures/Technology Education			0.00	
			A485667	Open PO for CTE Supplies	4561800002	63.25	
10 E 530 3160 27 5000 450 0000 0000 0			General Fund/Expenditures/Agriculture			63.25	
10 E 530 3161 27 5000 450 0000 0000 0			General Fund/Expenditures/Business			0.00	
10 E 530 3165 27 5000 450 0000 0000 0			General Fund/Expenditures/Home/Family			0.00	
10 E 530 3167 27 5000 450 0000 0000 0			General Fund/Expenditures/Technology Education			0.00	
			A485676	Open PO for CTE Supplies	4561800002	26.53	
10 E 530 3160 27 5000 450 0000 0000 0			General Fund/Expenditures/Agriculture			26.53	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 3161 27 5000 450 0000 0000 0				General Fund/Expenditures/Business		0.00	
10 E 530 3165 27 5000 450 0000 0000 0				General Fund/Expenditures/Home/Family		0.00	
10 E 530 3167 27 5000 450 0000 0000 0				General Fund/Expenditures/Technology Education		0.00	
196806	JET CITY DEVICE REPAIR	04/12/2019	186340	Jet City Repairs	7601800151	155.08	155.08
10 E 530 0100 23 5000 130 0000 0000 0				General Fund/Expenditures/Basic Education		31.99	
10 E 530 9700 72 5000 110 0000 0000 0				General Fund/Expenditures/District-Wide Support		123.09	
196807	K C D A	04/12/2019	300376337	office supplies	1201800048	68.62	171.21
10 E 530 0100 27 5020 120 0000 0000 0				General Fund/Expenditures/Basic Education		68.62	
			300377006	Open PO for CTE Supplies	4561800001	102.59	
10 E 530 3160 27 5000 450 0000 0000 0				General Fund/Expenditures/Agriculture		25.65	
10 E 530 3161 27 5000 450 0000 0000 0				General Fund/Expenditures/Business		25.65	
10 E 530 3165 27 5000 450 0000 0000 0				General Fund/Expenditures/Home/Family		25.65	
10 E 530 3167 27 5000 450 0000 0000 0				General Fund/Expenditures/Technology Education		25.64	
196808	KIRK, LINDA W	04/12/2019	SNOW MARCH 2019		0	194.67	282.13
10 E 530 0100 26 8030 064 0000 0000 0				General Fund/Expenditures/Basic Education		194.67	
				SUPPLIES 3/18/2019	0	87.46	
10 E 530 0100 26 5000 064 0000 0000 0				General Fund/Expenditures/Basic Education		64.71	
10 E 530 0170 27 5000 110 0000 0000 0				General Fund/Expenditures/Camp Wooten		22.75	
196809	KOZAI CONSULTING	04/12/2019	007		0	2,869.87	2,869.87
10 E 530 9700 12 7010 071 0000 0000 0				General Fund/Expenditures/District-Wide Support		2,869.87	
196810	LAREZ, ERIC T	04/12/2019	TRAINING 3/28/2019		0	225.15	225.15
10 E 530 0170 27 5000 110 0000 0000 0				General Fund/Expenditures/Camp Wooten		225.15	
196811	LOWRY, MICHELLE	04/12/2019	0000027		0	5,000.00	5,000.00
10 E 530 2100 26 7000 063 0000 0000 0				General Fund/Expenditures/Spec Ed - State		5,000.00	
196812	MOON SECURITY SERVICES INC	04/12/2019	970467	2018/2019 Annual contract for: video and monitoring of PHS facilities	7201800008	266.24	266.24
10 E 530 9700 64 7910 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		266.24	
196813	MORROW, DARLENE M.	04/12/2019	SAUCE		0	116.58	116.58
10 E 530 9800 42 5430 075 0000 0000 0				General Fund/Expenditures/Food Service		116.58	
196814	NC MACHINERY	04/12/2019	CR14035503		0	-116.31	515.27
10 E 530 9900 53 5000 073 0000 0000 0				General Fund/Expenditures/Pupil Transportation		-116.31	
				YKCR050406	0	-265.00	
10 E 530 9900 53 5000 073 0000 0000 0				General Fund/Expenditures/Pupil Transportation		-265.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			YKW00072784		0	896.58	
10 E 530 9900 53 5000 073 0000 0000 0			General Fund/Expenditures/Pupil Transportation			896.58	
196815	NW TEXTBOOK DEPOSITORY CO	04/12/2019	114-290-117	Stand Out Level 1 3E EL Bilingual	6001800080	23.57	23.57
10 E 530 6500 27 5000 450 0000 0000 0			General Fund/Expenditures/State Trans Bilingual			23.57	
196816	OFFICE DEPOT INC	04/12/2019	285831163001	Migrant- Office Supplies	6001800079	273.45	1,006.01
10 E 530 5320 21 5000 060 0000 0000 0			General Fund/Expenditures/Migrant Ed			273.45	
