



## REGULAR BOARD MEETING - REVISED

Housel Middle School Library, 2001 Highland Drive, Prosser

Tuesday, August 9, 2016 07:00 PM

- I. 6:00 p.m. - Call to Order
- II. 6:00 - 7:00 p.m. - Study Session: Budget Review
- III. 7:00 p.m. - Resume Regular Board Meeting
  - a. Pledge of Allegiance
  - b. Approval of Agenda
  - c. Communications
- IV. Information Items:
  - a. PHS Registration Concerns
  - b. HMS Use for Fire
  - c. Staffing Update
  - d. Hiring of Architect
- V. Protocol for Addressing Board:

[Welcome to the Board Meeting \(p. 3\)](#)
- VI. Hearing of Visitors:
- VII. Reports:
  - a. Assistant Superintendent's Report
  - b. Business Manager's Report
  - c. Superintendent's Report
  - d. Board Members' Reports

## **VIII. Consent Items: REVISED**

### **a. Certificated Personnel - REVISED**

[Cert - August 9, 2016 \(p. 4\)](#)

### **b. Classified Personnel - REVISED**

[Class - August 9, 2016 \(p. 5\)](#)

### **c. Approval of Minutes**

[Regular Board Meeting - July 26, 2016 \(p. 6\)](#)

### **d. Contracts and Personal Service Agreements**

### **e. Volunteer Coaches**

## **IX. Old Business:**

## **X. Action Items:**

### **a. Vouchers**

[Payable August 12, 2016 \(p. 11\)](#)

### **b. Temporary Out of Endorsement Waiver for Whitstran Special Education Teacher**

[Endorsement Waiver \(p. 21\)](#)

### **c. Ratification of PEA Contract**

[PEA Ratification \(p. 23\)](#)

## **XI. Discussion Items:**

### **a. Policy No. 4210: Regulation of Dangerous Weapons on School Premises**

[Policy 4210 \(p. 24\)](#)

## **XII. Adjournment:**

## **XIII. Future Meetings:**

- *Special Board Meeting to Review Operating Protocols, August 17, 2016, 6:00 p.m., Staff Development Room, 6:00 p.m.*
- *Regular Board Meeting, August 23, 2016, Housel Middle School Library, 7:00 p.m.*
- *Special Board Meeting to Interview Student Representative Candidates, Date and Time TBD*

# 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: Bill Jenkin, President; Dr. Warren Barmore, Vice-President; Peggy Douglas, Scotty Hunt and Andy Howe, WIAA representative.

### About Board Meetings

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

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

### About Executive Sessions

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

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

### Study Sessions

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

### Addressing the Board

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

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

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

hearing section.

### Board Hearings

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

### About Your Board

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

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

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

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

# **BOARD PACKET**

**TO:** Board of Directors  
**SUBJECT:** **Certificated Personnel - REVISED**  
**AGENDA:** **Consent**  
**DATE:** August 9, 2016  
**PREPARED BY:** Dr. Ray Tolcacher, *Superintendent*

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*Certificated Employees*

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*Janice Neuman has been recommended as a 4<sup>th</sup> grade teacher at Whitstran Elementary for the 2016/17 school year.*

## **BOARD PACKET**

**TO:** Board of Directors  
**SUBJECT:** Classified Personnel - **REVISED**  
**AGENDA:** Consent  
**DATE:** August 9, 2016  
**PREPARED BY:** Craig Reynolds, *Business Manager*

### **CLASSIFIED EMPLOYEES**

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**Kim Minter** has resigned her position as a bus driver for the Prosser School District.

**Irma Deaton** has been resigned her position as a paraeducator for the Prosser School District.

**Rick Crabtree** has been hired as the temporary mower. His duties will end October 14, 2016.

## Board Meeting July 26, 2016

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A Study Session of the Prosser School District Board of Directors was called to order at 6:04 p.m. by Bill Jenkin, President. Other Board members present included Dr. Warren Barmore, Peggy Douglas, Andy Howe and Scotty Hunt. Also present were Dr. Ray Tolcacher, Superintendent; Craig Reynolds, Business Manager and Julie Hyatt, Secretary. The purpose of the Study Session was to hold a budget review of the Maintenance and Special Education departments.

Dave Schell, Maintenance Supervisor began the Study Session by describing the scope of responsibilities and the number of personnel working in the department. Mr. Schell also provided the Board members with a list of projects the department will complete this summer as well as those which will hopefully be completed next year. Dave also listed the companies with which we contract, to perform various services and repairs. Mr. Schell also explained maintenance budget funds, including capital projects. Insurance coverage was also discussed as was equipment needs of the department.

Dr. Syndi Duehn began her presentation by distributing a handout to the board members of her department's budget. This handout included the special education "promise" for every special services student. Dr. Duehn said she had updated the vision and mission statement for the department. Syndi explained the funding sources for the special services department, which were listed in the handout. The allocation for students with disabilities which is indexed at 12.7 % of the resident K-21 full time enrollment was also mentioned.

Dr. Tolcacher announced he is hosting a luncheon on August 8, with several other superintendents, in an effort to find a way to create a special education consortium among the participating districts. This consortium would provide a better way to meet the needs of our special education students. Also, Dr. Tolcacher said there is a program plan coming into place, which will be developed to help students with dyslexia.

Dr. Duehn concluded her presentation by stating that for every dollar we receive from the state, we actually spend \$1.50. Syndi also reported she has created a special services handbook which explains all the processes in dealing with students. This handbook will be shared with the Board at another time.

The Study Session adjourned at 7:05 p.m.

The Regular Meeting of the Board of Directors of Prosser School District was called to order at 7:12 p.m. by Bill Jenkin, President. Other Board members present included Dr. Warren Barmore, Peggy Douglas, Andy Howe and Scotty Hunt. Also present were Dr. Ray Tolcacher, Superintendent; Craig Reynolds, Business Manager; Julie Hyatt, Secretary and an audience representing school staff and community members. Assistant Superintendent, Deanna Flores, was excused from the meeting.

### APPROVAL OF AGENDA:

Motion by Warren Barmore, seconded by Peggy Douglas and motion carried to approve the revised agenda. The revision included additions to Information Items and Certificated Personnel.

### OATH of OFFICE: APPOINTED BOARD MEMBER

## Board Meeting July 26, 2016

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Scotty Hunt was sworn in as the newly appointed Board member, by Dr. Tolcacher, and was then congratulated by the other Board members. He then assumed his position at the table.

