



REGULAR BOARD MEETING - REVISED

Keene-Riverview Elementary, MPR, 832 Park Avenue

Tuesday, September 15, 2015 7:00 p.m.

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

II. 6:00 - 7:00 p.m. - Executive Session - "to review the performance of a public employee" - RCW 42.30.110 (1) (g)

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

1. Pledge of Allegiance

2. Approval of Agenda

3. Communications

4. Recognition: Joslyn Felicijan

Joslyn Felicijan (p. 3)

IV. Information Items:

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

July 2015 Financial Reports (p. 5)

3. Superintendent's Report

4. Board Members' Reports

5. Student Representatives' Reports

VIII. Consent Items: REVISED

1. Certificated Personnel - REVISED

Cert - September 15, 2015 (p. 19)

2. Classified Personnel - REVISED

Class - September 15, 2015 (p. 20)

3. Approval of Minutes

Regular Board Meeting - September 1, 2015 (p. 21)

4. Contracts and Personal Service Agreements

Contracts and PSAs (p. 27)

5. Volunteer Coaches

IX. Old Business:

X. Action Items:

1. Contract Ratification with the Prosser Education Association (PEA)

PEA Contract Ratification (p. 28)

2. Purchase of New School Buses

School Bus Purchase (p. 29)

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

Resolution 08-15 (p. 30)

4. "Unleashed" Cooperative Agreement

Unleashed (p. 32)

XI. Discussion Items:

1. Honors English Class at PHS

2. Meal Service for EPIC Headstart

XII. Adjournment

Future Meetings:

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

Special Board Meeting to Approve Accounts Payable Vouchers and Payroll, Date and Time TBD

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

BOARD PACKET

TO: Board of Directors
SUBJECT: Joslyn Felicijan
AGENDA: Recognition
DATE: September 15, 2015
PREPARED BY: *Dr. Ray Tolcacher, Superintendent*

Background

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.

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. We are very proud of Joslyn's accomplishments.

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.

July 2015 Financial Reports



FROSSER SCHOOL DISTRICT NO.116

2014-2015 Budget Status Report

10--General Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT

Fiscal Year 2014 (September 1, 2014 - August 31, 2015)

For the PROSSER SCHOOL DISTRICT NO.116 School District for the Month of July, 2015

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 LOCAL TAXES	3,653,963	13,853.37	3,677,289.40		23,326.40-	100.64
2000 LOCAL SUPPORT NONTAX	362,500	2,320.46	370,972.44		8,472.44-	102.34
3000 STATE, GENERAL PURPOSE	17,984,555	1,641,013.91	16,206,122.33		1,778,432.67	90.11
4000 STATE, SPECIAL PURPOSE	5,642,934	681,705.12	4,582,327.38		1,060,606.62	81.20
5000 FEDERAL, GENERAL PURPOSE	61,000	.00	87,201.95		26,201.95-	142.95
6000 FEDERAL, SPECIAL PURPOSE	2,770,719	277,942.01	2,621,922.25		148,796.75	94.63
7000 REVENUES FR OTH SCH DIST	20,000	.00	26,099.90		6,099.90-	130.50
8000 OTHER AGENCIES AND ASSOCIATES	22,500	.00	9,581.57		12,918.43	42.58
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	<u>30,518,171</u>	<u>2,616,834.87</u>	<u>27,581,517.22</u>		<u>2,936,653.78</u>	<u>90.38</u>
B. EXPENDITURES						
00 Regular Instruction	16,095,750	1,249,794.79	14,555,322.57	1,399,298.00	141,129.43	99.12
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	3,282,129	240,549.05	2,972,766.08	282,636.41	26,726.51	99.19
30 Voc. Ed Instruction	1,069,903	73,762.22	969,414.94	100,794.40	306.34-	100.03
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	3,423,689	324,668.25	2,406,721.94	250,500.93	766,466.13	77.61
70 Other Instructional Pgms	81,693	6,761.74	70,048.25	4,770.43	6,874.32	91.59
80 Community Services	63,173	.00	.00	0.00	63,173.00	0.00
90 Support Services	7,047,084	442,686.56	6,197,727.91	531,400.41	317,955.68	95.49
<u>Total EXPENDITURES</u>	<u>31,063,421</u>	<u>2,338,222.61</u>	<u>27,172,001.69</u>	<u>2,569,400.58</u>	<u>1,322,018.73</u>	<u>95.74</u>
C. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
D. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES						
<u>OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	545,250-	278,612.26	409,515.53		954,765.53	175.11-
F. <u>TOTAL BEGINNING FUND BALANCE</u>	2,958,847		2,971,008.95			
G. <u>G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXXXX		.00			
H. <u>TOTAL ENDING FUND BALANCE</u>	2,413,597		3,380,524.48			
I. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted For Other Items	0		.00			
G/L 815 Restrict Unequalized Deduct Rev	0		.00			
G/L 821 Restrictd for Carryover	110,000		71,653.39			
G/L 825 Restricted for Skills Center	0		.00			
G/L 828 Restricted for C/O of FS Rev	0		.00			
G/L 830 RESERVE FOR DEBT	0		.00			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 840 Nonspnd FB - Invent/Prepd Itms	100,000		146,496.51			
G/L 845 Restricted for Self-Insurance	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 872 Committd to Econmc Stabilizatr	0		.00			
G/L 875 Assigned Contingencies	0		.00			
G/L 884 Assigned to Other Cap Projects	0		.00			
G/L 888 Assigned to Other Purposes	0		.00			
G/L 890 Unassigned Fund Balance	2,203,597		3,162,374.58			
G/L 891 Unassigned Min Fnd Bal Policy	0		.00			
<u>TOTAL</u>	<u>2,413,597</u>		<u>3,380,524.48</u>			

