



REGULAR BOARD MEETING - REVISED

Keene-Riverview Elementary, MPR, 832 Park Avenue

Tuesday, October 13, 2015 7:00 p.m.

I. 6:00 p.m. - Call to Order

II. 6:00 - 7:00 p.m. - Executive Session - Negotiations Update

III. 7:00 p.m. - Resume Regular Board Meeting

1. Pledge of Allegiance

2. Approval of Agenda

3. Communications

Letter from OSPI Regarding ELA COE Participant (p. 3)

IV. Information Items:

1. After-School District Choir Partnership

2. AVID Conference, October 8, 2015 at Housel Middle School

V. Protocol for Addressing Board:

Welcome to the Board Meeting (p. 4)

VI. Hearing of Visitors:

VII. Reports:

1. Assistant Superintendent's Report

2. Business Manager's Report

Student Enrollment for September 2015 (p. 5)

3. Superintendent's Report

4. Board Members' Reports

5. Student Representatives' Reports

VIII. Consent Items:

1. Certificated Personnel

Cert - October 13, 2015 (p. 9)

2. Classified Personnel - REVISED

Class - October 13, 2015 (p. 10)

3. Approval of Minutes

Regular Board Meeting - September 15, 2015 (p. 11)

Special Board Meeting - September 17, 2015 (p. 19)

Special Board Meeting - September 28, 2015 (p. 21)

4. Contracts and Personal Service Agreements

Contracts and PSAs (p. 23)

5. Volunteer Coaches

Volunteer Coaches (p. 24)

IX. Old Business:

1. Community Forums

2. Honors English Class at PHS

X. Action Items: REVISED

1. Vouchers

October 13, 2105 (p. 25)

2. Food Service Agreement with Prosser EPIC

Agreement with EPIC (p. 40)

3. Donation from Shopko

Shopko Donation (p. 45)

4. Agreement with ESD 105 for Vision Services - REVISED

ESD 105 Agreement (p. 48)

XI. Discussion Items:

1. WSSDA Annual Conference, November 19-22, 2015, Bellevue, WA

XII. Adjournment

Future Meetings:

Regular Board Meeting, October 20, 2015, Keene-Riverview Elementary MPR, 7:00 p.m.

Regular Board Meeting, November 3, 2015, Keene-Riverview Elementary MPR, 7:00 p.m.



SUPERINTENDENT OF PUBLIC INSTRUCTION

Randy I. Dorn Old Capitol Building · PO BOX 47200 · Olympia, WA 98504-7200 · <http://www.k12.wa.us>

September 30, 2015

Dr. Ray Tolcacher, Superintendent
Prosser School District
1126 Meade Ave. Ste. A
Prosser, WA 99350

Dear Superintendent Tolcacher:

On behalf of the Office of Superintendent of Public Instruction, we want to recognize the contributions made by one of your district's staff members to the English Language Arts Collection of Evidence (ELA COE).

Desiree Mains participated in ELA COE Content Review on September 24-25, 2015 in Tumwater. As a member of this development committee, Desiree worked with other teachers to provide direction on the ELA COE performance-based assessment. These teacher-developed assessment materials align to our Washington State Learning Standards in reading, writing, and research as well as to the Smarter Balanced Assessment Claims. In the course of our work together, Desiree developed an in-depth knowledge of these standards and claims. Desiree also participated with other group members from around the state in bringing their expertise and knowledge to the development process. The ELA COE assessment materials are scheduled for a fall 2015 release. The first ELA COEs can be submitted in its first scoring round in summer 2016.

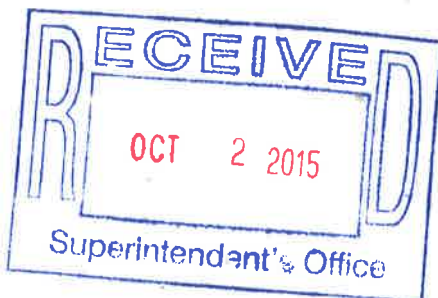
The integrity and validity of the test development process depends on teacher participation. Teachers provide the hands-on knowledge of what students know and what they can do. It is OSPI's goal to enable teachers to make knowledgeable decisions about their students' achievement and help guide their instructional practices after they leave the committee.

We thank you for the support you provide the members of your educational community to participate in this and other committees. We would like to encourage further support in providing opportunities for Desiree to share the knowledge gained from this assessment development experience with other educators in your community.

Sincerely,

Lesley Klenk
ELA COE Assessment Specialist
Office of Superintendent of Public Instruction

cc: Kevin Lusk, Desiree Mains



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; Bruce Matsumura, Peggy Douglas and Andy Howe, WIAA representative. Student representatives: Tye Taylor, Taylor Beightol, Zebbie Castilleja & Juan Guerra

About Board Meetings

Business meetings are held twice each month, usually on the 1st and 3rd 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

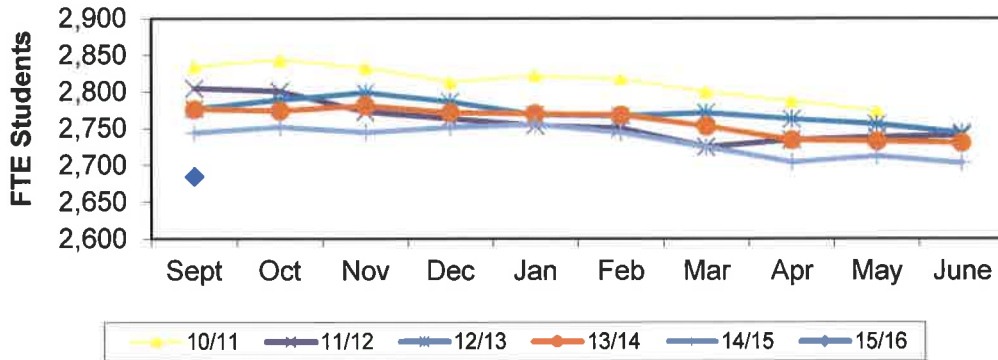
School board members attend meetings, keep communications open with other members of the community and represent the needs of the district before local, state and national representatives. They make critical decisions that have a direct impact on what children learn and how they learn it. However, a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

Student Enrollment for September 2015

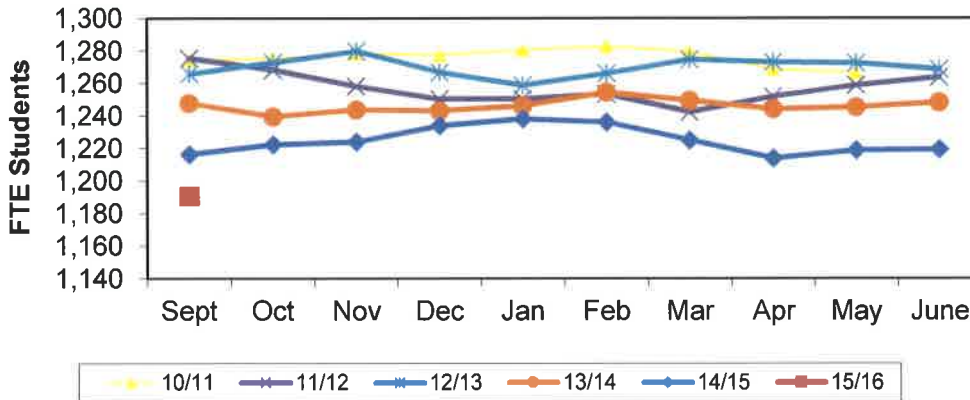


Monthly Enrollment from 10/11 to 15/16



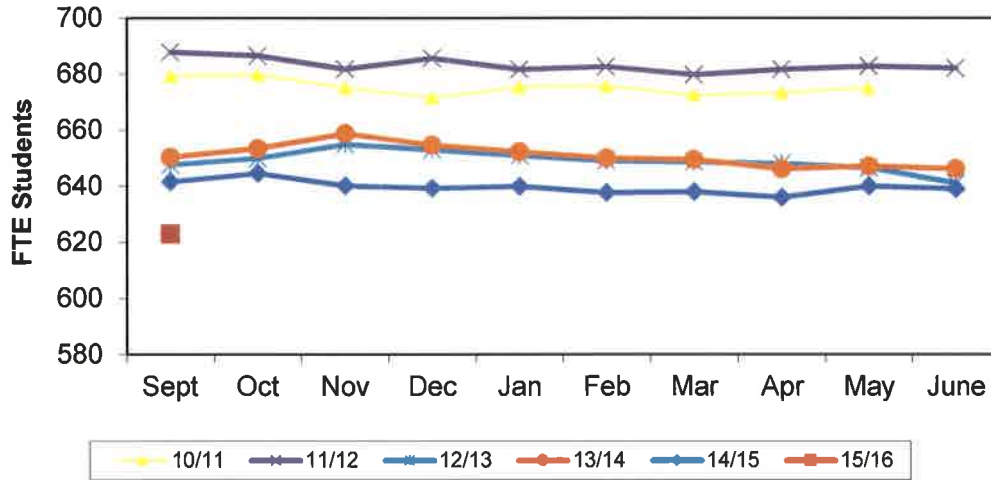
	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Average
10/11	2,835	2,844	2,833	2,814	2,822	2,817	2,800	2,788	2,774		2,811
11/12	2,805	2,801	2,773	2,764	2,755	2,750	2,725	2,735	2,739	2,741	2,759
12/13	2,777	2,790	2,799	2,787	2,769	2,767	2,772	2,763	2,756	2,744	2,772
13/14	2,777	2,774	2,782	2,772	2,771	2,769	2,753	2,735	2,733	2,731	2,760
14/15	2,745	2,752	2,745	2,752	2,756	2,745	2,725	2,705	2,713	2,703	2,734
15/16	2,685										2,685
15/16 Bud											2,675
(Under) Over											10