### COMMUNICATIONS:

- Thank You Note from National History Day Team
- Peggy Douglas reported that Stewart Padelford and Blake Essary want to meet with the Board about concerns they have with high school registration. It was agreed it would be appropriate at our next meeting to have this topic as an agenda item, either as a study session or an information item.

### INFORMATION ITEMS:

#### Staffing Update

Dr. Tolcacher reported that we still need three teachers and one elementary principal. We also need school psychologists.

#### Comprehensive Mental Health Partnership

Dr. Tolcacher invited Ed Thornbrugh to address the Board. Dr. Tolcacher said that Mr. Thornbrugh had worked hard to ensure we were able to secure funding for a fulltime mental health specialist to work in our District in the upcoming school year. We will also have a school-to-community social worker in our District next year. These staff members will not be PSD employees, but will be contracted to work on our campuses. These providers will also be able to help with substance abuse issues.

#### Study and Survey Task Force Update

Mr. Thornbrugh explained that collection of survey results was kept open for a short time after the end of the school year. There was a good amount of feedback from students as well as additional feedback from adults during the extended time. Mr. Thornbrugh stated that valuable input has been received through the surveys and public meetings. There will be two more meetings, August 16 and 30, then the task force will come to the Board with an official recommendation. Ed reported that the task force has worked with Ed Champagne, from Architects West, very closely during this process. Mr. Champagne has been very responsive and Mr. Thornbrugh thinks he has a very good sense of our community. The task force would like the Board to know that they will ask the Board, at that last August meeting, to consider contracting with Architects West – even though they're not sure this is within the scope of their responsibilities. This is why he is mentioning it tonight – to allow the Board to know of the task force's decision, but to also allow them to contact members of the task force if they feel they need to.

President Jenkin added a few words in agreement with Mr. Thornbrugh, about how pleased the task force is with Architects West and agrees with the recommendation. He also thanked Mr. Thornbrugh for his work this past year.

### PROTOCOL FOR ADDRESSING BOARD:

Dr. Tolcacher did not read the Protocol for addressing the Board.

### HEARING OF VISITORS:

**Fred Bray** – President of PEA Association: Negotiations

Mr. Bray said that PEA ratified an agreement with the District earlier this summer. He

## Board Meeting July 26, 2016

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wanted to thank the Board for letting local people talk to local people. It has reinforced the working relationship the Association has with the District.

### **Shellie Hatch:** Thank You

Mrs. Hatch thanked the Board for 16 wonderful years. She has a heart full of gratitude for her time in Prosser. Shellie reassured the Board that she is working with the transition plan and staying fully connected as she leaves our District. Her new position in Pasco will be the "Director of Federal Programs and Assessment".

Dr. Barmore said he knows he can speak for the entire Board and District that Shellie will be missed.

### Assistant Superintendent's Report

Deanna Flores was not in attendance.

### Business Manager's Report

- June 2016 Financial Reports
- OSPI is requesting a lengthy survey from our District regarding extra pay for teachers and other employees above their base pay. It is due on Friday.

### Superintendent's Report

Dr. Tolcacher reported that tomorrow evening at ESD 123, there is a forum regarding ESSA and local superintendents are meeting the next morning on the same topic.

Dr. Tolcacher said one of the things he has mentioned in the past to the Board, is to review the operating protocol. This is a new Board now – so it is important to review the existing protocol soon and create a new document. Dr. Tolcacher then mentioned a lady named Tricia Lubach, who has been on the Quincy School District Board for 10 years. She has extensive experience working with school boards. Dr. Tolcacher would like to plan a meeting with Tricia and the Board sometime in August. Bill Jenkin will find out when Tricia is available and see when we can schedule.

Bill Jenkin said he also wants to set up a time to complete Dr. Tolcacher's evaluation.

### Board Members' Reports

**Warren Barmore** – No report

**Andy Howe** – No report

**Bill Jenkin** – No report

**Peggy Douglas** – No report

**Scotty Hunt** – Mr. Hunt said he is "stoked" to be here and thanked those who appointed him.

### CONSENT ITEMS:

*Motion by Andy Howe, seconded by Peggy Douglas and motion carried to approve the Consent Agenda as presented.*

### Certificated Personnel

*Shellie Hatch submitted a letter of resignation from her position as principal at Whitstran Elementary School, effective July 31, 2016.*



## Board Meeting July 26, 2016

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*Rose Ellen Pfau was recommended as a speech/language pathologist for the 2016/17 school year.*

### Classified Personnel

*Irma Deaton was hired as a Cook/PIC at Whitstran Elementary School.*

### Approval of Minutes

*Minutes from the July 12, 2016 regular board meeting and the July 20, 2016 special board meeting were presented.*

### Contracts and Personal Service Agreements:

#### 1. 2016/2017 Lourdes Health Network Service Agreement:

*Lourdes will provide educational and therapy programs for students placed in their Children's Day Program for the 2016/2017 school year. As there are no existing programs or services offered by the school district for children needing day services, this contract will allow for the combination of educational strengths in the District for therapeutic expertise through Lourdes Health Network. Contract period is 08/01/2016 to 08/31/2017. Fees are \$46 per hour per student with funding provided through the Special Ed budget.*

### Volunteer Coaches

*None*

### OLD BUSINESS:

*None*

### ACTION ITEMS:

#### 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 \$2,573,273.78 are also approved.*

*General Fund Voucher number 189117 totaling \$3,550.00*

*General Fund Voucher numbers 189118 through 189234 totaling \$149,169.99*

*Capital Projects Voucher number 200000002 totaling \$224.70*

*Associated Student Body Fund Voucher numbers 184487 totaling \$6,733.47*

*Payroll warrant numbers 48873 through 48977 totaling \$2,573,273.78".*

*Motion by Andy Howe, seconded by Warren Barmore and motion carried to approve the accounts payable vouchers and payroll, payable July 29, 2016.*

### Expanded Learning Contract, Espanol Rapido Class

*The Prosser School District is implementing two Late Exit Bilingual programs next year at Whitstran and Keene-Riverview Elementary Schools. This creates a large need to build bilingual capacity at each school. In order to help meet this necessity in a cost-effective*

## Board Meeting July 26, 2016

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fashion, the district bilingual program plans to offer a week-long Spanish immersion class called Español Rápido for 20 staff (including teachers, specialists, paraprofessionals, a principal and a school secretary) from these two elementary schools. This class will run from August 1 through August 5, 2016.

The cost of this class is \$9,000. It includes travel, lodging, and meals for the consultant as well as 35 hours of intensive training and materials for 20 people. It is a much less expensive option than sending 20 staff elsewhere for a Spanish immersion experience. The costs will be paid from Bilingual Program and Title III funds.