			285831164001	Migrant- Office Supplies	6001800079	116.51	
10 E 530 5320 21 5000 060 0000 0000 0			General Fund/Expenditures/Migrant Ed			116.51	
			286157799001	Printhead for Poster Printer	7601800146	57.29	
10 E 530 9700 72 5000 076 0000 0000 0			General Fund/Expenditures/District-Wide Support			57.29	
			289099796001	SECOND GRADE/ OFFICE SUPPLIES	1201800047	25.79	
10 E 530 0100 27 5000 120 0000 0000 0			General Fund/Expenditures/Basic Education			14.65	
10 E 530 0116 27 5000 120 0000 0000 0			General Fund/Expenditures/2nd Grade			11.14	
			289099797001	SECOND GRADE/ OFFICE SUPPLIES	1201800047	56.14	
10 E 530 0100 27 5000 120 0000 0000 0			General Fund/Expenditures/Basic Education			31.89	
10 E 530 0116 27 5000 120 0000 0000 0			General Fund/Expenditures/2nd Grade			24.25	
			289099798001	SECOND GRADE/ OFFICE SUPPLIES	1201800047	116.84	
10 E 530 0100 27 5000 120 0000 0000 0			General Fund/Expenditures/Basic Education			66.37	
10 E 530 0116 27 5000 120 0000 0000 0			General Fund/Expenditures/2nd Grade			50.47	
			289099799001	SECOND GRADE/ OFFICE SUPPLIES	1201800047	23.48	
10 E 530 0100 27 5000 120 0000 0000 0			General Fund/Expenditures/Basic Education			13.34	
10 E 530 0116 27 5000 120 0000 0000 0			General Fund/Expenditures/2nd Grade			10.14	
			291873072001	Toner for Stock/Food Service	7601800153	336.51	
10 E 530 9700 72 5000 076 0000 0000 0			General Fund/Expenditures/District-Wide Support			211.13	
10 E 530 9800 41 5000 075 0000 0000 0			General Fund/Expenditures/Food Service			125.38	
196817	OXARC INC	04/12/2019	30612293	Open PO for Metal Shop Supplies	4561800003	1,069.46	977.18
10 E 530 3160 27 5000 450 0000 0000 0			General Fund/Expenditures/Agriculture			1,069.46	
			60356978	Open PO for Metal	4561800003	50.17	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				Shop Supplies			
10 E 530 3160 27 5000 450 0000 0000 0				General Fund/Expenditures/Agriculture		50.17	
				CREDIT			
				Open PO for Metal	4561800003	-142.45	
				Shop Supplies			
10 E 530 3160 27 5000 450 0000 0000 0				General Fund/Expenditures/Agriculture		-142.45	
196818	PHILLIPS66/CONOCO/76	04/12/2019	3/2/2019		0	173.12	173.12
10 E 530 9700 75 5900 071 0000 0000 0				General Fund/Expenditures/District-Wide Support		173.12	
196819	PHONAK	04/12/2019	5159239302	FM System device	6301800063	405.00	405.00
				Service Warranty			
				Renewal			
10 E 530 2100 26 7000 120 0000 0000 0				General Fund/Expenditures/Spec Ed - State		439.83	
10 L 601 0000 00 0000 000 0000 0000				General Fund/Accounts Payable		-34.83	
196820	PROSSER FOOD SERVICES	04/12/2019	222		0	725.24	742.24
10 E 530 5101 27 5000 110 0000 0000 0				General Fund/Expenditures/Title I -Parent Inv.		725.24	
				230	0	17.00	
10 E 530 2100 27 5000 120 0000 0000 0				General Fund/Expenditures/Spec Ed - State		17.00	
196821	RAINWATER INC	04/12/2019	040875	Monthly water	6301800001	4.32	174.81
				cooler rental and			
				bottled water			
				delivery (6			
				bottles per			
				month) to Special			
				Services Office			
10 E 530 2100 21 5000 063 0000 0000 0				General Fund/Expenditures/Spec Ed - State		4.32	
				040876			
				Yearly Purchase	7501800001	129.48	
				Order for the			
				Water softener			
				for KRV			
				Production			
				kitchen			
10 E 530 9800 44 7000 075 0000 0000 0				General Fund/Expenditures/Food Service		129.48	
				040877			
				Annual Renewal	6001800024	4.32	
10 E 530 0100 21 7000 060 0000 0000 0				General Fund/Expenditures/Basic Education		1.44	
10 E 530 5320 24 5000 060 0000 0000 0				General Fund/Expenditures/Migrant Ed		1.44	
10 E 530 9730 72 7000 076 0000 0000 0				General Fund/Expenditures/Tech Coordinator - Office		1.44	
				040878			
				Monthly water	6301800000	4.32	
				cooler rental and			
				bottled water			
				delivery (6			
				bottles per			
				month) to Special			

