



## SPECIAL BOARD MEETING

Staff Development Room  
1500 Grant Avenue  
Prosser, WA 99350

Tuesday, March 19, 2019 07:00 PM

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

1. Approval of Agenda

### II. Action Items:

1. Snow Day Waiver and Make-Up Plan

[Snow Day Waiver \(p. 2\)](#)

2. Resolution No. 02-19: Acceptance of Constructability Review Prosser High School; Resolution No. 03-19: Intent to Construct Prosser High School; Resolution No. 04-19: Award of Bid Prosser High School

[Resolution No.02-19, 03-19, 04-19 \(p. 5\)](#)

3. Policy No. 3206: Sexual Harassment of Students Prohibited - FIRST READING

[Policy No. 3206 \(p. 9\)](#)

### III. Future Meetings

- *Regular Board Meeting, March 26, 2019, Keene-Riverview Elementary, 7:00 p.m.*
- *Regular Board Meeting, April 9, 2019, Keene-Riverview Elementary, 7:00 p.m*

### IV. Adjournment

## **BOARD PACKET**

**TO:** Board of Directors  
**SUBJECT:** Snow Day Waiver and Make-Up Plan  
**AGENDA:** Action Item  
**DATE:** March 19, 2019  
**PREPARED BY:** *Deanna Flores, Assistant Superintendent*

### **Background:**

The district met with PEA President Fred Bray to review and address the issue of missed school days and the shortage of instructional time due to inclement weather. The district has had a total of 9 cancelled weather days in the 2018-19 school year. Prosser School District is required to have 180 days of school, with the ability to waive days during the Governor's Declaration of Emergency. A total of 5 school days were covered in the emergency declaration. School days can only be waived if the district attends school until at least June 14<sup>th</sup>.

The district is also required to have a minimum average of 1,027 instructional hours for students during the school year. This requirement cannot be waived. In a normal school year, our district exceeds the 1,027 hours by approximately 20 hours.

The current last day of school is June 7, 2019. We must attend school an additional 5 days to meet the June 14<sup>th</sup> requirement and those additional 5 days will give us approximately 1029 instructional hours. The waiver letter requests waiving 4 days of school.

The planned schedule for the last week of school is the regular school schedule for Monday, Tuesday and Wednesday, with Thursday and Friday as half days of school. There also will be no school on May 24, 2019 as is currently noted on the student calendar.

### **Recommendation:**

It is recommended that the Board of Directors consider the approval of the Snow Day Waiver and Make-up Plan as written.



## Prosser School District No. 116

1126 Meade Avenue, Suite A.  
PROSSER, WA 99350

PHONE: (509) 786-3323 FAX: (509) 786-2062  
Website: [prosserschools.org](http://prosserschools.org)

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March 18, 2019

TJ Kelly  
Director, School Apportionment & Financial Services  
Office of Superintendent of Public Instruction  
P.O. Box 47200  
Olympia, WA 98504

Dear Mr. Kelly:

The Prosser School District has experienced a significant number of weather related school cancellations this year. We cancelled school nine times on the following dates:

February 5, 11, 12, 13, 14, 15, 27 and 28  
March 12

Bases on the Governor's Proclamation issued February and WAC 392-129-105, we are requesting a total of 4 days of school to be waived from our total of 9. February 11, 12, 13 and 14 fall within the window of the proclamation. We request these days be forgiven.

The following is a summary of the number of days students will be attending, as well as information on our instructional hours if the waiver for 4 days is granted:

Number of days all students will attend:	176
Snow days that will be made up:	June 10, 11, 12, 13, 14
Last day of school with waiver:	June 14, 2019
Average instructional hours:	1029.23

Thank you for your consideration of our request. Please call if you have any additional questions.

Sincerely,

Matt Ellis  
Superintendent



# *Prosser School District No. 116*

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Snow day waiver request approved by the following Prosser School Board members on March 19, 2019:

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Scotty Hunt, President

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Jesalyn Cole

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Peggy Douglas

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Andy Howe

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Scott Coleman

## **BOARD PACKET**

**TO:** Board of Directors

**SUBJECT:** Resolution No. 02-19: Acceptance of Constructability Review Prosser High School; Resolution No.03-19: Intent to Construct Prosser High School; Resolution No. 04-19: Award of Bid Prosser High School

**AGENDA:** Action

**DATE:** March 19, 2019

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

### **Background**

At the special school board meeting held on March 14, 2019 four (4) bids for the construction of the new Prosser High School were received and opened. The lowest bidder was Chervenell Construction Company.

