



## SPECIAL BOARD MEETING

Keene-Riverview Elementary  
832 Park Avenue  
Prosser, WA 99350

Tuesday, February 19, 2019 07:00 PM

- I. 6:00 p.m. - Call to Order
- II. 6:00 p.m. - Adjourn into Executive Session
- III. 6:00 - 7:00 p.m. - Executive Session: To receive and evaluate complaints or charges brought against a public employee - RCW 42.30.110 (1) (f)
- IV. Adjournment of Executive Session:
- V. 7:00 p.m. - Resume Special Board Meeting
  1. Pledge of Allegiance
  2. Approval of Agenda
  3. Communications
- VI. Information Items:
- VII. Protocol for Addressing the Board:

[Welcome to the Board Meeting \(p. 3\)](#)
- VIII. Hearing of Visitors:
- IX. Reports:
  1. Assistant Superintendent's Report - Curriculum and Instruction
  2. Assistant Superintendent's Report - Business and Operations

[December 2018 Financial Reports \(p. 4\)](#)  
[Prosser School District Enrollment History \(p. 12\)](#)
  3. Superintendent's Report
  4. Board Members' Reports
  5. Student Representatives' Reports
- X. Consent Items:
  1. Certificated Personnel

[Cert - February 19, 2019 \(p. 13\)](#)
  2. Classified Personnel

Class - February 19, 2019 (p. 14)

**3. Approval of Minutes**

Regular Board Meeting - January 22, 2019 (p. 15)

Special Board Meeting - January 28, 2019 (p. 21)

**4. Contracts and Personal Service Agreements**

Contracts and PSAs (p. 22)

**5. Volunteer Coaches**

Vol Coach (p. 23)

**6. Vouchers**

Payable February 15, 2019 (p. 24)

**XI. Old Business:**

**XII. Action Items:**

**1. Resolution No. 01-19: Authorization to Issue, Sell and Deliver a Limited General Obligation Bond to Pay Costs of Acquiring School Buses**

Resolution No. 01-19 (p. 52)

**2. Out-of-State Travel: PHS Varsity Track Team to Hermiston, OR**

Track Team to Hermiston (p. 77)

**3. Amendment of Policy No. 3110: Qualifications of Attendance and Placement - FIRST READING**

Policy No. 3110 (p. 78)

**4. Amendment of Policy No. 4213: School District Firearms and Use of Force - FIRST READING**

Policy No. 4213 (p. 82)

**5. Approval of PHS Construction Documents**

Construction Documents (p. 91)

**6. Amendment of Policy No. 4130: Title 1 Parental Involvement - FIRST READING**

Policy No. 4130 (p. 92)

**XIII. Discussion Items:**

1. PHS Prom
2. PHS Graduation
3. District Construction Review

**XIV. Future Meetings:**

- *Regular Board Meeting, February 26, 2019, Keene-Riverview Elementary, 7:00 p.m.*
- *Special Board Meeting to Discuss Board Protocols, Framework, Roles and Responsibilities, Date and Time TBD*
- *Special Board Meeting to Discuss 2019 Summer School, Date and Time TBD*

**XV. Adjournment:**

# 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

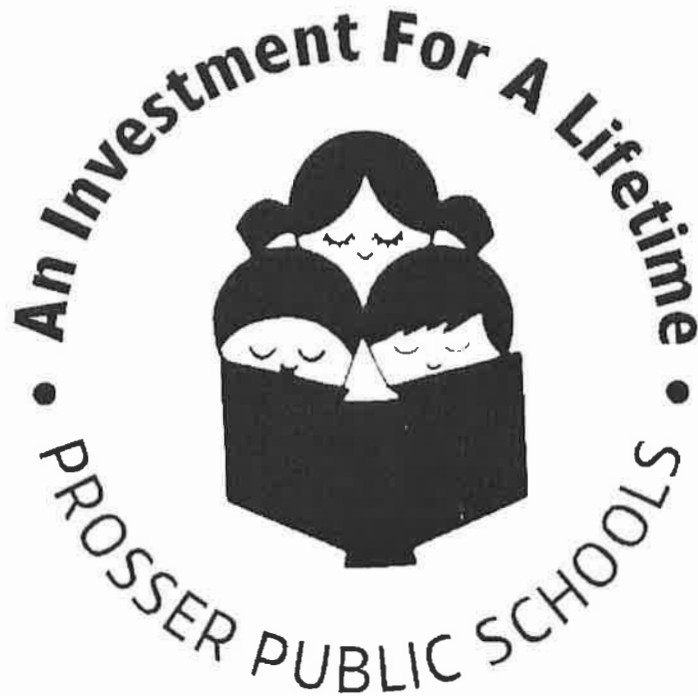
Public schools are especially close to the communities they serve because they are governed by men and women selected from the community. These men and women - your school board; are volunteers who spend a great deal of time on the many details involved in providing quality education.

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

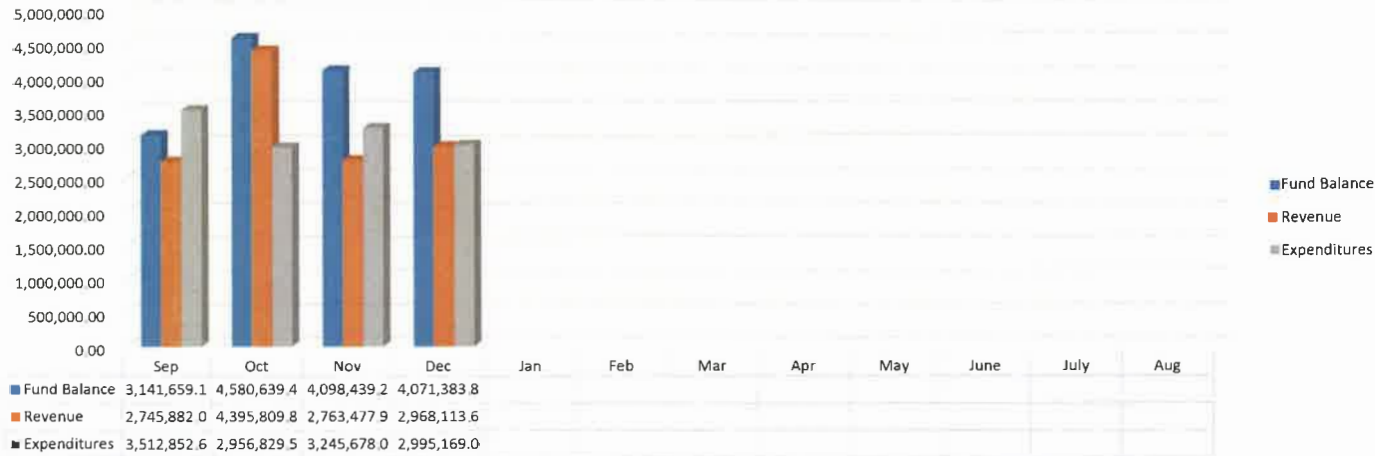
School board members attend meetings, keep communications open with other members of the community and represent the needs of the district before local, state and national representatives. They make critical decisions that have a direct impact on what children learn and how they learn it. However, a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

# December 2018 Financial Reports

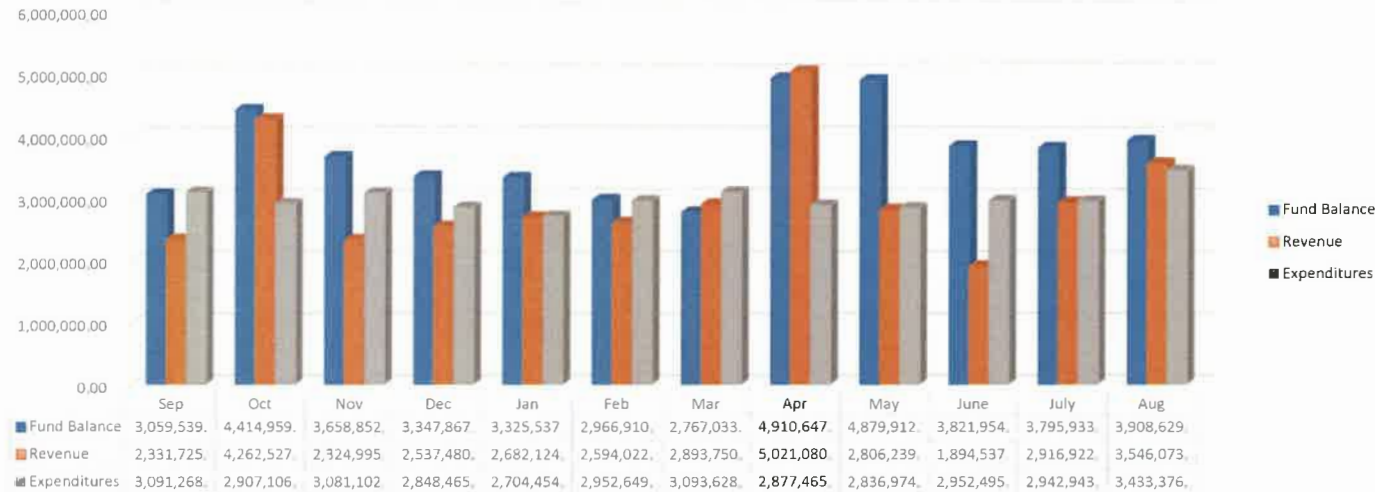


### 2018-19 General Fund



TOTAL YTD SUMMARY	
Revenues	12,873,283.47
Expenditures	12,710,529.33
REVENUES - % OF BUDGET	
Budget	37,435,402
% Received	34.39%
EXPENDITURES - % OF BUDGET	
Budget	38,405,680
% Expended	33.10%
FUND BALANCE/BUDGETED EXPEND.	
	10.67%

### 2017-18 General Fund



TOTAL YTD SUMMARY	
Revenues	35,811,480.19
Expenditures	35,721,931.97
REVENUES - % OF BUDGET	
Budget	35,680,808
% Received	100.37%
EXPENDITURES - % OF BUDGET	
Budget	35,963,437
% Expended	99.33%
FUND BALANCE/TOTAL EXPEND	
	10.94%

Prosser School District  
General Fund Budget Status 2018-19

Actual Enrollment FTE per month	2,601.44	2,606.15	2,585.38	2,564.56										Average 2,589.38	Budget 2,547.00	over/(under) 42.38
Apportionment Percentage	Sept 9.0%	Oct 9.0%	Nov 5.5%	Dec 9.0%	Jan 9.0%	Feb 9.0%	Mar 9.0%	Apr 9.0%	May 5.5%	June 6.0%	July 10.0%	Aug 10.0%		Total YTD	Original Budget	% of Budget
<b>Revenues:</b>																
1000	Property Taxes	33,906.88	1,315,576.27	354,063.76	34,380.49									1,737,927.40	3,022,716	57.50%
2000	Interest	5,340.33	4,966.42	5,143.01	7,363.78									22,813.54	30,000	76.05%
	Food Service	11,685.76	15,994.19	15,298.81	12,398.32									55,377.08	130,000	42.60%
	Traffic Safety	6,945.00	4,601.00	6,609.00	2,185.00									20,340.00	57,000	35.68%
	Other Local	9,126.03	10,578.45	5,572.43	-1,830.37									23,446.54	33,500	69.99%
	E-rate	87,295.77	0.00	20.00	0.00									87,315.77	90,516	96.46%
2000	Subtotal (w/o taxes)	120,392.89	36,140.06	32,643.25	20,116.73	0.00	0.00	0.00	0.00	0.00	0.00	0.00	209,292.93	341,016	61.37%	
3000	Apportionment	1,831,261.61	1,831,261.62	1,119,104.32	1,831,261.61									6,612,889.16	20,344,500	32.50%
	Levy Assistance	0.00	209,708.27	396,188.11	46,587.34									652,483.72	2,001,927	32.59%
	Special Ed-Excess Cost	64,481.44	64,481.44	39,405.33	64,481.44									232,849.65	716,272	32.51%
3000	Subtotal	1,895,743.05	2,105,451.33	1,554,697.76	1,942,330.39	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,498,222.53	23,062,699	32.51%	
4000	State Grants	427,275.71	423,636.10	569,297.42	520,732.99									1,940,942.22	5,778,862	33.59%
	Budget Capacity	0.00	0.00	0.00	0.00									0.00	650,000	0.00%
	Transportation	130,373.65	130,373.65	79,672.79	130,373.65									470,793.74	1,318,000	35.72%
4000	Subtotal	557,649.36	554,009.75	569,297.42	651,106.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,332,063.17	7,746,862	30.10%	
5000	PILT	0.00	150,422.05	2,686.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	153,108.33	50,000	306.22%	
6000	Federal Grants	138,189.90	234,210.39	250,089.45	320,179.37									942,669.11	3,050,639	30.90%
7000	Non-High (Paterson)	0.00	0.00	0.00	0.00									0.00	15,000	0.00%
8000	Other Programs	0.00	0.00	0.00	0.00									0.00	146,470	0.00%
9000	Sale of Bonds														0	#DIV/0!
	<b>Total Revenues</b>	<b>2,745,882.08</b>	<b>4,395,809.85</b>	<b>2,763,477.92</b>	<b>2,968,113.62</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>12,873,283.47</b>	<b>37,435,402</b>	<b>34.39%</b>
<b>Expenditures:</b>																
	Wages/Salaries	2,003,004.67	1,777,180.63	1,838,310.94	1,764,566.30									7,383,062.54	21,304,228	34.66%
	Benefits	802,489.59	767,222.44	768,403.55	761,470.27									3,099,585.85	9,409,865	32.94%
	MSOC	707,358.42	412,426.51	638,963.55	469,132.46									2,227,880.94	7,041,587	31.64%
	Budget Capacity													0.00	650,000	0.00%
	<b>Total Expenditures</b>	<b>3,512,852.68</b>	<b>2,956,829.58</b>	<b>3,245,678.04</b>	<b>2,995,169.03</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>12,710,529.33</b>	<b>38,405,680</b>	<b>33.10%</b>
	Fund Balance Increase/(Decrease)	(766,970.60)	1,438,980.27	(482,200.12)	(27,055.41)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	162,754.14	(970,278)	
	Beginning Fund Balance	3,908,629.74	3,141,659.14	4,580,639.41	4,098,439.29	4,071,383.88	4,071,383.88	4,071,383.88	4,071,383.88	4,071,383.88	4,071,383.88	4,071,383.88	4,071,383.88	3,908,629.74		
	Ending Fund Balance	3,141,659.14	4,580,639.41	4,098,439.29	4,071,383.88	4,071,383.88	4,071,383.88	4,071,383.88	4,071,383.88	4,071,383.88	4,071,383.88	4,071,383.88	4,071,383.88	4,071,383.88		

Apportionment for Sep - Dec is based on budgeted FTE; Jan - Aug is actual YTD average

PROSSER SCHOOL DISTRICT NO. 116  
 2018-2019 Budget Status Report  
 10--General Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Original -- BUDGET-STATUS-REPORT  
 Fiscal Year 2018 (September 1, 2018 - August 31, 2019)

For the PROSSER SCHOOL DISTRICT NO. 116 School District for the Month of December, 2018

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES/OTHER FIN. SOURCES</b>						
1000 LOCAL TAXES	3,022,716	34,380.49	1,737,927.40		1,284,788.60	57.50
2000 LOCAL SUPPORT NONTAX	341,016	20,116.73	209,292.93		131,723.07	61.37
3000 STATE, GENERAL PURPOSE	23,062,699	1,942,330.39	7,498,222.53		15,564,476.47	33.51
4000 STATE, SPECIAL PURPOSE	7,746,862	651,106.64	2,332,063.17		5,414,798.83	30.10
5000 FEDERAL, GENERAL PURPOSE	50,000	0.00	153,108.33		-103,108.33	306.22
6000 FEDERAL, SPECIAL PURPOSE	3,050,639	320,179.37	942,669.11		2,107,969.89	30.90
7000 REVENUES FR OTH SCH DIST	15,000	0.00	0.00		15,000.00	=
8000 OTHER AGENCIES AND ASSOCIATES	146,470	0.00	0.00		146,470.00	=
9000 OTHER FINANCING SOURCES	0	0.00	0.00		0.00	=
<b>Total REVENUES/OTHER FIN. SOURCES</b>	<b>37,435,402</b>	<b>2,968,113.62</b>	<b>12,873,283.47</b>		<b>24,562,118.53</b>	<b>34.39</b>
<b>B. EXPENDITURES</b>						
00 Regular Instruction	19,726,507	1,659,789.79	6,965,132.59	10,695,877.49	2,065,496.92	89.53
10 Federal Stimulus	0	0.00	0.00	0.00	0.00	=
20 Special Ed Instruction	4,067,986	357,851.66	1,311,506.55	2,046,831.39	709,648.06	82.56
30 Voc. Ed Instruction	1,600,433	115,772.57	466,694.37	778,133.03	355,605.60	77.78
40 Skills Center Instruction	0	0.00	0.00	0.00	0.00	=
50+60 Compensatory Ed Instruct.	4,645,942	287,139.20	1,346,286.77	1,830,133.99	1,469,521.24	68.37
70 Other Instructional Pgms	267,181	15,610.07	40,891.52	41,214.48	185,075.00	30.73
80 Community Services	83,135	0.00	0.00	0.00	83,135.00	=
90 Support Services	8,014,496	559,105.74	2,580,017.53	3,099,681.40	2,334,797.07	70.87
<b>Total EXPENDITURES</b>	<b>38,405,680</b>	<b>2,995,169.03</b>	<b>12,710,529.33</b>	<b>18,491,871.78</b>	<b>7,203,278.89</b>	<b>81.24</b>
<b>C. OTHER FIN. USES TRANS. OUT (GL 536)</b>	0	0.00	0.00			
<b>D. OTHER FINANCING USES (GL 535)</b>	0	0.00	0.00			
<b>E. EXCESS OF REVENUES/OTHER FIN. SOURCES OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</b>	-970,278	-27,055.41	162,754.14		1,133,032.14	-116.77
<b>F. TOTAL BEGINNING FUND BALANCE</b>	3,650,000		3,908,629.74			
<b>G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</b>	XXXXXXXXXX		0.00			
<b>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</b>	2,679,722		4,071,383.88			
<b>I. ENDING FUND BALANCE ACCOUNTS:</b>						
G/L 810 Restricted For Other Items	0		0.00			
G/L 815 Restric Unequalized Deduct Rev	0		0.00			
G/L 821 Restrictd for Carryover	75,000		190,392.37			
G/L 825 Restricted for Skills Center	0		0.00			
G/L 828 Restricted for C/O of FS Rev	0		0.00			
G/L 830 RESERVE FOR DEBT	0		0.00			
G/L 835 Restrictd For Arbitrage Rebate	0		0.00			
G/L 840 Nonspnd FB - Invent/Prepd Itms	125,000		384,835.04			
G/L 845 Restricted for Self-Insurance	0		0.00			
G/L 850 Restricted for Uninsured Risks	0		0.00			
G/L 870 Committed to Other Purposes	0		0.00			
G/L 872 Committed to Econmc Stabilizatin	0		0.00			
G/L 875 Assigned Contingencies	0		0.00			
G/L 884 Assigned to Other Cap Projects	0		0.00			
G/L 888 Assigned to Other Purposes	0		0.00			
G/L 890 Unassigned Fund Balance	2,479,722		3,496,156.47			
G/L 891 Unassigned Min Fnd Bal Policy	0		0.00			
<b>TOTAL</b>	<b>2,679,722</b>		<b>4,071,383.88</b>			

PROSSER SCHOOL DISTRICT NO. 116  
 2018-2019 Budget Status Report  
 20--Capital Projects-- FUND BALANCE -- AGENCY ACCOUNTS -- Original -- BUDGET-STATUS-REPORT  
 Fiscal Year 2018 (September 1, 2018 - August 31, 2019)

For the PROSSER SCHOOL DISTRICT NO. 116 School District for the Month of December, 2018

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES/OTHER FIN. SOURCES</b>						
1000 Local Taxes	0	0.00	0.00		0.00	0.00
2000 Local Support Nontax	611,800	117,826.46	440,461.03		171,338.97	71.99
3000 State, General Purpose	0	0.00	0.00		0.00	0.00
4000 State, Special Purpose	0	0.00	0.00		0.00	0.00
5000 Federal, General Purpose	0	0.00	0.00		0.00	0.00
6000 Federal, Special Purpose	0	0.00	0.00		0.00	0.00
7000 Revenues Fr Oth Sch Dist	0	0.00	0.00		0.00	0.00
8000 Other Agencies and Associates	0	0.00	0.00		0.00	0.00
9000 Other Financing Sources	0	0.00	0.00		0.00	0.00
<b>Total REVENUES/OTHER FIN. SOURCES</b>	<b>611,800</b>	<b>117,826.46</b>	<b>440,461.03</b>		<b>171,338.97</b>	<b>71.99</b>
<b>B. EXPENDITURES</b>						
10 Sites	0	0.00	0.00	0.00	0.00	0.00
20 Buildings	27,838,979	545,982.75	1,096,897.66	6,515.00	26,735,566.34	3.96
30 Equipment	11,800	0.00	0.00	0.00	11,800.00	0.00
40 Energy	0	0.00	0.00	0.00	0.00	0.00
50 Sales & Lease Expenditure	0	0.00	0.00	0.00	0.00	0.00
60 Bond Issuance Expenditure	0	0.00	0.00	0.00	0.00	0.00
90 Debt	0	0.00	0.00	0.00	0.00	0.00
<b>Total EXPENDITURES</b>	<b>27,850,779</b>	<b>545,982.75</b>	<b>1,096,897.66</b>	<b>6,515.00</b>	<b>26,747,366.34</b>	<b>3.96</b>
<b>C. OTHER FIN. USES TRANS. OUT (GL 536)</b>	0	0.00	0.00			
<b>D. OTHER FINANCING USES (GL 535)</b>	0	0.00	0.00			
<b>E. EXCESS OF REVENUES/OTHER FIN. SOURCES OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</b>	-27,238,979	-428,156.29	-656,436.63		26,582,542.37	-97.59
<b>F. TOTAL BEGINNING FUND BALANCE</b>	68,264,805		68,095,807.83			
<b>G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</b>	XXXXXXXXXX		0.00			
<b>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</b>	41,025,826		67,439,371.20			
<b>I. ENDING FUND BALANCE ACCOUNTS:</b>						
G/L 810 Restricted For Other Items	0		0.00			
G/L 825 Restricted for Skills Center	0		0.00			
G/L 830 Restricted for Debt Service	0		0.00			
G/L 835 Restrictd For Arbitrage Rebate	0		0.00			
G/L 840 Nonspnd FB - Invent/Prepd Itms	0		0.00			
G/L 850 Restricted for Uninsured Risks	0		0.00			
G/L 861 Restricted from Bond Proceeds	40,425,826		66,998,910.17			
G/L 862 Committed from Levy Proceeds	0		0.00			
G/L 863 Restricted from State Proceeds	0		0.00			
G/L 864 Restricted from Fed Proceeds	0		0.00			
G/L 865 Restricted from Other Proceeds	0		0.00			
G/L 866 Restrictd from Impact Proceeds	0		0.00			
G/L 867 Restricted from Mitigation Fees	0		0.00			
G/L 869 Restricted fr Undistr Proceeds	0		0.00			
G/L 870 Committed to Other Purposes	0		0.00			
G/L 889 Assigned to Fund Purposes	600,000		440,461.03			
G/L 890 Unassigned Fund Balance	0		0.00			
<b>TOTAL</b>	<b>41,025,826</b>		<b>67,439,371.20</b>			



**PROSSER SCHOOL DISTRICT NO. 116**  
**2018-2019 Budget Status Report**  
**30--Debt Service Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Original -- BUDGET-STATUS-REPORT**  
**Fiscal Year 2018 (September 1, 2018 - August 31, 2019)**