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				Services Office.			
10 E 530 2100 21 5000 063 0000 0000 0				General Fund/Expenditures/Spec Ed - State		4.32	
			085074	Monthly water cooler rental and bottled water delivery (6 bottles per month) to Special Services Office.	6301800000	12.95	
10 E 530 2100 21 5000 063 0000 0000 0				General Fund/Expenditures/Spec Ed - State		12.95	
			085181	Annual Renewal	6001800024	19.42	
10 E 530 0100 21 7000 060 0000 0000 0				General Fund/Expenditures/Basic Education		6.47	
10 E 530 5320 24 5000 060 0000 0000 0				General Fund/Expenditures/Migrant Ed		6.47	
10 E 530 9730 72 7000 076 0000 0000 0				General Fund/Expenditures/Tech Coordinator - Office		6.48	
196822	REACT AUDIOVISUAL SYSTEMS	04/12/2019	1466	Replacement security cameras	2401800078	682.01	682.01
10 E 530 0100 25 5000 072 0000 0000 0				General Fund/Expenditures/Basic Education		682.01	
196823	REYNOLDS, CRAIG W	04/12/2019	CPA 2019		0	230.00	230.00
10 E 530 9700 13 7390 072 0000 0000 0				General Fund/Expenditures/District-Wide Support		230.00	
196824	RIBBONS GALORE INC	04/12/2019	162647	Award Ribbons for Sped Field Day Event	6301800066	42.50	42.50
10 E 530 2100 21 5000 063 0000 0000 0				General Fund/Expenditures/Spec Ed - State		46.16	
10 L 601 0000 00 0000 000 0000 0000				General Fund/Accounts Payable		-3.66	
196825	RIVERSIDE STORAGE	04/12/2019	APRIL 2019	2018/2019 Rentals of storage units.	7201800007	537.00	537.00
10 E 530 2100 21 7340 063 0000 0000 0				General Fund/Expenditures/Spec Ed - State		134.00	
10 E 530 5320 24 7000 060 0000 0000 0				General Fund/Expenditures/Migrant Ed		55.00	
10 E 530 9700 13 7340 072 0000 0000 0				General Fund/Expenditures/District-Wide Support		112.00	
10 E 530 9700 64 7340 074 0000 0000 0				General Fund/Expenditures/District-Wide Support		79.00	
10 E 530 9700 72 7340 076 0000 0000 0				General Fund/Expenditures/District-Wide Support		157.00	
196826	SHELL, DAVID A	04/12/2019	WAX RING		0	20.07	20.07
10 E 530 9700 64 5000 074 0000 0000 0				General Fund/Expenditures/District-Wide Support		20.07	
196827	SMITH, DEAN DONALD	04/12/2019	3/15/2019		0	40.07	40.07
10 E 530 0100 27 5000 240 0000 0000 0				General Fund/Expenditures/Basic Education		40.07	
196828	SMITH, JOSHUA	04/12/2019	SPRING CPR CLASS		0	780.00	780.00
10 E 530 2100 27 7000 063 0000 0000 0				General Fund/Expenditures/Spec Ed - State		780.00	
196829	SMITH, TINA L.	04/12/2019	VANCOUVER		0	73.00	73.00
10 E 530 0100 28 8030 450 0000 0000 0				General Fund/Expenditures/Basic Education		73.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
196830	SOTO, RAMIRO F	04/12/2019	FEB - MARCH 2019		0	20.01	20.01
10 E 530 2100 21 8010 063 0000 0000 0			General Fund/Expenditures/Spec Ed - State			20.01	
196831	STAPLES BUSINESS ADVANTAGE	04/12/2019	3403658497	office supplies	4501800079	537.20	799.69
10 E 530 0100 27 5000 450 0000 0000 0			General Fund/Expenditures/Basic Education			537.20	
			3406547886	office supplies	4501800079	2.93	
10 E 530 0100 27 5000 450 0000 0000 0			General Fund/Expenditures/Basic Education			2.93	
			3406547887	Round Head Fastner 1 Inch -C. Gamble	4501800080	33.52	
10 E 530 0100 27 5000 450 0000 0000 0			General Fund/Expenditures/Basic Education			33.52	
			3409638466	Office Supplies	4501800082	109.26	
10 E 530 0100 27 5000 450 0000 0000 0			General Fund/Expenditures/Basic Education			109.26	
			3409638471	Office Supplies	6301800060	116.78	
10 E 530 2100 21 5000 063 0000 0000 0			General Fund/Expenditures/Spec Ed - State			116.78	
196832	TAYLOR, DANYELLE M	04/12/2019	WASWAW 2019		0	582.44	582.44
10 E 530 0158 31 8030 076 0000 0000 0			General Fund/Expenditures/Staff Dev-ESPP Allocation			582.44	
196833	TERRY'S DAIRY	04/12/2019	337107		0	294.42	852.35
10 E 530 9800 42 5410 075 0000 0000 0			General Fund/Expenditures/Food Service			294.42	
			337297		0	121.82	
10 E 530 9800 42 5410 075 0000 0000 0			General Fund/Expenditures/Food Service			121.82	
			338247		0	70.91	
10 E 530 9800 42 5410 075 0000 0000 0			General Fund/Expenditures/Food Service			70.91	
			338263		0	121.82	
10 E 530 9800 42 5410 075 0000 0000 0			General Fund/Expenditures/Food Service			121.82	
			338267		0	243.38	
10 E 530 9800 42 5410 075 0000 0000 0			General Fund/Expenditures/Food Service			243.38	
196834	TLC ENTERPRISES	04/12/2019	335		0	787.80	787.80
10 E 530 9700 12 7010 071 0000 0000 0			General Fund/Expenditures/District-Wide Support			787.80	
196835	TREAT, LACEY S	04/12/2019	SUPPLIES 3/22/2019		0	59.75	59.75
10 E 530 0114 27 5000 120 0000 0000 0			General Fund/Expenditures/Kindergarten			59.75	
196836	USIP	04/12/2019	171099		0	1,798.08	2,798.08
10 E 530 9900 56 7000 073 0000 0000 0			General Fund/Expenditures/Pupil Transportation			1,798.08	
			9373		0	1,000.00	
10 E 530 9795 64 7000 074 0000 0000 0			General Fund/Expenditures/Insurance Claims			1,000.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
196837	VALLEY PUBLISHING CO	04/12/2019	2019 SUB. DIST. OFF.		0	40.00	310.05
10 E 530 9700 13 5000 072 0000 0000 0			General Fund/Expenditures/District-Wide Support			40.00	
			35995	2018-2019 Open PO	7201800016	100.20	
				for job listings			
10 E 530 9700 14 7050 072 0000 0000 0			General Fund/Expenditures/District-Wide Support			100.20	
			3761G	Special Education	6301800061	69.50	
				Legal Notice			
10 E 530 2100 21 7050 063 0000 0000 0			General Fund/Expenditures/Spec Ed - State			69.50	
			4287P	Special Education	6301800061	100.35	
				Legal Notice			
10 E 530 2100 21 7050 063 0000 0000 0			General Fund/Expenditures/Spec Ed - State			100.35	
196838	WAL-MART COMMUNITY	04/12/2019	907300485635		0	98.90	312.38
10 E 530 5320 24 5000 060 0000 0000 0			General Fund/Expenditures/Migrant Ed			98.90	
			907900512084		0	109.00	
10 E 530 3465 27 5000 240 0000 0000 0			General Fund/Expenditures/Home/Family HMS			109.00	
			908100415964		0	104.48	
10 E 530 3465 27 5000 240 0000 0000 0			General Fund/Expenditures/Home/Family HMS			104.48	
196839	WASHINGTON APPLIED MATH COUNCI	04/12/2019	431	WA Applied Math	4561800026	535.00	535.00
				Conference Doug			
				Fassler			
10 E 530 3161 27 7000 450 0000 0000 0			General Fund/Expenditures/Business			535.00	
196840	WASHINGTON FBIA	04/12/2019	1284	FBIA State	4561800027	2,844.00	2,844.00
				Conference			
				Adviser			
				Registration			
10 E 530 3161 27 7000 450 0000 0000 0			General Fund/Expenditures/Business			455.04	
10 E 530 3161 27 8030 450 0000 0000 0			General Fund/Expenditures/Business			2,388.96	
196841	YAKIMA BINDERY	04/12/2019	287619-0	2018/2019 Open PO	7201800011	25.24	25.24
				for District			
				Office supplies.			
10 E 530 9700 12 5000 071 0000 0000 0			General Fund/Expenditures/District-Wide Support			12.62	
10 E 530 9700 13 5000 072 0000 0000 0			General Fund/Expenditures/District-Wide Support			12.62	
196842	YAKIMA HERALD-REPUBLIC	04/12/2019	873045	2018-2019 Open PO	7201800014	528.84	528.84
				for job postings			
10 E 530 9700 14 7050 072 0000 0000 0			General Fund/Expenditures/District-Wide Support			528.84	
196843	YVCC	04/12/2019	WINTER QTR 18/19		0	24,168.86	24,168.86
10 E 530 0179 27 7000 072 0000 0000 0			General Fund/Expenditures/Running Start			21,360.41	
10 E 530 3151 27 7450 450 0000 0000 0			General Fund/Expenditures/Voc Director			2,808.45	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
196844	ZIEGLER, LORENA R	04/12/2019	2019 FOOD CARD		0	10.00	10.00
10 E 530 9800 44 7000 075 0000 0000 0				General Fund/Expenditures/Food Service		10.00	
			70	Computer	Check(s) For a Total of		277,990.67