Elementary Enrollment from 10/11 to 15/16



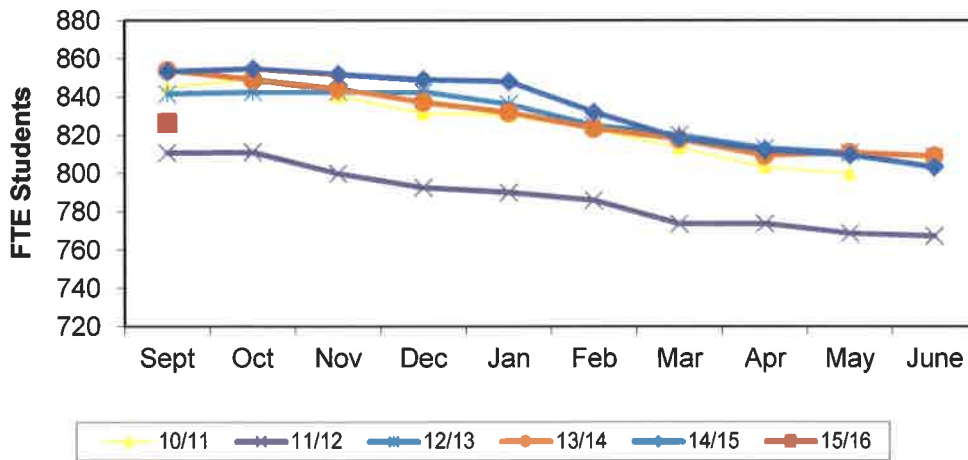
	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Average
10/11	1,275	1,276	1,279	1,278	1,281	1,283	1,280	1,269	1,267		1,276
11/12	1,276	1,268	1,258	1,250	1,250	1,253	1,242	1,252	1,259	1,264	1,257
12/13	1,266	1,273	1,280	1,267	1,259	1,266	1,275	1,273	1,273	1,269	1,270
13/14	1,248	1,240	1,244	1,243	1,246	1,254	1,249	1,244	1,245	1,248	1,246
14/15	1,217	1,223	1,224	1,234	1,238	1,236	1,225	1,214	1,219	1,219	1,225
15/16	1,191										1,191
15/16 Bud											1,198
(Under) Over											-7

HMS Enrollment from 10/11 to 15/16



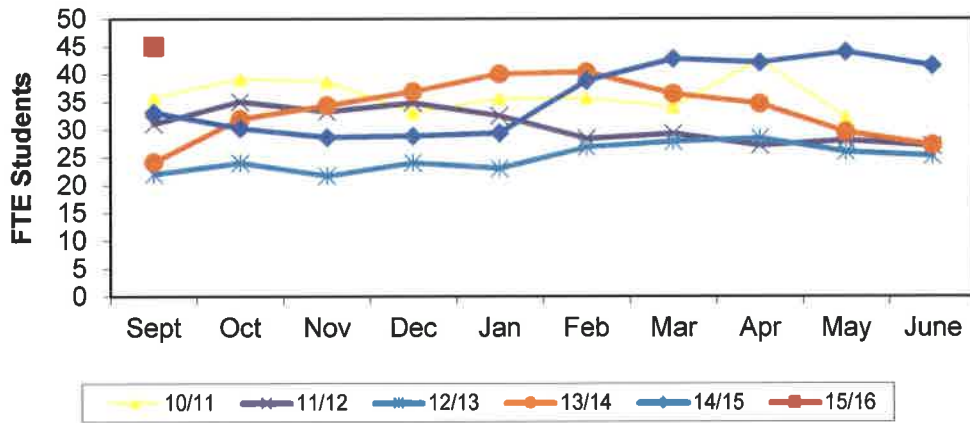
	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Average
10/11	679	680	675	671	675	676	673	673	675		675
11/12	688	687	682	686	682	683	680	682	683	682	683
12/13	648	650	655	653	651	649	649	648	647	641	649
13/14	651	654	659	655	652	650	649	646	647	646	651
14/15	642	645	640	639	640	638	638	636	640	639	640
15/16	623										623
15/16 Bud											627
(Under) Over											-4

PHS Enrollment from 10/11 to 15/16



	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Average
10/11	845	849	841	832	830	823	814	803	800		824
11/12	811	811	800	793	790	786	774	774	769	767	787
12/13	842	843	843	843	836	825	820	813	811	809	829
13/14	854	849	844	837	832	824	818	809	811	809	829
14/15	853	855	852	849	848	832	819	812	810	803	833
15/16	826										826
15/16 Bud											815
(Under) Over											11

Prosser Falls Enrollment from 10/11 to 15/16



	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Average
10/11	36	39	39	33	36	36	34	43	32		36
11/12	31	35	33	35	33	28	29	27	28	27	31
12/13	22	24	22	24	23	27	28	28	26	25	25
13/14	24	32	34	37	40	40	37	35	30	27	34
14/15	33	30	29	29	29	39	43	42	44	42	36
15/16	45										45
15/16 Bud											35
(Under) Over											10

* not including 0 students in the after school credit retrieval program

BOARD PACKET

TO: Board of Directors
SUBJECT: **Certificated Personnel**
AGENDA: **Consent**
DATE: October 13, 2015
PREPARED BY: Dr. Ray Tolcacher, *Superintendent*

Certificated Employees

Kevin Cole has been recommended as the head girls' golf coach at Prosser High School.

BOARD PACKET

TO: Board of Directors
SUBJECT: Classified Personnel - **REVISED**
AGENDA: E-2 Consent
DATE: October 13, 2015
PREPARED BY: Craig Reynolds, *Business Manager*

CLASSIFIED EMPLOYEES

Morgan Meadows has been hired as an assistant softball coach at Prosser High School.

Bev Steinbock has been hired as an am crossing guard at Housel Middle School.

John Bell has resigned as the head girls golf coach at Prosser High School.

Rachel Jackson has resigned as the assistant softball coach at Prosser High School.

Melinda Bayer has resigned as a bus driver for the Prosser School District.

Gordon Holmes has resigned as a bus driver for the Prosser School District.

Sandra Valencia has been hired as an office assistant at Prosser Heights Elementary School. Her duties will begin on October 20, 2015.

Sarah Heintz has resigned her position as a lunch duty at Housel Middle School.

Board Meeting September 15, 2015

An Executive Session of the Prosser School District Board of Directors was called to order at 6:04 p.m. at Keene-Riverview Elementary MPR by Bill Jenkin, President. Other board members present included Dr. Warren Barmore, Bruce Matsumura, Peggy Douglas and Andy Howe. Also present was Dr. Ray Tolcacher, Superintendent. The purpose of the Executive Session was to review the performance of a public employee. RCW 42.30.110 (1) (g). The Executive Session was expected to last one hour.

The Executive Session was adjourned at 6:55 p.m.

The regular meeting of the Board of Directors of the Prosser School District was called to order at 7:02 p.m. by Bill Jenkin, President. Board members present included Dr. Warren Barmore, Bruce Matsumura, Peggy Douglas and Andy Howe. Student representatives Tye Taylor, Juan Guerra and Zebbie Castilleja were also in attendance. Also present were Dr. Ray Tolcacher, Superintendent; Craig Reynolds, Business Manager; Deanna Flores, Assistant Superintendent; Julie Hyatt, Secretary; and an audience representing school staff, media and community members. Student representative Taylor Beightol was excused from the meeting.

APPROVAL OF AGENDA:

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

Motion by Dr. Warren Barmore, seconded by Peggy Douglas and motion carried to move the Discussion Item, Honors English at PHS up on the agenda to immediately after Hearing of Visitors.

COMMUNICATIONS

None

RECOGNITION

Joslyn Felicijan, a senior at Prosser High School attended Girls State in June at Central Washington University. After three days of speeches and open forum questions, she was elected to be an American Legion Auxiliary US Senator, representing Washington State at Girls Nation in Washington DC in July. Joslyn was elected as one of two senators, out of over 400 attendees at the state convention.

Dr. Tolcacher said that as a result of her accomplishments, Joslyn had the honor of meeting President Obama while in the White House and represented Washington State and the community of Prosser to the world. The District is very proud of Joslyn's accomplishments.

Joslyn received a certificate of achievement and a congratulatory handshake from each board member. Members of the Prosser American Legion post were also in attendance and encouraged other teens to become involved in the competitions this organization offers.

Ms. Felicijan presented Dr. Tolcacher with a framed picture of her shaking President Obama's hand, which will be proudly displayed in the District Office.

INFORMATION ITEMS:

Board Meeting September 15, 2015

None

PROTOCOL FOR ADDRESSING BOARD:

Dr. Tolcacher read the protocol for addressing the board.

HEARING OF VISITORS:

Fred Bray – PEA President, spoke on behalf of the teachers of Prosser. He reported the teachers unanimously ratified the tentative agreement which was just completed in negotiations. He said the teachers are pleased with the new contract as it makes Prosser more competitive with neighboring districts. Mr. Bray also reminded the District that the other unions which are preparing to negotiate also stuck by the district during lean times. He hopes the District stands by them now.

Mr. Bray also asked the board at the upcoming self-evaluation to consider curriculum throughout the district. The union feels it is time to re-establish an active curriculum committee, build a current cycle for replacement and begin the purchase of curriculum at all grade levels. Much of the current curriculum was adopted twelve or more years ago. Mr. Bray also urged the board to consider adopting curriculum that does not require multiple days of sessions with consultants, as that is not the best use of District funds. He wants the board to remember to consider the practitioners who use the curriculum on a daily basis.

The rest of the patrons who had signed up to speak under Hearing of Visitors will speak after Kevin Lusk reports on the Discussion Item: Honors English Class at PHS.

DISCUSSION ITEM:

Honors English Class at PHS

Mr. Lusk said he enjoyed having conversations recently with several of the parents who are in attendance tonight. He then provided an overview of the process for how decisions were made to offer particular classes for this school year, to meet the Common Core Standards, specifically an Honors English class for incoming freshmen. At first, a decision was made to offer an Honors English in June, but by the end of August, it was determined a class could not be offered.

Mr. Lusk also reported that after talking to some local colleges, he can assure parents that Freshmen Honors English is not a factor in determining admission to college. He also said there is still a pathway to AP courses available to students.

Kevin also said that a level of study, level of performance and maybe a project of students in English 1 might provide the necessary evidence of noting an Honors English designation on current freshmen transcripts. This is a possibility. He also relayed some of the concerns the parents and students had about not offering an Honors English course, such as not having a higher level of discourse and interaction which an honors class provides.

Kevin then answered questions from the school board on this topic.

Each board member asked questions and expressed their opinion on this topic, including the possibility of offering Honors English next semester.

Board Meeting September 15, 2015

Kevin said the decision to not offer Honors English was due to the need to align curriculum to Common Core.