PROSSER SCHOOL DISTRICT NO.116
Balance Sheet
General Fund (10)
July 31, 2015

GL	Description	Balance
200	Imprest Fund	10,000.00
230	Cash on Hand	0.00
240	Cash On Deposit With C.T.	958,516.35
241	Warrants Outstanding	-956,165.55
310	Taxes Receivable	0.00
320	Due From Other Funds	232.40
330	Due From Other Govt Units	229,914.31
340	Accounts Receivable	14,812.96
420	Inventory-Lunchrooms	26,038.27
430	Prepaid Items	0.00
450	Investments	3,097,188.00
---	Asset	3,380,536.74
601	Accounts Payable	-12.26
605	Accrued Salaries	0.00
610	PR DEDUCT & TAX PAYABLE	0.00
640	Due To Other Funds	0.00
750	Deferred Revenue	0.00
760	Def. Rev.-Taxes Rec.	0.00
---	Liability	-12.26
821	Restricted for C/O Revenues	-71,653.39
840	Nonspendable Fund Balance	-146,496.51
890	Unresrv/Undesig Fnd Bal	-3,162,374.58
---	Equity	-3,380,524.48
---	General Fund	0.00

**PROSSER SCHOOL DISTRICT NO. 116
Expenditures by Object - Comparative
July 2015**

		2013-14			2014-15			
		July YTD	Y.E. Actual	YTD Expend as a % of Y.E.	July YTD	Budget	YTD Expend as a % of Bud	
0	Debit Transfer	\$92,658	\$174,275	53.17%	\$105,982	\$143,573	73.82%	
1	Credit Transfer	(92,658)	(174,275)	53.17%	(105,942)	(143,573)	73.79%	
2	Salaries - Certificated	11,443,762	12,762,039	89.67%	11,542,256	12,753,442	90.50%	
3	Salaries - Classified	4,841,982	5,232,725	92.53%	4,901,126	5,191,255	94.41%	
4	Employee Benefits	6,420,757	7,027,904	91.36%	6,536,773	7,407,885	88.24%	
5	Supplies	1,842,233	2,204,925	83.55%	1,736,608	2,340,168	74.21%	
7	Contract Services	2,143,864	2,383,281	89.95%	2,269,299	3,072,071	73.87%	*
8	Travel	69,803	105,955	65.88%	88,721	58,887	150.66%	Includes \$28,229 in grants(not in budget); \$18,062 in VOC
9	Capital Outlay	37,507	156,596	23.95%	97,178	239,701	40.54%	
		<u>\$26,799,909</u>	<u>\$29,873,425</u>	<u>89.71%</u>	<u>\$27,172,002</u>	<u>\$31,063,409</u>	<u>87.47%</u>	

* Object 7 Contract Services - Budget includes Grant Reserve of \$594,087
Without these reserves the YTD % would be 91.50%