The attached three (3) resolutions are required in order to meet the rules and regulations of OSPI and the state of Washington.

### **Recommendation:**

It is recommended that the Board of Directors adopt Resolution No. 02-19: Acceptance of Constructability Review Prosser High School; Resolution No. 03-19: Intent to Construct Prosser High School; Resolution No. 04-19: Award of Bid Prosser High School.

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

**RESOLUTION NO. 02-19**

**Acceptance of Constructability Review  
Prosser High School**

**WHEREAS**, the Board of Directors of the Prosser Consolidated School District No. 116-219, Benton and Klickitat Counties, Washington plans to construct the Prosser High School; and

**WHEREAS**, a constructability review has been prepared by Construction Services Group and

**WHEREAS**, a constructability review report has been reviewed by district representatives,

**NOW THEREFORE, BE IT RESOLVED** the Board of Directors of the Prosser Consolidated School District No. 116 -219, Benton and Klickitat Counties, Washington accepts and approves the Prosser High School Constructability Review Report and implementation, as required by WAC 392-343-080.

**ADOPTED** by the Board of Directors of Prosser Consolidated School District No. 116-219, Benton and Klickitat Counties, Washington, at a special board meeting thereof, held this 19th day of March, 2019.

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

Board of Directors

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Secretary to the Board of Directors

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

**RESOLUTION NO. 03-19**

**Intent to Construct  
Prosser High School**

**WHEREAS**, the Board of Directors of Prosser Consolidated School District No. 116-219 Benton and Klickitat Counties, Washington has determined a need to construct the Prosser High School, and;

**WHEREAS**, the taxpayers of the school district have approved a school construction bond to provide funding for the construction of the Prosser High School, and;

**WHEREAS**, the Office of Superintendent of Public Instruction has determined that the Prosser High School project is eligible for state matching funds;

**NOW THEREFORE BE IT HEREBY RESOLVED**, The Board of Directors of Prosser Consolidated School District No. 116-219 Benton and Klickitat Counties, Washington does hereby certify that the construction of the Prosser High School will be completed for the purposes for which the state matching funds are being provided, as required in WAC 392-340-130.

**ADOPTED** by the Board of Directors of Prosser Consolidated School District No. 116-219, Benton and Klickitat Counties, Washington, at a special board meeting thereof, held this 19th day of March, 2019.

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

Board of Directors

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Secretary to the Board of Directors

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

**RESOLUTION NO. 04-19**

**Award of Bid  
Prosser High School**

BE IT RESOLVED that for the purpose of compliance with WAC 392-344-110 the Prosser Consolidated School District No. 116-219 Benton and Klickitat Counties, Washington Board of Directors recommend award of the General Construction Contract for the Prosser High School project to Chervenell Construction Company as follows:

Base Bid	\$50,275,000.00
Alternate Bid #1 – Practice Gym with Associate Site Work	\$1,494,000.00
Alternate Bid #2 – Baseball Field Sports Lighting	\$346,000.00
Alternate Bid #4 – Concrete Mowstrip under Chain Link Fencing	\$41,000.00
Alternate Bid #5 – Soccer and Baseball Field Accessories	\$49,000.00
Total Contract Recommendation	\$52,205,000.00
Washington State Sales Tax 8.6%	\$4,489,630.00
Total Contract Including Washington State Sales Tax	\$56,694,630.00

**ADOPTED** by the Board of Directors of Prosser Consolidated School District No. 116-219, Benton and Klickitat Counties, Washington, at a special board meeting thereof, held this 19th day of March, 2019.

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

Board of Directors

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Secretary to the Board of Directors



## BOARD PACKET

**TO:** Board of Directors  
**SUBJECT:** Policy No. 3206: Sexual Harassment of Students Prohibited – FIRST READING  
**AGENDA:** Action  
**DATE:** March 19, 2018  
**PREPARED BY:** Deanna Flores, *Assistant Superintendent*

### Background

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

### Recommendation:

It is recommended that the Board of Directors consider approval of the First Reading of Policy No. 3206: Sexual Harassment of Students Prohibited.