For the PROSSER SCHOOL DISTRICT NO. 116 School District for the Month of December, 2018

<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>ANNUAL BUDGET</u>	<u>ACTUAL FOR MONTH</u>	<u>ACTUAL FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 Local Taxes	4,092,920	30,727.98	1,685,103.82		2,407,816.18	41.17
2000 Local Support Nontax	18,000	3,894.13	8,114.11		9,885.89	45.08
3000 State, General Purpose	0	0.00	0.00		0.00	0.00
5000 Federal, General Purpose	0	0.00	0.00		0.00	0.00
9000 Other Financing Sources	134,700	0.00	54,850.00		79,850.00	40.72
<b><u>Total REVENUES/OTHER FIN. SOURCES</u></b>	<b>4,245,620</b>	<b>34,622.11</b>	<b>1,748,067.93</b>		<b>2,497,552.07</b>	<b>41.17</b>
<b><u>B. EXPENDITURES</u></b>						
Matured Bond Expenditures	588,765	491,869.74	491,869.74	0.00	96,895.26	83.54
Interest On Bonds	2,762,685	1,384,505.27	1,384,505.27	0.00	1,378,179.73	50.11
Interfund Loan Interest	0	0.00	0.00	0.00	0.00	0.00
Bond Transfer Fees	5,000	0.00	0.00	0.00	5,000.00	0.00
Arbitrage Rebate	0	0.00	0.00	0.00	0.00	0.00
Underwriter's Fees	0	0.00	0.00	0.00	0.00	0.00
<b><u>Total EXPENDITURES</u></b>	<b>3,356,450</b>	<b>1,876,375.01</b>	<b>1,876,375.01</b>	<b>0.00</b>	<b>1,480,074.99</b>	<b>55.90</b>
<b><u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u></b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>			
<b><u>D. OTHER FINANCING USES (GL 535)</u></b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>			
<b><u>E. EXCESS OF REVENUES/OTHER FIN. SOURCES OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u></b>	<b>889,170</b>	<b>-1,841,752.90</b>	<b>-128,307.08</b>		<b>-1,017,477.08</b>	<b>-114.43</b>
<b><u>F. TOTAL BEGINNING FUND BALANCE</u></b>	<b>650,000</b>		<b>761,546.90</b>			
<b><u>G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u></b>	<b>XXXXXXXXXX</b>		<b>0.00</b>			
<b><u>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</u></b>	<b>1,539,170</b>		<b>633,239.82</b>			
<b><u>I. ENDING FUND BALANCE ACCOUNTS:</u></b>						
G/L 810 Restricted for Other Items	0		0.00			
G/L 830 Restricted for Debt Service	1,539,170		633,239.82			
G/L 835 Restrictd For Arbitrage Rebate	0		0.00			
G/L 870 Committed to Other Purposes	0		0.00			
G/L 889 Assigned to Fund Purposes	0		0.00			
G/L 890 Unassigned Fund Balance	0		0.00			
<b><u>TOTAL</u></b>	<b>1,539,170</b>		<b>633,239.82</b>			

PROSSER SCHOOL DISTRICT NO. 116  
2018-2019 Budget Status Report

40--Associated Student Body Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Original -- BUDGET-STATUS-REPORT  
Fiscal Year 2018 (September 1, 2018 - August 31, 2019)

For the PROSSER SCHOOL DISTRICT NO. 116 School District for the Month of December, 2018

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES</b>						
1000 General Student Body	121,236	26,085.56	64,158.99		57,077.01	52.92
2000 Athletics	333,079	16,644.94	84,676.93		248,402.07	25.42
3000 Classes	20,714	0.00	8,220.52		12,493.48	39.69
4000 Clubs	402,891	8,974.65	49,886.44		353,004.56	12.38
6000 Private Moneys	35,550	1,367.69	6,264.24		29,285.76	17.62
<b>Total REVENUES</b>	<b>913,470</b>	<b>53,072.84</b>	<b>213,207.12</b>		<b>700,262.88</b>	<b>23.34</b>
<b>B. EXPENDITURES</b>						
1000 General Student Body	125,150	19,561.38	44,510.16	18,651.59	61,988.25	50.47
2000 Athletics	301,616	16,522.28	60,689.43	82,148.78	158,777.79	47.36
3000 Classes	21,669	374.00	3,813.57	1,050.00	16,805.43	22.44
4000 Clubs	402,400	6,548.39	26,971.84	20,532.29	354,895.87	11.81
6000 Private Moneys	37,849	4,184.55	6,488.50	0.00	31,360.50	17.14
<b>Total EXPENDITURES</b>	<b>888,684</b>	<b>47,190.60</b>	<b>142,473.50</b>	<b>122,382.66</b>	<b>623,827.84</b>	<b>29.80</b>
<b>C. EXCESS OF REVENUES OVER (UNDER) EXPENDITURES (A-B)</b>	24,786	5,882.24	70,733.62		45,947.62	185.38
<b>D. TOTAL BEGINNING FUND BALANCE</b>	329,711		368,050.39			
<b>E. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</b>	XXXXXXXX		0.00			
<b>F. TOTAL ENDING FUND BALANCE (C+D + OR - E)</b>	354,497		438,784.01			
<b>G. ENDING FUND BALANCE ACCOUNTS:</b>						
G/L 810 Restricted for Other Items	0		0.00			
G/L 819 Restricted for Fund Purposes	354,497		438,784.01			
G/L 840 Nonspnd FB - Invent/Prepd Itms	0		0.00			
G/L 850 Restricted for Uninsured Risks	0		0.00			
G/L 870 Committed to Other Purposes	0		0.00			
G/L 889 Assigned to Fund Purposes	0		0.00			
G/L 890 Unassigned Fund Balance	0		0.00			
<b>TOTAL</b>	<b>354,497</b>		<b>438,784.01</b>			

PROSSER SCHOOL DISTRICT NO. 116

2018-2019 Budget Status Report

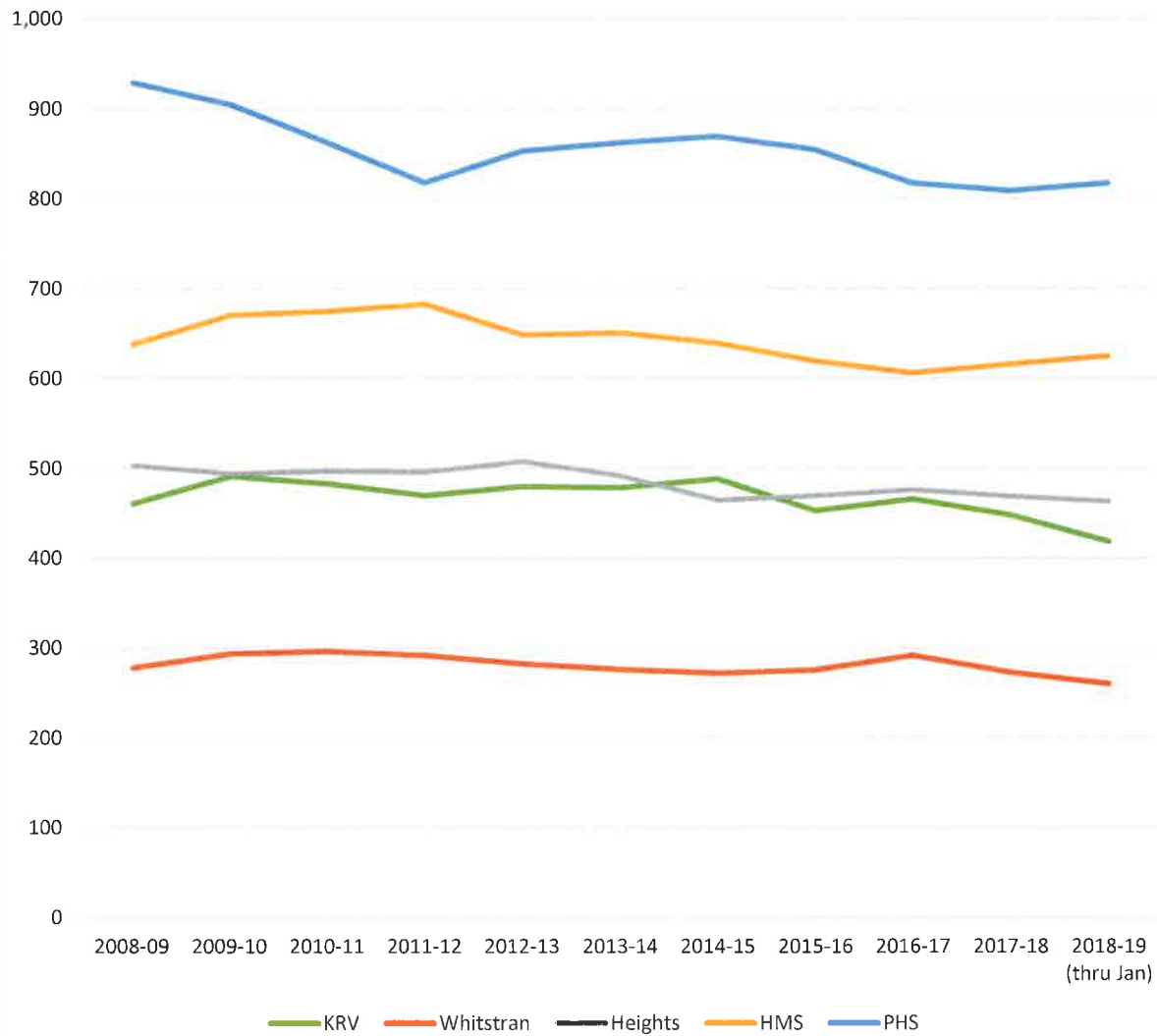
90--Transportation Vehicle Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Original -- BUDGET-STATUS-REPORT

Fiscal Year 2018 (September 1, 2018 - August 31, 2019)

For the PROSSER SCHOOL DISTRICT NO. 116 School District for the Month of December, 2018

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES/OTHER FIN. SOURCES</b>						
1000 Local Taxes	0	0.00	0.00		0.00	0.00
2000 Local Nontax	3,000	593.41	1,919.42		1,080.58	63.98
3000 State, General Purpose	0	0.00	0.00		0.00	0.00
4000 State, Special Purpose	351,950	0.00	0.00		351,950.00	0.00
5000 Federal, General Purpose	0	0.00	0.00		0.00	0.00
6000 Federal, Special Purpose	0	0.00	0.00		0.00	0.00
8000 Other Agencies and Associates	0	0.00	0.00		0.00	0.00
9000 Other Financing Sources	220,000	0.00	0.00		220,000.00	0.00
<b>A. TOTAL REV/OTHER FIN. SRCS (LESS TRANS)</b>	<b>574,950</b>	<b>593.41</b>	<b>1,919.42</b>		<b>573,030.58</b>	<b>0.33</b>
<b>B. 9900 TRANSFERS IN FROM GF</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>	<b>0.00</b>
<b>C. Total REV./OTHER FIN. SOURCES</b>	<b>574,950</b>	<b>593.41</b>	<b>1,919.42</b>		<b>573,030.58</b>	<b>0.33</b>
<b>D. EXPENDITURES</b>						
Type 30 Equipment	550,000	0.00	0.00	502,041.51	47,958.49	91.28
Type 60 Bond Levy Issuance	0	0.00	0.00	0.00	0.00	0.00
Type 90 Debt	0	0.00	0.00	0.00	0.00	0.00
<b>Total EXPENDITURES</b>	<b>550,000</b>	<b>0.00</b>	<b>0.00</b>	<b>502,041.51</b>	<b>47,958.49</b>	<b>91.28</b>
<b>E. OTHER FIN. USES TRANS. OUT (GL 536)</b>	<b>134,700</b>	<b>54,850.00</b>	<b>54,850.00</b>			
<b>F. OTHER FINANCING USES (GL 535)</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>			
<b>G. EXCESS OF REVENUES/OTHER FIN. SOURCES OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)</b>	<b>-109,750</b>	<b>593.41</b>	<b>-52,930.58</b>		<b>56,819.42</b>	<b>-51.77</b>
<b>H. TOTAL BEGINNING FUND BALANCE</b>	<b>349,420</b>		<b>349,440.21</b>			
<b>I. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</b>	<b>XXXXXXXXXX</b>		<b>0.00</b>			
<b>J. TOTAL ENDING FUND BALANCE (G+H + OR - I)</b>	<b>239,670</b>		<b>296,509.63</b>			
<b>K. ENDING FUND BALANCE ACCOUNTS:</b>						
G/L 810 Restricted For Other Items	0		0.00			
G/L 819 Restricted for Fund Purposes	374,370		351,359.63			
G/L 830 Restricted for Debt Service	0		0.00			
G/L 835 Restrictd For Arbitrage Rebate	0		0.00			
G/L 850 Restricted for Uninsured Risks	0		0.00			
G/L 889 Assigned to Fund Purposes	0		0.00			
G/L 890 Unassigned Fund Balance	-134,700		-54,850.00			
<b>TOTAL</b>	<b>239,670</b>		<b>296,509.63</b>			

### PSD Enrollment History



YTD Average	KRV	Whitstran	Heights	HMS	(includes Falls) PHS	Totals
2008-09	461	278	503	638	929	2,809
2009-10	491	294	494	671	905	2,854
2010-11	483	297	497	675	863	2,814
2011-12	470	292	496	683	818	2,759
2012-13	480	283	508	649	853	2,773
2013-14	478	276	492	651	862	2,760
2014-15	488	272	464	640	869	2,734
2015-16	453	275	470	620	855	2,672
2016-17	466	292	476	606	818	2,657
2017-18	448	273	469	616	809	2,614
2018-19 (thru Jan)	418	260	463	625	817	2,585

## **BOARD PACKET**

**TO:** Board of Directors  
**SUBJECT:** Certificated Personnel  
**AGENDA:** Consent  
**DATE:** February 19, 2019  
**PREPARED BY:** Mr. Matthew Ellis, *Superintendent*

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### *Certificated Employees*

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*David Allen* has submitted a letter of resignation from his position as an English language arts teacher at Housel Middle School, effective the end of the 2018/19 school year.

*Kimberly Starr* has submitted a letter of resignation from her positions as a 1-period daily theatre arts teacher and drama club advisor, at Prosser High School, effective the end of the 2018/19 school year.

*Denine Trump* has submitted a letter of resignation from her position as a career and technical education (CTE) agriculture, food and natural resources (AFNR) teacher at Prosser High School, effective the end of the 2018/19 school year.

*Clare Padelford* has submitted a letter of retirement from her position as an academic coach at Prosser High School, effective the end of the 2018/19 school year.

# BOARD PACKET

**TO:** Board of Directors  
**SUBJECT:** Classified Personnel  
**AGENDA:** Consent  
**DATE:** February 19, 2019  
**PREPARED BY:** Craig Reynolds, *Assistant Superintendent*

## CLASSIFIED EMPLOYEES

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**Mike Kelly** has transferred from a maintenance position to lead maintenance.

**Ron Rutz** has resigned his position as an assistant wrestling coach at Housel Middle School.

**Heather Hancock** has resigned her position as a library assistant at Prosser Heights Elementary, with her last day of work being February 28, 2019.

## Regular Board Meeting January 22, 2019

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### REGULAR BOARD MEETING:

The Regular meeting of the Board of Directors of Prosser School District was called to order at 7:00 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 school district staff, media and community members. Board member Jesalyn Cole and student representative Kord Tuttle were both excused from the meeting.

The Board meeting was held at Keene-Riverview Elementary, 832 Park Avenue. Minutes from the January 3 and 15, 2019 special Board meetings and the January 8, 2019 regular Board meeting were presented and approved.

### APPROVAL OF AGENDA:

Motion by Peggy S. Douglas, seconded by Andy Howe and motion carried unanimously to approve the revised agenda. Revisions included the addition of a Communication Item and an additional report from the Assistant Superintendent of Business and Operations.

### COMMUNICATIONS:

#### Governor's Congratulations Letter

Mr. Ellis read a letter from Governor Inslee, congratulating Housel Middle School on their achievement of the high number of students who signed up for College Bound scholarships. Superintendent Ellis then presented an award to Michael Denny for this accomplishment.

### RECOGNITION:

#### School Board Recognition Month

Superintendent Ellis read a portion of the proclamation from Governor Inslee, proclaiming January 2019 as "School Board Recognition Month". Mr. Ellis asked Mr. Kevin Lusk, to address the Board about gifts from several different groups at PHS, given to the Board to express their appreciation for their hard work. Gifts included T-shirts, lanyards, mugs, a poster and seat cushions.

Mrs. Karen Groenendale, PHS family and consumer science teacher, also addressed the Board and explained the gifts her class prepared. Several dozen cookies, horchata mousse and some "fortune cookies" were presented to the Board, in appreciation for their service to our District.

### INFORMATION ITEMS:

#### PTA Update

Holly Oten provided the Board with an update on recent and upcoming PTA activities. The group has received enough donations to cover incentive prizes for the upcoming Read-A-Thon. They are starting to plan for Dr. Seuss Night and the annual plant sale.

#### Whitstran Archery Program

Wendy Appelgate and Linda Suhadolnik, NASP (National Archery in Schools Program) coaches, shared with the Board about the archery program at Whitstran, which is under the

## Regular Board Meeting January 22, 2019

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leadership of NASP. Archery is taught in the school day curriculum as well as the after school program. They shared the history of the program and the success it has achieved. Ms. Appelgate and Ms. Suhadolnik said they anticipate the group reaching national competition again, which will take place in April. They hope to have the Board approve their out-of-state travel request for that competition, which will be held in Salt Lake City, Utah. They also explained some of their fundraising ideas to help provide the means to attend nationals. They anticipate the cost being approximately \$3,000. As the date approaches, the teachers will bring an Action item back to the Board for approval of out-of-state travel.

### 2018 Summer School Cost

President Hunt announced Deanna Flores would provide a brief overview of the cost of our 2018 summer school session. He would like to hold a study session on February 5, on this topic, to discuss it in greater depth. The Board agreed to the special meeting on that evening, and it is tentatively scheduled for 7:00 p.m.

Mrs. Flores distributed a handout of the 2018 summer school costs and briefly explained the costs listed on the handout.

Discussion ensued about possible funding sources for summer school in 2019.

### PHS 100% Construction Documents

Steve Roth, from Architects West provided an update for the Board. He said the construction design documents are 100% complete. He delivered the final set of documents to the City of Prosser earlier today, for their review. Mr. Roth also said the first advertisement for bid came out today and that contractors will start contacting his firm with questions about the drawings. "Bid Day" is February 21. The District will receive pricing on that day from contractors on the base bid as well as the alternates. At that time, the District will determine which bid will be accepted and awarded to a general contractor. The final cost estimate will be ready on Monday and delivered to the District. The vote to approve the drawings will likely take place at the next Board meeting. The constructability review was started today, by CSG (Construction Services Group). They will create a report for the AW design team. General contractors will be invited along with AW and CSG to the site to participate in a "walk through" in a few weeks.

Deanna invited the Board to view the electronic version of the design drawings at the curriculum office if they would like. There are also paper drawings for the Board and District.

President Hunt thanked Architects West and everyone else for all of their hard work in getting the District to this point in building a new high school.

Mr. Roth also thanked the District and Board for their assistance in the construction process and said his company has really enjoyed working with us.

### PROTOCOL FOR ADDRESSING BOARD:

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

### HEARING OF VISITORS:



## Regular Board Meeting January 22, 2019

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Fred Bray, PEA President – Thanked the Board for their hard work for the students in our District, as we recognize them this month. Mr. Bray also presented the Board members with a card signed by staff members and a pin reflecting their dedication to the students in Prosser.

### REPORTS:

#### Assistant Superintendent's Report – Curriculum and Instruction

- Reported on the fire at Cottage Court last night, which displaced 65 families. She sent out an email to staff and received many needed items for the families. Mrs. Flores thanked counselors, secretaries, principals and other staff for their help in this effort.
- She and Mr. Ellis met with CBC about partnerships for work certifications and expanding College in the High School offerings by adding several additional classes.
- Still working on College in the High School through EWU and possibly CWU. The possibility of Prosser serving as a branch campus was discussed.
- Attended the autism training with Dr. Enns. There were approximately 75 teachers in attendance. It was very informative and she enjoyed it. Mrs. Flores stated it would be helpful to have someone in our District who is equipped in this area to help students.

#### Assistant Superintendent's Report – Business and Operations

- Mr. Reynolds introduced Sonia Rivera who was assisting Julie Hyatt.
- October 2018 Financial Reports
- November 2018 Financial Reports
- January 2019 Student Enrollment

#### Superintendent's Report

- Mr. Ellis has received both positive and negative feedback on the security guard at our elementary schools. We are ironing out some of the details regarding his employment.
- Firearms policy should be back for a First Reading very soon, hopefully at the first meeting in February, after we receive it back from Clear Risk.
- Met with student representatives and President Hunt last Friday about legislative platforms.
- Leadership Prosser continues to be a positive experience.
- Recently attended several different agency meetings including PTA, Superintendent's Advisory Council, Annual Board Workshop, CBC and ESD 105.
- Continuing with instructional leadership time with Wilma Kozai and principals.
- Noted the MLK holiday this week and said there was a wrestling tournament last Saturday.
- Appreciates the fact there hasn't been any inclement weather.

#### Board Members' Reports

##### Scott Coleman

- Thanked Deanna, Craig and Mr. Ellis for providing detailed handouts at the meetings. The Board appreciates their efforts.
- Asked Holly Oten if PTA would like to have some of the leftover bikes from the VFW, to possibly use as Read-A-Thon prizes as well as District incentives for students.
- Thanked everyone for the gifts for School Board Recognition Month.

##### Andy Howe

No report

## Regular Board Meeting January 22, 2019

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### Peggy S. Douglas

- Attended PTA meeting last week – enjoys the meetings and is pleased to see the increase in membership.
- Thanked the buildings, Mr. Ellis, Deanna and Craig for recognizing the Board this month.
- Will attend a PEDDA board meeting on Thursday with Deanna and will work on a workforce grant.
- Had a lot of fun at the Mustang Business Plan competition last Thursday. Thirteen teams presented their plans. Mrs. Douglas provided the Board members with a copy of the program and announced winners of the cash prizes. Mrs. Douglas also read the email she sent Mr. Fassler expressing how impressed she was with the teams in the competition.

### Scotty Hunt

- Thanked District administration for helping the families who were affected by the fire.

### Student Representatives Reports

#### Naomi Akinbade

- Two wrestlers made it to the final round in competition last weekend.
- Thrive has been active at PHS this week due to it being National Drug Fact Week. They will also have a Busting Drug Myths this Thursday at Sharehouse.
- Wish Week will be starting in early February.

#### Layne Padelford

- Wish Week Retreat is this Friday, where ASB and Leadership review all wishes.
- Winter Ball tickets are on sale now.
- Senior Class T-shirts are out and have funny sayings on the back.
- ASB is working on the 2<sup>nd</sup> Annual Hometown Showdown with Grandview High School.