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 April 9, 2019, the board, by a _____ vote, approves payments, totaling \$33,710.91. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS PAYABLE:
Warrant Numbers 186210 through 186226, totaling \$33,710.91

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

Check Nbr	Vendor Name	Check Date	Check Amount
186210	BANK, U S	04/12/2019	9,977.46
186211	BEST WESTERN CHIEFTAIN INN	04/12/2019	1,490.28
186212	DOMINO'S PIZZA PROSSER	04/12/2019	34.51
186213	HERMISTON CROSS COUNTRY	04/12/2019	50.00
186214	HOUSEL MIDDLE SCHOOL IMPREST	04/12/2019	2,775.89
186215	HYPESOCKS	04/12/2019	898.81
186216	JUDY, DONALD S	04/12/2019	124.14
186217	KEENE-RIVERVIEW IMPREST FUND	04/12/2019	227.80
186218	LARA JR, ERNESTO	04/12/2019	700.00
186219	PHE IMPREST FUND	04/12/2019	242.00
186220	PROSSER HIGH SCHOOL IMPREST	04/12/2019	2,476.19
186221	PROSSER SCHOOL DIST #116	04/12/2019	60.00
186222	PROSSER FOOD SERVICES	04/12/2019	75.40
186223	URM CASH & CARRY-KENNEWICK	04/12/2019	931.93
186224	WACA	04/12/2019	835.00
186225	WASHINGTON FBLA	04/12/2019	4,429.00
186226	WORLD'S FINEST CHOCOLATE	04/12/2019	8,382.50