PROSSER SCHOOL DISTRICT NO. 116
Expenditures by Program - Comparative
July 2015

	2013-14			2014-15			
	July YTD	Y.E. Actual	YTD Expend as a % of Y.E.	July YTD	Budget	YTD Expend as a % of Bud	
01 Basic Education	\$14,312,875	\$15,691,357	91.22%	\$14,555,323	\$16,095,744	90.43%	
21 Special Ed, State	2,512,369	2,621,676	95.83%	2,406,716	2,694,612	89.32%	
22 Special Ed. Infants & Tdlrs	46,979	87,458	53.72%	90,642	93,889	96.54%	
24 Special Ed, Fed	389,823	479,682	81.27%	475,409	493,626	96.31%	
31 Vocational, State	891,342	1,024,625	86.99%	950,618	1,051,562	90.40%	
38 Vocational, Fed	18,591	18,591	100.00%	18,797	18,341	102.49%	
51 Title I Part A	616,616	710,679	86.76%	553,268	603,551	91.67%	
52 Sch Im Fed	48,125	67,688	71.10%	118,760	93,575	126.91%	Budget doesn't include \$60,115 in carryover
53 Migrant, Fed	316,587	372,156	85.07%	343,544	387,667	88.62%	
55 Learning Assistance	710,297	849,485	83.61%	706,581	817,071	86.48%	
58 Special & Pilot Prgm	58,129	201,565	28.84%	102,562	301,077	34.06%	TPEP, Emergency Response Grant
58 Grant Contingency	0	0	0.00%	0	594,087	0.00%	
64 Ltd English Proficiency	48,770	81,192	60.07%	63,028	91,997	68.51%	
65 Transit. Biling., State	437,075	523,525	83.49%	518,979	534,660	97.07%	
71 Traffic Safety	45,246	50,590	89.44%	44,206	53,681	82.35%	
74 Highly Capable	22,255	23,431	94.98%	23,322	23,012	101.35%	
79 Other Instuct.	33,713	29,894	0.00%	2,520	5,000	50.40%	GEARUP (all reimbursed)
89 Other Community Service	0	71,281	0.00%	0	63,173	0.00%	Summer Food Service Program
97 District-Wide Support	4,078,930	4,576,339	89.13%	4,086,844	4,609,261	88.67%	
98 Food Service	1,094,681	1,246,388	87.83%	1,039,197	1,253,297	82.92%	
99 Pupil Transportation	1,117,504	1,145,824	97.53%	1,071,686	1,184,526	90.47%	
	<u>\$26,799,909</u>	<u>\$29,873,425</u>	<u>89.71%</u>	<u>\$27,172,002</u>	<u>\$31,063,409</u>	<u>87.47%</u>	

**PROSSER SCHOOL DISTRICT NO. 116
Expenditures by Activity - Comparative
July 2015**

	2013-14			2014-15			
	July YTD	Y.E. Actual	YTD Expend as a % of Y.E.	July YTD	Budget	YTD Expend as a % of Bud	
11 Board - Supplies	\$1,929	\$1,929	100.00%	\$1,354	\$1,050	128.96%	
11 Board - Legal fees	\$74,719	89,766	83.24%	58,928	55,000	107.14%	
11 Board - Audit, bargaining, elections, etc.	\$53,788	53,788	100.00%	27,485	60,200	45.66%	WASA Eduportal \$1,890, WSSDA Conf \$2,326, WSSDA Membership \$8,739, Audit \$13,402, LEG Conf \$568, Election Cost \$462, Advert \$54, Server \$44
11 Board - Travel	\$968	968	100.00%	2,626	1,500	175.07%	WSSDA Conf, LEG Conf
12 Superintendent's Office	308,671	343,071	89.97%	302,353	325,202	92.97%	
13 Business Office	488,027	528,941	92.26%	501,807	538,189	93.24%	
14 Human Resources	70,256	79,607	88.25%	68,460	67,734	101.07%	
15 Communications Consultant	4,583	5,000	91.67%	4,583	5,000	91.67%	
21 Supervision	631,834	694,600	90.96%	668,973	744,451	89.86%	
22 Learning Resources	248,877	289,211	86.04%	251,315	280,774	89.51%	
23 Principal	1,916,802	2,081,540	92.09%	1,964,873	2,072,703	94.80%	
24 Guidance & Counseling	719,559	798,907	90.07%	724,534	803,432	90.18%	
25 Pupil Management/Safety	249,627	271,320	92.00%	304,473	343,903	88.53%	
26 Health Services	850,773	921,718	92.30%	918,779	988,294	92.97%	
27 Teaching	14,752,995	16,401,751	89.95%	14,825,257	17,303,130	85.68%	Budget includes \$594,087 grant reserve
28 Extracurricular	449,439	500,989	89.71%	455,801	535,987	85.04%	
31 Professional Development	672,944	908,619	74.06%	823,086	811,462	101.43%	
32 Instructional Technology	16,190	16,190	100.00%	33,268	16,216	205.15%	Technology Resource Teachers \$16,605, HMS Computer Lab \$16,663
33 Curriculum	0	0	0.00%	11,153	78,500	14.21%	New activity for 2014-15
41 Food Service Supervision	57,095	62,797	90.92%	55,721	62,271	89.48%	
42 Food	479,816	619,467	77.46%	429,542	618,500	69.45%	
44 Food Service Operations	561,000	648,074	86.56%	559,497	662,172	84.49%	
49 Food Service Transfers	(3,230)	(43,590)	7.41%	(5,563)	(46,473)	11.97%	
51 Transportation Supervision	123,937	132,898	93.26%	125,770	130,115	96.66%	
52 Operating Buses	833,965	881,159	94.64%	790,257	888,931	88.90%	
53 Maintenance of Buses	208,626	222,048	93.96%	213,599	216,880	98.49%	
56 Transportation Insurance	39,394	39,394	100.00%	38,499	40,000	96.25%	
59 Transportation Transfers	(88,418)	(129,675)	68.18%	(99,630)	(97,100)	102.61%	
61 Maintenance Supervision	102,224	111,820	91.42%	101,796	110,873	91.81%	
62 Maintenance-Grounds	208,943	242,033	86.33%	216,849	213,069	101.77%	
63 Plant Operations-Custodial	953,026	1,047,056	91.02%	966,147	1,054,341	91.64%	
64 Maint Plant/Equipment	357,511	494,900	72.24%	392,014	520,976	75.25%	
65 Utilities	699,404	779,785	89.69%	637,820	787,000	81.04%	
68 Insurance	170,314	170,314	100.00%	175,819	185,000	95.04%	
72 Technology - Salary/Benefits	206,421	227,951	90.56%	215,399	230,127	93.60%	
72 Technology - Supplies	185,765	189,810	97.87%	213,090	213,800	99.67%	
72 Technology - Contract Services	126,760	139,749	90.71%	119,535	132,700	90.08%	
72 Technology - Travel	3,885	3,975	97.74%	2,962	4,000	74.04%	
72 Technology - Capital Outlay	0	0	0.00%	0	0	0.00%	
72 Technology - ERATE	18,713	18,713	100.00%	16,450	60,000	27.42%	
73 Printing	30,400	32,543	93.42%	36,747	30,000	129.16%	
75 District Motor Pool	12,376	14,289	86.61%	18,574	13,500	137.58%	
	<u>\$26,799,909</u>	<u>\$29,873,425</u>	<u>89.71%</u>	<u>\$27,172,002</u>	<u>\$31,063,409</u>	<u>87.47%</u>	