### CONSENT ITEMS:

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

### Certificated Personnel

*Randall Walker submitted a letter of resignation from his position as a life skills special education teacher at Prosser High School, effective the end of the 2018/19 school year.*

*The following teachers were recommended as teachers for the PHS Student Success Academy, an after-school program:*

*Val Baker – Red Comet*

*Diana Castilleja – Counseling*

*Jason Crook – Math*

*Athena Glubrecht-Sartin – “PASS” (Portable Assisted Study Sequence)*

*Julie Sonnichsen – ELA*

*Nanette Stark – Counseling*

### Classified Personnel

*Osmar Jaimez was hired as a .5 assistant boys' wrestling coach at Prosser High School.*

*Karina Velasco was hired as a bilingual paraeducator at Prosser Heights Elementary School.*

*Morris L Smith was hired as a .5 assistant girls' wrestling coach at Prosser High School.*

## Regular Board Meeting January 22, 2019

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*Jon Cox, Jr. was hired as an assistant softball coach at Prosser High School.  
Jill Scott was hired as a noon duty supervisor at Housel Middle School.  
Kim Mercer was hired for AM student supervision at Housel Middle School.  
Denelle Lind resigned her position as an assistant volleyball coach at Prosser High School.*

### Approval of Minutes

*Minutes from the January 3, 2019 special Board meeting, January 8, 2019 regular Board meeting and the January 15, 2019 special Board meeting were presented.*

### Contracts and Personal Service Agreements:

*Science Material Kit Service Agreement with Kennewick School District:*

*Bob Kreider-Sight and Sound DJ Services:*

*Sight & Sound will provide DJ services for the Prosser High School's Winter Ball on February 9, 2019. The cost for this service is \$800.00, and will be funded through the Washington Organization of Student Historians (WOOSH) ASB Account.*

### Volunteer Coaches

*None*

### 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 \$2,455,752.32 were also approved.*

*General Fund Voucher numbers 196229 through 196372 totaling \$253,959.19  
Capital Projects Voucher numbers 200000110 through 200000112 totaling \$40,734.70  
Associated Student Body Fund Voucher numbers 186041 through 186084 totaling \$32,096.65  
Payroll Warrant numbers 52202 through 52241 totaling \$2,455,752.32".*

### Old Business

*None*

### ACTION ITEMS:

*Out-of-State Travel: Olivia Zurcher, CTE Teacher to C.A.S.E. Training in Lexington, Kentucky*

*We would like to request permission for Olivia Zurcher to attend a Curriculum for Agriculture Science Education Institute for training to teach the animal science course. Instructors are required to be trained in each CASE subject area they are to teach, in order to have access to the curriculum. Looking forward we will need another trained staff member and Olivia is interested in undertaking this course. There are no animal science trainings offered in the PNW and therefore we have to send her out-of- state for the training. The one that best fits our summer schedule is in Lexington, Kentucky at the University of Kentucky, July 7-17, 2019. Travel and registration is covered through Career and Technical Education funding.*

**Regular Board Meeting January 22, 2019**

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As an FYI, in June, Ms. Zurcher has a weeklong Ag teacher's conference and in early August is fair season for the Ag program.

Motion by Andy Howe, seconded by Peggy S. Douglas and motion carried unanimously to approve the out-of-state travel request for Olivia Zurcher to attend C.A.S.E training at the University of Kentucky, July 7-17, 2019.

DISCUSSION ITEMS:

None

FUTURE MEETINGS:

- Community Awards Banquet, January 28, 2019, Walter Clore Center, 5:30 p.m.
- Special Board Meeting – Summer School 2019 Discussion, February 5, 2019, Staff Development Room, 7:00 p.m.
- Legislative Conference, February 10-11, 2019, Olympia
- Regular Board Meeting, February 12, 2019, Keene-Riverview Elementary, 7:00 p.m.
- Regular Board Meeting, February 26, 2019, Keene-Riverview Elementary, 7:00 p.m.
- Study Session: Board Protocols and Framework and Roles and Responsibilities, Date, Time and Location, TBD

ADJOURNMENT:

Motion by Scott Coleman, seconded by Andy Howe and motion carried unanimously to adjourn the regular Board meeting at 8:12 p.m.

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Clerk to the Board

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Board President

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Secretary to the Clerk of the Board

## Special Board Meeting January 28, 2019

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A quorum of the Prosser School District Board of Directors attended the Community Awards Banquet on Monday, January 28, 2019. The banquet was held at the Walter Clore Wine and Culinary Center, 2140 Wine Country Road, Prosser, WA, 99350. The event began at 5:30 p.m. and concluded at 9:05 p.m.

The Board members who attended the banquet were Jesalyn Cole, Peggy S. Douglas and Scott Coleman.

### FUTURE MEETINGS:

- Special Board Meeting, Discussion of 2019 Summer School, February 5, 2019, Staff Development Room, 1500 Grant Avenue, 7:00 p.m.
- Legislative Conference, February 10-11, 2019, Olympia
- Regular Board Meeting, February 12, 2019, Keene-Riverview Elementary, 7:00 p.m.

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Clerk to the Board

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Board President

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Secretary to the Clerk of the Board

**Prosser School District No. 116**  
**Contracts and Personal Service Agreements**  
**Consent**  
**February 19, 2019**

**CONTRACTS/AGREEMENTS:**

**1. A & A Motor Coach Contract-Whitstran:**

Whitstran Elementary 5<sup>th</sup> grade class will be going to Seattle for their end of year field trip and will be using A & A Motor Coach for transportation. Students raise money every year through a chocolate sale fundraiser. The cost for A & A will be \$3,463.15 and will be funded through the 5<sup>th</sup> grade ASB Budget.

**2. Jon Ladines-Force Dynamics Defense System Service Agreement:**

Jon Ladines will provide Phase 1 and Phase 2 Gap training for certified employees or employees who have not been through the training on Wednesday February 6, 2019 at Bethel Church. The total cost for this training is \$1500. Jon will also be providing 40 hours of Force Dynamics Firearms Basic Training for one-attendee. The total cost for this training is \$2,500. Funding for these services is provided through the General Fund Budget.

**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:** February 19, 2019  
**PREPARED BY:** Matt Ellis, Superintendent

### **VOLUNTEERS**

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**Kennen A. Pilot** has completed paperwork to be a volunteer track coach with the Prosser High 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 February <sup>19</sup>~~12~~, 2019, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$211,993.79. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS PAYABLE:  
Warrant Numbers 196373 through 196473, totaling \$211,993.79

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Check Amount
196373	ADAFRUIT	02/15/2019	380.10
196374	ALL AMERICAN PROPANE	02/15/2019	2,344.95
196375	ANDERSON BRYAN, CHRISTINE M	02/15/2019	65.13
196376	APOLLO	02/15/2019	2,483.14
196377	APPLE, INC	02/15/2019	465.89
196378	AT & T MOBILITY	02/15/2019	679.25
196379	ATS INLAND NW	02/15/2019	2,552.10
196380	BACHOFNER, LAURA B	02/15/2019	25.00
196381	BENTON COUNTY PUD	02/15/2019	29,253.51
196382	BENTON REA	02/15/2019	3,270.00
196383	BSN SPORTS LLC	02/15/2019	286.09
196384	BUILDING VISION	02/15/2019	1,310.55
196385	CAFE VILLA	02/15/2019	154.75
196386	CANON FINANCIAL SERVICES, INC	02/15/2019	7,246.84
196387	CAREERSTAFF UNLIMITED	02/15/2019	6,023.75
196388	CASCADE NATURAL GAS CORP	02/15/2019	13,338.46
196389	CASTILLEJA, DIANA	02/15/2019	81.00
196390	CDW GOVERNMENT INC	02/15/2019	776.03
196391	CENTER FOR TEACHING FOR BILITE	02/15/2019	750.00
196392	CENTRAL HISTORY % MATT NORLIN	02/15/2019	195.00
196393	CHAPMAN, JOHN JAY	02/15/2019	2,700.00
196394	CHARTER COMMUNICATIONS	02/15/2019	9,201.09
196395	CITY OF PROSSER	02/15/2019	12,164.32
196396	CLASS 5	02/15/2019	1,935.51
196397	COASTAL PUBLISHING GROUP INC	02/15/2019	609.90
196398	CODEWORK INC	02/15/2019	796.00
196399	COLE, KRISTAL L	02/15/2019	20.62
196400	COLUMBIA BASIN COLLEGE	02/15/2019	40,276.51
196401	COMMUNITIES IN SCHOOLS OF BENT	02/15/2019	9,500.00
196402	CRUZ, ANGEL	02/15/2019	140.00
196403	DE MALDONADO, LEONOR B	02/15/2019	112.14
196404	DELL	02/15/2019	270.29
196405	DEVORE, TRAVIS C	02/15/2019	49.00



Check Nbr	Vendor Name	Check Date	Check Amount
196406	DUNKIN, KIM F.	02/15/2019	20.00
196407	EAI EDUCATION	02/15/2019	824.69
196408	ENERSPECT MEDICAL SOLUTIONS	02/15/2019	465.20
196409	ESD #105	02/15/2019	9,222.55
196410	ESD #123	02/15/2019	1,513.13
196411	FIREFLY COMPUTERS	02/15/2019	75.00
196412	FOOD DEPOT	02/15/2019	156.37
196413	GOODBOE, PAULA A	02/15/2019	43.50
196414	GREEN, LAURA BETH	02/15/2019	75.45
196415	HACHTEL, CONNIE F	02/15/2019	218.92
196416	COOK'S ACE HARDWARE	02/15/2019	230.23
196417	HEALTH CARE AUTHORITY	02/15/2019	400.01
196418	HEINEMANN PROFESSIONAL RESOURC	02/15/2019	3,200.00
196419	HOUSE-TAPUY, AMANDA R	02/15/2019	150.00
196420	HOUSEL MIDDLE SCHOOL	02/15/2019	50.00
196421	JEREMYS 1896 PUBLIC HOUSE	02/15/2019	159.52
196422	JET CITY DEVICE REPAIR	02/15/2019	305.75
196423	JOSTENS	02/15/2019	1,241.37
196424	JUAREZ, ALEJANDRA	02/15/2019	366.24
196425	K C D A	02/15/2019	55.10
196426	KATHRYN KARSCHNEY	02/15/2019	5,200.00
196427	LEDESMA, LINDA	02/15/2019	85.79
196428	LEMKE, DEBORAH A	02/15/2019	16.28
196429	LINK, CENTURY	02/15/2019	112.34
196430	LIONEL ENNS PHD BCBA-D	02/15/2019	3,900.00
196431	LOWRY, MICHELLE	02/15/2019	3,720.00
196432	MANSFIELD ALARM	02/15/2019	840.00
196433	MATH SOLUTIONS PUBLICATIONS	02/15/2019	149.71
196434	MONOPRICE, INC	02/15/2019	689.09
196435	MOON SECURITY SERVICES INC	02/15/2019	249.06
196436	MOORE, KRISTINE	02/15/2019	79.83
196437	MUNOZ, GILBERTO	02/15/2019	705.00
196438	OFFICE DEPOT INC	02/15/2019	1,670.11
196439	OXARC INC	02/15/2019	164.71
196440	PINNACLE INVESTIGATION CORP	02/15/2019	718.50
196441	PLICKERS INC	02/15/2019	287.52
196442	PMH MEDICAL CENTER	02/15/2019	89.00
196443	Vendor Continued Check	02/15/2019	0.00
196444	RAINWATER INC	02/15/2019	189.91
196445	READY AND OUT	02/15/2019	461.55
196446	REALLY GOOD STUFF, INC	02/15/2019	151.75
196447	RIVERSIDE STORAGE	02/15/2019	537.00
196448	RUSSELL, RYAN A	02/15/2019	398.81
196449	SCHELL, DAVID A	02/15/2019	65.03
196450	SCHOOL DIST #116 REVOLV FUND	02/15/2019	2,500.00
196451	SCHOOLFIX.COM	02/15/2019	274.11
196452	SMITH, DEAN DONALD	02/15/2019	88.71
196453	SOMERS, MARRIE M	02/15/2019	217.31
196454	SOTO, RAMIRO F	02/15/2019	16.28
196455	STAPLES BUSINESS ADVANTAGE	02/15/2019	823.95

Check Nbr	Vendor Name	Check Date	Check Amount
196456	STATE AUDITOR'S OFFICE	02/15/2019	190.20
196457	SUBWAY PROSSER	02/15/2019	114.01
196458	SUPPLYWORKS	02/15/2019	88.62
196459	TASTE OF HEAVEN BAKING LLC	02/15/2019	47.50
196460	TED BROWN MUSIC	02/15/2019	5,641.55
196461	THOMPSON AUDIOLOGY & HEARING C	02/15/2019	29.00
196462	TINSLEY, KARLENE	02/15/2019	192.86
196463	TRT PRINTED	02/15/2019	104.25
196464	USIP	02/15/2019	1,000.00
196465	WAL-MART COMMUNITY	02/15/2019	1,614.26
196466	WILEY, KAELAN FOREST	02/15/2019	50.00
196467	WILLIAM V MACGILL & CO	02/15/2019	136.00
196468	WSIPC	02/15/2019	375.00
196469	WSPA	02/15/2019	375.00
196470	WSSDA	02/15/2019	8,643.32
196471	YAKIMA BINDERY	02/15/2019	228.41
196472	YAKIMA HERALD-REPUBLIC	02/15/2019	425.30
196473	ZEDIKER, RUTH A	02/15/2019	107.21
101	Computer	Check(s) For a Total of	211,993.79

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
196373	ADAFRUIT	02/15/2019	1955117	Code.org Circuit Playground Express Educator's Pack	4561800020	380.10	380.10
10 E 530 3167 27 5000 450 0000 0000 0				General Fund/Expenditures/Technology Education		380.10	
196374	ALL AMERICAN PROPANE	02/15/2019	184316	2018-2019 Annual PO for Fuel @ Whitstran	7201800017	2,344.95	2,344.95
10 E 530 9700 65 7840 110 0000 0000 0				General Fund/Expenditures/District-Wide Support		2,344.95	
196375	ANDERSON BRYAN, CHRISTINE M	02/15/2019	PLICKERS		0	65.13	65.13
10 R 960 0000 25 2500 240 0000 0000 1				General Fund/Revenues/Program 00		65.13	
196376	APOLLO	02/15/2019	940019657		0	2,483.14	2,483.14
10 E 530 9700 64 7000 074 0000 0000 0				General Fund/Expenditures/District-Wide Support		2,483.14	
196377	APPLE, INC	02/15/2019	aa00914883	ipad for migrant	7601800126	465.89	465.89
10 E 530 5320 24 5310 060 0000 0000 0				General Fund/Expenditures/Migrant Ed		465.89	
196378	AT & T MOBILITY	02/15/2019	996468694X02042019		0	679.25	679.25
10 E 530 0100 23 7800 130 0000 0000 0				General Fund/Expenditures/Basic Education		36.21	
10 E 530 0100 23 7800 240 0000 0000 0				General Fund/Expenditures/Basic Education		33.10	
10 E 530 0100 23 7800 450 0000 0000 0				General Fund/Expenditures/Basic Education		19.24	
10 E 530 0100 26 7800 064 0000 0000 0				General Fund/Expenditures/Basic Education		126.68	
10 E 530 2100 21 7800 063 0000 0000 0				General Fund/Expenditures/Spec Ed - State		13.24	
10 E 530 5320 24 7800 060 0000 0000 0				General Fund/Expenditures/Migrant Ed		225.58	
10 E 530 9700 61 7800 074 0000 0000 0				General Fund/Expenditures/District-Wide Support		97.09	
10 E 530 9900 51 7800 073 0000 0000 0				General Fund/Expenditures/Pupil Transportation		128.11	
196379	ATS INLAND NW	02/15/2019	S 029283	Yearly PO HVAC controls	7401800008	2,552.10	2,552.10
10 E 530 9700 64 7000 074 0000 0000 0				General Fund/Expenditures/District-Wide Support		2,552.10	
196380	BACHOFNER, LAURA B	02/15/2019	DRIVERS ED REIM		0	25.00	25.00
10 R 960 7100 21 2171 450 0000 0000 1				General Fund/Revenues/Traffic Safety Education		25.00	
196381	BENTON COUNTY PUD	02/15/2019	97731028- 2/1/2019		0	29,253.51	29,253.51
10 E 530 9700 65 7820 055 0000 0000 0				General Fund/Expenditures/District-Wide Support		1,012.79	
10 E 530 9700 65 7820 063 0000 0000 0				General Fund/Expenditures/District-Wide Support		359.06	
10 E 530 9700 65 7820 092 0000 0000 0				General Fund/Expenditures/District-Wide Support		17.26	
10 E 530 9700 65 7820 073 0000 0000 0				General Fund/Expenditures/District-Wide Support		1,073.53	
10 E 530 9700 65 7820 074 0000 0000 0				General Fund/Expenditures/District-Wide Support		883.68	
10 E 530 9700 65 7820 110 0000 0000 0				General Fund/Expenditures/District-Wide Support		2,147.84	
10 E 530 9700 65 7820 120 0000 0000 0				General Fund/Expenditures/District-Wide Support		4,476.02	
10 E 530 9700 65 7820 130 0000 0000 0				General Fund/Expenditures/District-Wide Support		4,003.31	
10 E 530 9700 65 7820 240 0000 0000 0				General Fund/Expenditures/District-Wide Support		5,431.30	
10 E 530 9700 65 7820 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		9,338.85	
10 E 530 9700 65 7820 100 0000 0000 0				General Fund/Expenditures/District-Wide Support		230.59	
10 E 530 9700 65 7820 060 0000 0000 0				General Fund/Expenditures/District-Wide Support		139.64	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 9700 65 7820 076 0000 0000 0				General Fund/Expenditures/District-Wide Support		139.64	
196382	BENTON REA	02/15/2019	0990255700 1/31/19		0	20.00	3,270.00
10 E 530 9700 13 7530 072 0000 0000 0				General Fund/Expenditures/District-Wide Support		20.00	
			108554		0	150.00	
10 E 530 9700 72 5000 076 0000 0000 0				General Fund/Expenditures/District-Wide Support		50.00	
10 E 530 9700 72 7000 076 0000 0000 0				General Fund/Expenditures/District-Wide Support		100.00	
			108564		0	3,100.00	
10 E 530 9700 72 7540 076 0000 0000 0				General Fund/Expenditures/District-Wide Support		3,100.00	
196383	BSN SPORTS LLC	02/15/2019	902994045	Football equipment	2401800021	94.71	286.09
10 E 530 0100 28 5000 240 0000 0000 0				General Fund/Expenditures/Basic Education		94.71	
			903055000	Sports score books.	2401800001	191.38	
10 E 530 0100 28 5000 240 0000 0000 0				General Fund/Expenditures/Basic Education		191.38	
196384	BUILDING VISION	02/15/2019	134		0	1,310.55	1,310.55
10 E 530 2100 26 7000 063 0000 0000 0				General Fund/Expenditures/Spec Ed - State		1,310.55	
196385	CAFE VILLA	02/15/2019	58856		3041	154.75	154.75
10 E 530 9700 12 5000 071 0000 0000 0				General Fund/Expenditures/District-Wide Support		154.75	
196386	CANON FINANCIAL SERVICES, INC	02/15/2019	19677462		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	
196387	CAREERSTAFF UNLIMITED	02/15/2019	35651-464085		0	3,061.25	6,023.75
10 E 530 2100 26 7000 063 0000 0000 0				General Fund/Expenditures/Spec Ed - State		3,061.25	
			35651-464755		0	2,962.50	
10 E 530 2100 26 7000 063 0000 0000 0				General Fund/Expenditures/Spec Ed - State		2,962.50	
196388	CASCADE NATURAL GAS CORP	02/15/2019	1/28/2019		0	13,338.46	13,338.46
10 E 530 9700 65 7840 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		5,076.35	
10 E 530 9700 65 7840 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		368.69	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 9700 65 7840 073 0000 0000 0				General Fund/Expenditures/District-Wide Support		346.63	
10 E 530 9700 65 7840 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		15.96	
10 E 530 9700 65 7840 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		13.83	
10 E 530 9700 65 7840 120 0000 0000 0				General Fund/Expenditures/District-Wide Support		3,131.43	
10 E 530 9700 65 7840 240 0000 0000 0				General Fund/Expenditures/District-Wide Support		2,575.31	
10 E 530 9700 65 7840 130 0000 0000 0				General Fund/Expenditures/District-Wide Support		1,643.03	
10 E 530 9700 65 7840 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		167.23	
196389	CASTILLEJA, DIANA	02/15/2019	VESI		0	81.00	81.00
10 E 530 0151 31 7000 450 0000 0000 0				General Fund/Expenditures/Staff Dev-PEA Allocation		81.00	
196390	CDW GOVERNMENT INC	02/15/2019	QVL4622	Surface for PHS (B. Bailey)	7601800110	776.03	776.03
10 E 530 9700 72 5310 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		776.03	
196391	CENTER FOR TEACHING FOR BILITE	02/15/2019	1538		0	750.00	750.00
10 E 530 6400 31 7000 060 0000 0000 0				General Fund/Expenditures/Limited English Proficien		750.00	
196392	CENTRAL HISTORY % MATT NORLIN	02/15/2019	2019 REGIONAL NHD		0	195.00	195.00
10 E 530 0194 27 7000 450 0000 0000 0				General Fund/Expenditures/Student Competitions		195.00	
196393	CHAPMAN, JOHN JAY	02/15/2019	FEB 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	
196394	CHARTER COMMUNICATIONS	02/15/2019	0000456012119	Metro Ethernet Year 4 of 5	7201800002	9,188.30	9,201.09
10 E 530 9731 72 7890 076 0000 0000 0				General Fund/Expenditures/Erate		9,188.30	
10 E 530 0100 23 7000 240 0000 0000 0				0125117020119 Cable service General Fund/Expenditures/Basic Education	2401800014	12.79	12.79
196395	CITY OF PROSSER	02/15/2019	1/16/2019		0	12,164.32	12,164.32
10 E 530 9700 65 7850 100 0000 0000 0				General Fund/Expenditures/District-Wide Support		27.06	
10 E 530 9700 65 7860 100 0000 0000 0				General Fund/Expenditures/District-Wide Support		190.51	
10 E 530 9700 65 7870 100 0000 0000 0				General Fund/Expenditures/District-Wide Support		44.46	
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		255.41	
10 E 530 9700 65 7860 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		1,163.53	
10 E 530 9700 65 7870 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		359.66	
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		275.18	
10 E 530 9700 65 7870 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		388.93	
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		316.45	
10 E 530 9700 65 7870 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		450.00	
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		39.50	
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		19.80	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
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					323.43	
10 E 530 9700 65 7860 120 0000 0000 0	General Fund/Expenditures/District-Wide Support					653.53	
10 E 530 9700 65 7870 120 0000 0000 0	General Fund/Expenditures/District-Wide Support					460.33	
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					61.88	
10 E 530 9700 65 7860 073 0000 0000 0	General Fund/Expenditures/District-Wide Support					194.80	
10 E 530 9700 65 7870 073 0000 0000 0	General Fund/Expenditures/District-Wide Support					108.43	
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					843.40	
10 E 530 9700 65 7860 240 0000 0000 0	General Fund/Expenditures/District-Wide Support					789.08	
10 E 530 9700 65 7870 240 0000 0000 0	General Fund/Expenditures/District-Wide Support					662.25	
10 E 530 9700 65 7880 240 0000 0000 0	General Fund/Expenditures/District-Wide Support					33.51	
10 E 530 9700 65 7850 074 0000 0000 0	General Fund/Expenditures/District-Wide Support					10.04	
10 E 530 9700 65 7860 074 0000 0000 0	General Fund/Expenditures/District-Wide Support					48.67	
10 E 530 9700 65 7870 074 0000 0000 0	General Fund/Expenditures/District-Wide Support					223.86	
10 E 530 9700 65 7880 074 0000 0000 0	General Fund/Expenditures/District-Wide Support					88.88	
10 E 530 9700 65 7880 055 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					237.08	
10 E 530 9700 65 7860 130 0000 0000 0	General Fund/Expenditures/District-Wide Support					445.06	
10 E 530 9700 65 7870 130 0000 0000 0	General Fund/Expenditures/District-Wide Support					332.54	
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					85.47	
10 E 530 9700 65 7870 130 0000 0000 0	General Fund/Expenditures/District-Wide Support					143.35	
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					95.79	
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 7850 055 0000 0000 0	General Fund/Expenditures/District-Wide Support					45.28	
196396 CLASS 5		02/15/2019	128769		0	1,935.51	1,935.51
10 E 530 9700 65 7810 072 0000 0000 0	General Fund/Expenditures/District-Wide Support					1,935.51	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
196397	COASTAL PUBLISHING GROUP INC	02/15/2019	80545	TEACHING; COMMUNICATOR ENVELOPES	1201800029	609.90	609.90
10 L 601 0000 00 0000 000 0000 0000				General Fund/Accounts Payable		-52.45	
10 E 530 5101 27 5000 120 0000 0000 0				General Fund/Expenditures/Title I -Parent Inv.		662.35	
196398	CODEWORK INC	02/15/2019	1910172	Vision Class Kit Renewal	4561800021	796.00	796.00
10 E 530 3161 27 7000 450 0000 0000 0				General Fund/Expenditures/Business		648.35	
10 E 530 3167 27 7000 450 0000 0000 0				General Fund/Expenditures/Technology Education		216.11	
10 L 601 0000 00 0000 000 0000 0000				General Fund/Accounts Payable		-68.46	
196399	COLE, KRISTAL L	02/15/2019	SPRAYER		0	20.62	20.62
10 E 530 0100 28 5000 240 0000 0000 0				General Fund/Expenditures/Basic Education		20.62	
196400	COLUMBIA BASIN COLLEGE	02/15/2019	JAN. 2019		0	40,276.51	40,276.51
10 E 530 0179 27 7000 072 0000 0000 0				General Fund/Expenditures/Running Start		36,054.49	
10 E 530 3151 27 7450 450 0000 0000 0				General Fund/Expenditures/Voc Director		4,222.02	
196401	COMMUNITIES IN SCHOOLS OF BENT	02/15/2019	February 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	
196402	CRUZ, ANGEL	02/15/2019	VESI CLASS		0	140.00	140.00
10 E 530 0151 31 7000 450 0000 0000 0				General Fund/Expenditures/Staff Dev-PEA Allocation		140.00	
196403	DE MALDONADO, LEONOR B	02/15/2019	LUNCH 1/14/2019		0	112.14	112.14
10 E 530 6500 24 5000 060 0000 0000 0				General Fund/Expenditures/State Trans Bilingual		112.14	
196404	DELL	02/15/2019	10295973897	Monitor for Leonor	7601800124	270.29	270.29
10 E 530 5320 24 5310 060 0000 0000 0				General Fund/Expenditures/Migrant Ed		270.29	
196405	DEVORE, TRAVIS C	02/15/2019	QUIA.COM		0	49.00	49.00
10 E 530 3160 27 5000 450 0000 0000 0				General Fund/Expenditures/Agriculture		49.00	
196406	DUNKIN, KIM F.	02/15/2019	BOOK 1/22/2019		0	20.00	20.00
10 E 530 0100 22 5060 240 0000 0000 0				General Fund/Expenditures/Basic Education		20.00	
196407	EAI EDUCATION	02/15/2019	INV0912646	PTA Grant-Petroff	1301800029	824.69	824.69
10 L 601 0000 00 0000 000 0000 0000				General Fund/Accounts Payable		-70.92	
10 R 960 0000 25 2500 130 0000 0000 1				General Fund/Revenues/Program 00		895.61	
196408	ENERSPECT MEDICAL SOLUTIONS	02/15/2019	40207	AED SUPPLIES	6401800001	465.20	465.20