Claudia reported that we had visited several other districts in preparation for opening our kindergarten immersion program. This plan is far more cost-effective than sending staff members to Mexico. Ms. Olmstead invited the Board members to stop by during the training.

Motion by Andy Howe, seconded by Scotty Hunt and motion carried to approve the contract with Espanol Rapido.

### DISCUSSION ITEMS:

There is a conflict with the proposed student board representative interviews, which was scheduled for August 16. This meeting will need to be re-scheduled. After discussion, it was agreed to hold the interviews on August 17.

### ADJOURNMENT:

The Board meeting was adjourned at 8:03 p.m.

### FUTURE MEETINGS:

- Regular Board Meeting, August 9, 2016, HMS Library, 7:00 p.m.
- Special Board Meeting to Interview Student Board Candidates, HMS Library, August 17, 2016, 6:00 p.m.
- Regular Board Meeting, August 23, 2016, HMS Library, 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

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 August 9, 2016, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$83,034.48. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS PAYABLE:  
Warrant Numbers 189235 through 189276, totaling \$83,034.48

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

Check Nbr	Vendor Name	Check Date	Check Amount
189235	AARSTAD, LORELLE M	08/12/2016	33.42
189236	ACADAMIA.NET INC	08/12/2016	780.00
189237	ALMOND & SONS ASPHALT LLC	08/12/2016	7,113.30
189238	AMAZON.COM	08/12/2016	175.05
189239	APOLLO	08/12/2016	1,341.21
189240	AULD, ANNE M	08/12/2016	111.00
189241	BENTON FRANKLIN JUVENILE JUSTI	08/12/2016	1,690.00
189242	BORT, STACY D	08/12/2016	350.00
189243	BOUND TO STAY BOUND BOOKS	08/12/2016	264.04
189244	CAMPBELL OFFICE SUPPLY/YAKIMA	08/12/2016	1,408.32
189245	CHAPMAN, JOHN JAY	08/12/2016	2,700.00
189246	CHARTER COMMUNICATIONS	08/12/2016	8,769.30
189247	CITY OF PROSSER	08/12/2016	16,321.95
189248	DELL	08/12/2016	18,785.47
189249	ENGRAVINGS UNLIMITED INC	08/12/2016	69.19
189250	ESD #105	08/12/2016	7,971.82
189251	COOK'S ACE HARDWARE	08/12/2016	63.43
189252	INTEGRATED REGISTER SYSTEMS	08/12/2016	446.63
189253	JOSTENS	08/12/2016	1,096.07
189254	JR'S HEATING & AIR SERVICES	08/12/2016	4,529.91
189255	K C D A	08/12/2016	147.86
189256	LINK, CENTURY	08/12/2016	101.52
189257	MARTINEZ, JAIME C	08/12/2016	92.00
189258	MCLEMORE, CINDY M	08/12/2016	60.48
189259	MOON SECURITY SERVICES INC	08/12/2016	249.06
189260	MUNOZ, MERCEDES	08/12/2016	79.92
189261	NC MACHINERY	08/12/2016	105.71
189262	OFFICE DEPOT INC	08/12/2016	908.97
189263	OLMSTEAD, CLAUDIA A	08/12/2016	50.94
189264	PROSSER RECORD BULLETIN	08/12/2016	75.26
189265	READ SIDE BY SIDE	08/12/2016	3,929.30
189266	READING WAREHOUSE.COM	08/12/2016	759.78
189267	SABIN, JODI M	08/12/2016	10.32

Check Nbr	Vendor Name	Check Date	Check Amount
189268	SAFEWAY INC	08/12/2016	26.56
189269	SCHOLASTIC TEACHER RESOURCES	08/12/2016	374.04
189270	SHY'S PIZZA CONNECTION	08/12/2016	140.08
189271	VALLEY SPRAY	08/12/2016	271.50
189272	WAL-MART COMMUNITY	08/12/2016	717.82
189273	WASTE MANAGEMENT OF KENNEWICK	08/12/2016	263.16
189274	WRIGHT, GALE M	08/12/2016	28.05
189275	WSIPC	08/12/2016	250.00
189276	YAKIMA HERALD-REPUBLIC	08/12/2016	372.04
42	Computer	Check(s) For a Total of	83,034.48