17 Computer Check(s) For a Total of 33,710.91

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
186210	BANK, U S	04/12/2019	ASB 3/7/2019		0	9,977.46	9,977.46
40 E 530 2170 05 0000 000 0000 0000 0			Associated Student Body	Fund/Expenditures/WRESTLING		550.69	
40 E 530 2190 05 0000 000 0000 0000 0			Associated Student Body	Fund/Expenditures/SWIM TEAM BOY		414.96	
40 E 530 4550 05 0000 000 0000 0000 0			Associated Student Body	Fund/Expenditures/DC MUSTANGS		9,011.81	
186211	BEST WESTERN CHIEFTAIN INN	04/12/2019	9665	FCCLA State Conference Rooms	4521800236	372.57	1,490.28
40 E 530 4160 05 0000 000 0000 0000 0			Associated Student Body	Fund/Expenditures/FCCLA		372.57	
			9666	FCCLA State Conference Rooms	4521800236	372.57	
40 E 530 4160 05 0000 000 0000 0000 0			Associated Student Body	Fund/Expenditures/FCCLA		372.57	
			9668	Hotel reservations for FCCLA Conference Attn: Mei-lan Young	2421800034	372.57	
40 E 530 4160 04 0000 000 0000 0000 0			Associated Student Body	Fund/Expenditures/FCCLA		372.57	
			9669	Hotel reservations for FCCLA Conference Attn: Mei-lan Young	2421800034	372.57	
40 E 530 4160 04 0000 000 0000 0000 0			Associated Student Body	Fund/Expenditures/FCCLA		372.57	
186212	DOMINO'S PIZZA PROSSER	04/12/2019	134718		1729	34.51	34.51
40 E 530 1300 05 0000 000 0000 0000 0			Associated Student Body	Fund/Expenditures/AWARDS		34.51	
186213	HERMISTON CROSS COUNTRY	04/12/2019	428667		0	50.00	50.00
40 E 530 2150 05 0000 000 0000 0000 0			Associated Student Body	Fund/Expenditures/TRACK		50.00	
186214	HOUSEL MIDDLE SCHOOL IMPREST	04/12/2019	1763		0	2,775.89	2,775.89
40 E 530 6010 04 0000 000 0000 0000 0			Associated Student Body	Fund/Expenditures/CHARITABLE		2,775.89	
186215	HYPESOCKS	04/12/2019	1460	Softball socks	4521800245	898.81	898.81
40 E 530 2230 05 0000 000 0000 0000 0			Associated Student Body	Fund/Expenditures/SOFTBALL		976.11	
40 L 601 0000 00 0000 000 0000 0000			Associated Student Body	Fund/Accounts Payable		-77.30	
186216	JUDY, DONALD S	04/12/2019	TENNIS BALLS		0	124.14	124.14
40 E 530 2160 05 0000 000 0000 0000 0			Associated Student Body	Fund/Expenditures/TENNIS-BOYS		124.14	
186217	KEENE-RIVERVIEW IMPREST FUND	04/12/2019	1315		0	227.80	227.80
40 E 530 1040 02 0000 000 0000 0000 0			Associated Student Body	Fund/Expenditures/GENERAL		227.80	
186218	LARA JR, ERNESTO	04/12/2019	PROM MUSIC		0	700.00	700.00
40 E 530 3020 05 0000 000 0000 0000 0			Associated Student Body	Fund/Expenditures/CLASS OF 2020		700.00	
186219	PHE IMPREST FUND	04/12/2019	1170		0	242.00	242.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
40 E 530 4030 03 0000 000 0000 0000 0				Associated Student Body Fund/Expenditures/SEATTLE		242.00	
186220	PROSSER HIGH SCHOOL IMPREST	04/12/2019	2953		0	2,052.75	2,476.19
40 E 530 1040 05 0000 000 0000 0000 0				Associated Student Body Fund/Expenditures/GENERAL		2,052.75	
			2959		0	380.00	
40 E 530 2110 05 0000 000 0000 0000 0				Associated Student Body Fund/Expenditures/BASKETBALL BO		190.00	
40 E 530 2210 05 0000 000 0000 0000 0				Associated Student Body Fund/Expenditures/BASKETBALL GI		190.00	
			2961		0	43.44	
40 E 530 2190 05 0000 000 0000 0000 0				Associated Student Body Fund/Expenditures/SWIM TEAM BOY		43.44	
186221	PROSSER SCHOOL DIST #116	04/12/2019	123118 KRV		0	60.00	60.00
40 E 530 1040 02 0000 000 0000 0000 0				Associated Student Body Fund/Expenditures/GENERAL		60.00	
186222	PROSSER FOOD SERVICES	04/12/2019	228	Refreshments for Mid Valley Art Celebration	2421800036	75.40	75.40
40 E 530 1040 04 0000 000 0000 0000 0				Associated Student Body Fund/Expenditures/GENERAL		75.40	
186223	URM CASH & CARRY-KENNEWICK	04/12/2019	BALANCE	Concession Supplies	4521800127	931.93	931.93
40 E 530 1200 05 0000 000 0000 0000 0				Associated Student Body Fund/Expenditures/CONCESSIONS		931.93	
186224	WACA	04/12/2019	201991a	WACA Conference registration for Nicole Garza, Bryan Bailey, Laura Bachofner	4521800234	45.00	835.00
40 E 530 1040 05 0000 000 0000 0000 0				Associated Student Body Fund/Expenditures/GENERAL		45.00	
			201991b	WACA Conference registration for Nicole Garza, Bryan Bailey, Laura Bachofner	4521800234	395.00	
40 E 530 1040 05 0000 000 0000 0000 0				Associated Student Body Fund/Expenditures/GENERAL		395.00	
			201991c	WACA Conference registration for Nicole Garza, Bryan Bailey, Laura Bachofner	4521800234	395.00	
40 E 530 1040 05 0000 000 0000 0000 0				Associated Student Body Fund/Expenditures/GENERAL		395.00	
186225	WASHINGTON FBLA	04/12/2019	1283	FBLA Conference Registration and 3 Night Hotel Stay	4521800211	4,429.00	4,429.00
40 E 530 4180 05 0000 000 0000 0000 0				Associated Student Body Fund/Expenditures/FBLA		4,429.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
186226	WORLD'S FINEST CHOCOLATE	04/12/2019	91181008		0	8,382.50	8,382.50
40 E 530 3150 01 0000 000 0000 0000 0				Associated Student Body Fund/Expenditures/FIFTH-BELL		8,382.50	
				17 Computer	Check(s) For a Total of		33,710.91

BOARD PACKET

TO: Board of Directors
SUBJECT: Amendment of Policy No. 2022: Electronic Resources and Internet Safety - FIRST READING
AGENDA: Action
DATE: April 9, 2019
PREPARED BY: Shawn Shultz, *Technology Director/Data Coordinator*

Background

The District Technology Committee met recently and made several recommendations to amend Policy and Procedure No. 2022: Electronic Resources and Internet Safety. These amendments bring our policy up-to-date with our newer technology as well as with WSSDA's recommendations. The policy and procedure draft amendments are attached as well as the current policy and procedure for your information.

Recommendation

It is recommended that the Board of Directors take action to approve the First Reading of Policy No. 2022: Electronic Resources and Internet Safety, as amended.

ELECTRONIC RESOURCES and INTERNET SAFETY

The Prosser School District Board of Directors recognizes that an effective public education system develops students who are globally aware, civically engaged and capable of managing their lives and careers. The Board also believes that students need to be proficient and safe users of information, media, and technology to succeed in a digital world.

Electronic Resources

Therefore, the Prosser School District will use electronic resources as a powerful and compelling means for students to learn core subjects and applied skills in relevant and rigorous ways. It is the District's goal to provide students with rich and ample opportunities to use technology for important purposes in schools just as individuals in workplaces and other real-life settings. The District's technology will enable educators and students to communicate, learn, share, collaborate and create, to think and solve problems, to manage their work and to take ownership of their lives.

The Superintendent or designee will create strong electronic educational systems that support innovative teaching and learning, to provide appropriate staff development opportunities and to develop procedures to support this policy.

Internet Safety

To help ensure student safety and citizenship with electronic resources, all students will be provided information about internet safety. This will include appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, and cyber-bullying awareness and response.