Nanette Stark, a counselor at the high school added that seventy-two students applied for freshman Honors English, but one class can only hold twenty-eight students. Ms. Stark went on to say that if we can provide an Honors designation, the students can earn that by the work they have completed at the high school, not in middle school, which is a much more legitimate way to earn it. Ms. Stark also said that logistically it would be very difficult to offer an Honors English class next semester.

Dr. Tolcacher suggested that parents, along with staff, be included in looking at the rigor and curriculum of an “Honors designation”.

Tye Taylor likes the idea of an Honors designation being made available to all freshmen.

Andy Howe said he would hate to see the course go away, for this provides kids with the ability to strive to achieve a goal.

Zebbie Castilleja stated that he did not work hard enough to be in Honors English as an 8th grader. He did achieve that goal as a sophomore. He doesn't think the curriculum in the English 1 class is challenging enough for higher achieving students.

Parent **Mikki Symonds** was very heartened by the board's comments tonight on Honors English. She is also grateful there was an agreement reached with the teachers' union. Mikki is very concerned about Honors English being cut. She is concerned about this being a “slide into mediocrity”. She thinks it is a failure to serve the town and it shows a lack of vision. She definitely wants the class reinstated next year. She still doesn't feel as if she has heard an adequate explanation as to why the class was cut. Ms. Symonds then read RCW 28A.185 which states that school districts are required to offer highly capable programs. She would like a copy of the required report each district must send to OSPI on their highly capable programs. She said she is speaking for many other community members about her concerns.

Student **Walker Orr** said that he really benefitted from the Honors English program. When he wasn't challenged enough, he found other ways to occupy himself. He also thinks board meetings would be improved and have more involvement if there was more dialogue offered at the meetings.

Parent **Rachel Ashton** thinks the Honors English issue is much bigger than this particular problem. Ms. Ashton said there is a problem in the district, in more than English, as she doesn't think there is enough attention given to these kids who work hard, and who need greater academic challenges. She said it isn't personal, but it leaves parents wondering what to do. Some parents are asking if it is time to do something different, since there are not enough challenges. Many parents homeschool because of this. It's hard to say that Prosser has great schools as she thinks great schools challenge their students. There isn't enough attention focused on the highly capable students. She also said the “word on the street” is that Prosser doesn't offer enough challenges for highly capable students. Ms. Ashton also said it is impossible to meet the needs of highly capable students in a classroom filled with lower achieving students.

Board Meeting September 15, 2015

Dr. Tolcacher said we need to look at the rigor of the curriculum and get some parents involved in this decision. He thinks we need to try to figure out a way to have the rigor for these highly capable students.

Assistant Superintendent's Report

Deanna Flores reported that she got her grants submitted on time. Work is continuing with ELA (English language arts) work in grades K-12. Ms. Flores said she will not be at the first October meeting, as she'll be at an AVID training. She also reported that a cadre of science teachers will be attending a training soon. Assessment scores will also be out soon.

Business Manager's Report

- July 2015 Financial Reports

Superintendent's Report

Dr. Tolcacher reported that the SRO (school resource officer), we have working per our agreement with the City of Prosser started the first day of school. It is Officer Mark Cole.

Dr. Tolcacher also mentioned two upcoming opportunities for the board: October 24, there will be a meeting with counselors, psychologists and interventionists regarding student depression and self-harm. Also, next Monday, from 8:00-4:30, at Benton PUD, there will be an all-day training for staff members on student substance abuse, suicide and depression.

Board Members' Reports

Peggy Douglas attended the North Franklin Junior Fair. She mentioned that Emily Green represented all of Prosser FFA as well as Prosser High School and did a great job.

Student Representatives' Reports

Zebbie Castilleja reporting on behalf of Taylor Beightol said that Taylor was not at the board meeting as she is at a volleyball game. She has already been given her first Unleashed assignment, a feature on the last Unleashed correspondent from Prosser. Taylor is also selling tickets on behalf of the National Honor Society for the Balloon Rally breakfast for \$5.00.

Zebbie Castilleja reported that the CIA (Community, Involvement Action) Coalition recently received a \$625,000 grant. This grant will be disbursed over five years.

Zebbie mentioned the mental health first aid training this Monday. The next CIA general meeting will be held at Bethel Church at 8:15 a.m. on Thursday.

Six students from PHS attended a sportsmanship forum in Othello. This forum involved learning about displaying good sportsmanship during sporting events.

Tye Taylor reported that last Friday, there was a fantastic guest speaker at PHS; Stu Cabe. His presentation was on how to treat others respectfully. Mr. Cabe made a comment that PHS is a very respectful place and he would send his own child to our high school.

Tye said that he and Zebbie had handed out CIA surveys at Open House, as Zebbie handed the same surveys out to the board members.

Board Meeting September 15, 2015

Tye also reported that he had met some of the new staff at PHS and they are very excited to be teaching in Prosser.

Juan Guerra reported on Gear Up, which is an enrichment program for 10th and 11th graders. They had their first field trip of the year last Friday. Thirty-four students went to the University of Washington for a one-day trip. The students listened to guest speakers and toured the campus. Juan said this was a great experience for these students.

Gear Up has also started their tutoring program in the library. Six tutors have been hired, three of them PHS seniors.

Applications will soon be taken for the next Gear Up field trip – the CASHE (Children of Aztlan Sharing Higher Education) convention. This event will be held at Central Washington University.

A Booster Club meeting is being held at 7:00 p.m. tonight for band and choir parents. They will discuss a possible trip to Disney.

CONSENT ITEMS:

Motion by Andy Howe, seconded Bruce Matsumura and motion carried to approve the Consent Agenda with consensus to pull the Tears of Joy productions from the agenda until we know the content of the play.

Certificated Personnel

Kathy Weber submitted a letter of resignation from her position as the 8th grade volleyball coach.

Anita Quinn submitted a letter of resignation from her position as the Pep Club Advisor at Prosser High School.

Bethany Riddle was recommended as an assistant volleyball coach at Housel Middle School.

Jessica Huntington was recommended as the 8th grade head volleyball coach at Housel Middle School.

Classified Personnel

Erika Rivera resigned her position as a bilingual paraeducator at Whitstran Elementary School.

Esmeralda Lemos resigned her position as an office assistant at Prosser Heights Elementary.

Connie Taylor was hired as the cook at Housel Middle School.

Melinda White was hired as the Assessment/Program Records Technician.

Approval of Minutes

Minutes from the September 1, 2015 regular board meeting were presented.

Board Meeting September 15, 2015

Contracts and Personal Service Agreements

1. 2015/2016 Larry Gregory Service Agreement:

Larry is the Hearing Officer for the Prosser School District. The service fee is \$225 per hearing plus mileage with funding provided through the General Fund. This agreement is for the 2015/2016 school year.

2. 2015/2016 Diana Larson Consultant Service Agreement:

In order to maintain district compliance with State and Federal guidelines, Special Services is asking to renew a previous contract with Diana Larson. Diana will provide supervision of SLPA (speech and language pathologist assistant) and SLP (speech and language pathologist) services, IEP writing and assessment. She will provide services at Housel Middle School and Prosser High School. She will work 2-3 days a week at a rate of \$70 per hour with funding provided through the Special Ed budget.

3. 2015/2016 Lourdes Health Network Professional Service Agreement:

Lourdes will provide education and therapy programs for students placed in the Children's Day Program of Lourdes Counseling Center. The rate is \$46 per hour for each student enrolled in the program each month.

Volunteer Coaches

None

OLD BUSINESS:

None

ACTION ITEMS:

Contract Ratification with the Prosser Education Association (PEA)

On September 4, 2015 the District and PEA completed negotiations with a tentative agreement. The District was notified on September 7 that the PEA members ratified the contract. Some of the main provisions that have been agreed to are listed below:

1. The teacher evaluation system was modified and moved from a Memorandum of Understanding into contract language.
2. 2015-16 Wednesday Calendar and 2016-17 Student Calendar with school starting on August 30, 2016. In future years, school will always begin the week prior to Labor Day.
3. Longevity pay increase for members with 23 or more years of experience in the Prosser School District.
4. Additional paid days above the 180 day contract, which include Optional, Professional Development, Mandatory, and Time, Responsibility and Incentive (TRI)
 - 2014-15 total extra paid days = 9 days
 - 2015-16 total extra paid days = 14 days
 - 2016-17 total extra paid days = 16 days
5. PEA members will be allowed to cash out up to three unused personal days at \$200 per day.

Board Meeting September 15, 2015

6. Contribution of an additional \$25 per employee per month in insurance benefits for 2015-16, plus an additional \$10 for 2016-17.
7. Staff developments funds increased from \$300 to \$350 per employee per year.
8. Increase of elementary planning time from 165 to 180 minutes in 2015-16 and further increased to 200 minutes per week in 2016-17.
9. The contract is for two years and will end on August 31, 2017.

Motion by Warren Barmore, seconded by Peggy Douglas and motion carried to ratify the two (2) year collective bargaining agreement between the Prosser School District and the Prosser Education Association. Bruce Matsumura abstained.

Purchase of New School Buses

The District is in need of continuing to upgrade our transportation fleet. The purchase of three new school buses was included in the 2015-16 Transportation Vehicle Fund budget.

The first two will be a 2016 Blue Bird Front Engine Transit 78 passenger school bus. The price of this school bus is \$117,973.48 including sales tax. The third bus will be a 2016 Micro Bird, 12 + 2 passenger wheel chair lift bus. The price of this bus is \$73,637.74 including sales tax. This bus will be used to transport special needs students.

These buses were selected by using the state quote specifications, so no formal bid process was needed.

Motion by Andy Howe, seconded by Bruce Matsumura and motion carried to approve the purchase of three buses as described above, out of the Transportation Vehicle Fund.

Resolution No. 08-15: OSPI Emergency Response Grant Acceptance as Complete

Craig Reynolds reported that the Prosser School District applied for and received \$56,295 in grant funding from the Office of the Superintendent of Public Instruction (OSPI) for emergency response. The district used this funding to upgrade the existing phone system and to implement the Rapid Responder Alert System Module. This upgrade provides location accuracy when dialing 911 and allows instant access to building floor plans maintained in Rapid Responder so that first responders can go to the specific location of the problem.

The projects have now been completed, and OSPI requires a board resolution that states the emergency response systems are installed at the intended school sites, are functioning as expected, and will be maintained in working order.