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
189235	AARSTAD, LORELLE M	08/12/2016	JOURNALS		0	33.42	33.42
10 E 530 0187 31 5000 060 0000 0000			General Fund/Expenditures/Text Adoption			33.42	
189236	ACADAMIA.NET INC	08/12/2016	PSD15-16.02		0	780.00	780.00
10 E 530 5105 27 7000 060 0000 0000			General Fund/Expenditures/Title I-SES			780.00	
189237	ALMOND & SONS ASPHALT LLC	08/12/2016	3009	Remove and repair existing asphalt parking lot holes at PHS	7401500019	7,113.30	7,113.30
10 E 530 2420 25 9000 450 0000 0000			General Fund/Expenditures/SPECIAL PROJECTS			7,113.30	
189238	AMAZON.COM	08/12/2016	060515016024		0	119.95	175.05
10 E 530 0100 28 5000 240 0000 0000			General Fund/Expenditures/Basic Education			119.95	
			273398156849		0	32.15	
10 E 530 0100 28 5000 240 0000 0000			General Fund/Expenditures/Basic Education			32.15	
			273399989549		0	22.95	
10 E 530 0100 28 5000 240 0000 0000			General Fund/Expenditures/Basic Education			22.95	
189239	APOLLO	08/12/2016	42476-165701	2015-16 Annual contract for HVAC services	7401500004	1,341.21	1,341.21
10 E 530 9700 64 7950 074 0000 0000			General Fund/Expenditures/District-Wide Support			1,341.21	
189240	AULD, ANNE M	08/12/2016	STAFF DEV. FINAL		0	111.00	111.00
10 E 530 0151 31 5000 120 0000 0000			General Fund/Expenditures/Staff Dev-PEA Allocation			111.00	
189241	BENTON FRANKLIN JUVENILE JUSTI	08/12/2016	4813		0	1,690.00	1,690.00
10 E 530 9700 12 7000 071 0000 0000			General Fund/Expenditures/District-Wide Support			1,690.00	
189242	BORT, STACY D	08/12/2016	2016 PROF. DEV		0	350.00	350.00
10 E 530 0151 31 7000 120 0000 0000			General Fund/Expenditures/Staff Dev-PEA Allocation			350.00	
189243	BOUND TO STAY BOUND BOOKS	08/12/2016	935770	Book Order for Vivian	1301500074	264.04	264.04
10 R 960 0000 26 2600 130 0000 0000			General Fund/Revenues/Program 00			264.04	
189244	CAMPBELL OFFICE SUPPLY/YAKIMA	08/12/2016	235580-0	Annual Purchases for Technology/Migrant /Curriculum Offices for Supplies 2015-2016	6001500038	1,155.87	1,408.32
10 E 530 5100 27 5000 450 0000 0000			General Fund/Expenditures/Title I Part A			1,155.87	
			235928-0	Annual Purchases for	6001500038	64.36	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 0199 27 5000 071 0000 0000				Technology/Migrant /Curriculum Offices for Supplies 2015-2016		64.36	
			General Fund/Expenditures/Reserve				
			236219-0	2015-2016 OPEN PO FOR: BUSINESS AND SUPERINTENDENT'S OFFICE	7201500019	164.76	
10 E 530 9700 12 5000 071 0000 0000				General Fund/Expenditures/District-Wide Support		76.89	
10 E 530 9700 13 5000 072 0000 0000				General Fund/Expenditures/District-Wide Support		87.87	
			236284-0	2015-2016 OPEN PO FOR: BUSINESS AND SUPERINTENDENT'S OFFICE	7201500019	23.33	
10 E 530 9700 12 5000 071 0000 0000				General Fund/Expenditures/District-Wide Support		10.89	
10 E 530 9700 13 5000 072 0000 0000				General Fund/Expenditures/District-Wide Support		12.44	
189245	CHAPMAN, JOHN JAY	08/12/2016	AUG. 2016	2015/2016 DISTRICT OFFICE LEASE	7201500002	2,700.00	2,700.00
10 E 530 9700 63 7000 072 0000 0000				General Fund/Expenditures/District-Wide Support		2,700.00	
189246	CHARTER COMMUNICATIONS	08/12/2016	JULY 2016	Metro Ehternet Year 2 of 5	7201500030	8,769.30	8,769.30
10 E 530 9731 72 7890 076 0000 0000				General Fund/Expenditures/Erate		8,769.30	
189247	CITY OF PROSSER	08/12/2016	JULY 2016		0	16,321.95	16,321.95
10 E 530 9700 65 7850 482 0000 0000				General Fund/Expenditures/District-Wide Support		24.51	
10 E 530 9700 65 7860 482 0000 0000				General Fund/Expenditures/District-Wide Support		177.60	
10 E 530 9700 65 7870 482 0000 0000				General Fund/Expenditures/District-Wide Support		40.30	
10 E 530 9700 65 7880 482 0000 0000				General Fund/Expenditures/District-Wide Support		40.81	
10 E 530 9700 65 7850 450 0000 0000				General Fund/Expenditures/District-Wide Support		964.10	
10 E 530 9700 65 7860 450 0000 0000				General Fund/Expenditures/District-Wide Support		1,084.33	
10 E 530 9700 65 7870 450 0000 0000				General Fund/Expenditures/District-Wide Support		1,409.53	
10 E 530 9700 65 7880 450 0000 0000				General Fund/Expenditures/District-Wide Support		19.62	
10 E 530 9700 65 7850 450 0000 0000				General Fund/Expenditures/District-Wide Support		286.43	
10 E 530 9700 65 7870 450 0000 0000				General Fund/Expenditures/District-Wide Support		407.40	
10 E 530 9700 65 7880 450 0000 0000				General Fund/Expenditures/District-Wide Support		36.44	
10 E 530 9700 65 7850 450 0000 0000				General Fund/Expenditures/District-Wide Support		226.18	
10 E 530 9700 65 7870 450 0000 0000				General Fund/Expenditures/District-Wide Support		318.31	
10 E 530 9700 65 7850 450 0000 0000				General Fund/Expenditures/District-Wide Support		29.13	
10 E 530 9700 65 7850 450 0000 0000				General Fund/Expenditures/District-Wide Support		25.86	
10 E 530 9700 65 7860 450 0000 0000				General Fund/Expenditures/District-Wide Support		18.53	
10 E 530 9700 65 7870 450 0000 0000				General Fund/Expenditures/District-Wide Support		42.30	
10 E 530 9700 65 7880 450 0000 0000				General Fund/Expenditures/District-Wide Support		30.61	
10 E 530 9700 65 7880 055 0000 0000				General Fund/Expenditures/District-Wide Support		35.55	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 9700 65 7850 055 0000 0000				General Fund/Expenditures/District-Wide Support		196.57	
10 E 530 9700 65 7880 055 0000 0000				General Fund/Expenditures/District-Wide Support		28.03	
10 E 530 9700 65 7850 063 0000 0000				General Fund/Expenditures/District-Wide Support		24.51	
10 E 530 9700 65 7860 063 0000 0000				General Fund/Expenditures/District-Wide Support		89.32	
10 E 530 9700 65 7870 063 0000 0000				General Fund/Expenditures/District-Wide Support		40.30	
10 E 530 9700 65 7880 063 0000 0000				General Fund/Expenditures/District-Wide Support		0.63	
10 E 530 9700 65 7850 120 0000 0000				General Fund/Expenditures/District-Wide Support		316.82	
10 E 530 9700 65 7860 120 0000 0000				General Fund/Expenditures/District-Wide Support		628.21	
10 E 530 9700 65 7870 120 0000 0000				General Fund/Expenditures/District-Wide Support		452.34	
10 E 530 9700 65 7880 120 0000 0000				General Fund/Expenditures/District-Wide Support		102.78	
10 E 530 9700 65 7850 073 0000 0000				General Fund/Expenditures/District-Wide Support		56.26	
10 E 530 9700 65 7860 073 0000 0000				General Fund/Expenditures/District-Wide Support		181.59	
10 E 530 9700 65 7870 073 0000 0000				General Fund/Expenditures/District-Wide Support		98.60	
10 E 530 9700 65 7850 055 0000 0000				General Fund/Expenditures/District-Wide Support		1,088.06	
10 E 530 9700 65 7870 055 0000 0000				General Fund/Expenditures/District-Wide Support		1,585.10	
10 E 530 9700 65 7850 240 0000 0000				General Fund/Expenditures/District-Wide Support		799.20	
10 E 530 9700 65 7860 240 0000 0000				General Fund/Expenditures/District-Wide Support		738.54	
10 E 530 9700 65 7870 240 0000 0000				General Fund/Expenditures/District-Wide Support		652.50	
10 E 530 9700 65 7880 240 0000 0000				General Fund/Expenditures/District-Wide Support		40.27	
10 E 530 9700 65 7850 240 0000 0000				General Fund/Expenditures/District-Wide Support		481.16	
10 E 530 9700 65 7880 240 0000 0000				General Fund/Expenditures/District-Wide Support		147.63	
10 E 530 9700 65 7850 074 0000 0000				General Fund/Expenditures/District-Wide Support		44.07	
10 E 530 9700 65 7860 074 0000 0000				General Fund/Expenditures/District-Wide Support		219.49	
10 E 530 9700 65 7870 074 0000 0000				General Fund/Expenditures/District-Wide Support		80.57	
10 E 530 9700 65 7880 055 0000 0000				General Fund/Expenditures/District-Wide Support		287.78	
10 E 530 9700 65 7880 055 0000 0000				General Fund/Expenditures/District-Wide Support		2.06	
10 E 530 9700 65 7880 055 0000 0000				General Fund/Expenditures/District-Wide Support		56.06	
10 E 530 9700 65 7880 055 0000 0000				General Fund/Expenditures/District-Wide Support		3.22	
10 E 530 9700 65 7880 055 0000 0000				General Fund/Expenditures/District-Wide Support		29.90	
10 E 530 9700 65 7850 130 0000 0000				General Fund/Expenditures/District-Wide Support		570.79	
10 E 530 9700 65 7860 130 0000 0000				General Fund/Expenditures/District-Wide Support		377.45	
10 E 530 9700 65 7870 130 0000 0000				General Fund/Expenditures/District-Wide Support		827.91	
10 E 530 9700 65 7880 130 0000 0000				General Fund/Expenditures/District-Wide Support		8.93	
10 E 530 9700 65 7850 130 0000 0000				General Fund/Expenditures/District-Wide Support		239.35	
10 E 530 9700 65 7870 130 0000 0000				General Fund/Expenditures/District-Wide Support		369.34	
10 E 530 9700 65 7880 130 0000 0000				General Fund/Expenditures/District-Wide Support		121.47	
10 E 530 9700 65 7880 093 0000 0000				General Fund/Expenditures/District-Wide Support		50.37	
10 E 530 9700 65 7880 093 0000 0000				General Fund/Expenditures/District-Wide Support		3.60	
10 E 530 9700 65 7880 093 0000 0000				General Fund/Expenditures/District-Wide Support		8.50	
10 E 530 9700 65 7850 055 0000 0000				General Fund/Expenditures/District-Wide Support		55.13	
189248 DELL		08/12/2016	XK117F839	Travis Computers	7601500181	18,237.95	18,785.47
10 E 530 3160 27 5310 450 0000 0000				General Fund/Expenditures/Agriculture		18,237.95	
			XK135J577	Bilingual Laptop	7601500184	547.52	
10 E 530 6500 27 5310 060 0000 0000				General Fund/Expenditures/State Trans Bilingual		547.52	
189249 ENGRAVINGS UNLIMITED INC		08/12/2016	14P		0	69.19	69.19
10 E 530 9700 11 5000 071 0000 0000				General Fund/Expenditures/District-Wide Support		69.19	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
189250	ESD #105	08/12/2016	50042	2015/2016 Data Processing Agreement	7201500032	7,971.82	7,971.82
10 E 530 9700 72 7500 076 0000 0000				General Fund/Expenditures/District-Wide Support		3,985.91	
10 E 530 9700 72 7490 076 0000 0000				General Fund/Expenditures/District-Wide Support		3,985.91	
189251	COOK'S ACE HARDWARE	08/12/2016	A364827	Open PO for PHS CTE Supplies	4561500000	41.75	63.43
10 E 530 3160 27 5000 450 0000 0000				General Fund/Expenditures/Agriculture		10.44	
10 E 530 3161 27 5000 450 0000 0000				General Fund/Expenditures/Business		10.44	
10 E 530 3165 27 5000 450 0000 0000				General Fund/Expenditures/Home/Family		10.44	
10 E 530 3167 27 5000 450 0000 0000				General Fund/Expenditures/Technology Education		10.43	
			A364992	Open PO for PHS CTE Supplies	4561500000	21.68	
10 E 530 3160 27 5000 450 0000 0000				General Fund/Expenditures/Agriculture		5.42	
10 E 530 3161 27 5000 450 0000 0000				General Fund/Expenditures/Business		5.42	
10 E 530 3165 27 5000 450 0000 0000				General Fund/Expenditures/Home/Family		5.42	
10 E 530 3167 27 5000 450 0000 0000				General Fund/Expenditures/Technology Education		5.42	
189252	INTEGRATED REGISTER SYSTEMS	08/12/2016	IN012558		0	284.18	446.63
10 E 530 0199 27 5000 450 0000 0000				General Fund/Expenditures/Reserve		109.31	
10 E 530 0199 23 7000 240 0000 0000				General Fund/Expenditures/Reserve		174.87	
			IN013060	Annual support and upgrade for Intouch receipting	2401500014	162.45	
10 E 530 0100 23 7000 240 0000 0000				General Fund/Expenditures/Basic Education		162.45	
189253	JOSTENS	08/12/2016	18909007	Graduation supplies	4501500069	1,096.07	1,096.07
10 E 530 0100 23 5200 450 0000 0000				General Fund/Expenditures/Basic Education		1,096.07	
189254	JR'S HEATING & AIR SERVICES	08/12/2016	BUS GARAGE	New HVAC for Transportation Shop	7401500029	4,529.91	4,529.91
10 E 530 9700 64 9000 074 0000 0000				General Fund/Expenditures/District-Wide Support		4,529.91	
189255	K C D A	08/12/2016	300046998	Order for Linda Barnes	1301500077	147.86	147.86
10 E 530 0112 27 5000 130 0000 0000				General Fund/Expenditures/Specialist		147.86	
189256	LINK, CENTURY	08/12/2016	313804811 7/11/16		0	101.52	101.52
10 E 530 9700 65 7810 110 0000 0000				General Fund/Expenditures/District-Wide Support		101.52	
189257	MARTINEZ, JAIME C	08/12/2016	FUEL FOR VAN		0	20.00	92.00
10 E 530 9900 53 5000 073 0000 0000				General Fund/Expenditures/Pupil Transportation		20.00	
			PORTLAND 2016		0	72.00	



Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 9900 53 8030 073 0000 0000				General Fund/Expenditures/Pupil Transportation		72.00	
189258	MCLEMORE, CINDY M	08/12/2016	MAY & JUNE 2016		0	60.48	60.48
10 E 530 9700 51 8010 073 0000 0000				General Fund/Expenditures/District-Wide Support		60.48	
189259	MOON SECURITY SERVICES INC	08/12/2016	830730	2015/2016 ANNUAL CONTRACT	7201500006	249.06	249.06
10 E 530 9700 64 7910 450 0000 0000				General Fund/Expenditures/District-Wide Support		249.06	
189260	MUNOZ, MERCEDES	08/12/2016	WA KIDS		0	79.92	79.92
10 E 530 0173 31 8030 120 0000 0000				General Fund/Expenditures/WASL Testing Costs		79.92	
189261	NC MACHINERY	08/12/2016	YKCR0048038		0	-214.39	105.71
10 E 530 9900 53 5000 073 0000 0000				General Fund/Expenditures/Pupil Transportation		-214.39	
				YKCS0333910	0	56.23	
10 E 530 9900 53 5000 073 0000 0000				General Fund/Expenditures/Pupil Transportation		56.23	
				YKCS0334473	0	221.92	
10 E 530 9900 53 5000 073 0000 0000				General Fund/Expenditures/Pupil Transportation		221.92	
				YKCS0335151	0	41.95	
10 E 530 9900 53 5000 073 0000 0000				General Fund/Expenditures/Pupil Transportation		41.95	
189262	OFFICE DEPOT INC	08/12/2016	849616049001	CPU STAND FOR BRIAN LAB	7601500186	630.42	908.97
10 E 530 9700 72 5000 076 0000 0000				General Fund/Expenditures/District-Wide Support		630.42	
				849616092001 Craig Printer	7601500188	278.55	
10 E 530 9700 13 5320 072 0000 0000				General Fund/Expenditures/District-Wide Support		278.55	
189263	OLMSTEAD, CLAUDIA A	08/12/2016	COOKIES & WRAPS		0	50.94	50.94
10 E 530 5320 24 5000 060 0000 0000				General Fund/Expenditures/Migrant Ed		50.94	
189264	PROSSER RECORD BULLETIN	08/12/2016	28055	2015-2016 OPEN PO FOR JOB POSTINGS	7201500013	75.26	75.26
10 E 530 9700 14 7050 072 0000 0000				General Fund/Expenditures/District-Wide Support		75.26	
189265	READ SIDE BY SIDE	08/12/2016	1193	Read Side By Side Book Order	1301500066	3,929.30	3,929.30
10 E 530 0100 23 5000 130 0000 0000				General Fund/Expenditures/Basic Education		3,823.21	
10 E 530 0152 31 5000 130 0000 0000				General Fund/Expenditures/Staff Dev Bldg Allocation		106.09	
189266	READING WAREHOUSE.COM	08/12/2016	161788	Books for Late Exit Bilingual Classes	6001500070	759.78	759.78
10 E 530 6500 27 5000 110 0000 0000				General Fund/Expenditures/State Trans Bilingual		379.89	
10 E 530 6500 27 5000 120 0000 0000				General Fund/Expenditures/State Trans Bilingual		379.89	
189267	SABIN, JODI M	08/12/2016	CRAFT STICKS		0	10.32	10.32