To promote internet safety and appropriate online behavior of students and staff as they use electronic resources and access material from the internet, the Superintendent or designee is authorized to develop or adopt internet safety procedures, acceptable use guidelines, and, for students, related instructional materials for every grade level. The Superintendent or designee in evaluating such procedures and instructional materials should take into account District electronic resources, community norms, privacy rights, responsible use and issues of concern with student or staff use of electronic resources.

As a component of District internet safety measures, all District-owned electronic resources, including computer networks and Wi-Fi, in all District facilities capable of accessing the internet must use filtering software to prevent access to obscene, racist, hateful or violent material. However, given the ever-changing nature of the internet, the District cannot guarantee that a student will never be able to access objectionable material.

Further, when students use the internet from school facilities for educational purposes, District staff will make a reasonable effort to supervise student access and use of the internet. If material is accessed that violates District policies, procedures or student guidelines for electronic resources for acceptable use, District staff may instruct the person to cease using that material

and/or implement sanctions consistent with District policies, procedures, guidelines or student codes of conduct.

Cross References:	Board Policy	2020	Curriculum Development and Adoption of Instructional Materials
		2025	Copyright Compliance
		3207	Harassment, Intimidation and Bullying
		3231	Student Records
		4040	Public Access to District Records
		5281	Disciplinary Action and Discharge
Legal Reference:	18 USC §§ 2510-2522		Electronic Communication Privacy Act
	Pub. L. No. 110-385		Protecting Children in the 21 st Century Act
Management Resources:	Policy News	February 2012	
		June 2008	Electronic Resources
		June 2001	Congress Requires Internet Blocking at School
		August 1998	Permission required to review e-mail

Adoption Date: December 5, 2000
Amended: June 5, 2012

ELECTRONIC RESOURCES and INTERNET SAFETY

Network Acceptable Use Guidelines/Internet Safety Requirements

These procedures are written to support the Electronic Resources and Internet Safety Policy of the Board of Directors and to promote positive and effective digital citizenship among students and staff. Digital citizenship includes the norms of appropriate, responsible and healthy behavior related to current technology use. Successful, technologically-fluent digital citizens recognize and value the rights, responsibilities, and opportunities of living, learning and working in an interconnected digital world. They cultivate and manage their digital identity and reputation and are aware of the permanence of their actions in the digital world. Expectations for student and staff behavior online are no different from face-to-face interactions.

Use of Personal Electronic Devices

In accordance with all District policies and procedures, students and staff may use personal electronic devices (e.g. laptops, mobile devices and e-readers) to further the educational and research mission of the District. School staff will retain the final authority in deciding when and how students may use personal electronic devices on school grounds and during the school day. Absent a specific and articulated need (e.g. assistive technology), students do not have an absolute right to possess or use personal electronic devices at school.

Network

The District network includes wired and wireless devices and peripheral equipment, files and storage, e-mail and internet content (blogs, websites, collaboration software, social networking sites, wikis, etc.). The District reserves the right to prioritize the use of, and access to, the network.

All use of the network must support education and research and be consistent with the mission of the District.

Acceptable network use by District students and staff includes:

- Creation of files, projects, videos, web pages and podcasts using network resources in support of educational research;
- Participation in blogs, wikis, bulletin boards, the creation of content for podcasts, e-mail and web pages that support educational research;
- With parental permission, the online publication of original educational material, curriculum related materials and student work. Sources outside the classroom or school must be cited appropriately;
- Staff use of the network for incidental personal use in accordance with all District policies and guidelines;
- Connection of any personal electronic device is subject to all procedures in this document and District policy.

Unacceptable network use by District students and staff includes but is not limited to:

- Personal gain, commercial solicitation and compensation of any kind;
- Actions that result in liability or cost incurred by the District;
- Downloading, installation and use of games, audio files, video files or other applications (including shareware or freeware) without permission or approval from the technology coordinator or designee;
- Support for or opposition to ballot measures, candidates and any other political activity;
- Hacking, cracking, vandalizing, the introduction of viruses, worms, Trojan horses, time bombs and changes to hardware, software and monitoring tools;
- Unauthorized access to other District computers, networks and information systems;
- Action constituting harassment, intimidation or bullying, including cyberbullying, hate mail, defamation, discriminatory jokes and remarks. This may also include the manufacture, distribution or possession of inappropriate digital images;
- Information posted, sent or stored online that could endanger others (e.g., bomb construction, drug manufacture);
- Accessing, uploading, downloading, storage and distribution of obscene, pornographic or sexually explicit material; and
- Attaching unauthorized equipment to the District network
- Any unlawful use of the District network, including but not limited to stalking, blackmail, violation of copyright laws and fraud.

The District will not be responsible for any damages suffered by any user, including but not limited to, loss of data resulting from delays, non-deliveries, mis-deliveries or service interruptions caused by its own negligence or any other errors or omissions. The District will not be responsible for unauthorized financial obligations resulting from the use of, or access to, the District's computer network or the internet.

Internet Safety: Personal Information and Inappropriate Content

- Students and staff should not reveal personal information, including a home address and phone number, on web sites, blogs, podcasts, videos, wikis, e-mail or as content on any other electronic medium.
- Students and staff should not reveal personal information about another individual on any electronic medium.
- If students encounter dangerous or inappropriate information or messages, they should notify the appropriate school authority.
- Students should be aware of the persistence of their digital information, including images and social media activity, which may remain on the internet indefinitely.

Internet Safety Instruction

All students will be educated about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response.

- Age appropriate materials will be made available for use across grade levels.
- Training on online safety issues and materials implementation will be made available for administration, staff and families.