Motion by Peggy Douglas, seconded by Andy and motion carried to approve Resolution 08-15: OSPI Emergency Response Grant Acceptance as Complete.

ROLL CALL: Warren Barmore, Aye; Andy Howe, Aye; Bill Jenkin, Aye; Peggy Douglas, Aye; Bruce Matsumura, Aye.

“Unleashed” Cooperative Agreement

Board Meeting September 15, 2015

Dr. Tolcacher reported that the 2015-16 budget included \$1,000 for a Prosser High School student to become a member of the Yakima Herald-Republic's "Unleashed" program. By signing an agreement with Educational Service District (ESD) 105, the district will become a full member of the "Unleashed" Cooperative. The agreement will be effective for the 2015-16 school year.

Meetings for student members are planned to occur twice a month during the school year and once a month during the summer. Training sessions and related learning experiences will be on journalism, communications and media ethics.

Motion by Warren Barmore, seconded by Bruce Matsumura and motion carried to approve the agreement with ESD 105 to become a member of the Unleashed Cooperative.

DISCUSSION ITEM:

Meal Service for EPIC Headstart

Dr. Tolcacher explained that EPIC has requested our food service department to provide 20-22 breakfasts and lunches daily to this agency. There will be no financial impact to our school district, as our costs will be reimbursed. If the board approves the meal service, we will bring an agreement back to the next board meeting.

Bruce Matsumura asked if the district will have any liability with providing these meals. Dr. Tolcacher said he will get an answer for that by the next board meeting.

After discussion, it was agreed that the Special Board meeting to approve accounts payable vouchers and payroll will be on Monday, September 28, 2015 at 12:00 p.m.

ADJOURNMENT:

The board meeting was adjourned at 8:39 p.m.

FUTURE MEETINGS:

Board Self-Evaluation, September 17, 2015, Staff Development Office, 5:30 p.m.

Special Board Meeting, September 28, 2015, District Office, 12:00 p.m.

Regular Board Meeting, October 6, 2015, Keene-Riverview Elementary, 7:00 p.m.

Clerk to the Board

Board Vice-President

Secretary to the Clerk of the Board

Board Meeting September 17, 2015

A Special Meeting of the Board of Directors of the Prosser School District was called to order at 5:38 p.m. by Bill Jenkin, President. Board members present included Dr. Warren Barmore, Bruce Matsumura, Peggy Douglas and Andy Howe. Also present were Dr. Ray Tolcacher, Superintendent and Julie Hyatt, Secretary. The Special Board Meeting was held at the staff development office, 1500 Grant Avenue.

APPROVAL OF AGENDA:

Motion by Peggy Douglas, seconded by Warren Barmore and motion carried to approve the agenda.

Board of Directors Self-Evaluation

Bill Jenkin suggested the board members review the packet regarding the items they would be discussing tonight. Discussion ensued about each item, with the board members providing input on how they felt the board had addressed the issues. They discussed ways they may have addressed issues in a more effective way, as well as determining they had dealt effectively with other issues. There were also suggestions made to improve the Board's function. The following items were discussed:

- 1) Change in starting date for school for the 2015/2016 school year
- 2) Selection of architect and Study and Survey Taskforce
- 3) Adoption of 2015/15 school year budget (*suggestions: more departmental descriptions, have Craig spend time with individual board members to help them understand the budget, more information on AVID, hard copies at budget presentations*)
- 4) Selection of replacement for Gayle Wheeler
- 5) Teacher negotiations and possible strike
- 6) Non-resident appeals will be discussed later, but it was agreed the board has been consistent on this issue.
- 7) Mitigation with Catholic Charities – The board felt this decision was handled by the district's counsel and the Superintendent.
- 8) Donation of \$14,000 marijuana contribution
- 9) Personnel issues
- 10) Release from employment for 2015/16
- 11) Superintendent evaluation (*suggestions: ways to revise the evaluation for the next time, review other superintendent evaluations to prepare for the time when a new superintendent is hired in the future, make notes as the year goes by, to use as reference when the time comes for the Superintendent's evaluation, provide superintendent job description to the board*).
- 12) Large donation to PSD for scholarships and management
- 13) Dealing with differences of opinion within the board on topics
- 14) Selection of student board representatives
- 15) Openness to community concerns – Community Forums/board representatives at each school – (*It was agreed to place Community Forums on a board agenda as a Discussion item so the specifics can be determined. It was suggested to have a study session with the district's counsel and WSSDA to make sure the proper protocols are put in place. President Jenkin appointed Peggy Douglas and Bruce Matsumura to work with Dr. Tolcacher on some of the preliminary work*).
Board representatives at each school:

Board Meeting September 17, 2015

Peggy Douglas - PHS
Bill Jenkin - KRV and WS
Warren Barmore - HMS
Bruce Matsumura - Falls
Andy Howe - PHE

16) 9th Grade Honors English – (*Dr. Tolcacher is working on this issue*).

ADJOURNMENT:

The board meeting was adjourned at 7:40 p.m.

FUTURE MEETINGS:

Special Board Meeting to Approve Accounts Payable and Vouchers, September 28, 2015,
District Office, 12:00 p.m.

Regular Board Meeting, October 6, 2015, Keene-Riverview Elementary, 7:00 p.m.

Clerk to the Board

Board Vice-President

Secretary to the Clerk of the Board

Board Meeting September 28, 2015

A Special Meeting of the Board of Directors of the Prosser School District was called to order at 12:00 p.m. by Bill Jenkin, President. Board members present included Dr. Warren Barmore and Peggy Douglas. Also present were Dr. Ray Tolcacher, Superintendent; Craig Reynolds, Business Manager and Julie Hyatt, Secretary. The Special Board Meeting was held at the District Administration Office, 1126 Meade Avenue, Suite A. The purpose of the meeting was to approve two personal service agreements and accounts payable vouchers and payroll.

APPROVAL OF AGENDA:

Motion by Warren Barmore, seconded by Peggy Douglas and motion carried to approve the agenda.

CONSENT ITEMS:

Personal Service Agreements:

1. Tears of Joy Service Agreement - Keene-Riverview Elementary:

Tears of Joy will perform a double performance of "When Animals Were People" on October 1, 2015. The cost of this double performance is \$800. Funding will be provided through the ASB budget.

2. Tears of Joy Service Agreement - Whitstran Elementary:

Tears of Joy will perform "When Animals Were People" on October 20, 2015. The cost of this performance is \$700. Funding will be provided through the ASB Budget.

Motion by Peggy Douglas, seconded by Warren Barmore and motion carried to approve the Personal Service Agreements.

ACTION ITEM:

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 \$2,449,862.83 are also approved.

General Fund Voucher numbers 186708 through 186846 totaling \$335,099.79

General Fund Voucher numbers 186847 through 186979 totaling \$413,537.83

Associated Student Body Fund Voucher numbers 6002 through 6045 totaling \$37,355.59

Payroll warrant numbers 213236 through 213326 totaling \$2,449,862.83."

Motion by Warren Barmore, seconded by Peggy Douglas and motion carried to approve the accounts payable vouchers and payroll.

Discussion ensued about the AVID program and how curriculum is funded, with Deanna Flores answering the board members' questions. Ms. Flores was invited into the board meeting to address these questions, as she happened to be in the District Office.

ADJOURNMENT:

The board meeting was adjourned at 12:14 p.m.

Board Meeting September 28, 2015

FUTURE MEETINGS:

Regular Board Meeting, October 6, 2015, Keene-Riverview MPR, 7:00 p.m.

Regular Board Meeting, October 20, 2015, Keene-Riverview Elementary, 7:00 p.m.

Clerk to the Board

Board President

Secretary to the Clerk of the Board

**Prosser School District No. 116
Contracts and Personal Service Agreements
Consent Agenda
October 13, 2015**

CONTRACTS/AGREEMENTS:

1. 2015/2016 PayneWest Insurance Agreement:

Kevin Veleke, PayneWest insurance broker, will provide risk management and consultation services on insurance issues that may come up during the school year. The contract period is from September 1, 2015 to August 31, 2016. The fee for this service is \$5,000 with funding provided through the General Fund budget.

2. 2015/2016 Cormac Thompson, Get a Point Across Agreement:

Cormac will provide communication services for the District for the 2015/2016 school year. The fee is \$5,000 with funding provided through the General Fund budget.

3. 2015/2016 Language Acquisition Cooperative Agreement with ESD 105:

With this agreement, Educational Service District 105 will continue to provide to participating school districts, access to a wide range of services, including: instructional support for developing certified Project GLAD (Guided Language Acquisition Design) trainers; collaboration with district instructional leaders to design and implement professional development and follow-up coaching that aligns with district initiatives. It also reinforces established priorities and provides access to electronic resources and materials that are aligned to Common Core State Standards Washington State Standards, Next Generation Science Standards and the new English Language proficiency Standards. Funding is provided through the Title III budget.

4. Addendum to 2015/2016 ESD 123 Special Education Services Agreement:

Due to the need for additional occupational therapy services, we are contracting with ESD 123. These services are for 108 days at \$585.00 per day for a total of \$63,180, with funding provided through the Special Education budget.

PERSONAL SERVICE AGREEMENT:

1. Riverside DJs Service Agreement:

Riverside DJs will be providing music for the PHS Homecoming Dance. The dance will be on October 24, 2015. The fee for this service is \$850 with funding provided through the PHS ASB budget.

RECOMMENDATION:

It is recommended that the Board of Directors approve the above Contracts and Personal Service Agreement.

BOARD PACKET

TO: Board of Directors
SUBJECT: **Volunteer Coaches**
AGENDA: **Consent**
DATE: October 13, 2015
PREPARED BY: Dr. Ray Tolcacher, *Superintendent*

VOLUNTEER COACHES

Millea DeAngelo has completed the paperwork to be a swim team volunteer.

Accruals

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

As of October ¹³ 2015, the board, by a _____ vote, approves payments, totaling \$4,543.55. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS PAYABLE:
Warrant Numbers 186980 through 186984, totaling \$4,543.55

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

Check Nbr	Vendor Name	Check Date	Check Amount
186980	DELVIE'S PLASTICS INC	10/09/2015	1,172.99
186981	K C D A	10/09/2015	73.71
186982	NATIONAL GEOGRAPHIC LEARNING	10/09/2015	225.00
186983	WSU CROP AND SOIL SCIENCES	10/09/2015	1,000.00
186984	YELLOW ROSE NURSERY	10/09/2015	2,071.85
5	Computer	Check(s) For a Total of	4,543.55

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described on voucher numbers 186980 through 186984 are just, due and unpaid obligations against the school district and that I am authorized to authenticate and certify to said claim."