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 5320 27 5000 121 0000 0000				General Fund/Expenditures/Migrant Ed		10.32	
189268	SAFEWAY INC	08/12/2016	90001171035		1053	26.56	26.56
10 E 530 9700 12 5000 071 0000 0000				General Fund/Expenditures/District-Wide Support		26.56	
189269	SCHOLASTIC TEACHER RESOURCES	08/12/2016	13371877	Lexile Leveled Books for Shar Henske	1301500069	374.04	374.04
10 E 530 0100 27 5000 130 0000 0000				General Fund/Expenditures/Basic Education		374.04	
189270	SHY'S PIZZA CONNECTION	08/12/2016	103		10096	57.02	140.08
10 E 530 0135 23 5000 482 0000 0000				General Fund/Expenditures/Alt High School		57.02	
			104		10097	57.02	
10 E 530 0135 23 5000 482 0000 0000				General Fund/Expenditures/Alt High School		57.02	
			105		799	26.04	
10 E 530 0100 23 5000 450 0000 0000				General Fund/Expenditures/Basic Education		26.04	
189271	VALLEY SPRAY	08/12/2016	8448		0	271.50	271.50
10 E 530 3160 27 7000 450 0000 0000				General Fund/Expenditures/Agriculture		271.50	
189272	WAL-MART COMMUNITY	08/12/2016	619200643470		0	344.57	717.82
10 E 530 5320 27 5000 121 0000 0000				General Fund/Expenditures/Migrant Ed		344.57	
			619600203317		0	244.32	
10 E 530 6500 27 5000 060 0000 0000				General Fund/Expenditures/State Trans Bilingual		244.32	
			620500474337		1019	128.93	
10 E 530 9700 13 5000 072 0000 0000				General Fund/Expenditures/District-Wide Support		128.93	
189273	WASTE MANAGEMENT OF KENNEWICK	08/12/2016	1701245-1819-3	2015-2016 ANNUAL CONTRACT	7201500007	263.16	263.16
10 E 530 9700 65 7860 110 0000 0000				General Fund/Expenditures/District-Wide Support		263.16	
189274	WRIGHT, GALE M	08/12/2016	SNACKS 7/8/2016		0	28.05	28.05
10 E 530 5320 27 5000 121 0000 0000				General Fund/Expenditures/Migrant Ed		28.05	
189275	WSIPC	08/12/2016	1001500722	WSIPC	7601500192	250.00	250.00
10 E 530 9700 72 5030 076 0000 0000				General Fund/Expenditures/District-Wide Support		250.00	
189276	YAKIMA HERALD-REPUBLIC	08/12/2016	662233	2015-2016 OPEN PO FOR CLASSIFIED AND CERTIFIED POSITIONS	7201500011	372.04	372.04
10 E 530 9700 14 7050 072 0000 0000				General Fund/Expenditures/District-Wide Support		372.04	

42 Computer Check(s) For a Total of 83,034.48

*Pre-Paid*

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 August 9, 2016, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$3,738.96. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS PAYABLE:  
Warrant Numbers 184488 through 184490, totaling \$3,738.96

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

Check Nbr	Vendor Name	Check Date	Check Amount
184488	BRAD HENNING PRODUCTIONS	08/12/2016	1,350.00
184489	SHY'S PIZZA CONNECTION	08/12/2016	38.96
184490	TEARS OF JOY THEATER	08/12/2016	2,350.00