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 0100 26 5000 064 0000 0000 0				General Fund/Expenditures/Basic Education		465.20	
196409	ESD #105	02/15/2019	0000057413	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	
196410	ESD #123	02/15/2019	0000028171		0	1,513.13	1,513.13
10 E 530 0178 27 7000 450 0000 0000 0				General Fund/Expenditures/Drop-Out Re-Engagement		1,513.13	
196411	FIREFLY COMPUTERS	02/15/2019	154361	Chromebook Licenses	7601800115	75.00	75.00
10 E 530 9700 72 5030 076 0000 0000 0				General Fund/Expenditures/District-Wide Support		75.00	
196412	FOOD DEPOT	02/15/2019	178605		1678	60.97	156.37
10 E 530 3160 27 5000 450 0000 0000 0				General Fund/Expenditures/Agriculture		60.97	
				183146	1673	38.56	
10 E 530 3165 27 5000 450 0000 0000 0				General Fund/Expenditures/Home/Family		38.56	
				183216	1677	33.03	
10 E 530 3160 27 5000 450 0000 0000 0				General Fund/Expenditures/Agriculture		33.03	
				183217	3042	23.81	
10 E 530 0100 31 5000 060 0000 0000 0				General Fund/Expenditures/Basic Education		23.81	
196413	GOODBOE, PAULA A	02/15/2019	SNA 2019		0	43.50	43.50
10 E 530 9800 44 7390 075 0000 0000 0				General Fund/Expenditures/Food Service		43.50	
196414	GREEN, LAURA BETH	02/15/2019	SUPPLIES 1/28/2019		0	75.45	75.45
10 E 530 9700 12 5000 071 0000 0000 0				General Fund/Expenditures/District-Wide Support		75.45	
196415	HACHTEL, CONNIE F	02/15/2019	BOOKS 1/23/2019		0	218.92	218.92
10 E 530 0152 31 5000 240 0000 0000 0				General Fund/Expenditures/Staff Dev Bldg Allocation		218.92	
196416	COOK'S ACE HARDWARE	02/15/2019	A478883	Open PO for CTE Supplies	4561800002	76.19	230.23
10 E 530 3160 27 5000 450 0000 0000 0				General Fund/Expenditures/Agriculture		76.19	
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	
				A478905	4561800002	27.54	
				Open PO for CTE Supplies			
10 E 530 3160 27 5000 450 0000 0000 0				General Fund/Expenditures/Agriculture		27.54	
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	
				a479196	4561800002	29.30	
				Open PO for CTE			



Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				Supplies			
10 E 530 3160 27 5000 450 0000 0000 0				General Fund/Expenditures/Agriculture		29.30	
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	
			A479809		3016	4.33	
10 E 530 9700 13 5000 072 0000 0000 0				General Fund/Expenditures/District-Wide Support		4.33	
			A480680	Open PO for CTE	4561800002	34.71	
				Supplies			
10 E 530 3160 27 5000 450 0000 0000 0				General Fund/Expenditures/Agriculture		34.71	
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	
			B363051	Open PO for CTE	4561800002	58.16	
				Supplies			
10 E 530 3160 27 5000 450 0000 0000 0				General Fund/Expenditures/Agriculture		58.16	
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	
196417 HEALTH CARE AUTHORITY		02/15/2019	HCASBH1663		0	400.01	400.01
10 A 330 0000 00 0000 000 0000 0000				General Fund/Due from Other Govt Units		400.01	
196418 HEINEMANN PROFESSIONAL RESOURC		02/15/2019	7032636	Leveled Literacy Intervention Intermediate Training	6001800040	3,200.00	3,200.00
10 L 601 0000 00 0000 000 0000 0000				General Fund/Accounts Payable		-275.20	
10 E 530 5505 31 7000 240 0000 0000 0				General Fund/Expenditures/LAP High Poverty		1,737.60	
10 E 530 5505 31 7000 450 0000 0000 0				General Fund/Expenditures/LAP High Poverty		1,737.60	
196419 HOUSE-TAPUY, AMANDA R		02/15/2019	WABE		0	150.00	150.00
10 E 530 6400 31 8030 060 0000 0000 0				General Fund/Expenditures/Limited English Proficien		150.00	
196420 HOUSEL MIDDLE SCHOOL		02/15/2019	100	2017-18 Yearbook 2018-19 Yearbook HMS Library Copies	2401800071	50.00	50.00
10 E 530 0100 22 5060 240 0000 0000 0				General Fund/Expenditures/Basic Education		50.00	
196421 JEREMYS 1896 PUBLIC HOUSE		02/15/2019	26535		3038	159.52	159.52
10 E 530 5320 24 5000 060 0000 0000 0				General Fund/Expenditures/Migrant Ed		159.52	
196422 JET CITY DEVICE REPAIR		02/15/2019	184559	Jet City Repairs	7601800131	305.75	305.75
10 E 530 0100 27 5000 240 0000 0000 0				General Fund/Expenditures/Basic Education		109.99	
10 E 530 0100 27 5000 450 0000 0000 0				General Fund/Expenditures/Basic Education		28.59	
10 E 530 9700 72 5000 076 0000 0000 0				General Fund/Expenditures/District-Wide Support		167.17	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
196423	JOSTENS	02/15/2019	22291888	Diploma Order for Graduation	4501800070	1,177.75	1,241.37
10 E 530 0100 23 5200 450 0000 0000 0				General Fund/Expenditures/Basic Education		1,177.75	
			22368781	Diploma Order not to exceed \$1500-AS	4501800051	32.23	
10 E 530 0100 23 5000 450 0000 0000 0				General Fund/Expenditures/Basic Education		32.23	
			22412101	Diploma Order for Graduation	4501800070	31.39	
10 E 530 0100 23 5200 450 0000 0000 0				General Fund/Expenditures/Basic Education		31.39	
196424	JUAREZ, ALEJANDRA	02/15/2019	DECEMBER 2018		0	366.24	366.24
10 E 530 2100 21 8030 063 0000 0000 0				General Fund/Expenditures/Spec Ed - State		366.24	
196425	K C D A	02/15/2019	300358018		0	55.10	55.10
10 E 530 0100 27 5020 110 0000 0000 0				General Fund/Expenditures/Basic Education		55.10	
196426	KATHRYN KARSCHNEY	02/15/2019	1/23/2019		0	5,200.00	5,200.00
10 E 530 0187 31 7000 060 0000 0000 0				General Fund/Expenditures/Text Adoption		5,200.00	
196427	LEDESMA, LINDA	02/15/2019	FILE CADDIE		0	85.79	85.79
10 E 530 0100 24 5000 450 0000 0000 0				General Fund/Expenditures/Basic Education		85.79	
196428	LEMKE, DEBORAH A	02/15/2019	STEM SUPPLIES		0	16.28	16.28
10 E 530 0153 27 5000 110 0000 0000 0				General Fund/Expenditures/AVID Staff Dev		16.28	
196429	LINK, CENTURY	02/15/2019	313804811 1/11/2019		0	112.34	112.34
10 E 530 9700 65 7810 110 0000 0000 0				General Fund/Expenditures/District-Wide Support		112.34	
196430	LIONEL ENNS PHD BCBA-D	02/15/2019	283		0	3,900.00	3,900.00
10 E 530 2100 26 7000 063 0000 0000 0				General Fund/Expenditures/Spec Ed - State		3,900.00	
196431	LOWRY, MICHELLE	02/15/2019	0000025		0	3,720.00	3,720.00
10 E 530 2100 26 7000 063 0000 0000 0				General Fund/Expenditures/Spec Ed - State		3,720.00	
196432	MANSFIELD ALARM	02/15/2019	886446 - 886451	2017/2018 Annual Contract	7201800004	840.00	840.00
10 E 530 9700 64 7910 130 0000 0000 0				General Fund/Expenditures/District-Wide Support		216.00	
10 E 530 9700 64 7910 240 0000 0000 0				General Fund/Expenditures/District-Wide Support		84.00	
10 E 530 9700 64 7910 120 0000 0000 0				General Fund/Expenditures/District-Wide Support		150.00	
10 E 530 9700 64 7910 110 0000 0000 0				General Fund/Expenditures/District-Wide Support		90.00	
10 E 530 9700 64 7910 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		210.00	
10 E 530 9700 64 7910 060 0000 0000 0				General Fund/Expenditures/District-Wide Support		60.00	
10 E 530 9700 64 7910 100 0000 0000 0				General Fund/Expenditures/District-Wide Support		30.00	
196433	MATH SOLUTIONS PUBLICATIONS	02/15/2019	710125968	Fraction Strips for Teachers	1301800012	149.71	149.71
10 E 530 0145 27 5050 130 0000 0000 0				General Fund/Expenditures/Instructional Materials		149.71	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
196434	MONOPRICE, INC	02/15/2019	18566513	Mini DisplayPort to HDMI for Heights (A. Sipe)	7601800114	9.32	689.09
10 E 530 0100 23 5000 130 0000 0000 0				General Fund/Expenditures/Basic Education		9.32	
			18504941	Cords for Speakers (HGTS)	7601800103	134.06	
10 E 530 9700 72 5000 130 0000 0000 0				General Fund/Expenditures/District-Wide Support		134.06	
			18541792	18541792Supplies for Stock	7601800107	509.70	
10 E 530 9700 72 5000 076 0000 0000 0				General Fund/Expenditures/District-Wide Support		509.70	
			18566513	Mini DisplayPort to HDMI for Heights (A. Sipe)	7601800114	9.32	
10 E 530 0100 23 5000 130 0000 0000 0				General Fund/Expenditures/Basic Education		9.32	
			18591993	Mini DisplayPort-HDMI	7601800118	26.69	
10 E 530 9700 72 5000 076 0000 0000 0				General Fund/Expenditures/District-Wide Support		26.69	
196435	MOON SECURITY SERVICES INC	02/15/2019	961418	2018/2019 Annual contract for: video and monitoring of PHS facilities	7201800008	249.06	249.06
10 E 530 9700 64 7910 450 0000 0000 0				General Fund/Expenditures/District-Wide Support		249.06	
196436	MOORE, KRISTINE	02/15/2019	DR. SUESS SUPPLIES		0	79.83	79.83
10 E 530 0100 27 5000 120 0000 0000 0				General Fund/Expenditures/Basic Education		79.83	
196437	MUNOZ, GILBERTO	02/15/2019	ELL EXAM		0	155.00	705.00
10 E 530 5210 31 7000 240 0000 0000 0				General Fund/Expenditures/Title II TQ - Part A		155.00	
			EXAMS		0	250.00	
10 E 530 5210 31 7000 240 0000 0000 0				General Fund/Expenditures/Title II TQ - Part A		250.00	
			TPA REG.		0	300.00	
10 E 530 5210 31 7000 240 0000 0000 0				General Fund/Expenditures/Title II TQ - Part A		300.00	
196438	OFFICE DEPOT INC	02/15/2019	256448418001	Printer toner	2401800068	305.00	1,670.11
10 E 530 0100 27 5000 240 0000 0000 0				General Fund/Expenditures/Basic Education		305.00	
			261620820001	Color Printer/Toner for PHS Library	7601800108	412.67	
10 E 530 0100 27 5000 450 0000 0000 0				General Fund/Expenditures/Basic Education		196.90	
10 E 530 0100 27 5320 450 0000 0000 0				General Fund/Expenditures/Basic Education		215.77	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			261620821001	Color Printer/Toner for PHS Library	7601800108	376.59	
10 E 530 0100 27 5000 450 0000 0000 0				General Fund/Expenditures/Basic Education		179.69	
10 E 530 0100 27 5320 450 0000 0000 0				General Fund/Expenditures/Basic Education		196.90	
			261620825001	Second grade supplies	1201800039	56.23	
10 E 530 0116 27 5000 120 0000 0000 0				General Fund/Expenditures/2nd Grade		56.23	
			261621014001	File Folders	6401800009	59.21	
10 E 530 0100 26 5000 064 0000 0000 0				General Fund/Expenditures/Basic Education		59.21	
			262471241001	Bilingual File Folders	6001800069	58.62	
10 E 530 6500 24 5000 060 0000 0000 0				General Fund/Expenditures/State Trans Bilingual		58.62	
			264680655001	Chairs for Mr. Larez's Office	1301800034	401.79	
10 E 530 0100 23 5000 130 0000 0000 0				General Fund/Expenditures/Basic Education		401.79	
196439 OXARC INC		02/15/2019	30571025	Open PO for Metal Shop Supplies	4561800003	108.44	164.71
10 E 530 3160 27 5000 450 0000 0000 0				General Fund/Expenditures/Agriculture		108.44	
			60314701	Open PO for Metal Shop Supplies	4561800003	56.27	
10 E 530 3160 27 5000 450 0000 0000 0				General Fund/Expenditures/Agriculture		56.27	
196440 PINNACLE INVESTIGATION CORP		02/15/2019	64171		0	256.75	718.50
10 E 530 9700 14 7000 072 0000 0000 0				General Fund/Expenditures/District-Wide Support		256.75	
			64355	2018/2019 Open PO Client Service agreement	7201800013	461.75	
10 E 530 9700 14 7000 072 0000 0000 0				General Fund/Expenditures/District-Wide Support		461.75	
196441 PLICKERS INC		02/15/2019	5AD3067F	Subscription	2401800070	287.52	287.52
10 L 601 0000 00 0000 000 0000 0000				General Fund/Accounts Payable		-24.73	
10 R 960 0000 25 2500 240 0000 0000 1				General Fund/Revenues/Program 00		312.25	
196442 PMH MEDICAL CENTER		02/15/2019	12/12/2018	2018-2019 Annual PO for CDL Physicals	7201800018	89.00	89.00
10 E 530 9900 52 7000 073 0000 0000 0				General Fund/Expenditures/Pupil Transportation		89.00	
196443 Vendor Continued Void		02/15/2019					0.00
196444 RAINWATER INC		02/15/2019	038705	Monthly water cooler rental and bottled water	6301800000	6.47	189.91

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 2100 21 5000 063 0000 0000 0				delivery (6 bottles per month) to Special Services Office.			6.47
			General Fund/Expenditures/Spec Ed - State				
			038967	Monthly water cooler rental and bottled water delivery (6 bottles per month) to Special Services Office	6301800001	4.32	4.32
10 E 530 2100 21 5000 063 0000 0000 0			General Fund/Expenditures/Spec Ed - State				4.32
			038968	Yearly Purchase Order for the Water softener for KRV Production kitchen	7501800001	129.48	129.48
10 E 530 9800 44 7000 075 0000 0000 0			General Fund/Expenditures/Food Service				129.48
			038969	Annual Renewal	6001800024	4.32	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
			082984	Monthly water cooler rental and bottled water delivery (6 bottles per month) to Special Services Office	6301800001	12.95	12.95
10 E 530 2100 21 5000 063 0000 0000 0			General Fund/Expenditures/Spec Ed - State				12.95
			083158	Monthly water cooler rental and bottled water delivery (6 bottles per month) to Special Services Office.	6301800000	12.95	12.95
10 E 530 2100 21 5000 063 0000 0000 0			General Fund/Expenditures/Spec Ed - State				12.95
			083516	Annual Renewal	6001800024	19.42	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

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
196445	READY AND OUT	02/15/2019	891751		0	461.55	461.55
10 E 530 5320 24 5000 060 0000 0000 0				General Fund/Expenditures/Migrant Ed		461.55	
196446	REALLY GOOD STUFF, INC	02/15/2019	6812699	LIBRARY SUPPLIES	1201800042	151.75	151.75
10 E 530 0100 22 5000 120 0000 0000 0				General Fund/Expenditures/Basic Education		151.75	
196447	RIVERSIDE STORAGE	02/15/2019	FEB 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	
196448	RUSSELL, RYAN A	02/15/2019	ESD CLASSES		0	350.00	398.81
10 E 530 0151 31 7000 240 0000 0000 0				General Fund/Expenditures/Staff Dev-PEA Allocation		350.00	
				HEAT LAMP & MISC	0	48.81	
10 E 530 0100 27 5000 240 0000 0000 0				General Fund/Expenditures/Basic Education		48.81	
196449	SCHELL, DAVID A	02/15/2019	DONUTS HIRING COMM.		0	11.54	65.03
10 E 530 9700 61 5000 074 0000 0000 0				General Fund/Expenditures/District-Wide Support		11.54	
				LUNCH INTERVIEW	0	53.49	
10 E 530 9700 61 5000 074 0000 0000 0				General Fund/Expenditures/District-Wide Support		53.49	
196450	SCHOOL DIST #116 REVOLV FUND	02/15/2019	4645		0	2,500.00	2,500.00
10 E 530 9700 13 5010 072 0000 0000 0				General Fund/Expenditures/District-Wide Support		2,500.00	
196451	SCHOOLFIX.COM	02/15/2019	276270A	Replacement Desk Tops 18-1/12 in x 24-1/2in- SKU: D800 OAK	4501800064	274.11	274.11
10 E 530 0100 27 5000 450 0000 0000 0				General Fund/Expenditures/Basic Education		274.11	
196452	SMITH, DEAN DONALD	02/15/2019	LICENSE		0	67.00	88.71
10 E 530 0151 31 7390 240 0000 0000 0				General Fund/Expenditures/Staff Dev-PEA Allocation		67.00	
				PLICHERS CARDS	0	21.71	
10 R 960 0000 25 2500 240 0000 0000 1				General Fund/Revenues/Program 00		21.71	
196453	SOMERS, MARRIE M	02/15/2019	AVID STEM NIGHT		0	217.31	217.31
10 E 530 0153 27 5000 110 0000 0000 0				General Fund/Expenditures/AVID Staff Dev		217.31	
196454	SOTO, RAMIRO F	02/15/2019	DEC 2018, JAN 2019		0	16.28	16.28
10 E 530 2100 21 8010 063 0000 0000 0				General Fund/Expenditures/Spec Ed - State		16.28	
196455	STAPLES BUSINESS ADVANTAGE	02/15/2019	3403658491	Math Department Supplies-S. Colgren	4501800073	106.93	823.95