Business Manager Date

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
186980	DELVIE'S PLASTICS INC	10/09/2015	71154	Plastics for Laser Engraver - CADD	4561400053	1,172.99	1,172.99
10 E 530 3167 27 5000 450 0000 0000				General Fund/Expenditures/Technology Education		1,273.87	
10 L 601 0000 00 0000 000 0000 0000				General Fund/Accounts Payable		-100.88	
186981	K C D A	10/09/2015	3956716	Parachute for Bob Alter	1301400055	73.71	73.71
10 E 530 0100 27 5000 130 0000 0000				General Fund/Expenditures/Basic Education		73.71	
186982	NATIONAL GEOGRAPHIC LEARNING	10/09/2015	010611101400044	Explorer Magazine	1101400044	225.00	225.00
10 E 530 0118 27 5000 110 0000 0000				General Fund/Expenditures/4th Grade		225.00	
186983	WSU CROP AND SOIL SCIENCES	10/09/2015	15468	Summer Briggs and Stratton Inservice	4561400046	1,000.00	1,000.00
10 E 530 3160 27 7000 450 0000 0000				General Fund/Expenditures/Agriculture		1,000.00	
186984	YELLOW ROSE NURSERY	10/09/2015	600150	LANDSCAPING	1201400129	2,071.85	2,071.85
10 E 530 0100 27 5000 120 0000 0000				General Fund/Expenditures/Basic Education		2,071.85	
			5	Computer	Check(s) For a Total of		4,543.55

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

As of October ¹³ 6, 2015, the board, by a _____ vote, approves payments, totaling \$46,662.69. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS PAYABLE:
Warrant Numbers 186985 through 187024, totaling \$46,662.69

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

Check Nbr	Vendor Name	Check Date	Check Amount
186985	ANDREWS, HEIDI	10/09/2015	5.00
186986	AUDIOLOGY TECHNOLOGY INC	10/09/2015	298.65
186987	AWSP	10/09/2015	85.00
186988	BARNES & NOBLE	10/09/2015	13,492.36
186989	BOUND TO STAY BOUND	10/09/2015	704.16
186990	CAMPBELL OFFICE SUPPLY	10/09/2015	204.28
186991	CASH & CARRY	10/09/2015	102.41
186992	CHAPMAN, JOHN JAY	10/09/2015	2,700.00
186993	CHARTER COMMUNICATIONS	10/09/2015	8,769.30
186994	CLASS 5	10/09/2015	1,686.88
186995	EPIC SPORTS INC	10/09/2015	426.43
186996	Vendor Continued Check	10/09/2015	0.00
186997	Vendor Continued Check	10/09/2015	0.00
186998	ESD #105	10/09/2015	4,930.00
186999	ESD #113	10/09/2015	500.00
187000	FLORES, DEANNA KAY	10/09/2015	86.25
187001	FOOD DEPOT	10/09/2015	40.37
187002	FP MAILING SOLUTIONS	10/09/2015	61.74
187003	COOK'S ACE HARDWARE	10/09/2015	49.10
187004	HEALTH CARE AUTHORITY	10/09/2015	118.42
187005	K C D A	10/09/2015	1,102.78
187006	KIMMEL ATHLETIC SUPPLY	10/09/2015	128.20
187007	MCGRAW HILL EDUCATION	10/09/2015	125.09
187008	MOON SECURITY SERVICES INC	10/09/2015	239.06
187009	OXARC INC	10/09/2015	216.08
187010	PACIFIC OFFICE AUTOMATION	10/09/2015	92.67
187011	PHONAK	10/09/2015	2,583.39
187012	QUILL CORP	10/09/2015	283.87
187013	RAINWATER INC	10/09/2015	18.00
187014	REALLY GOOD STUFF	10/09/2015	341.66
187015	REYNA, DIANA	10/09/2015	10.00
187016	SAXTON BRADLEY	10/09/2015	1,582.30
187017	SCHOLASTIC CLASSROOM MAGAZINE	10/09/2015	618.03

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described on voucher numbers 86985 through 87024 are just, due and unpaid obligations against the school district and that I am authorized to authenticate and certify to said claim."

Business Manager _____ Date _____

Check Nbr	Vendor Name	Check Date	Check Amount
187018	SCHOLASTIC INC	10/09/2015	878.50
187019	SCHOLASTIC INC	10/09/2015	1,996.00
187020	SCHOOL DIST #116 REVOLV FUND	10/09/2015	993.65
187021	SNA	10/09/2015	117.50
187022	WASTE MANAGEMENT OF KENNEWICK	10/09/2015	263.16
187023	WAVA	10/09/2015	300.00
187024	WILLIAM V MACGILL & CO	10/09/2015	512.40
40	Computer	Check(s) For a Total of	46,662.69

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
186985	ANDREWS, HEIDI 10 R 960 0000 21 2100 240 0000 0000	10/09/2015	ART REFUND	General Fund/Revenues/Program 00	0	5.00	5.00
186986	AUDIOLOGY TECHNOLOGY INC 10 E 530 0100 26 7000 064 0000 0000	10/09/2015	1469	AUDIOMETRIC EQUIPMENT CALIBRATIONS FOR LINDA KIRK General Fund/Expenditures/Basic Education	6401400018	298.65	298.65
186987	AWSP 10 E 530 0100 21 7390 060 0000 0000	10/09/2015	134203	Member Dues for Deanna Flores Sept 1, 2015 - August 31, 2016 General Fund/Expenditures/Basic Education	6001500031	85.00	85.00
186988	BARNES & NOBLE 10 E 530 0187 27 5070 110 0000 0000 10 E 530 0187 27 5070 130 0000 0000	10/09/2015	3058285	CIA General Fund/Expenditures/Text Adoption General Fund/Expenditures/Text Adoption	6001500001	10,026.10 2,005.23 8,020.87	13,492.36
			3076866	Teacher Materials for Curriculum/Instruc tion 2015/2016 Grades 3-8, Whitstran, Prosser Heights, Housel Middle School General Fund/Expenditures/Text Adoption	6001500005	2,241.76	2,241.76
			3088155	Teacher Materials for Curriculum/Instruc tion 2015/2016 Grades 3-8, Whitstran, Prosser Heights, Housel Middle School General Fund/Expenditures/Text Adoption	6001500005	1,224.50	1,224.50
186989	BOUND TO STAY BOUND 10 E 530 0100 22 5000 110 0000 0000	10/09/2015	912369	Library Books General Fund/Expenditures/Basic Education	1101500002	704.16 704.16	704.16
186990	CAMPBELL OFFICE SUPPLY 10 E 530 9730 72 5000 076 0000 0000	10/09/2015	217467-0	General Fund/Expenditures/Tech Coordinator - Office	0	14.19	204.28
			217589-0	General Fund/Expenditures/Limited English Proficien	0	72.72	72.72

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			217678-0	2015-2016 OPEN PO FOR: BUSINESS AND SUPERINTENDENT'S OFFICE	7201500019	117.37	
10 E 530 9700 12 5000 071 0000 0000				General Fund/Expenditures/District-Wide Support		54.77	
10 E 530 9700 13 5000 072 0000 0000				General Fund/Expenditures/District-Wide Support		62.60	
186991	CASH & CARRY	10/09/2015	9/27/2015		1167	102.41	102.41
10 E 530 9800 42 5430 075 0000 0000				General Fund/Expenditures/Food Service		102.41	
186992	CHAPMAN, JOHN JAY	10/09/2015	OCTOBER 2015	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	
186993	CHARTER COMMUNICATIONS	10/09/2015	9/21/2015	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	
186994	CLASS 5	10/09/2015	19787	2015-2016 12 MONTH CONTRACT	7201500008	1,686.88	1,686.88
10 E 530 9700 65 7810 072 0000 0000				General Fund/Expenditures/District-Wide Support		1,686.88	
186995	EPIC SPORTS INC	10/09/2015	1811857	Soccer Jerseys	2401500004	426.43	426.43
10 E 530 0100 28 5000 240 0000 0000				General Fund/Expenditures/Basic Education		463.10	
10 L 601 0000 00 0000 000 0000 0000				General Fund/Accounts Payable		-36.67	
186996	Vendor Continued Void	10/09/2015					0.00
186997	Vendor Continued Void	10/09/2015					0.00
186998	ESD #105	10/09/2015	47166	Registration fee for Susan Watkins from April 24, 2015 at Science Leadership Network Training	6001500036	25.00	4,930.00
10 E 530 0186 31 7000 450 0000 0000				General Fund/Expenditures/Science Kits		25.00	
			47777	Science Kit Training/PD Registrations for Whitstran Staff	6001500006	195.00	
10 E 530 0186 31 7000 110 0000 0000				General Fund/Expenditures/Science Kits		195.00	
			47789	Science Kit Training/PD Registrations for Heights Elementary Staff	6001500008	360.00	
10 E 530 0186 31 7000 130 0000 0000				General Fund/Expenditures/Science Kits		360.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			47790	Science Kit Training/PD Registration for Whitstran Staff (Linda Suhadolnik)	6001500010	195.00	
10 E 530 0186 31 7000 110 0000 0000				General Fund/Expenditures/Science Kits		195.00	
			47799	Science Kit Training/PD Registrations for Heights Elementary Staff	6001500008	555.00	
10 E 530 0186 31 7000 130 0000 0000				General Fund/Expenditures/Science Kits		555.00	
			47809	Science Kit Training/PD Registrations for Whitstran Staff	6001500006	585.00	
10 E 530 0186 31 7000 110 0000 0000				General Fund/Expenditures/Science Kits		585.00	
			47815	Science Kit Training/PD Registrations for Heights Elementary Staff	6001500008	555.00	
10 E 530 0186 31 7000 130 0000 0000				General Fund/Expenditures/Science Kits		555.00	
			47816	Science Kit Training/PD Registrations for Whitstran Staff	6001500006	195.00	
10 E 530 0186 31 7000 110 0000 0000				General Fund/Expenditures/Science Kits		195.00	
			47827	Science Kit Training/PD Registrations for Heights Elementary Staff	6001500008	195.00	
10 E 530 0186 31 7000 130 0000 0000				General Fund/Expenditures/Science Kits		195.00	
			47840	Science Kit Training/PD Registrations for Keene-Riverview Staff	6001500007	345.00	
10 E 530 0186 31 7000 120 0000 0000				General Fund/Expenditures/Science Kits		345.00	
			47848	Science Kit Training/PD	6001500008	750.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 0186 31 7000 130 0000 0000				Registrations for Heights Elementary Staff		750.00	
			General Fund/Expenditures/Science Kits				
			47864	Science Kit Training/PD	6001500008	195.00	
				Registrations for Heights Elementary Staff			
10 E 530 0186 31 7000 130 0000 0000				General Fund/Expenditures/Science Kits		195.00	
			47873	Science Kit Training/PD	6001500007	585.00	
				Registrations for Keene-Riverview Staff			
10 E 530 0186 31 7000 120 0000 0000				General Fund/Expenditures/Science Kits		585.00	
			47874	Science Kit Training/PD	6001500006	195.00	
				Registrations for Whitstran Staff			
10 E 530 0186 31 7000 110 0000 0000				General Fund/Expenditures/Science Kits		195.00	
186999	ESD #113	10/09/2015	30186	2015-2016 FINGERPRINT PROCESSING AGREEMENT	7201500017	500.00	500.00
10 E 530 9700 14 7960 072 0000 0000				General Fund/Expenditures/District-Wide Support		500.00	
187000	FLORES, DEANNA KAY	10/09/2015	JUNE - AUG TRAVEL		0	86.25	86.25
10 E 530 0100 21 8010 060 0000 0000				General Fund/Expenditures/Basic Education		46.00	
10 E 530 0100 21 8030 060 0000 0000				General Fund/Expenditures/Basic Education		40.25	
187001	FOOD DEPOT	10/09/2015	159110		1165	5.16	40.37
10 E 530 9800 42 5430 075 0000 0000				General Fund/Expenditures/Food Service		5.16	
			159117		1168	11.94	
10 E 530 9800 42 5430 075 0000 0000				General Fund/Expenditures/Food Service		11.94	
			159119		1169	23.27	
10 E 530 9800 42 5430 075 0000 0000				General Fund/Expenditures/Food Service		23.27	
187002	FP MAILING SOLUTIONS	10/09/2015	RI102565904	FP-5Li SCALE (R) UMLIMITED RESETS T-1000 METER	4821500005	61.74	61.74
10 E 530 0135 23 5010 482 0000 0000				General Fund/Expenditures/Alt High School		61.74	
187003	COOK'S ACE HARDWARE	10/09/2015	B322581	Open PO for PHS	4561500000	32.84	49.10