3	Computer	Check(s) For a Total of	3,738.96
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Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
184488	BRAD HENNING PRODUCTIONS	08/12/2016	68		0	1,350.00	1,350.00
40 E 530 1040 05 0000 000 0000 0000				Associated Student Body Fund/Expenditures/GENERAL		1,350.00	
184489	SHY'S PIZZA CONNECTION	08/12/2016	106		7522	38.96	38.96
40 E 530 1040 02 0000 000 0000 0000				Associated Student Body Fund/Expenditures/GENERAL		38.96	
184490	TEARS OF JOY THEATER	08/12/2016	74389		0	900.00	2,350.00
40 E 530 1040 02 0000 000 0000 0000				Associated Student Body Fund/Expenditures/GENERAL		900.00	
			74396		0	750.00	
40 E 530 1040 03 0000 000 0000 0000				Associated Student Body Fund/Expenditures/GENERAL		750.00	
			74397		0	700.00	
40 E 530 1040 01 0000 000 0000 0000				Associated Student Body Fund/Expenditures/GENERAL		700.00	
			3	Computer	Check(s) For a Total of		3,738.96

## **BOARD PACKET**

**TO:** Board of Directors  
**SUBJECT:** Temporary Out of Endorsement Waiver for Whitstran Special Education Teacher  
**AGENDA:** Action  
**DATE:** August 9, 2016  
**PREPARED BY:** *Deanna Flores, Assistant Superintendent*

### **Background:**

The District has hired Mychelle Meckes to teach special education resource room at Whitstran Elementary. After numerous attempts, Principal Shellie Hatch was unable to find a teacher with a special education endorsement and hired Ms. Meckes, with District approval. Mychelle student taught in our District, earning her elementary teaching certification, and taught in a long term substitute assignment at Whitstran the last several months of the school year. Ms. Meckes is currently enrolled in a Masters in Special Education program and will complete that certification in the next 2 years.

The state recognizes that we have a critical shortage of teachers, especially in special education, so our Board can approve a 'Temporary Out of Endorsement Waiver' for Ms. Meckes until she completes 16 semester hours of her special education certification program. We will provide her with close supervision and a mentor to support her work in the special education classroom.

### **Recommendation:**

Approval of the Temporary Out of Endorsement Waiver for Whitstran Special Education Teacher Mychelle Meckes is recommended.

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## **BOARD PACKET**

**TO:** Board of Directors  
**SUBJECT:** Ratification of PEA Contract  
**AGENDA:** Action  
**DATE:** August 9, 2016  
**PREPARED BY:** Dr. Ray Tolcacher, *Superintendent*

### **Background:**

As part of a two year contract with the Prosser Education Association for the 2016-2017 school year, there were two allowable contract openers and a mutual opener for ongoing discussion regarding evaluation issues. To that end, the District completed negotiations with the PEA on July 13, 2016. The amendments to the contract were:

1. Professional Development clarification
2. Allowance for variance of 30 consecutive minutes of plan time
3. Memorandum of Understanding addressing:
  - a. Ongoing collaboration of teacher evaluation process, including administrator and teacher training
  - b. Review of existing student discipline laws related to current and new policy language with PEA input
  - c. Exploration of Positive Behavior Interventions for students including tiered interventions
  - d. Review of Student Study Teams
  - e. Communications process of student information to teachers
  - f. Change in evaluation forms for teachers that are not evaluated on the CEL instructional framework as agreed in prior contract language

### **Recommendation:**

It is recommended the Board of Directors approve the PEA contract, which was ratified on July 13, 2016.

## **BOARD PACKET**

**TO:** Board of Directors  
**SUBJECT:** Amendment to Policy No. 4210: *Regulation of Dangerous Weapons on School Premises*  
**AGENDA:** Discussion  
**DATE:** August 9, 2016  
**PREPARED BY:** Dr. Ray Tolcacher, *Superintendent*

### **Background:**

Second Substitute House Bill 2449, Student Discipline Laws was made effective June 9, 2016. The new laws have significant changes which affect how the school district addresses suspensions, expulsions and excused and unexcused absences. The Administrative team has been working to update the District's current policies regarding student discipline issues. There are two separate policies; Policy 3240: *Student Conduct Expectations and Reasonable Sanctions* and Policy 3241: *Classroom Management, Discipline and Corrective Action*.

As part of the new law, there is new language that addresses dangerous weapons and the consequences regarding acceptable discipline and sanctions. The amendment of the current policy will fit into the new legal requirements and will be the basis for the District updating policies 3240 and 3241 which will be presented to the Board at a subsequent meeting. The purpose of bringing this policy amendment to the Board tonight is for review prior to the First Reading.



# Current Policy

Policy No. 4210  
Community Relations

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## REGULATION OF DANGEROUS WEAPONS ON SCHOOL PREMISES

It is a violation of district policy and state law for any person to carry a firearm or dangerous weapon on school premises, school-provided transportation, or in areas of other facilities being used exclusively for school activities.

The Superintendent is directed to see that all school facilities post "Gun-Free Zone" signs, and that all violations of this policy and RCW 9.41.280 are reported annually to the Superintendent of Public Instruction.

The following persons may carry firearms into school buildings, as necessary, although students engaged in these activities are restricted to the possession of rifles on school premises:

- A. Persons engaged in military, law enforcement or school district security activities;
- B. Persons involved in a school-authorized convention, showing, demonstration, lecture or firearm safety course;
- C. Persons competing in school-authorized firearm or air gun competitions; and,
- D. Any federal, state or local law enforcement officer.

The following persons over eighteen years of age and not enrolled as students may have firearms in their possession on school property outside of school buildings:

- A. Persons with concealed weapons permits issued pursuant to RCW 9.41.070 who are picking up or dropping off students; and,
- B. Persons conducting legitimate business at the school and in lawful possession of a firearm or dangerous weapon if the weapon is secured within an attended vehicle, is unloaded and secured in a vehicle, or is concealed from view in a locked, unattended vehicle.

Persons may bring dangerous weapons, other than firearms, onto school premises if the weapons are lawfully within the person's possession and are to be used in a school-authorized martial arts class.

Persons over eighteen years of age and persons between fourteen and eighteen years of age with written parental or guardian permission may possess personal protection spray devices on school property. No one under eighteen years of age may deliver such devices. No one eighteen years or older may deliver a spray device to anyone under fourteen or to anyone between fourteen and eighteen who does not have parental permission.

Personal protection spray devices may not be used other than in self-defense as defined by state law. Possession, transmission, or use of personal protection spray devices under any other circumstances is a violation of district policy.

School officials will promptly notify the student's parents or guardians and the appropriate law enforcement agency of known or suspected violations of this policy. Students who violate this policy will be subject to discipline, including a one-year expulsion for a violation involving a firearm. However, the Superintendent may modify the one-year expulsion on a case-by-case basis.