PROSSER SCHOOL DISTRICT NO.116

2014-2015 Budget Status Report

20--Capital Projects-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT

Fiscal Year 2014 (September 1, 2014 - August 31, 2015)

For the PROSSER SCHOOL DISTRICT NO.116 School District for the Month of July, 2015

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Support Nontax	12,000	400.98	10,487.04		1,512.96	87.39
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
7000 Revenues Fr Oth Sch Dist	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	12,000	400.98	10,487.04		1,512.96	87.39
B. EXPENDITURES						
10 Sites	0	.00	.00	0.00	.00	0.00
20 Buildings	0	.00	.00	0.00	.00	0.00
30 Equipment	12,500	.00	.00	0.00	12,500.00	0.00
40 Energy	0	.00	.00	0.00	.00	0.00
50 Sales & Lease Expenditure	0	.00	.00	0.00	.00	0.00
60 Bond Issuance Expenditure	0	.00	.00	0.00	.00	0.00
90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	12,500	.00	.00	0.00	12,500.00	0.00
C. OTHER FIN. USES TRANS. OUT (GL 536)						
	0	.00	.00			
D. OTHER FINANCING USES (GL 535)						
	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES						
<u>OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	500-	400.98	10,487.04		10,987.04	< 1000-
F. TOTAL BEGINNING FUND BALANCE						
	945		349.61			
G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)						
	XXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE						
	445		10,836.65			(E+F + OR - G)
I. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted For Other Items	0		.00			
G/L 825 Restricted for Skills Center	0		.00			
G/L 830 Restricted for Debt Service	0		.00			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 840 Nonspnd FB - Invent/Prepd Itms	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 861 Restricted from Bond Proceeds	0		.00			
G/L 862 Committed from Levy Proceeds	0		.00			
G/L 863 Restricted from State Proceeds	0		.00			
G/L 864 Restricted from Fed Proceeds	0		.00			
G/L 865 Restricted from Other Proceeds	0		10,836.65			
G/L 866 Restrictd from Impact Proceeds	0		.00			
G/L 867 Restricted from Mitigation Fees	0		.00			
G/L 869 Restricted fr Undistr Proceeds	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	445		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	445		10,836.65			

PROSSER SCHOOL DISTRICT NO.116
 Balance Sheet
 Capital Projects Fund (20)
 July 31, 2015

<u>GL</u>	<u>Description</u>	<u>Balance</u>
230	Cash on Hand	0.00
240	Cash on Deposit With C.T.	4.35
241	Warrants Outstanding	0.00
450	Investments	11,057.00
---	Asset	11,061.35
601	Accounts Payable	-224.70
---	Liability	-224.70
865	Restricted from Fed Proceeds	-10,836.65
889	Assigned to Fund Purposes	.00
---	Equity	-10,836.65
---	Capital Projects	0.00

PROSSER SCHOOL DISTRICT NO.116
 2014-2015 Budget Status Report
 30--Debt Service Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
 Fiscal Year 2014 (September 1, 2014 - August 31, 2015)

For the PROSSER SCHOOL DISTRICT NO.116 School District for the Month of July, 2015