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
CTE Supplies							
10 E 530 3160 27 5000 450 0000 0000				General Fund/Expenditures/Agriculture		8.21	
10 E 530 3161 27 5000 450 0000 0000				General Fund/Expenditures/Business		8.21	
10 E 530 3165 27 5000 450 0000 0000				General Fund/Expenditures/Home/Family		8.21	
10 E 530 3167 27 5000 450 0000 0000				General Fund/Expenditures/Technology Education		8.21	
			B322668	Open PO for PHS	4561500000	16.26	
CTE Supplies							
10 E 530 3160 27 5000 450 0000 0000				General Fund/Expenditures/Agriculture		4.07	
10 E 530 3161 27 5000 450 0000 0000				General Fund/Expenditures/Business		4.07	
10 E 530 3165 27 5000 450 0000 0000				General Fund/Expenditures/Home/Family		4.07	
10 E 530 3167 27 5000 450 0000 0000				General Fund/Expenditures/Technology Education		4.05	
187004	HEALTH CARE AUTHORITY	10/09/2015	HCA00113		0	118.42	118.42
10 E 530 9700 13 7000 072 0000 0000				General Fund/Expenditures/District-Wide Support		118.42	
187005	K C D A	10/09/2015	3954948	INK	1101500015	970.37	1,102.78
10 E 530 0100 27 5000 110 0000 0000				General Fund/Expenditures/Basic Education		970.37	
			3956595	office supplies	2401500002	36.26	
10 E 530 0100 27 5000 240 0000 0000				General Fund/Expenditures/Basic Education		36.26	
			3956678	Open PO for PHS	4561500002	25.79	
CTE Supplies							
10 E 530 3160 27 5000 450 0000 0000				General Fund/Expenditures/Agriculture		6.45	
10 E 530 3161 27 5000 450 0000 0000				General Fund/Expenditures/Business		6.45	
10 E 530 3165 27 5000 450 0000 0000				General Fund/Expenditures/Home/Family		6.45	
10 E 530 3167 27 5000 450 0000 0000				General Fund/Expenditures/Technology Education		6.44	
			3956718	Open PO for PHS	4561500002	70.36	
CTE Supplies							
10 E 530 3160 27 5000 450 0000 0000				General Fund/Expenditures/Agriculture		17.59	
10 E 530 3161 27 5000 450 0000 0000				General Fund/Expenditures/Business		17.59	
10 E 530 3165 27 5000 450 0000 0000				General Fund/Expenditures/Home/Family		17.59	
10 E 530 3167 27 5000 450 0000 0000				General Fund/Expenditures/Technology Education		17.59	
187006	KIMMEL ATHLETIC SUPPLY	10/09/2015	0501269-IN	Volley ball equipment	2401500003	128.20	128.20
10 E 530 0100 28 5000 240 0000 0000				General Fund/Expenditures/Basic Education		128.20	
187007	MCGRAW HILL EDUCATION	10/09/2015	88719521001	BOOKS FOR DRA KITS	1101500013	125.09	125.09
10 E 530 0100 27 5000 110 0000 0000				General Fund/Expenditures/Basic Education		125.09	
187008	MOON SECURITY SERVICES INC	10/09/2015	784605	2015/2016 ANNUAL CONTRACT	7201500006	239.06	239.06
10 E 530 9700 64 7910 450 0000 0000				General Fund/Expenditures/District-Wide Support		239.06	
187009	OXARC INC	10/09/2015	SYA0554	Open PO for Metal Shop Supplies	4561500001	216.08	216.08

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 3160 27 5000 450 0000 0000				General Fund/Expenditures/Agriculture		216.08	
187010	PACIFIC OFFICE AUTOMATION	10/09/2015	781100		0	92.67	92.67
10 E 530 9700 13 5000 072 0000 0000				General Fund/Expenditures/District-Wide Support		92.67	
187011	PHONAK	10/09/2015	5152474292	Materials - Michele Lowry	6301500020	2,583.39	2,583.39
10 E 530 2100 26 5000 120 0000 0000				General Fund/Expenditures/Spec Ed - State		2,805.56	
10 L 601 0000 00 0000 000 0000 0000				General Fund/Accounts Payable		-222.17	
187012	QUILL CORP	10/09/2015	7928002	Office Supplies and Breanna Nelson"s Toner	1301500022	283.87	283.87
10 E 530 0100 27 5000 130 0000 0000				General Fund/Expenditures/Basic Education		283.87	
187013	RAINWATER INC	10/09/2015	205168	2015-2016 Annual Contract Renewal Fo Heights Elementary School - Jonathan Youngs Classroom	6001500033	18.00	18.00
10 E 530 6400 27 7000 060 0000 0000				General Fund/Expenditures/Limited English Proficien		18.00	
187014	REALLY GOOD STUFF	10/09/2015	5355211	Book Bags for K-2	1101500014	341.66	341.66
10 E 530 0100 27 5000 110 0000 0000				General Fund/Expenditures/Basic Education		371.04	
10 L 601 0000 00 0000 000 0000 0000				General Fund/Accounts Payable		-29.38	
187015	REYNA, DIANA	10/09/2015	BOOK REFUND		0	10.00	10.00
10 R 960 0000 25 2500 110 0000 0000				General Fund/Revenues/Program 00		10.00	
187016	SAXTON BRADLEY	10/09/2015	INV-14-02062	Smart board for PHS library	7601500013	1,582.30	1,582.30
10 E 530 0100 27 5310 450 0000 0000				General Fund/Expenditures/Basic Education		1,582.30	
187017	SCHOLASTIC CLASSROOM MAGAZINE	10/09/2015	M5700583	Scholastic Classroom Magazines for 2015/2016 Whitstran Elementary School	6001500022	618.03	618.03
10 E 530 0145 27 5070 110 0000 0000				General Fund/Expenditures/Instructional Materials		618.03	
187018	SCHOLASTIC INC	10/09/2015	M5700948	Scholastic Classroom Magazines for 2015/2016 Whitstran Elementary School	6001500022	878.50	878.50
10 E 530 0145 27 5070 110 0000 0000				General Fund/Expenditures/Instructional Materials		878.50	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
187019	SCHOLASTIC INC	10/09/2015	11759966	Scholastic Reading Inventory (SRI) College & Career Classroom Student Licenses 2015-2016	6001500025	1,996.00	1,996.00
10 L 601 0000 00 0000 000 0000 0000				General Fund/Accounts Payable		-171.66	
10 E 530 0172 27 5000 450 0000 0000				General Fund/Expenditures/Districtwide Assessments		2,167.66	
187020	SCHOOL DIST #116 REVOLV FUND	10/09/2015	4409		0	13.65	993.65
10 E 530 2100 21 5010 063 0000 0000				General Fund/Expenditures/Spec Ed - State		13.65	
			4410		0	980.00	
10 E 530 9700 13 5010 072 0000 0000				General Fund/Expenditures/District-Wide Support		980.00	
187021	SNA	10/09/2015	175521 15/16		1166	117.50	117.50
10 E 530 9800 41 7390 075 0000 0000				General Fund/Expenditures/Food Service		117.50	
187022	WASTE MANAGEMENT OF KENNEWICK	10/09/2015	1675573-1819-0	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	
187023	WAVA	10/09/2015	1717863-86001517	Fall WAVA Conference Registration Travis DeVore	4561500009	300.00	300.00
10 E 530 3151 21 7000 450 0000 0000				General Fund/Expenditures/Voc Director		300.00	
187024	WILLIAM V MACGILL & CO	10/09/2015	IN0533463	Personal Hygiene Supplies for SpEd HMS	6301500018	273.40	512.40
10 E 530 2100 27 5000 240 0000 0000				General Fund/Expenditures/Spec Ed - State		296.91	
10 L 601 0000 00 0000 000 0000 0000				General Fund/Accounts Payable		-23.51	
			IN0534076	SureTemp Thermometer for Linda Kirk	6401500003	239.00	
10 E 530 0100 26 5000 064 0000 0000				General Fund/Expenditures/Basic Education		259.55	
10 L 601 0000 00 0000 000 0000 0000				General Fund/Accounts Payable		-20.55	

40 Computer Check(s) For a Total of 46,662.69

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

As of October ¹³6, 2015, the board, by a _____ vote, approves payments, totaling \$224.70. The payments are further identified in this document.