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 0100 27 5000 450 0000 0000 0				General Fund/Expenditures/Basic Education		106.93	
			3403658494	Office Supplies	4501800075	3.90	
10 E 530 0100 24 5000 450 0000 0000 0				General Fund/Expenditures/Basic Education		3.90	
			3403658496	Office Supplies	4501800075	430.49	
10 E 530 0100 24 5000 450 0000 0000 0				General Fund/Expenditures/Basic Education		430.49	
			3403658498	Special Services	6301800041	282.63	
				Office Supplies			
10 E 530 0100 26 5000 064 0000 0000 0				General Fund/Expenditures/Basic Education		141.32	
10 E 530 2100 21 5000 063 0000 0000 0				General Fund/Expenditures/Spec Ed - State		141.31	
196456	STATE AUDITOR'S OFFICE	02/15/2019	L129198		0	190.20	190.20
10 E 530 9700 11 7020 071 0000 0000 0				General Fund/Expenditures/District-Wide Support		190.20	
196457	SUBWAY PROSSER	02/15/2019	1/24/2019		3039	114.01	114.01
10 E 530 6500 31 5000 060 0000 0000 0				General Fund/Expenditures/State Trans Bilingual		114.01	
196458	SUPPLYWORKS	02/15/2019	469195861		0	88.62	88.62
10 E 530 9700 63 5000 074 0000 0000 0				General Fund/Expenditures/District-Wide Support		88.62	
196459	TASTE OF HEAVEN BAKING LLC	02/15/2019	55956		3040	47.50	47.50
10 E 530 0100 31 5000 060 0000 0000 0				General Fund/Expenditures/Basic Education		47.50	
196460	TED BROWN MUSIC	02/15/2019	3295558	Open PO for instruments, Repair, Accessorizes and music. Not to exceed \$6000	4501800058	5,624.24	5,641.55
10 R 960 0000 25 2500 450 0000 0000 1				General Fund/Revenues/Program 00		5,624.24	
			329724	Open PO for music, accessories and repairs.	2401800050	17.31	
10 E 530 0100 27 5000 240 0000 0000 0				General Fund/Expenditures/Basic Education		17.31	
196461	THOMPSON AUDIOLOGY & HEARING C	02/15/2019	60421		0	29.00	29.00
10 E 530 0100 26 5000 064 0000 0000 0				General Fund/Expenditures/Basic Education		29.00	
196462	TINSLEY, KARLENE	02/15/2019	BOOKS 1/24/2019		0	192.86	192.86
10 E 530 0100 22 5000 450 0000 0000 0				General Fund/Expenditures/Basic Education		192.86	
196463	TRT PRINTED	02/15/2019	1/28/2019		0	104.25	104.25
10 E 530 9700 12 5000 071 0000 0000 0				General Fund/Expenditures/District-Wide Support		104.25	
196464	USIP	02/15/2019	9030		0	1,000.00	1,000.00
10 E 530 9900 51 7000 073 0000 0000 0				General Fund/Expenditures/Pupil Transportation		1,000.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
196465	WAL-MART COMMUNITY	02/15/2019	901100183258		0	56.76	1,614.26
10 E 530 3165 27 5000 450 0000 0000 0				General Fund/Expenditures/Home/Family		56.76	
			901500123841		0	158.04	
10 E 530 3465 27 5000 240 0000 0000 0				General Fund/Expenditures/Home/Family HMS		158.04	
			901500233783		0	18.84	
10 E 530 3465 27 5000 240 0000 0000 0				General Fund/Expenditures/Home/Family HMS		18.84	
			901500238958		0	44.85	
10 E 530 3465 27 5000 240 0000 0000 0				General Fund/Expenditures/Home/Family HMS		44.85	
			901500614427		0	39.15	
10 E 530 3165 27 5000 450 0000 0000 0				General Fund/Expenditures/Home/Family		39.15	
			901600245957		0	43.25	
10 E 530 3165 27 5000 450 0000 0000 0				General Fund/Expenditures/Home/Family		43.25	
			901600887600		0	164.49	
10 E 530 3465 27 5000 240 0000 0000 0				General Fund/Expenditures/Home/Family HMS		164.49	
			901800139518		0	102.94	
10 E 530 3465 27 5000 240 0000 0000 0				General Fund/Expenditures/Home/Family HMS		102.94	
			901800324849		0	60.15	
10 E 530 3165 27 5000 450 0000 0000 0				General Fund/Expenditures/Home/Family		60.15	
			902200782590		0	25.98	
10 E 530 3465 27 5000 240 0000 0000 0				General Fund/Expenditures/Home/Family HMS		25.98	
			902500116021		0	278.40	
10 E 530 3465 27 5000 240 0000 0000 0				General Fund/Expenditures/Home/Family HMS		278.40	
			902500310083		0	92.36	
10 E 530 3465 27 5000 240 0000 0000 0				General Fund/Expenditures/Home/Family HMS		92.36	
			902500399638		0	61.86	
10 E 530 3165 27 5000 450 0000 0000 0				General Fund/Expenditures/Home/Family		61.86	
			902800544134		0	45.08	
10 E 530 3165 27 5000 450 0000 0000 0				General Fund/Expenditures/Home/Family		45.08	
			902900495296		0	185.34	
10 E 530 3465 27 5000 240 0000 0000 0				General Fund/Expenditures/Home/Family HMS		185.34	
			903000266887		0	65.54	
10 E 530 3465 27 5000 240 0000 0000 0				General Fund/Expenditures/Home/Family HMS		65.54	
			903100738450		0	47.66	
10 E 530 3165 27 5000 450 0000 0000 0				General Fund/Expenditures/Home/Family		47.66	



Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			903100787187		0	79.13	
10 E 530 5320 24 5000 060 0000 0000 0			General Fund/Expenditures/Migrant Ed			79.13	
			903200684244		0	44.44	
10 E 530 3165 27 5000 450 0000 0000 0			General Fund/Expenditures/Home/Family			44.44	
196466	WILEY, KAELAN FOREST	02/15/2019	BOOK REFUND		0	50.00	50.00
10 R 960 0000 26 2600 450 0000 0000 1			General Fund/Revenues/Program 00			50.00	
196467	WILLIAM V MACGILL & CO	02/15/2019	IN0663006	Personal Care Supplies	6301800044	136.00	136.00
10 E 530 2100 21 5000 063 0000 0000 0			General Fund/Expenditures/Spec Ed - State			147.70	
10 L 601 0000 00 0000 000 0000 0000			General Fund/Accounts Payable			-11.70	
196468	WSIPC	02/15/2019	1001800940	CTE Completer	7601800121	100.00	375.00
10 E 530 3860 24 5030 450 0000 0000 0			General Fund/Expenditures/Vocational-Federal			100.00	
			72	Julissa Cervantes to WASWAG Spring Training	1101800033	275.00	
10 E 530 0100 27 7000 110 0000 0000 0			General Fund/Expenditures/Basic Education			275.00	
196469	WSPA	02/15/2019	12207		0	375.00	375.00
10 E 530 9700 14 7000 072 0000 0000 0			General Fund/Expenditures/District-Wide Support			375.00	
196470	WSSDA	02/15/2019	52285		0	8,643.32	8,643.32
10 E 530 9700 11 7390 071 0000 0000 0			General Fund/Expenditures/District-Wide Support			8,643.32	
196471	YAKIMA BINDERY	02/15/2019	284305-0	2018/2019 Open PO for District Office supplies.	7201800011	113.35	228.41
10 E 530 9700 12 5000 071 0000 0000 0			General Fund/Expenditures/District-Wide Support			56.68	
10 E 530 9700 13 5000 072 0000 0000 0			General Fund/Expenditures/District-Wide Support			56.67	
			284537-0		0	85.89	
10 E 530 0100 21 5000 060 0000 0000 0			General Fund/Expenditures/Basic Education			85.89	
			285172-0	2018/2019 Open PO for District Office supplies.	7201800011	29.17	
10 E 530 9700 12 5000 071 0000 0000 0			General Fund/Expenditures/District-Wide Support			14.59	
10 E 530 9700 13 5000 072 0000 0000 0			General Fund/Expenditures/District-Wide Support			14.58	
196472	YAKIMA HERALD-REPUBLIC	02/15/2019	862659	2018-2019 Open PO for job postings	7201800014	425.30	425.30
10 E 530 9700 14 7050 072 0000 0000 0			General Fund/Expenditures/District-Wide Support			425.30	
196473	ZEDIKER, RUTH A	02/15/2019	BOOKS 1/8/2019		0	107.21	107.21
10 E 530 0100 22 5060 240 0000 0000 0			General Fund/Expenditures/Basic Education			107.21	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				101 Computer	Check(s) For a Total of		211,993.79

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 February <sup>19</sup>~~12~~, 2019, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$177,081.89. The payments are further identified in this document.

Total by Payment Type for Cash Account, CP WARRANTS PAYABLE:  
Warrant Numbers 200000113 through 200000119, totaling \$177,081.89

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Check Amount
200000113	ARCHITECTS WEST, P.A.	02/15/2019	127,940.04
200000114	COFFMAN ENGINEERS	02/15/2019	2,500.00
200000115	DAILEY JOURNAL OF COMMERCE	02/15/2019	348.60
200000116	ESD #112	02/15/2019	36,710.00
200000117	SUNNYSIDE VALLEY IRR DIST	02/15/2019	8,897.60
200000118	TRI-CITY HERALD-ADVERTISING	02/15/2019	304.24
200000119	VALLEY PUBLISHING CO	02/15/2019	381.41

7 Computer Check(s) For a Total of 177,081.89

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount		
200000113	ARCHITECTS WEST, P.A.	02/15/2019	10074		0	127,940.04	127,940.04		
	20 E 530 0013 21 7010 100 0450 0000 0			Capital Projects/Expenditures/PHS NEW CONSTRUCTION		127,940.04			
200000114	COFFMAN ENGINEERS	02/15/2019	18123192		0	2,500.00	2,500.00		
	20 E 530 0013 21 7080 100 0450 0000 0			Capital Projects/Expenditures/PHS NEW CONSTRUCTION		2,500.00			
200000115	DAILEY JOURNAL OF COMMERCE	02/15/2019	3344303		0	348.60	348.60		
	20 E 530 0013 21 7050 100 0450 0000 0			Capital Projects/Expenditures/PHS NEW CONSTRUCTION		348.60			
200000116	ESD #112	02/15/2019	0000140557		0	36,710.00	36,710.00		
	20 E 530 0013 21 7084 100 0450 0000 0			Capital Projects/Expenditures/PHS NEW CONSTRUCTION		36,710.00			
200000117	SUNNYSIDE VALLEY IRR DIST	02/15/2019	1/30/2019	PIPING PROJECT	0	8,897.60	8,897.60		
	20 E 530 0013 21 7101 100 0450 0000 0			Capital Projects/Expenditures/PHS NEW CONSTRUCTION		8,897.60			
200000118	TRI-CITY HERALD-ADVERTISING	02/15/2019	0004056843		0	304.24	304.24		
	20 E 530 0013 21 7050 100 0450 0000 0			Capital Projects/Expenditures/PHS NEW CONSTRUCTION		304.24			
200000119	VALLEY PUBLISHING CO	02/15/2019	35619		0	164.13	381.41		
	20 E 530 0013 21 7050 100 0450 0000 0			Capital Projects/Expenditures/PHS NEW CONSTRUCTION		164.13			
			4218P		0	217.28			
	20 E 530 0013 21 7050 100 0450 0000 0			Capital Projects/Expenditures/PHS NEW CONSTRUCTION		217.28			
						7	Computer	Check(s) For a Total of	177,081.89

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 February 12, 2019, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$160,232.28. The payments are further identified in this document.

Total by Payment Type for Cash Account, CP WARRANTS PAYABLE:  
Warrant Numbers 200000120 through 200000120, totaling \$160,232.28

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Check Amount
200000120	CITY OF PROSSER	02/15/2019	160,232.28
1	Computer	Check(s) For a Total of	160,232.28

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
200000120	CITY OF PROSSER	02/15/2019	2489	UTILITIES DEPOSIT	0	12,660.00	160,232.28
20 E 530 0013 21 7102 100 0450 0000 0				Capital Projects/Expenditures/PHS NEW CONSTRUCTION		12,660.00	
				PERMIT FEE FOR PHS PARCEL	0	147,572.28	
				#101841011016006			
20 E 530 0013 21 7102 100 0450 0000 0				Capital Projects/Expenditures/PHS NEW CONSTRUCTION		147,572.28	
			1	Computer	Check(s) For a Total of		160,232.28

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 February ~~12~~<sup>19</sup>, 2019, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$11,473.55. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS PAYABLE:  
Warrant Numbers 186085 through 186110, totaling \$11,473.55

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Check Amount
186085	ANDERSON, JEREMY	02/15/2019	323.61
186086	APPELGATE, WENDY S	02/15/2019	28.00
186087	ARYZTA LLC	02/15/2019	61.28
186088	BSN SPORTS LLC	02/15/2019	2,670.56
186089	DEER PARK HIGH SCHOOL	02/15/2019	250.00
186090	DENNY, MICHAEL J	02/15/2019	172.58
186091	DOMINO'S PIZZA PROSSER	02/15/2019	422.81
186092	FOOD DEPOT	02/15/2019	277.88
186093	FSA - SPOKANE	02/15/2019	82.68
186094	IMAGE MARKET	02/15/2019	1,318.40
186095	KEENE-RIVERVIEW IMPREST FUND	02/15/2019	15.00
186096	LINDBERGH WRESTLING	02/15/2019	250.00
186097	MCCONKEY	02/15/2019	287.21
186098	MVMLAAL	02/15/2019	100.00
186099	NORTHWEST CHOICE FUNDRAISING	02/15/2019	1,064.00
186100	PEPSI COLA YAKIMA	02/15/2019	1,320.20
186101	QUINN, ANITA LAFFEY	02/15/2019	10.00
186102	RICHLAND SCHOOL DISTRICT NO. 4	02/15/2019	250.00
186103	SALYERS-SMITH, KILA M.	02/15/2019	62.12
186104	SHOPKO STORES OPERATING CO., L	02/15/2019	27.10
186105	SIGHT & SOUND SERVICE	02/15/2019	800.00
186106	SUHADOLNIK, LINDA S.	02/15/2019	83.85
186107	TRI-CITY TEES & SCREEN PRINTIN	02/15/2019	252.73
186108	TRT PRINTED	02/15/2019	80.36
186109	URM CASH & CARRY-KENNEWICK	02/15/2019	748.53
186110	WRESTLINGMART.COM	02/15/2019	514.65

26 Computer Check(s) For a Total of 11,473.55

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
186085	ANDERSON, JEREMY	02/15/2019	CONCESSIONS 1/17/19		0	323.61	323.61
40 E 530 2175 05 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/WRESTLING GIR			323.61	
186086	APPELGATE, WENDY S	02/15/2019	BUS PASS		0	28.00	28.00
40 E 530 3150 01 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/FIFTH-BELL			28.00	
186087	ARYZTA LLC	02/15/2019	354491517	Student store	4521800177	61.28	61.28
				cookie bags and			
				pan liners			
40 E 530 4190 05 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/SCHOOL STORE			66.55	
40 L 601 0000 00 0000 000 0000 0000 0			Associated Student Body Fund/Accounts Payable			-5.27	
186088	BSN SPORTS LLC	02/15/2019	903342355	Football needs to	4521800089	592.51	2,670.56
				order new			
				footballs			
40 E 530 2140 05 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/FOOTBALL			592.51	
			903495276	Fall sports	4521800037	209.23	
				medical supplies			
40 E 530 2020 05 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/MEDICAL SUPPL			209.23	
			903689270	Football post	4521800123	512.80	
				season footballs			
40 E 530 2140 05 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/FOOTBALL			512.80	
			903887585	Winter Sports	4521800129	30.19	
				Supplies			
40 E 530 2010 05 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/CONTEST MGT			30.19	
			904116826	Boys Basketball	4521800124	530.46	
				cloth			
40 E 530 2100 05 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/BASEBALL			530.46	
40 E 530 2110 05 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/BASKETBALL BO			0.00	
			904214602	Track boys and	4521800160	795.37	
				girls singlets			
40 E 530 2150 05 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/TRACK			795.37	
186089	DEER PARK HIGH SCHOOL	02/15/2019	ENTRY FEE	Boys Wrestling	4521800135	250.00	250.00
				Deer Park			
				Invitational			
				entry fee			
40 E 530 2170 05 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/WRESTLING			250.00	
186090	DENNY, MICHAEL J	02/15/2019	PIZZA CONCESSIONS		0	118.29	172.58
40 E 530 4190 04 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/SCHOOL STORE			118.29	
				SHOES FOR STUDENT	0	54.29	
40 E 530 6100 04 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/SAUL HAAS			54.29	



Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
186091	DOMINO'S PIZZA PROSSER	02/15/2019	124652	girls tennis pizza order for basketball concessions	4521800184	32.58	422.81
40 E 530 2165 05 0000 000 0000 0000 0				Associated Student Body Fund/Expenditures/TENNIS-GIRLS		32.58	
			124752	girls tennis pizza order for basketball concessions	4521800184	34.71	
40 E 530 2165 05 0000 000 0000 0000 0				Associated Student Body Fund/Expenditures/TENNIS-GIRLS		34.71	
			125620	Science Club pizza for basketball concessions	4521800195	32.58	
40 E 530 4480 05 0000 000 0000 0000 0				Associated Student Body Fund/Expenditures/SCIENCE		32.58	
			125679	Science Club pizza for basketball concessions	4521800195	26.06	
40 E 530 4480 05 0000 000 0000 0000 0				Associated Student Body Fund/Expenditures/SCIENCE		26.06	
			125708	Science Club pizza for basketball concessions	4521800195	19.55	
40 E 530 4480 05 0000 000 0000 0000 0				Associated Student Body Fund/Expenditures/SCIENCE		19.55	
			126643		758	32.58	
40 E 530 4390 05 0000 000 0000 0000 0				Associated Student Body Fund/Expenditures/ANIME CLUB		32.58	
			126766		758	32.58	
40 E 530 4390 05 0000 000 0000 0000 0				Associated Student Body Fund/Expenditures/ANIME CLUB		32.58	
			9425		1288	212.17	
40 E 530 1040 01 0000 000 0000 0000 0				Associated Student Body Fund/Expenditures/GENERAL		212.17	
186092	FOOD DEPOT	02/15/2019	178603	NHS meeting food/treat	4521800203	36.54	277.88
40 E 530 4610 05 0000 000 0000 0000 0				Associated Student Body Fund/Expenditures/HONOR SOCIETY		36.54	
			178651		759	35.37	
40 E 530 4150 05 0000 000 0000 0000 0				Associated Student Body Fund/Expenditures/FFA		35.37	
			183215		0	132.97	
40 E 530 4665 05 0000 000 0000 0000 0				Associated Student Body Fund/Expenditures/CHAMPS		132.97	
			183281	Champs food items	4521800162	73.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				for teaching meal preparations			
40 E 530 4665 05 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/CHAMPS			73.00	
186093 FSA - SPOKANE		02/15/2019	9366807	Student store supplies	4521800047	82.68	82.68
40 E 530 4190 05 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/SCHOOL STORE			82.68	
186094 IMAGE MARKET		02/15/2019	422694	ASB Wish Week Shirts	4521800196	724.36	1,318.40
40 E 530 1040 05 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/GENERAL			724.36	
			422972	History Day T Shirts	2421800025	594.04	
40 E 530 4645 04 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/HISTORY CLUB			594.04	
186095 KEENE-RIVERVIEW IMPREST FUND		02/15/2019	1316		0	15.00	15.00
40 E 530 1040 02 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/GENERAL			15.00	
186096 LINDBERGH WRESTLING		02/15/2019	INVITE FEE	Boys Wrestling invitational entry fee	4521800206	250.00	250.00
40 E 530 2170 05 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/WRESTLING			250.00	
186097 MCCONKEY		02/15/2019	1305573	FFA, round pots, hanging baskets and plastic hangers	4521800181	287.21	287.21
40 E 530 4150 05 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/FFA			311.91	
40 L 601 0000 00 0000 000 0000 0000			Associated Student Body Fund/Accounts Payable			-24.70	
186098 MVMLAAL		02/15/2019	1/11/2019	MVL Academic Competitions	2421800024	100.00	100.00
40 E 530 1040 04 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/GENERAL			100.00	
186099 NORTHWEST CHOICE FUNDRAISING		02/15/2019	12/12/2018	FCCLA butter braids fundraiser	4521800154	1,064.00	1,064.00
40 E 530 4160 05 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/FCCLA			1,064.00	
186100 PEPSI COLA YAKIMA		02/15/2019	010075688	Snacks and pop for concessions	2421800027	453.19	1,320.20
40 E 530 4190 04 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/SCHOOL STORE			453.19	
			010618291	Snacks and pop for concessions.	2421800026	436.07	
40 E 530 4190 04 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/SCHOOL STORE			436.07	
			010618373	Concession Supplies	4521800126	162.64	
40 E 530 1200 05 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/CONCESSIONS			162.64	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			010748891	Concession Supplies	4521800126	268.30	
40 E 530 1200 05 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/CONCESSIONS			268.30	
186101	QUINN, ANITA LAFFEY	02/15/2019	HEALTH CARD		0	10.00	10.00
40 E 530 1200 05 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/CONCESSIONS			10.00	
186102	RICHLAND SCHOOL DISTRICT NO. 4	02/15/2019	BK19022	Girls Wrestling Richland Entry fee	4521800149	250.00	250.00
40 E 530 2175 05 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/WRESTLING GIR			250.00	
186103	SALYERS-SMITH, KILA M.	02/15/2019	LIGHTS		0	23.83	62.12
40 E 530 4645 05 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/HISTORY CLUB			23.83	
				WINTER BALL SUPPLIES	0	38.29	
40 E 530 4645 05 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/HISTORY CLUB			38.29	
186104	SHOPKO STORES OPERATING CO., L	02/15/2019	8164		1287	27.10	27.10
40 E 530 1040 01 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/GENERAL			27.10	
186105	SIGHT & SOUND SERVICE	02/15/2019	WINTERBALL 2019		0	800.00	800.00
40 E 530 4645 05 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/HISTORY CLUB			800.00	
186106	SUHADOLNIK, LINDA S.	02/15/2019	STEM SUPPLIES		0	83.85	83.85
40 E 530 3150 01 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/FIFTH-BELL			83.85	
186107	TRI-CITY TEES & SCREEN PRINTIN	02/15/2019	1626		0	252.73	252.73
40 E 530 2270 05 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/DANCE TEAM			252.73	
186108	TRT PRINTED	02/15/2019	1319		0	80.36	80.36
40 E 530 2210 05 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/BASKETBALL GI			80.36	
186109	URM CASH & CARRY-KENNEWICK	02/15/2019	3-0-298056	Concession Supplies	4521800127	617.03	748.53
40 E 530 1200 05 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/CONCESSIONS			617.03	
				3-0-300432 Student store supplies	4521800046	131.50	
40 E 530 4190 05 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/SCHOOL STORE			131.50	
186110	WRESTLINGMART.COM	02/15/2019	INV132438	Girls Wrestling head gear and hair caps	4521800136	514.65	514.65
40 L 601 0000 00 0000 000 0000 0000 0			Associated Student Body Fund/Accounts Payable			-44.26	
40 E 530 2175 05 0000 000 0000 0000 0			Associated Student Body Fund/Expenditures/WRESTLING GIR			558.91	

26 Computer Check(s) For a Total of 11,473.55

## **BOARD PACKET**

**TO:** Board of Directors

**SUBJECT:** Resolution No. 01-19: Authorization to Issue, Sell and Deliver a Limited General Obligation Bond to Pay Costs of Acquiring School Buses

**AGENDA:** Action

**DATE:** February 19, 2019

**PREPARED BY:** Craig Reynolds, *Assistant Superintendent*

### **Background**

The financing of the purchase of two (2) new school buses was included in the 2018-19 District budget. To that end, our bond counsel, Jim McNeill, has prepared the appropriate resolution which is included in the board packet.

The amount of the bond is \$231,000 which is being financed through Cashmere Valley Bank. The terms call for annual payments over 5 years, with an interest rate of 3.4%.

Also included is an engagement letter with Foster Pepper PLLC in the amount of \$2,500 regarding the drafting of the Limited General Obligation Bond.

### **Recommendation:**

It is recommended that the Board adopt Resolution No. 01-19, Authorization to Issue, Sell and Deliver a Limited General Obligation Bond to Pay Costs of Acquiring School Busses.

Additionally, it is recommended that the board of directors agree to the terms of the engagement letter with Foster Pepper PLLC.

PROSSER CONSOLIDATED SCHOOL DISTRICT NO. 116-219  
BENTON AND KLICKITAT COUNTIES, WASHINGTON

RESOLUTION NO. 01-19

A RESOLUTION of the Board of Directors of Prosser Consolidated School District No. 116-219, Benton and Klickitat Counties, Washington, relating to contracting indebtedness; providing for the issuance of a \$231,000 principal amount Limited General Obligation Bond, 2019, of the District for the purpose of paying costs of acquiring school buses and carrying out other purposes authorized by RCW 28A.530.080; fixing the date, interest rate, form, maturity, terms and covenants of such bond; providing for the registration and authentication of such bond; establishing a limited general obligation bond redemption account for payment of the bond; approving the sale and providing for the delivery of the bond to Cashmere Valley Bank of Cashmere, Washington; and providing for other matters properly related thereto.

ADOPTED: FEBRUARY 19, 2019

*This document prepared by:*

*FOSTER PEPPER PLLC  
618 West Riverside Avenue, Suite 300  
Spokane, Washington 99201  
(509) 777-1602*

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*\* The cover page, table of contents and section headings of this resolution are for convenience of reference only, and shall not be used to resolve any question of interpretation of this resolution.*

PROSSER CONSOLIDATED SCHOOL DISTRICT NO. 116-219  
BENTON AND KLICKITAT COUNTIES, WASHINGTON

RESOLUTION NO. 01-19

A RESOLUTION of the Board of Directors of Prosser Consolidated School District No. 116-219, Benton and Klickitat Counties, Washington, relating to contracting indebtedness; providing for the issuance of a \$231,000 principal amount Limited General Obligation Bond, 2019, of the District for the purpose of paying costs of acquiring school buses and carrying out other purposes authorized by RCW 28A.530.080; fixing the date, interest rate, form, maturity, terms and covenants of such bond; providing for the registration and authentication of such bond; establishing a limited general obligation bond redemption account for payment of the bond; approving the sale and providing for the delivery of the bond to Cashmere Valley Bank of Cashmere, Washington; and providing for other matters properly related thereto.