<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>ANNUAL BUDGET</u>	<u>ACTUAL FOR MONTH</u>	<u>ACTUAL FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 Local Taxes	0	.00	1,723.19		1,723.19-	0.00
2000 Local Support Nontax	900	107.35	930.98		30.98-	103.44
3000 State, General Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
 <u>Total REVENUES/OTHER FIN. SOURCES</u>	 900	 107.35	 2,654.17		 1,754.17-	 294.91
 <u>B. EXPENDITURES</u>						
Matured Bond Expenditures	53,808	.00	15,618.89	0.00	38,189.11	29.03
Interest On Bonds	2,640	.00	1,055.26	0.00	1,584.74	39.97
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	500	.00	.00	0.00	500.00	0.00
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
 <u>Total EXPENDITURES</u>	 56,948	 .00	 16,674.15	 0.00	 40,273.85	 29.28
 <u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	 0	 .00	 .00			
 <u>D. OTHER FINANCING USES (GL 535)</u>	 0	 .00	 .00			
 <u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER (UNDER) EXPENDITURES (A-B-C-D)</u>	 56,048-	 107.35	 14,019.98-		 42,028.02	 74.99-
 <u>F. TOTAL BEGINNING FUND BALANCE</u>	 933,756		 933,837.41			
 <u>G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	 XXXXXXXXXX		 .00			
 <u>H. TOTAL ENDING FUND BALANCE</u>	 877,708		 919,817.43	 (E+F + OR - G)		
 <u>I. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted for Other Items	0		.00			
G/L 830 Restricted for Debt Service	877,708		919,817.43			
G/L 835 Restricted For Arbitrage Rebate	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
 <u>TOTAL</u>	 877,708		 919,817.43			

PROSSER SCHOOL DISTRICT NO.116
Balance Sheet
Debt Service Fund (30)
July 31, 2015

GL	Description	Balance
240	Cash On Deposit With C.T.	2.43
241	Warrants Outstanding	0.00
310	Accts. Rec.-Taxes	6,203.66
450	Investments	919,815.00
---	Asset	926,021.09
601	Accounts Payable	0.00
760	Def. Revenue-Taxes Rec.	-6,203.66
---	Liability	-6,203.66
830	Restricted for Debt Service	-919,817.43
---	Equity	-919,817.43
---	Debt Service Fund	0.00

PROSSER SCHOOL DISTRICT NO.116

2014-2015 Budget Status Report

40--Associated Student Body Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT

Fiscal Year 2014 (September 1, 2014 - August 31, 2015)

For the PROSSER SCHOOL DISTRICT NO.116 School District for the Month of July, 2015

	ANNUAL	ACTUAL	ACTUAL	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES</u>	<u>BUDGET</u>	<u>FOR MONTH</u>	<u>FOR YEAR</u>			
1000 General Student Body	109,143	35.30	92,777.90		16,365.10	85.01
2000 Athletics	153,665	255.00	164,262.72		10,597.72-	106.90
3000 Classes	33,170	.00	30,011.32		3,158.68	90.48
4000 Clubs	204,995	.00	168,059.90		36,935.10	81.98
6000 Private Moneys	12,300	.00	17,936.19		5,636.19-	145.82
<u>Total REVENUES</u>	513,273	290.30	473,048.03		40,224.97	92.16
<u>B. EXPENDITURES</u>						
1000 General Student Body	90,016	197.05	76,275.61	0.00	13,740.39	84.74
2000 Athletics	138,477	176.40	172,032.16	0.00	33,555.16-	124.23
3000 Classes	27,440	.00	34,925.07	0.00	7,485.07-	127.28
4000 Clubs	226,846	180.00	173,275.26	0.00	53,570.74	76.38
6000 Private Moneys	13,300	.00	18,198.91	0.00	4,898.91-	136.83
<u>Total EXPENDITURES</u>	496,079	553.45	474,707.01	0.00	21,371.99	95.69
<u>C. EXCESS OF REVENUES</u>						
<u>OVER(UNDER) EXPENDITURES</u>	<u>(A-B)</u>	17,194	263.15-	1,658.98-	18,852.98-	109.65-
<u>D. TOTAL BEGINNING FUND BALANCE</u>			337,267.15			
<u>E. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>			.00			
<u>F. TOTAL ENDING FUND BALANCE</u>	357,194		335,608.17		<u>C+D + OR - E)</u>	
<u>G. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted for Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	357,194		335,608.17			
G/L 840 Nonspnd FB - Invent/Prepd Itms	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	357,194		335,608.17			

PROSSER SCHOOL DISTRICT NO.116
Balance Sheet
Associated Student Body Fund (40)
July 31, 2015