## Sexual Harassment of Students Prohibited

This district is committed to a positive and productive education free from discrimination, including sexual harassment. This commitment extends to all students involved in academic, educational, extracurricular, athletic, and other programs or activities of the school, whether that program or activity is in a school facility, on school transportation or at a class or school training held elsewhere.

### Definitions

For purposes of this policy, sexual harassment means unwelcome conduct or communication of a sexual nature. Sexual harassment can occur adult to student, student to student or can be carried out by a group of students or adults and will be investigated by the District even if the alleged harasser is not a part of the school staff or student body. The district prohibits sexual harassment of students by other students, employees or third parties involved in school district activities.

Under federal and state law, the term “sexual harassment” may include:

- acts of sexual violence;
- unwelcome sexual or gender-directed conduct or communication that interferes with an individual’s educational performance or creates an intimidating, hostile, or offensive environment;
- unwelcome sexual advances;
- unwelcome requests for sexual favors;
- sexual demands when submission is a stated or implied condition of obtaining an educational benefit;
- sexual demands where submission or rejection is a factor in an academic, or other school-related decision affecting an individual.

A “hostile environment” has been created for a student when sexual harassment is sufficiently serious to interfere with or limit the student’s ability to participate in or benefit from the school’s program. The more severe the conduct, the less need there is to demonstrate a repetitive series of incidents. In fact, a single or isolated incident of sexual harassment may create a hostile environment if the incident is sufficiently severe, violent, or egregious.

### Investigation and Response

If the district knows, or reasonably should know, that sexual harassment has created a hostile environment, it will promptly investigate to determine what occurred and take appropriate steps to resolve the situation. If an investigation reveals that sexual harassment has created a hostile environment, the district will take prompt and effective steps reasonably calculated to end the sexual harassment, eliminate the hostile environment, prevent its recurrence and as appropriate, remedy its effects. The district will take prompt, equitable and remedial action within its authority on reports, complaints and grievances alleging sexual harassment that come to the attention of the district, either formally or informally. The district will take these steps every time a complaint, alleging sexual harassment comes to the attention of the district, either formally or informally.

Allegations of criminal misconduct will be reported to law enforcement and suspected child abuse will be reported to law enforcement or Child Protective Services. Regardless of whether the misconduct is reported to law enforcement, school staff will promptly investigate to determine what occurred and take appropriate steps to resolve the situation, to the extent that such investigation does not interfere with an ongoing criminal investigation. A criminal investigation does not relieve the district of its independent obligation to investigate and resolve sexual harassment.

Engaging in sexual harassment will result in appropriate discipline or other appropriate sanctions against offending students, staff or other third parties involved in school district activities. Anyone else who engages in sexual harassment on school property or at school activities will have their access to school property and activities restricted, as appropriate.

### **Retaliation and False Allegations**

Retaliation against any person who makes or is a witness in a sexual harassment complaint is prohibited and will result in appropriate discipline. The district will take appropriate actions to protect involved persons from retaliation.

It is a violation of this policy to knowingly report false allegations of sexual harassment. Persons found to knowingly report or corroborate false allegations will be subject to appropriate discipline.

### **Staff Responsibilities**

The superintendent will develop and implement formal and informal procedures for receiving, investigating and resolving complaints or reports of sexual harassment. The procedures will include reasonable and prompt time lines and delineate staff responsibilities under this policy.

Any school employee who witnesses sexual harassment or receives a report, informal complaint, or written complaint about sexual harassment is responsible for informing the district Title IX or Civil Rights Compliance Coordinator. All staff are also responsible for directing complainants to the formal complaint process.

Reports of discrimination and discriminatory harassment will be referred to the district's Title IX/Civil Rights Compliance Coordinator. Reports of disability discrimination or harassment will be referred to the district's Section 504 Coordinator.

### **Notice and Training**

The superintendent will develop procedures to provide age-appropriate information and education to district staff, students, parents and volunteers regarding this policy and the recognition and prevention of sexual harassment. At a minimum sexual harassment recognition and prevention and the elements of this policy will be included in staff, student and regular volunteer orientation. This policy and the procedure, which includes the complaint process, will be posted in each district building in a place available to staff, students, parents, volunteers and visitors. Information about the policy and procedure will be clearly stated and conspicuously posted throughout each school building, provided to each employee and reproduced in each student, staff, volunteer and parent handbook. Such notices will identify the District's Title IX