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF PROSSER CONSOLIDATED SCHOOL DISTRICT NO. 116-219, BENTON AND KLICKITAT COUNTIES, WASHINGTON, as follows:

Section 1. Definitions.

In addition to the words and terms defined elsewhere in this resolution, the following words and terms as used in this resolution have the following meanings, unless the context or use indicates another or different meaning or intent. Unless the context indicates, words importing the singular number include the plural number and vice versa.

- (a) "Board" means the Board of Directors of the District.
- (b) "Bond" means the \$231,000 principal amount Prosser Consolidated School District No. 116-219, Benton and Klickitat Counties, Washington, Limited General Obligation Bond, 2019, issued pursuant to and for the purposes provided in this resolution.
- (c) "Bond Account" means the Limited General Obligation Bond Account, 2019, created within the Debt Service Fund by Section 13 of this resolution for the payment of the Bond.
- (d) "Bond Counsel" means the firm of Foster Pepper PLLC, its successor or any other attorneys or firm of attorneys with a nationally recognized standing as bond counsel in the field of municipal finance selected by the Board.
- (e) "Bond Purchase Agreement" means the agreement between the District and the Purchaser dated the date hereof providing for the purchase of the Bond by the Purchaser.
- (f) "Bond Register" means the books or records maintained by the Bond Registrar for the purpose of identifying ownership of the Bond, which contains the name and mailing address of the Registered Owner.

(g) “Bond Registrar” means the fiscal agent of the State (as designated by the State Finance Committee from time to time pursuant to chapter 43.80 RCW), currently, U.S. Bank, National Association, and any successors or assigns, who has been appointed by the Treasurer as authenticating agent, transfer agent, exchange agent, paying agent and bond registrar with respect to the Bond in the manner provided in this resolution.

(h) “Code” means the United States Internal Revenue Code of 1986, as amended, and applicable rules and regulations promulgated thereunder.

(i) “Date of Delivery” means the date of issuance and delivery of the Bond to the Purchaser in exchange for the purchase price of the Bond.

(j) “Debt Service Fund” means the Prosser Consolidated School District No. 116-219, Benton and Klickitat Counties, Washington, Debt Service Fund heretofore created pursuant to RCW 28A.320.330.

(k) “District” means Prosser Consolidated School District No. 116-219, Benton and Klickitat Counties, Washington.

(l) “Engagement Letter” means the engagement letter, dated February 12, 2019, regarding the legal services to be provided by Bond Counsel in connection with the issuance of the Bond.

(m) “General Fund” means the Prosser Consolidated School District No. 116-219, Benton and Klickitat Counties, Washington, General Fund heretofore created pursuant to RCW 28A.320.330.

(n) “Government Obligations” means direct obligations of, or obligations the principal of and interest on which are unconditionally guaranteed by, the United States of America.

(o) “Maturity Date” means September 1, 2023.

(p) “President” means the President of the Board (including the Vice President of the Board in case of the President’s absence or disability), or any presiding officer or titular head of the Board, or any successor to the functions of the President.

(q) “Project” means:

(i) acquiring school buses, all as determined necessary and advisable by the Board;

(ii) carrying out other purposes authorized by RCW 28A.530.080, all as determined necessary and advisable by the Board;

(iii) acquiring, constructing and installing all necessary furniture, equipment, apparatus, accessories, fixtures and appurtenances in or for the foregoing, all as determined necessary and advisable by the Board; and



(iv) paying incidental costs incurred in connection with carrying out and accomplishing the Project pursuant to RCW 39.46.070. Such incidental costs constitute a part of the Project and include, but are not limited to: (1) costs related to the issuance, sale and delivery of the Bond; (2) payments for fiscal and legal costs; (3) costs of printing, advertising, establishing and funding accounts; (4) necessary and related planning, consulting, permitting, inspection and testing costs; (5) administrative costs; and (6) costs of other similar activities or purposes, all as determined necessary and advisable by the Board.

(r) "Purchaser" means Cashmere Valley Bank, Cashmere, Washington.

(s) "Qualified Institutional Buyer" means a "qualified institutional buyer" as defined in the United States Securities and Exchange Commission Rule 144A.

(t) "RCW" means the Revised Code of Washington.

(u) "Registered Owner" means the entity or person named as registered owner of the Bond on the Bond Register, initially the Purchaser.

(v) "Secretary" means the Secretary to the Board, or other officer of the District who is the custodian of the records and proceedings of the Board, or any successor to the functions of the Secretary.

(w) "State" means the State of Washington.

(x) "System of Registration" means the system of registration for the District's bonds and other obligations set forth in District Resolution No. 11-03.

(y) "Transportation Vehicle Fund" means the Prosser Consolidated School District No. 116-219, Benton and Klickitat Counties, Washington, Transportation Vehicle Fund heretofore created pursuant to RCW 28A.160.130.

(z) "Treasurer" means the Treasurer of Benton County, Washington, as *ex officio* treasurer of the District.

## Section 2. Findings and Determinations.

The Board takes note of the following facts and makes the following findings and determinations:

(a) The District is in need of accomplishing the Project, the total estimated cost of which is \$231,000, and the District does not have available sufficient money to pay such costs.

(b) The District is authorized and empowered by RCW 28A.530.080 to borrow money and issue a limited general obligation bond to pay costs of the Project.

(c) It is in the best interest of the District to issue, sell and deliver the Bond to pay costs of the Project.

(d) The Purchaser has offered to purchase the Bond under the terms and conditions hereinafter set forth and pursuant to the Bond Purchase Agreement.

Section 3. Authorization of the Bond.

The District shall issue, sell and deliver the Bond for the purpose of paying costs of the Project. The Project, or any portion or portions thereof, shall be accomplished insofar as is practicable with available money and in such order of time as shall be deemed necessary and advisable by the Board. The Board shall determine the application of available money between the various parts of the Project so as to accomplish, as near as may be, all of the Project. The Board shall determine the exact order, extent and specifications for the Project. The Project is to be more fully described in the plans and specifications to be prepared by and filed with the District.

Section 4. Description of the Bond.

The Bond shall be issued as a single bond designated as the "Prosser Consolidated School District No. 116-219, Benton and Klickitat Counties, Washington, Limited General Obligation Bond, 2019" (the "Bond"); shall be in the principal amount of \$231,000; shall be dated the Date of Delivery; shall be numbered R-1; shall be issued only in fully registered form; and shall mature on the Maturity Date. From the Date of Delivery through and including the Maturity Date, the unpaid principal amount of the Bond shall bear interest (computed on the basis of a 360-day year of twelve 30-day months) at a fixed rate of 3.40% *per annum*.

Principal of and interest on the Bond shall be payable in approximately equal annual amortized installments on each September 1, commencing September 1, 2019, to the Maturity Date or earlier prepayment of the Bond. A debt service schedule reflecting the payments due on the Bond (unless such debt service schedule is otherwise recalculated through partial prepayment of the Bond as provided in Section 7 herein) is attached to the Bond Purchase Agreement, which by this reference is incorporated herein. The final installment payment of principal of and interest on the Bond, whether on the Maturity Date or upon prepayment, shall be in an amount equal to the remaining principal and interest due on the Bond. The life of the Project to be financed with the proceeds of the Bond exceeds the term of the Bond.

Section 5. Bond Registrar; Registration and Transfer of the Bond.

Pursuant to RCW 39.46.030(3)(b), the Treasurer has appointed the Bond Registrar to act as the District's bond registrar, authenticating agent, transfer agent and exchange agent with respect to the Bond. The Bond Registrar shall keep, or cause to be kept sufficient books for the registration and transfer of the Bond, which books shall be open to inspection by the District at all times. The Bond Registrar is authorized, on behalf of the District, to authenticate and deliver the Bond transferred in accordance with the provisions of the Bond and this resolution, to serve as the District's paying agent for the Bond and to carry out all of the Bond Registrar's powers and duties under this resolution and the System of Registration. The Bond Registrar shall be responsible for its representations contained in the Bond Registrar's Certificate of Authentication on the Bond. The Bond shall be issued only in single, fully registered form as to both principal and interest and shall be recorded on the Bond Register.

The Bond may be assigned or transferred only: (a) in whole; (b) to a single investor that is a Qualified Institutional Buyer; (c) if endorsed in the manner provided thereon and surrendered to the Bond Registrar; and (d) if the transferee provides the Bond Registrar with an executed transfer certificate in substantially the form to be attached to the Bond. Any such transfer shall be without cost to the Registered Owner or transferee (other than any cost incurred by the Registered Owner or transferee in preparing and delivering such transfer certificate) and shall be noted on the Bond

Register. The Bond Registrar shall not be obligated to assign or transfer the Bond during the 15 days preceding any installment payment or prepayment date.

Section 6. Payment of the Bond.

The installments of principal of and interest on the Bond shall be payable in lawful money of the United States of America and shall be paid by check, draft or electronic transfer of the Bond Registrar and sent to the Registered Owner so that such Registered Owner receives said payments when due at the address appearing on the Bond Register. Upon receipt of the final installment payment of principal of and interest on the Bond, whether on the Maturity Date or upon prepayment, the Registered Owner shall present and surrender the Bond to the Bond Registrar to be destroyed or cancelled in accordance with law. The District and the Bond Registrar may deem and treat the Registered Owner of the Bond as the absolute owner of the Bond for the purpose of receiving payment of principal and interest and for all other purposes, and neither the District nor the Bond Registrar shall be affected by any notice to the contrary other than proper notice of assignment or transfer.

Section 7. Prepayment Provisions.

The District reserves the right and option to prepay and redeem at any time prior to the Maturity Date any or all of the principal amount of the Bond outstanding at par plus accrued interest to the date of prepayment. The District shall provide the Registered Owner, the Treasurer and the Bond Registrar with written notice of any intended prepayment at least 15 days prior to such prepayment date and such notice shall specify the amount to be prepaid. Interest on the principal amount of the Bond called for prepayment shall cease to accrue on the date fixed for prepayment unless the principal amount called for prepayment is not paid on the prepayment date.

At any time there is a partial prepayment, the remaining installment payments shall be recalculated to reflect a reduction in the installment payment amount to the Maturity Date. Such recalculated debt service schedule shall be provided by the Registered Owner to the District, the Treasurer and the Bond Registrar within seven (7) business days following any prepayment and shall be effective on the next scheduled installment payment date.

Section 8. Failure to Pay Installments; No Acceleration.

If any installment of principal is not paid when due, the District shall be obligated to pay interest on that installment at the same rate provided in the Bond until that installment, together with interest, is paid in full or until sufficient money for its payment in full is on deposit in the Bond Account, or in a trust account established to refund or defease the Bond, and the principal represented by such installment has been called for payment by giving notice of that call to the Registered Owner. The Bond is not subject to acceleration upon the occurrence of a payment default.

Section 9. Pledge of Payment.

The Bond is a limited general obligation of the District. For as long as any principal of the Bond is outstanding, the District irrevocably pledges that it will budget and appropriate money legally available from the Transportation Vehicle Fund and the General Fund, and from other money legally available therefor, in amounts sufficient to pay the principal of and interest on the Bond when due, and the full faith, credit and resources of the District are pledged irrevocably for the budget and appropriation of those amounts and the prompt payment of that principal and interest.

Section 10. Form and Execution of the Bond.

The Bond shall be prepared in a form consistent with the provisions of this resolution and State law and shall be signed by the President and Secretary, either or both of whose signatures may be manual or in facsimile. The Bond shall be printed at District expense and shall be delivered to the Purchaser in accordance with the Bond Purchase Agreement, together with the approving legal opinion of Bond Counsel regarding the Bond.

The Bond shall not be valid or obligatory for any purpose, or entitled to the benefits of this resolution, unless the Bond bears a certificate of authentication manually signed by the Bond Registrar stating: "This Bond is the fully registered Prosser Consolidated School District No. 116-219, Benton and Klickitat Counties, Washington, Limited General Obligation Bond, 2019, described in the Bond Resolution." A minor deviation in the language of such certificate shall not void a certificate of authentication that otherwise is substantially in the form of the foregoing. The authorized signing of a certificate of authentication shall be conclusive evidence that the Bond so authenticated has been duly executed, authenticated and delivered and is entitled to the benefits of this resolution.

If any officer whose manual or facsimile signature appears on the Bond ceases to be an officer of the District authorized to sign bonds before the Bond bearing his or her signature is authenticated or delivered by the Bond Registrar or issued by the District, the Bond nevertheless may be authenticated, issued and delivered and, when authenticated, issued and delivered, shall be as binding on the District as though that person had continued to be an officer of the District authorized to sign bonds. The Bond also may be signed on behalf of the District by any person who, on the actual date of signing of the Bond, is an officer of the District authorized to sign bonds, although he or she did not hold the required office on the date of issuance of the Bond.

Section 11. Tax Covenants.

(a) Preservation of Tax Exemption for Interest on the Bond. The District covenants that it will take all actions necessary to prevent interest on the Bond from being included in gross income for federal income tax purposes, and it will neither take any action nor make or permit any use of proceeds of the Bond or other funds of the District treated as proceeds of the Bond at any time during the term of the Bond which will cause interest on the Bond to be included in gross income for federal income tax purposes. The District also covenants that it will, to the extent the arbitrage rebate requirements of Section 148 of the Code are applicable to the Bond, take all actions necessary to comply (or to be treated as having complied) with those requirements in connection with the Bond.

(b) Post-Issuance Compliance. The Secretary is authorized and directed to adopt, amend and implement, on behalf of the District, written procedures to facilitate compliance by the District with the covenants in this Section 11 and the applicable requirements of the Code that must be satisfied after the Date of Delivery to prevent interest on the Bond from being included in gross income for federal income tax purposes.

(c) Designation of the Bond as a "Qualified Tax-Exempt Obligation." The District designates the Bond as a "qualified tax-exempt obligation" for the purposes of Section 265(b)(3) of the Code, and makes the following findings and determinations:

(i) the Bond does not constitute a “private activity bond” within the meaning of Section 141 of the Code;

(ii) the reasonably anticipated amount of tax-exempt obligations (other than private activity bonds and other obligations not required to be included in such calculation) that the District and any entity subordinate to the District (including any entity that the District controls, that derives its authority to issue tax-exempt obligations from the District, or that issues tax-exempt obligations on behalf of the District) will issue during the calendar year in which the Bond is issued will not exceed \$10,000,000; and

(iii) the amount of tax-exempt obligations, including the Bond, designated by the District as “qualified tax-exempt obligations” for the purposes of Section 265(b)(3) of the Code during the calendar year in which the Bond is issued will not exceed \$10,000,000.

Section 12. Refunding or Defeasance of the Bond.

The District may issue refunding bonds pursuant to State law or use money available from any other lawful source to carry out a refunding or defeasance plan, which may include (a) paying when due the principal of and interest on the Bond (the “defeased Bond”); (b) redeeming the defeased Bond prior to its maturity; and (c) paying the costs of the refunding or defeasance. If the District sets aside in a special trust fund or escrow account irrevocably pledged to that redemption or defeasance (the “trust account”), money and/or Government Obligations maturing at a time or times and bearing interest in amounts sufficient to redeem, refund or defease the defeased Bond in accordance with its terms, then all right and interest of the Registered Owner of the defeased Bond in the covenants of this resolution and in the funds and accounts obligated to the payment of the defeased Bond shall cease and become void. Thereafter, the Registered Owner of the defeased Bond shall have the right to receive payment of the principal of and interest on the defeased Bond solely from the trust account and the defeased Bond shall be deemed no longer outstanding. In that event, the District may apply money remaining in any fund or account (other than the trust account) established for the payment or redemption of the defeased Bond to any lawful purpose.

Section 13. Bond Account and Deposit of Bond Proceeds.

There is hereby created and established in the office of the Treasurer, a special account in the District’s existing Debt Service Fund known as the Limited General Obligation Bond Account, 2019, or such other designation conforming to accounting practices (the “Bond Account”), for the purpose of paying principal of and interest on the Bond. All money of the District allocated to the payment of the principal of and interest on the Bond shall be transferred to the Bond Account at least one day prior to each installment payment date.

The Treasurer is authorized and directed to deposit in the Transportation Vehicle Fund the principal proceeds of the Bond received from the Purchaser to be used to pay costs of the Project. Until needed to pay costs of the Project, the District may invest principal proceeds of the Bond temporarily in any legal investment, and the investment earnings shall be retained in the Transportation Vehicle Fund and be spent to pay costs of the Project.

Section 14. Approval of Agreements.

The Purchaser has presented the Bond Purchase Agreement to the District, which written Bond Purchase Agreement is on file with the Secretary and is incorporated herein by this reference.

The Board finds that entering into the Bond Purchase Agreement is in the District's best interest and therefore accepts the offer contained therein and authorizes its execution by either the President or the Secretary.

Bond Counsel has presented the Engagement Letter to the District, which Engagement Letter is on file with the Secretary and is incorporated herein by this reference. The Board finds that entering into the Engagement Letter is in the District's best interest, and therefore, authorizes its execution by either the President or the Secretary.

Section 15. Annual Financial Statements.

For so long as the Purchaser is the Registered Owner of the Bond, the District will provide its annual financial report (F-196) to the Purchaser within 30 days of availability.

Section 16. Supplemental and Amendatory Resolutions.

The District may supplement or amend this resolution for any one or more of the following purposes without the consent of the Registered Owner of the Bond:

(a) To add covenants and agreements that do not materially adversely affect the interests of the Registered Owner, or to surrender any right or power reserved to or conferred upon the District.

(b) To cure any ambiguities, or to cure, correct or supplement any defective provision contained in this resolution in a manner that does not materially adversely affect the interests of the Registered Owner.

Section 17. General Authorization and Ratification.

The Secretary, the District's Assistant Superintendent of Business and Operations, the President, the Treasurer, other appropriate officers of the District and Bond Counsel are severally authorized and directed to take such actions and to execute such documents as in their judgment may be necessary or desirable to carry out the terms of, and complete the transactions contemplated by, this resolution and the Bond Purchase Agreement (including everything necessary for the prompt delivery of the Bond to the Purchaser and for the proper application, use and investment of the proceeds of the sale thereof). All actions taken prior to the effective date of this resolution in furtherance thereof and not inconsistent with the provisions of this resolution are ratified and confirmed in all respects.

Section 18. Severability.

The provisions of this resolution are declared to be separate and severable. If a court of competent jurisdiction, all appeals having been exhausted or all appeal periods having run, finds any provision of this resolution to be invalid or unenforceable as to any person or circumstance, such offending provision shall, if feasible, be deemed to be modified to be within the limits of enforceability or validity. However, if the offending provision cannot be so modified, it shall be null and void with respect to the particular person or circumstance, and all other provisions of this resolution in all other respects, and the offending provision with respect to all other persons and all other circumstances, shall remain valid and enforceable.

[ *Remainder of page intentionally left blank* ]

Section 19. Effective Date.

This resolution takes effect from and after its adoption.

ADOPTED by the Board of Directors of Prosser Consolidated School District No. 116-219, Benton and Klickitat Counties, Washington, at a special open public meeting, of which due notice was given as required by law, held this 19<sup>th</sup> day of February, 2019, the following Directors being present and voting in favor of the resolution.

PROSSER CONSOLIDATED SCHOOL DISTRICT  
NO. 116-219, BENTON AND KLICKITAT  
COUNTIES, WASHINGTON

\_\_\_\_\_  
President and Director

\_\_\_\_\_  
Vice President and Director

\_\_\_\_\_  
Director

\_\_\_\_\_  
Director

\_\_\_\_\_  
Director

ATTEST:

\_\_\_\_\_  
MATTHEW ELLIS  
Secretary to the Board of Directors

CERTIFICATION

I, MATTHEW ELLIS, Secretary to the Board of Directors of Prosser Consolidated School District No. 116-219, Benton and Klickitat Counties, Washington (the "District"), hereby certify as follows:

1. The foregoing Resolution No. 01-19 (the "Resolution") is a full, true and correct copy of the Resolution duly adopted at a special meeting of the Board of Directors of the District (the "Board") held at the regular meeting place on February 19, 2019, as that Resolution appears on the minute book of the District, and the Resolution is now in full force and effect;

2. Written notice specifying the time and place of the special meeting and noting the business to be transacted was given to all members of the Board by mail, fax, electronic mail or by personal delivery at least 24 hours prior to the special meeting (the "Notice"), a true and complete copy of the Notice is attached hereto as Appendix 1;

3. At least 24 hours prior to the special meeting, notice was also posted on the District's web site and prominently displayed at the main entrance of the District's Administrative Office and at the special meeting site;

4. The Notice was also given by mail, fax, electronic mail or by personal delivery at least 24 hours prior to the special meeting to each local radio or television station and to each newspaper of general circulation that has on file with the District a written request to be notified of special meetings and to any others to which such notices are customarily given by the District; and

5. A quorum of the members of the Board was present throughout the meeting and a sufficient number of members of the Board present voted in the proper manner for the adoption of the Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand this 19<sup>th</sup> day of February, 2019.

PROSSER CONSOLIDATED SCHOOL DISTRICT  
NO. 116-219, BENTON AND KLICKITAT  
COUNTIES, WASHINGTON

\_\_\_\_\_  
MATTHEW ELLIS  
Secretary to the Board of Directors



APPENDIX 1

COPY OF NOTICE OF SPECIAL MEETING



Prosser School District No. 116  
1126 Meade Avenue Suite A  
Prosser, WA 99350  
(509) 786-3323 Fax: (509) 786-2062  
Website: [www.prosserschools.org](http://www.prosserschools.org)

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## **News Release**

February 15, 2019

### **Prosser School District Board of Directors**

#### **Special Meeting**

The Prosser School District Board of Directors have scheduled a Special Board Meeting for Tuesday, February 19, 2019. The meeting will be held at Keene-Riverview Elementary School, 832 Park Avenue, Prosser, WA, at 7:00 p.m.

The purpose of the special meeting is for the Board to conduct District business, which they were unable to do at the scheduled February 12, 2019, regular Board meeting, as it was cancelled due to inclement weather. A copy of the agenda for this Special meeting is included with this notice, showing the matters to be addressed by the Board of Directors at the Special meeting.

If you have any questions, please contact Mr. Matt Ellis, Superintendent at (509) 786-3323.