GL	Description	Balance
200	Imprest Fund	32,000.00
230	Cash on Hand	0.00
240	Cash On Deposit With C.T.	9,937.75
241	Warrants Outstanding	-9,937.33
320	Due From Other Funds	0.00
430	Prepaid Items	37,544.15
450	Investments	266,296.00
---	Asset	335,840.57
601	Accounts Payable	0.00
640	Due To Other Funds	-232.40
750	Deferred Revenue	0.00
---	Liability	-232.40
819	Restricted for Fund Purposes	-335,608.17
---	Equity	-335,608.17
---	Associated Student Body Fund	0.00

PROSSER SCHOOL DISTRICT NO.116

2014-2015 Budget Status Report

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

Fiscal Year 2014 (September 1, 2014 - August 31, 2015)

For the PROSSER SCHOOL DISTRICT NO.116 School District for the Month of July, 2015

<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>ANNUAL BUDGET</u>	<u>ACTUAL FOR MONTH</u>	<u>ACTUAL FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	175	13.81	196.42		21.42	112.24
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	200,000	.00	.00		200,000.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>A. TOTAL REV/OTHER FIN.SRCS (LESS TRANS)</u>	<u>200,175</u>	<u>13.81</u>	<u>196.42</u>		<u>199,978.58</u>	<u>0.10</u>
<u>B. 9900 TRANSFERS IN FROM GF</u>	<u>0</u>	<u>.00</u>	<u>.00</u>		<u>.00</u>	<u>0.00</u>
<u>C. Total REV./OTHER FIN. SOURCES</u>	<u>200,175</u>	<u>13.81</u>	<u>196.42</u>		<u>199,978.58</u>	<u>0.10</u>
<u>D. EXPENDITURES</u>						
Type 30 Equipment	180,000	.00	135,895.23	0.00	44,104.77	75.50
Type 60 Bond Levy Issuance	0	.00	.00	0.00	.00	0.00
Type 90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	<u>180,000</u>	<u>.00</u>	<u>135,895.23</u>	<u>0.00</u>	<u>44,104.77</u>	<u>75.50</u>
<u>E. OTHER FIN. USES TRANS. OUT (GL 536)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>F. OTHER FINANCING USES (GL 535)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>G. EXCESS OF REVENUES/OTHER FIN SOURCES</u>						
<u>OVER(UNDER) EXP/OTH FIN USES (C-D-E-F)</u>	<u>20,175</u>	<u>13.81</u>	<u>135,698.81-</u>		<u>155,873.81-</u>	<u>772.61-</u>
<u>H. TOTAL BEGINNING FUND BALANCE</u>	<u>250,286</u>		<u>250,279.64</u>			
<u>I. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	<u>XXXXXXXX</u>		<u>.00</u>			
<u>J. TOTAL ENDING FUND BALANCE</u>	<u>270,461</u>		<u>114,580.83</u>		<u>(G+H + OR - I)</u>	
<u>K. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted For Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	20,175		114,580.83			
G/L 830 Restricted for Debt Service	0		.00			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 889 Assigned to Fund Purposes	250,286		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	<u>270,461</u>		<u>114,580.83</u>			

PROSSER SCHOOL DISTRICT NO.116
Balance Sheet
Transportation Vehicle Fund (90)
July 31, 2015

<u>GL</u>	<u>Description</u>	<u>Balance</u>
240	Cash On Deposit With C.T.	16.83
241	Warrants Outstanding	0.00
450	Investments	114,564.00
---	Asset	114,580.83
601	Accounts Payable	0.00
605	Accrued Salaries	0.00
610	PR DEDUCT & TAX PAYABLE	0.00
---	Liability	0.00
819	Restricted for Fund Purposes	-114,580.83
---	Equity	-114,580.83
---	Transportation Vehicle Fund	0.00

BOARD PACKET

TO: Board of Directors
SUBJECT: **Certificated Personnel - REVISED**
AGENDA: **Consent**
DATE: September 15, 2015
PREPARED BY: Dr. Ray Tolcacher, *Superintendent*

Certificated Employees

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

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

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

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

BOARD PACKET

TO: Board of Directors
SUBJECT: Classified Personnel - **REVISED**
AGENDA: Consent
DATE: September 15, 2015
PREPARED BY: Craig Reynolds, *Business Manager*

CLASSIFIED EMPLOYEES

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

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

Connie Taylor has been hired as the cook at Housel Middle School.

Melinda White has been hired as the Assessment/Program Records Technician.

Board Meeting September 1, 2015

The regular meeting of the Board of Directors of the Prosser School District was called to order at 7:00 p.m. by Bill Jenkin, President. Board members present included Dr. Warren Barmore, Peggy Douglas, Bruce Matsumura and Andy Howe. Also present were Dr. Ray Tolcacher, Superintendent; Craig Reynolds, Business Manager; Deanna Flores, Assistant Superintendent; Julie Hyatt, Secretary; and an audience representing district staff, media and community members. The meeting was held at Keene-Riverview Elementary MPR.

APPROVAL OF AGENDA:

Motion by Peggy Douglas, seconded by Andy Howe and motion carried to approve the agenda.