Filtering and Monitoring

- Filtering software is not 100% effective. While filters make it more difficult for objectionable material to be received or accessed; filters are not a solution in themselves. Every user must take responsibility for his or her use of the network and internet and avoid objectionable sites;
- Any attempts to defeat or bypass the District's internet filter or conceal internet activity are prohibited: proxies, https, special ports, modifications to District browser settings and any other techniques designed to evade filtering or enable the publication of inappropriate content;
- E-mail inconsistent with the educational and research mission of the District will be considered SPAM and blocked from entering District e-mail boxes;
- The District will provide appropriate adult supervision of internet use. The first line of defense in controlling access by minors to inappropriate material on the internet is deliberate and consistent monitoring of student access to District computers;
- Staff members who supervise students, control electronic equipment or have occasion to observe student use of said equipment online, must make a reasonable effort to monitor the use of this equipment to assure that student use conforms to the mission and goals of the District; and
- Staff must make a reasonable effort to become familiar with the internet and to monitor, instruct and assist effectively.
- The District may monitor student use of the District network, including when accessed on students' personal electronic devices and devices provided by the District, such as laptops, netbooks, and tablets; and
- The District will provide a procedure for students and staff members to request access to internet websites blocked by the District's filtering software. The procedure will indicate a timeframe for a designated school official to respond to the request. The requirements of the Children's Internet Protection Act (CIPA) will be considered in evaluation of the request. The District will provide an appeal process for requests that are denied

Copyright

Downloading, copying, duplicating and distributing software, music, sound files, movies, images or other copyrighted materials without the specific written permission of the copyright owner is

generally prohibited. However, the duplication and distribution of materials for educational purposes are permitted when such duplication and distribution fall within the Fair Use Doctrine of the United States Copyright Law (Title 17, USC) and content is cited appropriately.

Network Security and Privacy

Passwords are the first level of security for a user account. System logins and accounts are to be used only by the authorized owner of the account, for authorized District purposes. Students and staff are responsible for all activity on their account and must not share their account password.

These procedures are designed to safeguard network user accounts:

- Change passwords according to District policy;
- Do not use another user's account;
- All users of the District's electronic resources are required to comply with the District's policy and procedures.
- Violation of any of the conditions of use explained in the Electronic Resources Policy or in these procedures could be cause for disciplinary action, including suspension or expulsion from school and suspension or revocation of network and computer access privileges.
- Do not insert passwords into e-mail or other communications;
- If you write down your user account password, keep it in a secure location;
- Do not store passwords in a file without encryption;
- Users are expected to recall, maintain and secure their passwords;
- Lock the screen or log off if leaving the computer.

Student Data is Confidential

District staff must maintain the confidentiality of student data in accordance with the Family Educational Rights and Privacy Act (FERPA).

No Expectation of Privacy

The District provides the network system, e-mail, and internet access as a tool for education and research in support of the District's mission. The District reserves the right to monitor, inspect, copy, review and store, without prior notice, information about the content and usage of:

- The District network, including when accessed on students' personal electronic devices and on devices provided by the District, such as laptops, netbooks and tablets;
- User files and disk space utilization;
- User applications and bandwidth utilization;
- User document files, folders and electronic communications;
- E-mail;
- Internet access; and
- Any and all information transmitted or received in connection with network and e-mail use.

No student or staff user should have any expectation of privacy when using the District's network. The District reserves the right to disclose any electronic messages to law enforcement officials or third parties as appropriate. All documents are subject to the public records disclosure laws of the State of Washington.

Educational Applications and Programs

District staff may request students to download or sign up for applications or programs on the students' personal electronic devices. Such applications and programs are designed to help facilitate lectures, student assessment, communication and teacher-student feedback, among other things.

Prior to requesting students to download or sign up for educational applications or programs, staff will review "terms of use," "terms of service," and/or "privacy policy" of each application or program to ensure that it will not compromise students' personally identifiable information, safety, and privacy.

Staff should also, as appropriate, provide notice to students' parents/guardians that the staff person has requested that students download or sign up for an application or program, including a brief statement on the purpose of application or program.

Archive and Backup

Backup is made of all District e-mail correspondence for purposes of public disclosure and disaster recovery. Barring power outage or intermittent technical issues, staff and student files are backed up on District servers, or compliant services, regularly. Refer to the District retention policy for specific records retention requirements.

Disciplinary Action

All users of the District's electronic resources are required to comply with the District's policy and procedures (and agree to abide by the provisions set forth in the District's user agreement). Violation of any of the conditions of use explained in the (District's user agreement), Electronic Resources policy, or in these procedures could be cause for disciplinary action, including suspension or expulsion from school and suspension or revocation of network and computer access privileges.

Accessibility of Electronic Resources

Federal law prohibits people, on the basis of disability (such as seeing and hearing impairments), from being excluded from participation in, being denied the benefits of, or otherwise being subjected to discrimination by the District. To ensure that individuals with disabilities have equal access to District programs, activities and services, the content and functionality of websites associated with the District should be accessible. Such websites may include, but are not limited to, the District's homepage.

District staff with authority to create or modify website content or functionality associated with the District will take reasonable measures to ensure that such content or functionality is accessible to individuals with disabilities. Any such staff member with questions about how to comply with this requirement should consult with the Superintendent or designee.

DRAFT

Amended policy approved June 5, 2012

Page 6 of 6

CURRENT POLICY

ELECTRONIC RESOURCES

(Formerly entitled Electronic Information System (Networks))

The Prosser School District Board of Directors recognizes that an effective public education system develops students who are globally aware, civically engaged, and capable of managing their lives and careers. The board also believes that students need to be proficient users of information, media, and technology to succeed in a digital world.

Therefore, the Prosser School District will use electronic resources as a powerful and compelling means for students to learn core subjects and applied skills in relevant and rigorous ways. It is the district's goal to provide students with rich and ample opportunities to use technology for important purposes in schools just as individuals in workplaces and other real-life settings. The district's technology will enable educators and students to communicate, learn, share, collaborate and create, to think and solve problems, to manage their work, and to take ownership of their lives.