**Prosser School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boys Scouts and other designated youth groups. The following employee has been designated to handle questions and complaints of alleged discrimination:**

**Title IX Coordinator  
Civil Rights/Compliance Coordinator for State Law  
(RCW 28A.640/28A.642)  
Bryan Bailey  
1203 Prosser Avenue  
Prosser, WA 99350  
(509)786-1224  
[bryan.bailey@prosserschools.org](mailto:bryan.bailey@prosserschools.org)**

**Section 504/ADA Coordinator  
Dr. Syndi Duehn  
1109 Meade Avenue  
Prosser, WA 99350  
(509)786-1820  
[syndi.duehn@prosserschools.org](mailto:syndi.duehn@prosserschools.org)**



## SPECIAL BOARD MEETING

Keene-Riverview Elementary  
832 Park Avenue  
Prosser, WA 99350

Tuesday, February 19, 2019 07:00 PM

- I. 6:00 p.m. - Call to Order
- II. 6:00 - 7:00 p.m. - Executive Session: To receive and evaluate complaints or charges brought against a public employee - RCW 42.30.110 (1) (f)
- III. Adjournment of Executive Session:
- IV. 7:00 p.m. - Resume Special Board Meeting
  1. Pledge of Allegiance
  2. Approval of Agenda
  3. Communications
- V. Information Items:
- VI. Protocol for Addressing the Board:

Welcome to the Board Meeting
- VII. Hearing of Visitors:
- VIII. Reports:
  1. Assistant Superintendent's Report - Curriculum and Instruction
  2. Assistant Superintendent's Report - Business and Operations

December 2018 Financial Reports

Prosser School District Enrollment History
  3. Superintendent's Report
  4. Board Members' Reports
  5. Student Representatives' Reports
- IX. Consent Items:
  1. Certificated Personnel

Cert - February 19, 2019
  2. Classified Personnel

Class - February 19, 2019

### 3. Approval of Minutes

Regular Board Meeting - January 22, 2019

Special Board Meeting - January 28, 2019

### 4. Contracts and Personal Service Agreements

Contracts and PSAs

### 5. Volunteer Coaches

Vol Coach

### 6. Vouchers

Payable February 15, 2019

## X. Old Business:

## XI. Action Items:

### 1. Resolution No. 01-19: Authorization to Issue, Sell and Deliver a Limited General Obligation Bond to Pay Costs of Acquiring School Buses

Resolution No. 01-19

### 2. Out-of-State Travel: PHS Varsity Track Team to Hermiston, OR

Track Team to Hermiston

### 3. Amendment of Policy No. 3110: Qualifications of Attendance and Placement - FIRST READING

Policy No. 3110

### 4. Amendment of Policy No. 4213: School District Firearms and Use of Force - FIRST READING

Policy No. 4213

### 5. Approval of PHS Construction Documents

Construction Documents

### 6. Amendment of Policy No. 4130: Title 1 Parental Involvement - FIRST READING

Policy No. 4130

## XII. Discussion Items:

1. PHS Prom
2. PHS Graduation
3. District Construction Review

## XIII. Future Meetings:

- o *Regular Board Meeting, February 26, 2019, Keene-Riverview Elementary, 7:00 p.m.*
- o *Special Board Meeting to Discuss Board Protocols, Framework, Roles and Responsibilities, Date and Time TBD*
- o *Special Board Meeting to Discuss 2019 Summer School, Date and Time TBD*

## XIV. Adjournment:



February 19, 2019

Honorable Board of Directors  
Prosser Consolidated School District No. 116-219  
1126 Meade Ave. Ste. A  
Prosser, WA 99350

Honorable Board of Directors:

Thank you for the opportunity to propose an offer to purchase the Prosser Consolidated School District No. 116-219, Benton and Klickitat Counties, Washington (the "District") Limited General Obligation Bond, 2019 (the "Bond"). Capitalized terms used and not otherwise defined herein will have the meanings given to them in the District's Resolution No. 01-19 (the "Bond Resolution") adopted by the District's Board of Directors on the date hereof. Cashmere Valley Bank (the "Bank") has approved the borrowing outlined in this commitment letter under the following terms:

1. Borrower: Prosser Consolidated School District No. 116-219, Benton and Klickitat Counties, Washington.
2. Amount: \$231,000
3. Form: Fully registered, bank qualified, tax-exempt limited general obligation bond issued by the District and purchased by the Bank at private sale.
4. Purposes: The proceeds of the Bond will be used to finance the acquisition of two school buses, carry out other purposes authorized by RCW 28A.530.080 and to pay the costs of issuance as further described in the Bond Resolution.
5. Bond Terms:
  - a) Interest Rate: Interest on the Bond will be computed on the basis of a 360-day year consisting of twelve 30-day months. The Bond will be dated the date of delivery of the Bond to the Bank (the "Closing Date"). The unpaid principal of the Bond will bear interest at a fixed rate of 3.40% *per annum* from the Closing Date to September 1, 2023 (the "Maturity Date")
  - b) Terms: Principal of and interest on the Bond shall be payable in approximately equal annual installments on each September 1, commencing September 1, 2019 to the Maturity Date or

date of earlier prepayment of the Bond. The debt service schedule is attached hereto as Exhibit A and is incorporated herein by this reference. The Bond Registrar and Paying Agent will be the fiscal agent of the State of Washington, as designated by the State Finance Committee, currently, U.S. Bank National Association.

- c) Security: The Bond is a limited general obligation of the District. For so long as the Bond is outstanding, the District irrevocably pledges that it will budget and appropriate money legally available from the Transportation Vehicle Fund and the General Fund and other money legally available therefor, in amounts sufficient to pay the principal of and interest on the Bond when due. The full faith, credit and resources of the District will also be pledged irrevocably for the budget and appropriation of those amounts and the prompt payment of that principal and interest.
- d) Transferability: The Bank will hold the Bond with no intent to assign or transfer. The Bond may be assigned or transferred only: (i) in whole; (ii) to a single investor that is a "qualified institutional buyer" as defined in the United States Securities and Exchange Commission Rule 144A; (iii) if endorsed in the manner provided thereon and surrendered to the Bond Registrar; and (iv) if the transferee provides the Bond Registrar with an executed transfer certificate in substantially the form to be attached to the Bond. Any such transfer shall be without cost to the Bank or transferee (other than any cost incurred by the Bank or transferee in preparing and delivering such transfer certificate) and shall be noted on the Bond Register. The Bond Registrar shall not be obligated to assign or transfer the Bond during the 15 days preceding any installment payment or prepayment date.
6. Prepayment: The District reserves the right and option to prepay and redeem at any time prior to the Maturity Date any or all of the principal amount of the Bond outstanding at par plus accrued interest to the date of prepayment. The District shall provide the Registered Owner, the Treasurer and the Bond Registrar with written notice of any intended prepayment at least 15 days prior to such prepayment date and such notice shall specify the amount to be prepaid. Interest on the principal amount of the Bond called for prepayment shall cease to accrue on the date fixed for prepayment unless the principal amount called for prepayment is not paid on the prepayment date. At any time there is a partial prepayment, the remaining installment payments shall be recalculated to reflect a reduction in the installment payment amount to the Maturity Date. Such

recalculated debt service schedule shall be provided by the Registered Owner to the District, the Treasurer and the Bond Registrar within seven (7) business days following any prepayment and shall be effective on the next scheduled installment payment date.

7. Fees: There is no loan fee due to the Bank. The fees and costs of Bond Counsel may be withheld from the proceeds of the Bond and transferred *via* wire, on behalf of the District, directly to Bond Counsel on the Closing Date. The District will be responsible for paying other costs of issuing the Bond, if any.

8. Continuing Disclosure:

For so long as the Bond is outstanding and held by the Bank, the District will provide its annual financial report (F-196) to the Bank within 30 days of its availability.

9. Additional Terms:

The Bond documents will be prepared by Bond Counsel, in the standard forms customarily required by the Bank for tax exempt municipal funding and will include additional terms and conditions not discussed above. The District will designate the Bond as a "qualified tax-exempt obligation" under Section 265(b)(3) of the United States Internal Revenue Code of 1986, as amended, for investment by financial institutions. On the Closing Date, the financial condition and credit of the District and all other features of this transaction will be as represented to the Bank without material adverse change. In the event of adverse material changes in the credit worthiness of the District, including litigation involving or claims filed against the District, this commitment will terminate upon notice by the Bank. This commitment is non-assignable by the District. This commitment supersedes any prior commitments, offers, or agreements, written or oral concerning this financing and can only be modified in writing.

10. Closing Date: The Closing Date is anticipated to be on or about March 5<sup>th</sup>, 2019.

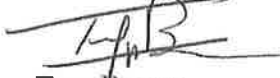
11. Acceptance: This commitment is not binding unless the District returns a signed copy of this letter to the Bank prior to the close of business on March 1<sup>st</sup>, 2019 at which time the commitment will expire without notice. If, after acceptance, the Bond has not closed by March 29<sup>th</sup>, 2019 this commitment will expire without notice.

ORAL AGREEMENTS OR ORAL COMMITMENTS TO LOAN MONEY, EXTEND CREDIT, OR TO FORBEAR FROM ENFORCING REPAYMENT OF A DEBT ARE NOT ENFORCEABLE UNDER WASHINGTON LAW.

Thank you for this opportunity to work with the District and its finance team.

Sincerely,

CASHMERE VALLEY BANK



Tom Brown  
Vice President, Municipal Finance Manager

Acknowledged and accepted this 19<sup>th</sup> day of February, 2019

PROSSER CONSOLIDATED SCHOOL DISTRICT NO. 116-219  
BENTON AND KLICKITAT COUNTIES, WASHINGTON

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Matthew Ellis  
Secretary to the Board of Directors

cc: James P. McNeill III, Foster Pepper PLLC



**Exhibit A**

**Limited General Obligation Bond, 2019  
 Debt Service Schedule  
 Annual Principal and Interest**

<u>Payment Period</u>	<u>Beginning</u>	<u>Principal</u>	<u>Interest Rate</u>	<u>Interest</u>	<u>Ending</u>	<u>Cashflow</u>
03/05/19	\$ -				231,000.00	231,000.00
09/01/19	231,000.00	(46,483.52)	3.40%	(3,839.73)	184,516.48	(50,323.25)
09/01/20	184,516.48	(44,049.69)	3.40%	(6,273.56)	140,466.79	(50,323.25)
09/01/21	140,466.79	(45,547.38)	3.40%	(4,775.87)	94,919.41	(50,323.25)
09/01/22	94,919.41	(47,095.99)	3.40%	(3,227.26)	47,823.42	(50,323.25)
09/01/23	47,823.42	(47,823.42)	3.40%	(1,626.00)	-	(49,449.42)
				(19,742.42)		

# FOSTER PEPPER PLLC

February 12, 2019

Honorable Board of Directors  
Prosser Consolidated School District No. 116-219  
1126 Meade Avenue, Suite A  
Prosser, WA 99350

**Re: Bond Counsel Engagement Letter Regarding the Issuance of a Limited General  
Obligation Bond**

Honorable Board of Directors:

We greatly appreciate the opportunity to continue to serve as bond counsel to Prosser Consolidated School District No. 116-219, Benton and Klickitat Counties, Washington (the "District"). The purpose of this engagement letter is to set forth certain matters concerning the services we will perform as bond counsel to the District in connection with the issuance of the above-referenced bond (the "Bond"). We understand that the Bond will be issued to finance costs of acquiring school buses and carrying out other purposes authorized by RCW 28A.530.080. We also understand that the Bond will be sold to Cashmere Valley Bank of Cashmere, Washington (the "Purchaser") through a private placement. This letter shall serve as a contract between the District and Foster Pepper PLLC (sometimes referred to herein as "Foster Pepper" or the "Firm").

## SCOPE OF ENGAGEMENT

In this engagement, we expect to perform the following duties: (i) subject to the completion of proceedings to our satisfaction, render our legal opinion (the "Bond Opinion") regarding the validity and binding effect of the Bond, the source of payment and security for the Bond, and the federal income tax treatment of interest on the Bond; (ii) prepare and review documents necessary or appropriate to the authorization, issuance and delivery of the Bond, and coordinate the authorization and execution of such documents; and (iii) review legal issues relating to the structure of the Bond.

Our Bond Opinion will be addressed to the District and will be delivered by us on the date the Bond is exchanged for its purchase price (the "Closing"). The Bond Opinion will be based on facts and law existing as of its date. In rendering our Bond Opinion, we will rely upon the certified proceedings and other certifications of public officials and other persons furnished to us without undertaking to verify the same by independent investigation, and we will assume continuing compliance by the District after the Bond is issued with applicable laws relating to the Bond. During the course of this engagement, we will rely on the District to provide us with complete and timely information on all developments pertaining to any aspect of the Bond and its security. We understand that officials and employees of the District will cooperate with us in this regard.

### ATTORNEY-CLIENT RELATIONSHIP

Upon execution of this engagement letter, the District will be our client and an attorney-client relationship will exist between us. In this transaction we represent only the District, we are not counsel to any other party, and we are not acting as an intermediary among the parties. Our services as bond counsel regarding the Bond are limited to those contracted for in this letter. The District's execution of this engagement letter will constitute an acknowledgment of those limitations. Our representation of the District regarding the Bond will be concluded upon issuance of the Bond. Nevertheless, subsequent to Closing, we will prepare and mail the applicable Internal Revenue Service Form 8038, and distribute to the participants in the transaction a transcript of the proceedings pertaining to the Bond.

### CONFLICTS

Foster Pepper represents many political subdivisions, companies and individuals. It is possible that during the time that we are representing the District, one or more of our present or future clients will have transactions with the District. It is also possible that we may be asked to represent, in an *unrelated* matter, one or more of those types of clients. For example, from time to time we represent bond purchasers, neighboring governments, or we assist developers in land use or environmental matters. We do not foresee, however, that any such prior or future representation will adversely affect our ability to represent the District as provided in this letter, either because such matters were or will be sufficiently different from the issuance of the Bond so as to make such representations not adverse to our representation of the District, or because the potential for such adversity is remote or minor and outweighed by the consideration that it is unlikely that advice given to the other client will be relevant to any aspect of the issuance of the Bond. Execution of this letter will signify the District's consent to our representation of others consistent with the circumstances described in this paragraph. To the extent we believe such future representation may adversely affect our representation of the District, we will disclose such representation to the District and, if required by ethical rules, seek the appropriate District consent. However, the District's consent to our representation of other clients as described in this paragraph does not extend to our Firm's lawyers representing a client in any litigation or similar dispute adverse to the District before any court or similar forum. A separate waiver would need to be sought, based on the facts of the relevant dispute.

### FEES

Based upon: (i) our current understanding of the terms, structure, size and schedule of the financing represented by the Bond; (ii) the duties we will undertake pursuant to this engagement letter; (iii) the time we anticipate devoting to the financing; and (iv) the responsibilities we will assume in connection therewith, our fee (including out-of-pocket costs) will be \$2,500. Our fee may increase: (i) if the principal amount of the Bond is significantly greater than the current estimate of \$231,600; (ii) if other material changes in the structure or schedule of the financing occur; or (iii) if unusual or unforeseen circumstances arise that require a significant increase in our time or responsibility. If, at any time, we believe that circumstances require an adjustment of our original fee estimate, we will advise the District. Our fee will be due at the time of Closing of the Bond, and we will present an invoice to the District. *Payment of our fee is contingent on a successful Closing of the Bond.* If for any reason, however, the financing represented by the Bond is completed without the

February 12, 2019  
Page 3

delivery of our Bond Opinion as bond counsel, or our services are otherwise terminated, we will expect to be compensated at our normal hourly rates for time actually spent on the District's behalf; provided that, (i) we submit a billing statement to the District that describes the time, legal services and expenses incurred on the District's behalf, and (ii) such compensation shall not exceed the amount of the fee that would have been paid had the Bond closed with our Bond Opinion.

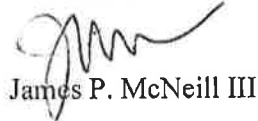
### RECORDS

Upon request, papers and property furnished by the District will be returned promptly. Our own files, including lawyer work product, pertaining to the transaction will be retained by us. For various reasons, including the minimization of unnecessary storage expenses, we reserve the right to dispose of any documents or other materials retained by us after the termination of this engagement.

If the foregoing terms are acceptable to the Board, please approve this letter at an open public meeting and have two duplicate copies of this letter executed by the Secretary to the Board. One original should be returned to me and the remaining original should be retained for the District's records. We look forward to working with you again. Thank you.

Sincerely,

FOSTER PEPPER PLLC



James P. McNeill III

The terms of engagement set forth herein are accepted  
and approved this 19<sup>th</sup> day of February, 2019.

PROSSER CONSOLIDATED SCHOOL DISTRICT NO. 116-219  
BENTON AND KLICKITAT COUNTIES, WASHINGTON

By: \_\_\_\_\_  
Matthew Ellis, Superintendent and  
Secretary to the Board of Directors

53324652.1

## **BOARD PACKET**

**To:** Board of Directors  
**Subject:** Out-of-State Travel: PHS Varsity Track Team to Hermiston, OR  
**Agenda:** Action  
**Date:** February 19, 2019  
**Prepared by:** Bryan Bailey, *PHS Athletic Director*

### **Background:**

PHS varsity track team is requesting to attend an invitational across the state line in Hermiston, Oregon on March 21. Invites are varsity only and would require one bus for the team.

### **Recommendation:**

It is recommended the Board of Directors approve the out-of-state travel request for the PHS varsity track team to attend an invitational in Hermiston, Oregon.

## **BOARD PACKET**

**TO:** Board of Directors  
**SUBJECT:** Amendment of Policy No. 3110: Qualifications of Attendance and Placement - FIRST READING  
**AGENDA:** Action  
**DATE:** February 19, 2019  
**PREPARED BY:** Craig Reynolds, *Assistant Superintendent of Business and Operations*

### **Background**

Section 2 of Policy No. 3110 allows for early entrance into kindergarten but requires certain assessments. The cost for District psychologists to administer the assessments was billed at \$45.00 per hour. The purpose of the policy change is to increase this rate to the actual hourly cost of the employee. While not needing Board approval, the amended procedure is also attached for your information.

### **Recommendation**

It is recommended that the Board of Directors take action to approve the First Reading of Policy No. 3110: Qualifications of Attendance and Placement, as amended.

## QUALIFICATIONS OF ATTENDANCE AND PLACEMENT

### 1. Age of Admission

Attending the schools of the District shall be recognized as a right and responsibility for those who meet the requirements prescribed by law. Every resident of the District who satisfies the minimum entry age requirement and is less than 21 years of age has the right to attend the District's schools until he/she completes high school graduation requirements. Children of age 8 and less than age 18 are required by law to attend a public school, an approved private school or educational center, unless they are receiving approved home-based instruction. Under certain circumstances children who are at least 16 and less than 18 years of age may be excused from further attendance at school. The Superintendent shall exercise his/her authority to grant exceptions when he/she determines that the student:

- A. Is lawfully and regularly employed, and
- B. Has permission of a parent, or,
- C. Is emancipated pursuant to Chapter 13.64 RCW; or
- D. Is subject to one of the other exceptions to compulsory attendance.

A resident student who has been granted an exception retains the right to enroll as a part-time student and shall be entitled to take any course, receive any ancillary services and take or receive any combination of courses and ancillary services which is offered by a public school to full-time students.

### 2. Entrance Qualifications

Special Exemptions for early entrance into kindergarten may be made for younger pupils whose fifth birth date falls between September 1 and September 30 of the year they enroll and who appear to be sufficiently advanced to succeed in the educational program.

The procedure is as follows:

- A. In order to be considered for early entrance, the parents must meet with the building principal for initial screening and orientation. The cost for District psychologists to administer the testing is \$45.00 per hour **the current hourly rate plus benefits of the employee administering the assessment** with an added cost of \$10.00 for each protocol needed. The principal may waive this fee under certain circumstances.
- B. Parent will schedule testing appointment with school district psychologist.
- C. Prosser School District shall identify screening processes and instruments that will provide reliable estimates of the child's (1) mental ability, (2) gross motor skills, (3) fine motor skills, (4) visual discrimination, (5) auditory discrimination, (6) emotional/social development, and (7) language development.
- D. Criteria for acceptance for early entrance shall be scores at or above the 75<sup>th</sup> percentile rank in 4 of the 7 areas with no area falling below the 60<sup>th</sup> percentile rank.
- E. Since screening should be done when the chances of success are at their best, early entrance screening will be conducted in late August, but before school starts.
- F. Following screening, the building principal, school psychologist and parents will hold a conference and all results will be shared. A decision regarding early entrance will be made by the building principal based upon the results.

- G. The parents of a child denied early entrance may appeal the decision by submitting a written request to the Superintendent within seven (7) days of the decision.

3. Admission of Students Aged Twenty-One or Older

A student aged 21 or older may enroll in a school in the district under the following conditions:

- A. There is available space in the school and program which the student shall attend;
- B. Tuition is prepaid;
- C. The student provides his/her own transportation;
- D. The student resides in the state of Washington; and
- E. In the judgment of the Superintendent, no adult education program is available at reasonable costs and the District's program is appropriate to the needs of the student.

4. Placement of Students on Admission

The decision of where to place a student seeking admission to the District rests with the principal. Generally, students meeting the age of admission requirements or transferring from a public or approved private school shall be placed in kindergarten or first grade, or the grade from which they transferred. The principal shall evaluate the educational record and assessments of all other students to determine their appropriate placement. A temporary classroom assignment may be made for no more than thirty calendar days for the purpose of evaluation prior to making the final placement decision.

Cross References: Board Policy:  
2090 Program Evaluation  
2121 Drug and Alcohol Use/Abuse Program  
2140 Guidance and Counseling  
2108 Remediation Program  
3114 Part-time, Home-based, or Off-campus Students  
3121 Compulsory Attendance  
3122 Excused or Unexcused Absences  
4312 Complaints Concerning Staff or Program

Legal References: RCW 28A.225.010 Attendance Mandatory-Age-Person having custody shall cause child to attend public school - When excused  
RCW 28A.225.020 School's duties upon juvenile's failure to attend school  
RCW 28A.225.160 Attendance age eligibility  
RCW 28A.225.220 Adults, children from other districts, agreements for attending school-Tuition  
WAC 180-39 Uniform Entry Qualifications  
WAC 392-134-010 Attendance rights of part-time public school students  
WAC 392-137 District policies - Procedures and criteria for release of resident students and admission of nonresident students

Adoption Date: June 19, 2001  
Amended Date: June 19, 2012



## Qualifications of Attendance and Placement

Parents requesting an exemption shall provide to the District the results of an assessment using the instruments and processes approved by the Superintendent and conducted by a licensed or certified psychologist. If the assessment is conducted by District staff, a fee consisting of \$45.00 per hour the current hourly rate plus benefits of the employee administering the assessment with an added cost of \$10.00 per protocol will be charged except that such fee may be waived by the principal under certain circumstances. The District reserves the right to reassess the child at its own cost before granting an exemption.

If a child exceeds the norm in each ability area, the exemption shall be granted. The Superintendent may grant conditional exemptions to children who perform at or near the norm in most or all of the areas of ability. The parent shall be notified of the conditional status of the exemption and that it may be withdrawn if, after 2 months, the child performs substantially below the expected level in any of the ability areas.

In the event an exemption is denied, a conditional exemption is withdrawn, or a screening fee waiver is denied, the parent shall be promptly notified of the reasons and of the opportunity to have the decisions reviewed in the manner provided by the District's policy on citizen complaints.

As a minimum, eligibility for the exemption shall be based upon an analysis of the child's (1) mental ability, (2) gross motor skills, (3) fine motor skills, (4) visual discrimination, (5) auditory discrimination, (6) emotional/social development, and (7) language development. Where feasible, assessment devices shall be used that shall permit students who are to be considered for exemption to be compared to the level of performance that would be expected of children with a chronological age of 5 years and 6 months for kindergarten and 6 years and 6 months for first grade in each of the areas of ability.

### **Admission of Students Aged Twenty-One or Older**

The student shall petition the Superintendent for admission.

The petition shall identify the student's name, age, address and grade level or program of study.

If approved, the petition shall specify the tuition fee to be paid, shall be signed by the student and the Superintendent and shall constitute the written agreement required by law. It shall be retained as a public document and made available to the state superintendent of public instruction upon request.

The tuition fee shall be calculated in the same way the state Superintendent of Public Instruction determines the cost of educating a student in the District, except that a handicapped student who turns twenty-one during the school year shall only pay that amount of money deemed as "excess cost."