COMMUNICATIONS

None

INFORMATION ITEMS:

Minimum Basic Education Requirements Compliance

Deanna Flores reported that each year, school districts across the state of Washington complete the Minimum Basic Education Requirement Compliance form by reporting through the iGrants system online. Reporting on this form gives assurance to the State Board of Education that school districts are in compliance with the minimum requirements of the Basic Education Act. District compliance is checked to meet minimum requirements for entitlement to basic education allocation funds. These funds represent the largest portion of our school district revenues for any given academic year. This year, as in all previous years, the Prosser School District meets or exceeds all program requirements and is in full compliance with the Basic Education Act. The document was provided to the Board of Directors for information. Records are maintained in the district to support certification.

PROTOCOL FOR ADDRESSING BOARD:

Dr. Tolcacher read the protocol for addressing the board.

HEARING OF VISITORS:

Mikki Symonds – Mrs. Symonds said she had sent an email to the board, which she then provided Julie Hyatt for the official board file. She also provided a letter of support for the teachers, which had been signed by many community members.

Mikki said she was speaking on behalf of those who were too fearful to speak for themselves. She also said the teacher/district negotiations affect the entire community because Prosser is so small. We have lost 50 teachers already and it does not bode well for the future of education in Prosser. She is concerned that if teachers continue leaving, there may be a “brain drain”, by families not having their children attend Prosser schools. This could even affect our local economy.

Walker Orr – A student, wanted to address the board about the pivotal experience he has had with the excellent teachers in Prosser. If we lose the vibrancy of effective teachers, it will affect the community. He asked the board to pay teachers a good wage so they’ll stay in Prosser.

Miguel Orr – Is a PHS student who had received a letter of acceptance into the Honors

Board Meeting September 1, 2015

English class. He understands that class is now not being offered. He has heard that the class was cancelled as there wasn't a teacher to teach the class. Miguel asked if that teaching position had been posted. Miguel asked to have the issue explained as to why the class was cancelled.

Mr. Lusk said it was a curriculum issue, not a lack of a teacher.

Dr. Tolcacher said this topic will be brought back to the next board meeting for further discussion.

Dawn Steinmetz – an employee of Paterson School District spoke about the importance of her son, an incoming freshman at PHS, being in Honors English. He and several classmates worked hard to reach their goal of being in the Honors English class. He received a letter stating he was going to be in Honors English, but he, nor she was notified about the cancellation of the class. She saw it on Facebook. She wanted the board to know that many Paterson students who had planned to be in that class are very disappointed. She would like an explanation as to why the class was cancelled.

Laura Ripplinger – a parent, addressed the board about the Honors English class. She was very disappointed, as was her daughter about the cancellation of the class. They received a letter just a few days before the start of school – the cancellation seems so last minute. She said that not offering this class might even prevent her daughter from getting a scholarship.

Mrs. Ripplinger also said the teachers in Prosser work very hard and there needs to be a way to find the money to pay them. This is an embarrassment to Prosser. Regarding a new bond issue effort; she thinks there is a lot of distrust in the community and the board needs to possibly make a major change if the bond is too succeed.

Laurie Hawker – Her daughter has been a Paterson student for many years. She and her daughter were both very disappointed about the cancellation of the Honors English class. She thinks it sets a level of mediocrity for the school. These students strive very hard and urged the District to rethink the decision.

At the conclusion of the speakers, President Jenkin asked Dr. Tolcacher to bring this item back as a Discussion item at the next board meeting.

Assistant Superintendent's Report

Deanna Flores reported that she helped first and second graders find their classrooms this morning at Keene-Riverview Elementary.

Business Manager's Report

No report

Superintendent's Report

Dr. Tolcacher reported that there were very few glitches today on the first day of school. Even with the change of not having a Back-to-School Night last evening, things still went well. Our enrollment is on target for what we had anticipated it to be.

Board Meeting September 1, 2015

Dr. Tolcacher reported that we have every teaching position filled. There are only three school districts in Central Washington that are fully staffed – and one of those is Prosser.

Dr. Tolcacher reported to the audience that we are in the middle of collective bargaining with the teachers' union. He said the legislature has not done their job, by not fully funding education in Washington. The unrest that is happening in school districts across the state is not going away until the state does its job of funding education. He said that the District has had good conversations with the Association as we continue collective bargaining. He also thanked the teachers for being professional today at school.

Dr. Tolcacher reported on the flooring problem at KRV over the summer which has resulted in beautiful new floors.

Board Members' Reports

Dr. Warren Barmore reported that he attended the orientation and fall sports meeting last night at Housel Middle School. He enjoyed it very much.

Andy Howe reported he and Bill Jenkin had been involved in the Study and Survey Study Session which was held recently. He encouraged everyone in the audience to attend the next meeting.