Total by Payment Type for Cash Account, CP WARRANTS PAYABLE:
Warrant Numbers 504 through 504, totaling \$224.70

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

Check Nbr	Vendor Name	Check Date	Check Amount
504	WASHINGTON STATE DEPT. OF REVE	10/09/2015	224.70
1	Computer	Check(s) For a Total of	224.70

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described on voucher numbers 504 through 504 are just, due and unpaid obligations against the school district and that I am authorized to authenticate and certify to said claim."

Business Manager Date

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
504	WASHINGTON STATE DEPT. OF REVE	10/09/2015	3RD QTR. 2015		0	224.70	224.70
20 L 601 0000 00 0000 000 0000 0000			Capital Projects/Accounts Payable			224.70	
				1 Computer	Check(s) For a Total of		224.70

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

As of October ¹³ 2015, the board, by a _____ vote, approves payments, totaling \$4,190.39. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS PAYABLE:
Warrant Numbers 6046 through 6054, totaling \$4,190.39

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

Check Nbr	Vendor Name	Check Date	Check Amount
6046	AWSP	10/09/2015	75.00
6047	KIMMEL ATHLETIC SUPPLY	10/09/2015	1,358.52
6048	PEPSI COLA YAKIMA	10/09/2015	632.39
6049	PROSSER HIGH SCHOOL IMPREST	10/09/2015	100.00
6050	SKEEN, ANGELA P	10/09/2015	139.63
6051	SPOKANE REGIONAL SPORTS COMMIS	10/09/2015	111.00
6052	STARR, KIMBERLY A	10/09/2015	147.35
6053	TEARS OF JOY THEATER	10/09/2015	1,500.00
6054	WHITSTRAN ELEM IMPREST FUND	10/09/2015	126.50

9 Computer Check(s) For a Total of 4,190.39

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered for the labor performed as described on voucher numbers 6046 through 6054 are just, due and unpaid obligations against the school district and that I am authorized to authenticate and certify to said claim."

Business Manager Date

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
6046	AWSP	10/09/2015	15/16 MEMBERSHIP	2015-16 AWSL Membership	4521500065	75.00	75.00
40 E 530 1040 05 0000 000 0000 0000				Associated Student Body Fund/Expenditures/GENERAL		75.00	
6047	KIMMEL ATHLETIC SUPPLY	10/09/2015	0487945-IN	Quote 0488955-IN 0487945-IN	4521500059	513.88	1,358.52
40 E 530 2140 05 0000 000 0000 0000				Associated Student Body Fund/Expenditures/FOOTBALL		513.88	
			0488955-IN	Quote 0488955-IN 0487945-IN	4521500059	844.64	
40 E 530 2140 05 0000 000 0000 0000				Associated Student Body Fund/Expenditures/FOOTBALL		844.64	
6048	PEPSI COLA YAKIMA	10/09/2015	0078469	Drinks for all home contests to sell at the concession stand	4521500012	632.39	632.39
40 E 530 1200 05 0000 000 0000 0000				Associated Student Body Fund/Expenditures/CONCESSIONS		632.39	
6049	PROSSER HIGH SCHOOL IMPREST	10/09/2015	2786		0	100.00	100.00
40 E 530 2130 05 0000 000 0000 0000				Associated Student Body Fund/Expenditures/CROSS COUNTRY		100.00	
6050	SKEEN, ANGELA P	10/09/2015	ELECTION & RETREAT		0	139.63	139.63
40 E 530 1040 05 0000 000 0000 0000				Associated Student Body Fund/Expenditures/GENERAL		139.63	
6051	SPOKANE REGIONAL SPORTS COMMIS	10/09/2015	9/15/2015	erik anderson invite	4521500057	111.00	111.00
40 E 530 2130 05 0000 000 0000 0000				Associated Student Body Fund/Expenditures/CROSS COUNTRY		111.00	
6052	STARR, KIMBERLY A	10/09/2015	SCRIPTS 9/21/2015		0	147.35	147.35
40 E 530 4999 05 0000 000 0000 0000				Associated Student Body Fund/Expenditures/DRAMA		147.35	
6053	TEARS OF JOY THEATER	10/09/2015	74229		0	300.00	1,500.00
40 E 530 1040 02 0000 000 0000 0000				Associated Student Body Fund/Expenditures/GENERAL		300.00	
			74230		0	500.00	
40 E 530 1040 02 0000 000 0000 0000				Associated Student Body Fund/Expenditures/GENERAL		500.00	
			74239		0	300.00	
40 E 530 1040 01 0000 000 0000 0000				Associated Student Body Fund/Expenditures/GENERAL		300.00	
			74240		0	400.00	
40 E 530 1040 01 0000 000 0000 0000				Associated Student Body Fund/Expenditures/GENERAL		400.00	
6054	WHITSTRAN ELEM IMPREST FUND	10/09/2015	1123		0	126.50	126.50
40 E 530 1060 01 0000 000 0000 0000				Associated Student Body Fund/Expenditures/BOOK CLUBS		126.50	
			9	Computer	Check(s) For a Total of		4,190.39

BOARD PACKET

TO: Board of Directors
SUBJECT: Food Service Agreement with Prosser EPIC
AGENDA: Action
DATE: October 13, 2015
PREPARED BY: Craig Reynolds, *Business Manager*

Background

At the previous Board meeting held on September 15, 2015, Dr. Tolcacher discussed with the Board a request from Prosser EPIC that our food service department provide breakfast and lunch.

A Food Service Agreement For Vendors generated by the Office of Superintendent of Public Instruction is attached. This agreement shows that Prosser School District (Vendor) will provide 21 breakfasts and lunches for EPIC, Monday through Thursday. The District will prepare the meals and EPIC will pick up the meals and clean the containers. I sent this agreement to our insurance broker for review and he said that the District's liability insurance will extend to this agreement. The District will maintain records ensuring that the meals meet sanitation and health standards at the time the meals are picked up.

The District will charge \$2.55 for each breakfast and \$3.75 for each lunch. There is no negative financial impact to the District for providing these meals.

Recommendation

It is recommended that the Board of Directors approve the Food Service Agreement For Vendors between the Prosser School District and Prosser EPIC.



OFFICE OF SUPERINTENDENT OF PUBLIC INSTRUCTION
 Child Nutrition Services
 Old Capitol Building, PO BOX 47200
 Olympia, WA 98504-7200
 (360) 725-6200 TTY (360) 664-3631

WINS NUMBER
159889

Child and Adult Care Food Program
FOOD SERVICE AGREEMENT FOR VENDORS

This agreement is entered into between the (institution name) Prosser EPIC and (vendor) Prosser School District for the purpose of providing meals for participants enrolled in the institution's Child and Adult Care Food Program (CACFP). This agreement provides the minimum obligations and responsibilities of the parties to this agreement. The parties below will be referred to throughout this agreement as the institution and the vendor.

Institution: Name Prosser EPIC
 Street Address 1300 Meade Avenue
 City, State, Zip Code Prosser, WA 99350
 Contact Person Anjie Torres
 Phone Number 509-424-4636

Vendor: Name Prosser School District
 Street Address 1126 Meade Ave. Suite A
 City, State, Zip Code Prosser, WA 99350
 Contact Person Craig Reynolds
 Phone Number 509.786.3323

This agreement covers the period beginning September 14, 2015 and ending May 30, 2016 (not to exceed one year).
Month/Day/Year

I. The vendor will:

A. Prepare meals and snacks for delivery pick up (check one) as indicated below to:

* Prosser EPIC
(name of site)

*If more than one site, please attach list.

Meal	Please Check					Delivery/Pick-up Time	Number	Cost
	Mon	Tues	Wed	Thu	Fri			
Breakfast	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>7:30 a.m</u>	<u>21</u>	@ <u>2.55</u> each
A.M. Snack	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	@ _____ each
Lunch	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>11:00 a.m</u>	<u>21</u>	@ <u>3.75</u> each
P.M. Snack	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	@ _____ each
Dinner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	@ _____ each
Late Snack	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	@ _____ each

- Include not include milk with meals (check one).
- Include not include eating utensils, straws, and napkins (check one).

Packet page 41 of 51

3. Provide sack lunches which meet federal regulation 7 CFR 226.20 requirements for field trips when requested by the institution five days in advance of the trip.
4. Prepare and deliver bulk meals instead of unitized?
 Yes No Cost? Breakfast - \$2.55 each / Lunch - \$3.75 each
5. Provide the institution with a monthly menu one week prior to the beginning of the month. Meals shall conform to the cycle menus upon which the bid was based, and to menu changes agreed upon by the institution and vendor.
6. Allow menus and meal count adjustments NA hours/ NA days prior to meal(s) preparation and delivery.
7. Present the institution with an itemized invoice within ten working days following the end of the month for the previous month's deliveries.
8. Pick up, if utilized, food transport carts from the previous day's delivery at the time of the current day's delivery.

B. Meet all sanitation and health standards to ensure:

1. That appropriate health certifications are available for meal preparation facility(ies).
2. That foods are kept at the proper temperatures and under sanitary conditions until the time of delivery pick up.

C. Assume liability for any spoiled or unwholesome meals found at the time of delivery pick up. or that do not meet meal pattern requirements.

D. Comply with applicable record keeping requirements and procedures to include the following:

1. Retain required records for a period of three years after the end of the fiscal year to which they pertain (or longer, if an audit is in progress).
2. Records that foods are at the proper temperatures and under sanitary conditions at the time of delivery pick up.
3. Maintain full and accurate records which document: (1) the menus and list nutritional components and quantities used to prepare meals; and (2) the number of meals delivered picked up on a daily basis to the sponsor.

E. The vendor will not subcontract for the total meal, with or without milk, or for the assembly of the meal per 7 CFR 226.21(e).