Implemented June 19, 2012

## **BOARD PACKET**

**TO:** Board of Directors  
**SUBJECT:** Amendment of Policy No. 4213: School District  
Firearms and Use of Force - FIRST READING  
**AGENDA:** Action  
**DATE:** February 19, 2019  
**PREPARED BY:** Mr. Matt Ellis, *Superintendent*

### **Background**

Recent concerns around school safety have engaged the Board and the District in conversations focused on the safety of our children. This fall, a committee was formed to review the District's policy and procedure around authorized use of force within the District.

This policy directly relates to the rights, responsibilities and limitations that are placed upon our security guards. This policy has been reviewed and approved by the underwriters at Clear Risk Solutions. While not needing Board approval, the amended procedure is attached for your information.

### **Recommendation**

It is recommended that the Board of Directors take action to approve the First Reading of Policy No. 4213: School District Firearms and Use of Force, as amended.

## **School District Firearms and Use of Force**

It is the intent of the Prosser School District to provide a safe, disciplined and drug free school environment for all who visit and occupy our buildings. In order to strengthen the District's efforts to increase safety and security, the Superintendent will develop procedures to implement policy to provide guidance to security personnel and general school staff regarding use of force and when force may be used.

Prosser School District staff SHALL be in compliance with Washington State Law in regard to the use of force and deadly force. All staff shall adhere to RCW 9A.16.040 when applying force that could be potentially deadly.

### **General Staff**

Prosser School District staff shall be authorized under the direction of the current school Superintendent, to use any force necessary with any weapon of opportunity based on Gap Training, to include issued bats as trained, to protect students, staff or any other persons where there is an immediate threat of great personal injury or death while on Prosser School District property. The use of the issued bats or any other weapon of opportunity SHALL be used as a last resort and only for the protection of staff, students or anyone else on the Prosser School District property.

### **Security Officers**

Additional measures will be set in place to allow school security officers engaged in school security activities as stated in RCW 9.41.280, to carry concealed firearms.

### **USE of FORCE BY SECURITY OFFICER/S**

The firearm/use of force policy and procedure will be reviewed with security staff. Security staff will acknowledge the review at each firearms/use of force training.

The school district recognizes that school security officers may be confronted with circumstances where control must be exercised to restrain individuals who pose harm to themselves or others, to quell disturbances or to effect protective custody detainment. In most circumstances the decision to use physical force to gain compliance, will follow verbal persuasion, advisement or warning. This policy is intended to guide school security officers in their decision to use reasonable force and to consider alternative methods in the application of that force. The reasonableness of the force applied shall be evaluated against the facts and collective knowledge available to the officer at the time the force is applied.

All school staff including security officers, upon arrival of law enforcement, shall follow the instruction of said law enforcement while at the scene, whether to cease and desist with the current security functions or to assist in a security capacity as directed by the officer(s) on scene.

### **WHEN FORCE MAY BE USED**

Physical force is necessary when the security personnel can articulate a threat to self or others

where lower level means of defense, restraint, removal or disarmament would likely be ineffective “OR” after such other means have been attempted and were ineffective.

In determining whether the use of physical force is reasonable and necessary, all circumstances shall be considered, including without limitation the student's or person's age, physical strength, size, sex, maturity and previous history, the seriousness of the problem and the threat posed by the student or person and the availability and use of other means of defense, restraint, removal or disarmament not involving the use of physical force. When physical force is no longer necessary, it should be discontinued.

Examples of force that could be reasonable and necessary include, but are not limited to the following.

- Using reasonable and necessary force to quell a disturbance or prevent an act that threatens physical injury;
- Using reasonable and necessary force to obtain possession of a weapon or other dangerous object within a student's or person's control;
- Using reasonable and necessary force for the purpose of self-defense or the defense of others;
- Using reasonable and necessary force to remove a disruptive student or person from a classroom or school premises, motor vehicle or school bus or from school-sponsored activities;
- Using reasonable and necessary force to prevent student or person from inflicting harm to himself or herself;
- Using reasonable and necessary force on any person to protect the safety of others;
- Using incidental, minor or reasonable physical contact designed to maintain order and control, protect or defend.

References: RCW 9.41.280

Adopted: September 17, 2013  
Amended: November 5, 2013, August 15, 2017

## School District Firearms and Use of Force

### Establishment of a School Safety and Security Advisory Committee

The school district will establish a school safety advisory committee to assist the school district in the operation of school safety and security activities. This committee shall represent various agencies or individuals considered to be subject matter experts in the field of school and community safety and security. The membership may consist of the following but not necessarily limited to: Law enforcement, school safety and security, school security officer, key school personnel, fire service, emergency management, the District's insurance carrier, District legal counsel and a parent representative. The School Safety and Security Advisory Committee shall make an annual report to the Board of Directors at the appropriate time for budgetary considerations.

### DEFINITION OF TERMS:

**Reasonable:** Needed, necessary or justified when evaluated against all facts and circumstances.

**Necessary:** No reasonably effective alternative to the use of force appeared to exist and that the amount of force used was reasonable to affect the lawful purpose intended.

**Deadly Force:** The intentional application of force through the use of firearms or any other means reasonably likely to cause death or serious physical injury.

**School Property:** All property owned and operated by the school district. It may also include, by definition, school activities that are sponsored by the school district and held off campus in a neutral location.

**Physical Force:** Intentional application of force through the use of physical contact. This includes counterjoints, hitting, kicking or any other use of force that results in injury or complaint of injury. This does not include escorting techniques, not amounting to the conditions above.

**Bodily Injury/Harm:** Physical pain or injury or an impairment of physical condition.

**Great Bodily Harm:** Bodily injury which creates the probability of death or causes significant serious permanent disfigurement or loss or impairment of any part of organ.

**Deadly Weapon:** Any explosive, firearm (loaded or unloaded), any other instrument, device, article or substance, including vehicles, which under circumstances of its use, is readily capable of causing death or substantial bodily harm.

**School Security Officer:** An employee of Prosser School District who has been designated and trained to provide safety and security.

### PROCEDURES FOR GENERAL STAFF:

It is the intent of Prosser School District to train all staff in the Active Shooter/Critical Incident Response training for the purpose of immediate protection of students, staff or any persons on school property during an event of any kind that jeopardizes the safety of any persons on school property whether by human or animal.

Any person employed by or in a volunteer status with the Prosser School District and who have been trained in the Active Shooter/Critical Incident Response training shall adhere to training given and applicable Washington State Law in regard to the use of force on school district property.

The Prosser School District shall purchase and supply T-ball bats, to be located throughout the school district at the discretion of the Superintendent, a bat similar to what the staff trained on for the sole purpose of defending students, staff and other persons on school property in the event of a potentially deadly threat to staff, students or anyone on school property.

The exact location of the T-ball bats will be left to the discretion of the individual school administrators and in compliance with the District Superintendent and should be kept easily accessible.

The issued T-ball bats shall stay on Prosser School District property at all times unless authorized by the current Superintendent. At no time will the issued T-ball bats be used for sporting events, games or any other event other than what they are intended for in training unless authorized by the Prosser School District Superintendent.

The Prosser School District will provide annual GAP training for employees and substitutes.

## **PROCEDURES FOR SECURITY OFFICER/S:**

### **PERSONS and QUALIFICATIONS:**

Retired or former law enforcement personnel in good standing with their previous law enforcement agency. Per RCW 9.41.060, law enforcement officers retired from service that possess a retired deputy sheriff or retired police officer identification card from a law enforcement agency within Washington State, shall be exempt from the concealed pistol licensing requirements of this state. Former law enforcement personnel in good standing, who are not eligible for the above exemption, and hired by the school district where part of their job function will be carrying a concealed firearm, shall be in possession of a valid concealed pistol license issued by a municipal police department or sheriff's office.

### **GUIDELINES FOR THE USE OF PHYSICAL FORCE**

The State of Washington has identified and labeled several levels of force that a regular law enforcement officer may use and has categorized several control techniques into each level of force. Since school security officers are considered persons of authority within the school setting, SSO's will follow similar guidelines for the use of force continuum as regular law enforcement officers. The categories and use of force guidelines are as follows:

#### **Levels:**

**Officer Presence:** The mere presence of a school security officer is often enough to calm a tense situation or deter unwanted activity.

**Verbal Communication:** The use of verbal skills, to include commands, can achieve the desired results in most situations. Proper communication can de-escalate a tense situation

and deter the need for a physical intervention. Use of force beyond officer presence and communication must be justified.

**Physical Intervention:** Situations arise where words alone do not resolve a conflict. Physical force/bare hands contact to guide, direct, hold, restrain or defend are necessary at this level. Defensive tactic holds may be applied to restrain aggressive individuals. Restraints may be applied to person(s) who are aggressive, pose an imminent threat or are believed to have committed a crime that the level of offense dictates the need for restraints prior to an arrest by law enforcement.

**Deadly Force:** Use of deadly force must be justified - RCW 9A.16.040. When you are in immediate fear of death or serious physical harm to yourself or others you are justified to use deadly force. Deadly force can be applied by any means available including, but not limited to, hands, impact tools or firearm.

Legal References: Chapter RCW 9A.16, WAC 392-400-235

**Use of Force Requires a Report:**

Any use of force that requires the security officer or staff member to place hands upon a student, adult or other person, will require a written report to be submitted to the District Superintendent or their designee. Any use of force that results in a known injury to any person shall require a report to be made and mandatory notification of law enforcement for investigation.

**Caring for Injured Due to Use of Force:**

Any use of force by school security officers, engaged in school security activities, which results in injury, will require a request for immediate medical attention. This will cause a report to be made and law enforcement may be called for investigation depending upon the severity of the injury.

**Standard Issue Equipment:**

All security personnel will be supplied with the following standard tools and equipment to be used in carrying out their security functions:

- a. Ballistics vest + plate
- b. Tactical flashlight
- c. Identification badge and vest
- d. District communication radio
- e. Gun safe
- f. Handcuffs

**Authorized Firearms:**

**Handguns:**

Security officers will be required to carry a concealed pistol as their primary weapon. Any pistol purchased by the officer or member for the purpose of concealing in their security role must be approved by the District. It will be placed in the employee's name by a licensed firearms dealer and shall remain the property of the officer or member. The cost of the pistol

and holster will be reimbursed by the District as part of an equipment stipend. The pistol shall meet the following descriptive qualities: Double action revolver, single or double action semi-automatic pistol, with a barrel length of not less than 2 ½ and no longer than 6. All pistols shall have a minimum 5 round capacity but shall not exceed capacities limited by current Washington State Law. Ported barrels shall not be authorized.

~~**Support Firearms:** Security personnel who have received specialized training and qualification may possess authorized support firearms. These firearms shall be of high quality and of reputable firearms manufacturer and be one of the following calibers: 223 / 5.56 rifle cartridge or 9mm. There is no limit to the capacity of the magazine so long as the operator of the firearm is in compliance with current Washington State law. As these are support weapons, storage shall be maintained in a secured gun safe and shall be accessed only by certified personnel.~~

**Authorized Ammunition:**

All ammunition for authorized firearms shall be determined and provided by the District's designated firearms instructor. Duty ammunition shall meet descriptive qualities such as, but not limited to, factory new hollow point and/or frangible ammunition designed for lower chamber pressures and limited penetration.

Full metal jacketed and reloaded ammunition will be allowed for training purposes only.

Any violation of the listed firearms policy will result in disciplinary action and possibly removal of the armed security position at the discretion of the Superintendent or authorized designee.

**Storage and/or Transportation of Firearms:**

A school security officer engaged in school security activities who has been approved to carry firearms will transport their weapons to and from home and school. Transportation and carrying of firearms will be done in accordance with current state law.

**Firearms Training and Qualification:**

All employees hired to carry a firearm, SHALL pass a 40 hour firearms training course, taught by a qualified/certified firearms instructor and must qualify with the firearm issued or selected. All staff qualified to carry firearms SHALL have a minimum 4-hour refresher course per quarter, taught by a qualified firearms instructor.

The weapons qualification is done by weapons platform in three categories: Striker fired, Single action only (1911 style platform) and revolver. Once qualified on one platform, that employee is qualified on any firearm in that category so long as the firearm and ammunition meets the requirements listed above.

The 40 hour firearms training course must cover basic firearms safety rules and the safe handling/carrying of semi-automatic handguns. This training will consist of approximately 20 hours of classroom material, weapons nomenclature, force on force training using SIRT training pistols, weapons trapping/disarming, room entries, Gap training, legal



liability and R.C.W's, concealed carry and all aspects of the small concealable semi-auto and revolver type handguns. The classroom training must include specific mental preparation and thought processes for being armed in the school environment. The training will include approximately 20 hours of live fire training on paper and steel targets at varying distances in real world scenarios and integrating tactical movements, triangulation sighting system, marksmanship and CQB (close quarters combat) training. Mental and physical preparation for a deadly force encounter in the school environment must be at the core of all training elements.

The qualification will consist of 50 rounds from distances of 25 feet, moving to approximately 3 feet testing the student's ability to fire their weapons under stress, striking the body in the upper thorax for maximum incapacitation from various distances, but more importantly, teaches the student when not to shoot under the same stress. Various shooting positions will include movement upon shooting to maximize the reality of the situation. Proper grip, stance, hit ratio and shooting platform must be observed and all students are required to meet the minimum qualification of all 50 rounds within the 8-1/2" x 11" silhouette to successfully complete the qualification. A single round missed is a fail of the qualification.

If an employee is under disciplinary actions by the school district and or Superintendent and is removed from the firearms program, the employee SHALL cease to carry a firearm on school property until further notice by the current Superintendent. The employee SHALL be subject to current state laws regarding the carrying of firearms on school property and can be charged with a crime if he/she carries a firearm on the Prosser School District property without the expressed permission of the current Superintendent and or authorized administration.

Firearms training and qualification records, along with use of force training records, shall be kept on file with the District office. Any security officer who fails to demonstrate an understanding of the use of force policy or who fails to qualify with their firearm, shall be required to undergo remedial training and re-qualification at the discretion of the Superintendent. Failure to maintain proficiency in any aspect of the policy is adequate grounds for dismissal by the Superintendent.

#### **Care and Maintenance of Firearms:**

School security officers will be personally responsible to maintain the firearm's working integrity and maintenance. Firearms will be inspected for functionality and safety at each qualification.

#### **Authorized Concealed Carry Requirements:**

1. All security personnel SHALL carry their firearms concealed at all times.
2. The firearms SHALL be carried in a manner consistent with the required training and completely out of sight from the public view.
3. The firearm SHALL be carried on his/her person at all times. At no time will the firearm be left unattended or in a manner that could jeopardize the safety of the public, students or school staff.
4. All firearms SHALL be carried in a holster that either has level one, two or three retention capabilities or tension/friction grip.

5. The security personnel shall at no time, draw their firearm, un-holster the firearm, display the firearm or brandish the firearm without due cause unless in a training environment or if there is need to draw the firearms to protect the life of the security personnel or the lives of others.
6. All security personnel will at all times, adhere to ALL firearms safety rules learned in the firearms course. Keep finger off trigger until ready to shoot. Never point at anything you're not willing to destroy. Treat every firearm as if loaded. Always know your backstop, or what's behind your target.
7. All security personnel will be required to carry at least one loaded spare magazine for the semi auto pistols or at least one loaded speed loader for those that will carry a revolver. The location of the spare magazine or speed loader will be left to the discretion of the individual; however, must be carried on their person and out of sight from the public view. Additional ammunition and or magazines/speed loaders can be stored on school property but must be in a secured, locked location, inaccessible to the public or any of the school children.
8. No purses, bags, satchels, backpacks or any other separate article of clothing will be allowed for concealed carry. The firearm SHALL be carried on his/her person secured at all times. The only exception will be a "fanny pack" or "hip pack" style pouch that can be securely fastened around the waist with a clasp or lock that holds the belt into place. It must be specifically designed to hold a firearm and SHALL be in a closed position at all times.

Implemented with adoption of policy on 9/17/13.

Amended policy on 3/9/2017.

Amended policy and procedure on 8/15/17

## **BOARD PACKET**

**TO: Board of Directors**

**SUBJECT: Approval of PHS Construction Documents**

**AGENDA: Action**

**DATE: February 19, 2019**

**PREPARED BY: Mr. Matt Ellis, *Superintendent* and Mrs. Deanna Flores, *Assistant Superintendent***

### **Background**

Construction Services Group (CSG) has completed the Constructability Review of the new PHS construction documents. The next step is for the Board to approve these construction documents so may we proceed with the construction process.

### **Recommendation:**

It is recommended the Board of Directors approve the construction documents, prepared and reviewed by CSG.

## **BOARD PACKET**

**TO:** Board of Directors  
**SUBJECT:** Amendment of Policy No. 4130: Title 1 Parental Involvement - FIRST READING  
**AGENDA:** Action  
**DATE:** February 19, 2019  
**PREPARED BY:** Mrs. Deanna Flores, *Assistant Superintendent*

### **Background**

Each year the Title I Parent Involvement Policy is reviewed in conjunction with parents in an open meeting. This year, significant changes were made for parent involvement through Title I and this required a major policy update to match new guidelines. The proposed policy amendment, which is attached, describes much more meaningful and detailed avenues for parents to participate in their child's education. The current policy is also attached for your information.

### **Recommendation**

It is recommended that the Board of Directors take action to approve the First Reading of Policy No. 4130: Title 1 Parental Involvement, as amended.

# Proposed Amendment

Policy: 4130  
Community Relations

## Title I Parental Involvement

The Board recognizes that parent and family engagement helps students participating in Title I programs achieve academic standards. To promote parent and family engagement, the Board adopts the following policy, which describes how the District will involve parents and family members of Title I students in developing and implementing the District's Title I programs.

### District-Wide Parent and Family Engagement

The District will do the following to promote parent and family engagement:

- A. The District will involve parents and family members in jointly developing the District's Title I plan. The District will conduct a Title I parent meeting each school year to gather input on the existing policy. The District will also inform parents of this work in writing and allow input via email or phone call for those who cannot attend the meeting.
- B. The District will provide the coordination, technical assistance and other support necessary to assist and build the capacity of all participating schools within the District in the planning and implementing of effective parent and family involvement activities to improve student academic achievement and school performance.
- C. The District will conduct, with the meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of this policy in improving the academic quality of all Title I schools. At that meeting, the following will be identified:
  1. Barriers to greater participation by parents in Title I activities;
  2. The needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers; and
  3. Strategies to support successful school and family interactions.

The District will use the findings from the annual evaluation to design evidence-based strategies for more effective parental involvement and to revise this policy if necessary.

The District will facilitate removing barriers to parental involvement by doing the following:

- Conduct evening meetings
  - Provide translation services during public and private meetings
  - Conduct meetings in concert with other programs, such as the Migrant PAC
  - Provide parent conference times throughout the day and evening
- D. The District will involve parents of Title I students in decisions about how the Title I funds reserved for parent and family engagement are spent. The District must use Title I funds reserved for parent and family engagement for at least one of the reasons specified in 20 U.S.C. § 6318(a)(3)(D).

- E. The District and each of the schools within the District providing Title I services will do the following to support a partnership among schools, parents, and the community to improve student academic achievement:
1. Provide assistance to parents of Title I students, as appropriate, in understanding the following topics:
    - a. Washington's challenging academic standards;
    - b. State and local academic assessments, including alternate assessments;
    - c. The requirements of Title I;
    - d. How to monitor their child's progress; and
    - e. How to work with educators to improve the achievement of their children.
  2. Provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training and using technology, as appropriate, to foster parental involvement. Parents are supported in the following ways:
    - a. Parent and family nights
    - b. Homework letters
    - c. Student agendas
    - d. Evening parent workshops and meetings
    - e. District and school parent meetings
    - f. Parent conferences
    - g. Title I Parent Conference
  3. Educate teachers, specialized instructional support personnel, principals and other school leaders, and other staff with the assistance of parents, in the value and utility of contributions of parents and how to do the following:
    - a. Reach out, communicate with, and work with parents as equal partners;
    - b. Implement and coordinate parent programs; and
    - c. Build ties between parents and the school.
  4. Coordinate and integrate parent and family engagement strategies, to the extent feasible and appropriate, with similar strategies used under other programs, such as:
    - a. Preschools;
    - b. Learning Assistance Program;
    - c. Special Education; and
    - d. State-operated preschool programs.
  5. Ensure that information related to the school and parent programs, meetings, and other activities, is sent to the parents of participating children. The information will be provided in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand.

### **School-Based Parent and Family Engagement Policies**

Each school offering Title I services will have a separate parent and family engagement policy, which will be developed with parents and family members of Title I students. Parents and family members will receive notice of their school's parent and family engagement policy in an

understandable and uniform format and, to the extent practicable, in a language the parents can understand.

Each school-based policy will describe how each school will do the following:

1. Convene an annual meeting at a convenient time, to which all parents of Title I students will be invited and encouraged to attend, to inform parents of their schools' participation under Title I, to explain the requirements of Title I, and to explain the rights that parents have under Title I;
2. Offer a flexible number of meetings, such as meetings in the morning or evening;
3. Involve parents, in an organized, ongoing, and timely way in the planning, reviewing, and improving of Title I programs; and
4. Provide parents of Title I students the following:
  - a. Timely information about Title I programs;
  - b. A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress and the achievement levels of the challenging state academic standards; and
  - c. If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children and respond to any suggestions as soon as practicably possible.

Each school-based policy will include a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve state standards. The compact must do the following:

- A. Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables Title I students to meet Washington's challenging academic standards and describe the ways in which each parent will be responsible for supporting their children's learning, volunteering in their child's classroom and participating, as appropriate, in decisions relating to the education of their children, including the positive use of extracurricular time; and
- B. Address the importance of communication between teachers and parents on an ongoing basis through the following:
  1. Annual parent-teacher conferences in elementary schools during which the compact will be discussed as the compact relates to the individual child's achievements;
  2. Frequent reports to parents on their children's progress;
  3. Reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities; and

4. Ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand.

Legal References: 20 USC 6311 (“No Child Left Behind Act”)

Management Resources: Policy News, October 2008 Family Involvement Policy  
Policy News, June 2005 Title I Parental Involvement Policy  
Policy News, August 2003 No Child Left Behind Update

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## TITLE I PARENTAL INVOLVEMENT

- A. The Board recognizes that parent involvement contributes to the achievement of academic standards by students participating in District programs. The Board views the education of students as a cooperative effort among school, parents and community. The Board expects that its schools will carry out programs, activities and procedures in accordance with the statutory definition of parental involvement. Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring that parents:
1. Play an integral role in assisting their child's learning;
  2. Are encouraged to be actively involved in their child's education at school; and
  3. Are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child.
- B. The Board of Directors adopts as part of this policy the following guidance for parent involvement. The District will:
1. Put into operation programs, activities and procedures for the involvement of parents in all of its Title I schools consistent with federal laws including the development and evaluation of policy. Those programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children;
  2. Provide the coordination, technical assistance and other support necessary to assist participating schools in the planning and implementing of effective parent involvement activities to improve student academic achievement and school performances;
  3. Build the schools' and parents' capacity for strong parental involvement;
  4. Coordinate and integrate Title I parental involvement strategies with parent involvement strategies under other programs, such as Head Start, Reading First, Early Reading First, Even Start, Parents as Teachers, Home Instruction, Preschool Youngsters or state-run preschools;
  5. Conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this policy in improving the academic quality of the schools served with Title I funds including: identifying barriers to greater participation of parents in Title I related activities, with particular attention to participation of parents with limited English proficiency, parents with disabilities and parents of migratory children; and
  6. Involve the parents of children served in Title I, Part A schools in decisions about how the Title I, Part A funds reserved for parental involvement are spent.

Legal References: 20 USC § 6311 ("No Child Left Behind Act")

Management Resources: Policy News, October 2008 Family Involvement Policy  
Policy News, June 2005 Title 1 Parental Involvement Policy  
Policy News, August 2003 No Child Left Behind Update

**Adoption Date: July 1, 2008**

**Amended Date: February 18, 2014**