To help ensure student safety and citizenship in online activities, all students will be educated about appropriate behavior, including interacting with other individuals on social networking websites and in chat rooms, and cyber-bullying awareness and response.

The superintendent or designee will create strong electronic educational systems that support innovative teaching and learning, to provide appropriate staff development opportunities and to develop procedures to support this policy.

Cross References:	Board Policy 2020	Curriculum Development and Adoption of Instructional Materials
	2025	Copyright Compliance
	3207	Harassment, Intimidation and Bullying
	3231	Student Records
	4040	Public Access to District Records
	5281	Disciplinary Action and Discharge

Legal Reference:	18 USC §§ 2510-2522	Electronic Communication Privacy Act
	<u>Pub. L. No. 110-385</u>	<u>Protecting Children in the 21st Century Act</u>

Management Resources:	<u>Policy News, February 2012</u>	Electronic Resources
	<u>Policy News, June 2008</u>	Congress Requires Internet Blocking at School
	<u>Policy News, June 2001</u>	Permission required to review e-mail
	<u>Policy News, August 1998</u>	

Adoption Date: December 5, 2000
Amended: June 5, 2012

ELECTRONIC RESOURCES

Acceptable network use by district students includes:

- Creation of files, projects, videos, web pages and podcasts using network resources in support of educational research;
- Participation in blogs, wikis, bulletin boards, the creation of content for podcasts, e-mail and web pages that support educational research;
- With parental permission, the online publication of original educational material, curriculum related materials and student work. Sources outside the classroom or school must be cited appropriately;
- Staff use of the network for incidental personal use in accordance with all district policies and guidelines;

Unacceptable network use by district students includes but is not limited to:

- Downloading, installation and use of games, audio files video files or other applications (including shareware or freeware) without permission or approval from the technology coordinator or designee;
- Hacking, cracking, vandalizing, the introduction of viruses, worms, Trojan horses, time bombs and changes to hardware, software, and monitoring tools;
- Unauthorized access to other district computers, networks and information systems;
- Cyber bullying, hate mail, defamation, harassment of any kind, discriminatory jokes and remarks;
- Information posted, sent or stored online that could endanger others (e.g., bomb construction, drug manufacture);
- Accessing, uploading, downloading, storage and distribution of obscene, pornographic or sexually explicit material; and
- Attaching unauthorized equipment to the district network

The district will not be responsible for any damages suffered by any user, including but not limited to, loss of data resulting from delays, non-deliveries, mis-deliveries or service interruptions caused by its own negligence or any other errors or omissions. The district will not be responsible for unauthorized financial obligations resulting from the use of, or access to, the district's computer network or the Internet.

Internet Safety: Personal Information and Inappropriate Content

- Students and staff should not reveal personal information, including a home address and phone number, on web sites, blogs, podcasts, videos, wikis, e-mail or as content on any other electronic medium.
- Students and staff should not reveal personal information about another individual on any electronic medium.

- If students encounter dangerous or inappropriate information or messages, they should notify the appropriate school authority.

Internet Safety Instruction

All students will be educated about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, and cyber bullying awareness and response.

- Age appropriate materials will be made available for use across grade levels.
- Training on online safety issues and materials implementation will be made available for administration, staff and families.

Filtering and Monitoring

- Filtering software is not 100% effective. While filters make it more difficult for objectionable material to be received or accessed; filters are not a solution in themselves. Every user must take responsibility for his or her use of the network and Internet and avoid objectionable sites;
- Any attempts to defeat or bypass the district's Internet filter or conceal Internet activity are prohibited: proxies, https, special ports, modifications to district browser settings and any other techniques designed to evade filtering or enable the publication of inappropriate content;
- E-mail inconsistent with the educational and research mission of the district will be considered SPAM and blocked from entering district e-mail boxes;
- The district will provide appropriate adult supervision of Internet use. The first line of defense in controlling access by minors to inappropriate material on the Internet is deliberate and consistent monitoring of student access to district computers;
- Staff members who supervise students, control electronic equipment or have occasion to observe student use of said equipment online, must make a reasonable effort to monitor the use of this equipment to assure that student use conforms to the mission and goals of the district; and
- Staff must make a reasonable effort to become familiar with the Internet and to monitor, instruct and assist effectively.

Copyright

- Downloading, copying, duplicating and distributing software, music, sound files, movies, images or other copyrighted materials without the specific written permission of the copyright owner is generally prohibited.
- However, the duplication and distribution of materials for educational purposes are permitted when such duplication and distribution fall within the Fair Use Doctrine of the United States Copyright Law (Title 17, USC) and content is cited appropriately.

Network Security and Privacy

Passwords are the first level of security for a user account. System logins and accounts are to be used only by the authorized owner of the account, for authorized district purposes. Students and staff are responsible for all activity on their account and must not share their account password.

These procedures are designed to safeguard network user accounts:

- Change passwords according to district policy;
- Do not use another user's account;
- All users of the district's electronic resources are required to comply with the district's policy and procedures.
- Violation of any of the conditions of use explained in the Electronic Resources Policy or in these procedures could be cause for disciplinary action, including suspension or expulsion from school and suspension or revocation of network and computer access privileges.

****Amended policy approved June 5, 2012**

BOARD PACKET

TO: Board of Directors
SUBJECT: Approval for The Snap Shack Photo Booth at Prom-**REVISED**
AGENDA: Action
DATE: April 9, 2019
PREPARED BY: Kevin Lusk, *Principal*

Background

The Snap Shack Photo Booth will provide a photo booth for Prosser High School's Prom on April 20, 2019. The cost for the service is \$377.65. Payment will be made through the Class of 2020 ASB account.

Recommendation

It is recommended that the Prosser School District Board of Directors approve the Service Agreement with The Snap Shack Photo Booth for Prom.