F. The vendor shall operate in accordance with current program regulations.

II. The institution will:

A. Meet all meal requirements as specified by USDA for the CACFP regulations as contained in federal regulation 7 CFR 226.20.

1. Accept an initial cycle (or) monthly menu and agree upon menu changes or limitations and changes at specified times.
2. Inform the vendor at a specified time each day of the number of meals by type required (see I.A. and I.A.5).

- B. Provide a list of approved site(s) and their locations to the vendor.
 - 1. Provide a person to receive and sign for meals, and verify safe temperature and sanitary condition of meals at the specified time and to accept only those meals that meet the requirements of federal regulation 7 CFR 226.20. Once received, safe temperatures will be maintained.
 - 2. Provide staff to serve meals and clean the serving area.
- C. Notify vendor five days in advance when meals will not be needed for various reasons, i.e., holidays, field trips, emergencies, etc.
- D. Issue payment for meals received within ten days following receipt of billing.
 - 1. Do not reimburse for meals delivered picked up when adjustment request, particularly downward, was not honored or when meals were delivered picked up spoiled or unwholesome or do not meet meal pattern requirements.
 - 2. Do not reimburse for meals delivered outside of the agreed upon delivery time as identified in paragraph I.A.
- E. Maintain all records justifying the number of meals received and served, for review by state and/or federal personnel. This includes records of amount of food prepared and count of meals supplied.
- F. Be able to amend any portion of this agreement in writing after approval by the state agency.
- G. The institution will remain responsible for ensuring that the food service operation conforms to its agreement with the state agency per 7 CFR 226.21(a).

All efforts will be made to resolve any disputes as they arise. If these efforts are not successful, this agreement may be terminated by written notification given by either party at least 60 days prior to the date of termination.

(Vendor Signature)

(Institution Signature)

(Title)

(Title)

(Date)

(Date)

Make two copies:

(1) Original to food service facility; (2) Copy to OSPI; (3) Copy to vendor

Equal Opportunity

The following clause is applicable unless this contract is exempt under the rules, regulations, and relevant orders of the Secretary of Labor 41 CFR ch.60.

During the performance of this contract, the contractor agrees as follows:

- (a) The contractor will not discriminate against any employee or applicant for employment because of race, color, national origin, gender, age, or disability. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, national origin, gender, age, or disability. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places available to employees and applicants for employment, notices to be provided by the Contracting Officer setting forth the provisions of this Equal Opportunity clause.
- (b) The contractor will, in all solicitation or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, national origin, gender, age, or disability.
- (c) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency Contracting Officer, advising the labor union or workers' representative of the contractor's commitments under this Equal Opportunity clause, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- (d) The contractor will comply with all provisions of Executive Order No. 11246 of September 24, 1965, as amended by Executive Order No. 11375 of October 13, 1967, and of the rules, regulations, and relevant orders of the Secretary of Labor.
- (e) The contractor will furnish all information and reports required by Executive Order No. 11246 of September 24, 1965, as amended by Executive Order No. 11375 of October 13, 1967, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- (f) In the event of the contractor's noncompliance with the Equal Opportunity clause of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended, in whole or in part, and the contractor may be declared ineligible for further government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, as amended by Executive Order No. 11375 of October 13, 1967, and such other sanctions as may be imposed and remedies invoked as provided in Executive Order 11375 of October 13, 1967, or by rule, regulations, or order of the Secretary of Labor, or as otherwise provided by Law.
- (g) The contractor will include the provisions of paragraphs (a) through (g) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order No. 11246 of September 24, 1965, as amended by Executive Order No. 11375 of October 13, 1967, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the contracting agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: provided, however, that in the event the contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the contracting agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

BOARD PACKET

TO: Board of Directors
SUBJECT: Donation from Shopko
AGENDA: Action
DATE: October 13, 2015
PREPARED BY: Kevin Lusk, *Prosser High School Principal*

Background

Prosser High School is excited to receive a donation of \$2,500 from the newly opened Hometown Shopko store in Prosser. Prosser students Courtney Scott, Hailey Buttars and Zebbie Castilleja accompanied Mr. Lusk in the grand opening ceremonies on October 2nd.

PHS plans to deposit the money into our ASB fund to benefit student activities at our school!

Recommendation

It is recommended that the Board of Directors accept the \$2,500 donation from the Prosser Hometown Shopko store.



SHOPKO FOUNDATION

September 1, 2015

Prosser High School
Kevin Lusk
1203 Prosser Avenue
Prosser, WA 99350

Dear Mr. Lusk,

Shopko is excited to be part of Prosser and we are committed to giving back. On behalf of the Shopko Foundation, please accept this \$2,500 check payable to Prosser High School.

The Shopko Foundation is proud to support education in our hometown communities and we want to assist in the school's efforts to provide enhanced educational opportunities for your students. If there is any way that we can support your school in the future, please apply for a grant. You can find the guidelines for our Community Charitable Grant program at www.shopko.com/foundation and apply online.

Please feel free to contact me directly if you have any questions.

Sincerely,

Michelle Hansen
Manager, Shopko Foundation & Public Relations

CASH ONLY IF ALL CheckLock™ SECURITY FEATURES LISTED ON BACK INDICATE NO TAMPERING OR COPYING



The Shopko Foundation
PO Box 19060
Green Bay, WI 54307-9060

ASSOCIATED BANK, NA
GREEN BAY, WI 54301
79-057/759

4492

8/21/2015

PAY TO THE ORDER OF **Prosser High School**

\$ ****2,500.00**

Two Thousand Five Hundred and 00/100*****
DOLLARS

PROTECTED AGAINST FRAUD



Prosser High School
1203 Prosser Avenue
Prosser, WA 99350



MEMO

Shopko Hometown Grand Opening

Patricia L. Stettin

⑈004492⑈ ⑆075900575⑆ 2223 072 188⑈

Details on Back
Intuit® CheckLock™ Secure Check

BOARD PACKET

TO: Board of Directors

SUBJECT: Agreement with ESD 105 for Vision Services - REVISED

AGENDA: Action

DATE: October 13, 2015

PREPARED BY: Ray Tolcacher, *Superintendent*

Background:

Due to the shortage of appropriate professionals who are trained to provide required instructional services for visually impaired district students, and after an exhaustive attempt to find services, the district will be contracting with ESD 105 for the needed required services. ESD 105, although not our designated ESD, has gained approval from ESD 123 to provide the services needed for our student. The services will be delivered in the Grandview School District where the ESD 105 staff person offers services. The school district will enter into an agreement to allow the Prosser student to obtain the needed services. Because of the legal requirement to immediately provide services, the District has tentatively entered into an agreement with Grandview School District to provide these services, pending Board approval.

Recommendation:

It is recommended the Board of Directors ratify the agreement with ESD 105 for vision services.



VISION SERVICES AGREEMENT

THIS AGREEMENT is made and entered into by and between EDUCATIONAL SERVICE DISTRICT 105, hereinafter referred to as "ESD 105", and PROSSER SCHOOL DISTRICT NO. 116 hereinafter referred to as "The District."

WHEREAS, ESD 105, under RCW 28A.310.200 provides services to school districts;

WHEREAS, the District desires to enter into a fee for service agreement with ESD 105;

IT IS HEREBY AGREED that ESD 105 shall receive payment from the District and provide Vision Services in accordance with the terms and conditions set forth herein:

1. TERM OF AGREEMENT

The ESD will provide VISION SERVICES from October 13, 2015 through June 17, 2016.

2. SERVICES PROVIDED

ESD 105 agrees to provide Vision Services for one student. The amount of services provided will be 3 hours per week of Braille Services, 90 minutes per month of Orientation and Mobility Services and compensatory services as decided by the District.

The District and ESD 105 agree to revise this agreement if more services are needed.

3. DUTIES OF ESD 105

- A. ESD 105 shall be responsible for hiring, supervising and evaluating staff.
- B. ESD 105 shall be responsible for staff assignment and scheduling.
- C. ESD 105 shall keep the District apprised of issues affecting this agreement.

4. RESPONSIBILITIES OF THE DISTRICT

- A. The District shall keep ESD 105 apprised of issues affecting this agreement.

5. COST TO THE DISTRICT

The cost to the District will be **\$165.00 per hour** for Vision services and travel time plus travel costs.

6. CONFIDENTIALITY AND ACCESS TO PUBLIC RECORDS

All materials furnished by the District pursuant to this agreement, including but not limited to, student data, reports and tests records shall remain the property of the District and shall not be disclosed to third parties except by written consent of the District.

No record of the District shall be made available for public inspection or copying by ESD 105 without the express written authorization of the District. Requests pursuant to RCW 42.17 for inspection or copying of public records of the District, held or maintained by the ESD shall be referred to the District.

7. DISPUTES

Any dispute, claim or grievance arising out of or relating to the interpretation or application of this agreement shall be resolved between the Superintendent of the District and the ESD 105 Superintendent. If this process fails to settle the situation, the dispute, claim or grievance shall be submitted to the ESD 105 Board of Directors for final determination.

8. TERMINATION FOR BREACH

If either party fails to comply with the terms and conditions of this agreement, the other party, upon thirty (30) days prior written notice to the breaching party may terminate this agreement.

9. SUSPENSION AND DEBARMENT

ESD 105 and the District certify that persons responsible for this agreement are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this program by any federal department or agency.

10. ASSIGNMENT

This agreement may not be assigned by either party without written consent of the parties.

11. NON-DISCRIMINATION BY EITHER PARTY

No person shall, on the grounds of race, creed, color, national origin, sex, sexual orientation, marital status, military status or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under activities performed pursuant to this Contract.

12. WAIVER AND SEVERABILITY

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

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

The parties acknowledge that they have read and understood this agreement, including any supplements or attachments hereto, and do agree thereto in every particular. The parties further agree that this agreement, together with all appendices, constitutes the entire agreement between the parties and supersedes all communications, written or oral, heretofore related to the subject matter of this agreement. The agreement may be modified or amended with the mutual consent of the parties.

EDUCATIONAL SERVICE DISTRICT 105
BY [Signature]
TITLE Superintendent 1
DATE 10/12/15

PROSSER SCHOOL DISTRICT NO. 116
BY [Signature]
TITLE Superintendent
DATE 10/12/15

Revenue Account:
960 1311 71 0000 000 0000