Cross References: Board Policy 3240 Student Conduct  
Model Policy 3241 Classroom Management, Corrective Actions  
or Punishment

Legal References: RCW 9.41.280 Dangerous weapons on facilities  
Penalty – Exceptions  
RCW 9.91.160 Personal Protections Spray devices  
9A.16.020 Use of force - when lawful  
RCW 28A.600.420 Firearms on school premises, transportation, or  
facilities - Penalty - Exemptions

Management Resources:

*Policy News*, August 2006 Weapons on School Premises  
*Policy News*, August 1998 State Encourages Modifications of Weapons  
Policy  
*Policy News*, October 1997 Legislature also addresses "look-alike"  
firearms

**Adoption Date: December 16, 2003**  
**Amended Date: February 18, 2014**

# Proposed Amendment

Policy No. 4210  
Community Relations

## Regulation of Dangerous Weapons on School Premises

It is a violation of District policy and state law for any person to carry a firearm or dangerous weapon on school premises, school-provided transportation or areas of other facilities being used exclusively for school activities unless specifically authorized by state law. Carrying a dangerous weapon onto school premises, school-provided transportation, or areas of other facilities being used exclusively for school activities in violation of RCW 9.41.280 is a criminal offense.

The Superintendent is directed to see that all school facilities post “Gun-Free Zone” signs, and that all violations of this policy and RCW 9.41.280 are reported annually to the Superintendent of Public Instruction.

### Dangerous Weapons

The term “dangerous weapons” under state law includes:

Any firearm;

- Any device commonly known as “nun-chu-ka sticks,” consisting of two or more length of wood, metal, plastic, or similar substance connected with wire, rope, or other means;
- Any device, commonly known as “throwing stars,” which are multi-pointed, metal objects designed to embed upon impact from any aspect;
- Any air gun, including any air pistol or air rifle, designed to propel a BB, pellet, or other projectile by the discharge of compressed air, carbon dioxide, or other gas;
- Any portable device manufactured to function as a weapon and which is commonly known as a stun gun, including a projectile stun gun which projects wired probes that are attached to the device that emit an electrical charge designed to administer to a person or an animal an electric shock, charge, or impulse;
- Any device, object, or instrument which is used or intended to be used as a weapon with the intent to injure a person by an electric shock, charge, or impulse;
- The following instruments:
  - Any dirk or dagger;
  - Any knife with a blade longer than three inches;
  - Any knife with a blade which is automatically released by a spring mechanism or other mechanical device;
  - Any knife having a blade which opens, or falls or is ejected into position by the force of gravity, or by outward, downward, or centrifugal thrust or movement;
  - and
  - Any razor with an unguarded blade;
- Any slungshot, sandbag, or sandclub;
- Metal knuckles;
- A slingshot;
- Any metal pipe or bar used or intended to be used as a club;
- Any explosive;
- Any weapon containing poisonous or injurious gas;
- Any implement or instrument which has the capacity to inflict death and from the manner in which it is used, is likely to produce or may easily and readily produce death.

In addition, the District considers the following weapons in violation of this policy:

- Any knife or razor not listed above, except for instruments authorized or provided for specific school activities;
- Any object other than those listed above which is used in a manner to intimidate, threaten, or injure another person and is capable of easily and readily producing such injury.

### **Reporting Dangerous Weapons**

An appropriate school authority will promptly notify the student's parents or guardians and the appropriate law enforcement agency of known or suspected violations of this policy. Students who violate this policy will be subject to discipline. Students who have possessed a firearm on any school premises, school-provided transportation, or school-sponsored activities at any facility shall be expelled for not less than one year pursuant to RCW 28A.600.420. The Superintendent may modify the one-year expulsion for a firearm on a case-by-case basis.

The District may also suspend or expel a student for up to one year if the student acts with malice (as defined under RCW 9A.04.110) and displays a device that appears to be a firearm.

No expulsion under RCW 28A.600.420 prevents the District from continuing to provide educational services in an alternative educational setting in compliance with RCW 28A.600.015. Any alternative setting should be comparable, equitable, and appropriate to the regular education services a student would have received without the exclusionary discipline. Example alternative settings may include one-on-one tutoring and online learning.

### **Exceptions to State Law and this Policy**

The following persons may carry firearms into school buildings, as necessary, although students engaged in these activities are restricted to the possession of rifles on school premises:

- A. Persons engaged in military, law enforcement, or school district security activities;
- B. Persons involved in a school authorized convention, showing, demonstration, lecture or firearm safety course;
- C. Persons competing in school authorized firearm or air gun competitions; and
- D. Any federal, state or local law enforcement officer.

The following persons over eighteen years of age and not enrolled as students may have firearms in their possession on school property outside of school buildings:

- A. Persons with concealed weapons permits issued pursuant to RCW 9.41.070 who are picking up or dropping off students; and
- B. Persons conducting legitimate business at the school and in lawful possession of a firearm or dangerous weapon if the weapon is secured within an attended vehicle, is

unloaded and secured in a vehicle, or is concealed from view in a locked, unattended vehicle.

Persons may bring dangerous weapons, other than firearms, onto school premises if the weapons are lawfully within the person's possession and are to be used in a school-authorized martial arts class.

### **Personal Protection Spray**

Persons over eighteen years of age, and persons between fourteen and eighteen years of age with written parental or guardian permission, may possess personal protection spray devices on school property. No one under eighteen years of age may deliver such devices. No one eighteen years or older may deliver a spray device to anyone under fourteen, or to anyone between fourteen and eighteen who does not have parental permission.

Personal protection spray devices may not be used other than in self-defense as defined by state law. Possession, transmission or use of personal protection spray devices under any other circumstances is a violation of district policy.

- Cross References:       3240 - Student Conduct Expectations and Reasonable Sanctions  
                              3241 - Classroom Management, Discipline and Corrective Action  
                              4260 - Use of School Facilities
- Legal References:       RCW 9A.16.020 Use of force - when lawful  
                              RCW 9.41.250 Dangerous weapons - Penalty  
                              RCW 9.41.280 Dangerous weapons on facilities - Penalty - Exceptions  
                              RCW 9.91.160 Personal protection spray devices  
                              RCW 9.94A.225 Deadly weapon special verdict - definition  
                              RCW 28A.600.420 Firearms on school premises, transportation, or  
                              facilities – Penalty - Exemptions
- Management Resources: 2016 - July Issue  
                              Policy News, August 2006 Weapons on School Premises  
                              Policy News, August 1998 State Encourages Modification of Weapons  
                              Policy  
                              Policy News, October 1997 Legislature also addresses “look-alike”  
                              firearms

**Adoption Date: December 16, 2003**

**Amended Date: February 18, 2014**