Bruce Matsumura reported that he also attended the Study and Survey Study Session. He found it very informative. He encouraged those in the audience to come to board meetings regularly. He thinks it would further all of our cause to hear regularly from the community.

Peggy Douglas reported that she had been in a few classrooms earlier this week. She said the buildings looked great. She thanked everyone for the hard work getting the schools ready. She said the Study and Survey meeting was an eye opener, to let her see the needs of the District. She also encouraged others to attend the next meeting.

Bill Jenkin thanked those who are involved in negotiations for all of their hard work.

Student Representatives' Reports

Zebbie Castilleja reported that he had attended the orientation at HMS last night. Community, Involvement, Action (CIA) was also there, promoting their parenting program. Zebbie also reported on the Honors English program. He has heard from several students about the disappointment of dropping the Honors English class. He then read comments from students voicing their disappointment about the loss of this class as well as a general disappointment in the community of Prosser.

Tye Taylor reported that last week there were many FFA members showing their animals at the Benton-Franklin County fair. He thanked the board again for changing the start date of school to accommodate these students. There were five Grand Champions in Prosser FFA. Prosser Explorers were also present in the Benton County Sheriff's Office booth. They were teaching the public on when it is appropriate to call 911. Tye invited the board to the FFA Open House barbecue which will be held next Wednesday evening.

Juan Guerra said the renovations at the high school are looking great and students are

Board Meeting September 1, 2015

enjoying that. He also provided his own observation about our new student records system, Skyward. Juan said that half of his teachers really enjoy it and half are still trying to figure it out – but he thinks it is an improvement. He also reported that ASB is up and running and the Drama Club will meet tomorrow at lunch with their advisor, Mrs. Starr, who all the students love and enjoy.

Taylor Beightol said the football field looked great for Prosser Youth Football, which started Saturday. Because she is a Link Crew leader, Taylor was at school all day on Monday, preparing for Freshman Orientation. She is very grateful for this opportunity as it relieves a lot of anxiety of incoming freshmen. As our Unleashed correspondent, Taylor will be meeting next Wednesday with the rest of the correspondents. Her first article will be on the Prosser Balloon Rally.

Dr. Tolcacher provided a brief explanation of the Unleashed competition and how Prosser will be well represented by Taylor.

President Jenkin said he appreciated the diversity shown tonight in the student representative reports.

CONSENT ITEMS:

Motion by Warren Barmore, seconded by Peggy Douglas and motion carried to approve the Consent Agenda as presented.

Certificated Personnel

Kim Starr was recommended as the drama advisor at Prosser High School for the 2015/16 school year.

Classified Personnel

Veronica Salinas was hired as a bilingual paraeducator at Whitstran Elementary School. She will work 7 hours per day Mondays, Tuesdays, Thursdays and Fridays and 6 hours on Wednesdays.

Approval of Minutes

Minutes from the August 18, 2015 regular board meeting, the August 20, 2015 study session and the August 27, 2015 were presented.

Contracts and Personal Service Agreements

None

Volunteer Coaches

Millea Michelle DeAngelo completed the paperwork to be a volunteer swim coach.

OLD BUSINESS:

Community Forums

President Jenkin said we're not quite ready to start Community forums, but the board would like to start them possibly in October.

Dr. Tolcacher said he thought the Board Self-Evaluation meeting would be a great time to set

Board Meeting September 1, 2015

the format of Community Forums.

President Jenkin said Community Forums will have only two board members in attendance, so there is not a quorum. It will be an opportunity to listen to community concerns.

Dr. Tolcacher needs to meet with Bill and Bruce about the self-evaluation format.

ACTION ITEMS:

Vouchers

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

General Fund Voucher numbers 186701 through 186707 totaling \$2,573.01

General Fund Voucher numbers 186700 totaling \$2,700.00

Associated Student Body Voucher numbers 2575 through 2580 totaling \$2,652.55

Associated Student Body Voucher numbers 6000 through 6001 totaling \$2,505.00

Motion by Andy Howe, seconded by Peggy Douglas and motion carried to approve the accounts payable vouchers.

Out-of-State Training for Advancement Via Individual Determination

Deanna Flores reported on her upcoming trips. AVID (Advancement Via Individual Determination) is a college-readiness system designed to help students build academic skills and prepare for post-secondary education.

Elementary implementation:

Prosser School District implemented AVID Elementary in 2013 – 2014 and is required to have an Elementary District Director. This is Deanna's second year as Prosser's AVID Elementary District Director. This covers a required component for AVID Elementary.

Required elementary trainings this first year will be on the following dates:

September 30–October 2, 2015 (Columbia, SC) and March 23–25, 2016 (San Diego, CA)

Secondary implementation:

Prosser School District implemented AVID Secondary in 2010 – 2011 and is required to have a Secondary District Director. Deanna Flores is in her second year of training as the new Secondary District Director. This covers a required component for AVID Secondary.

Required trainings this second year will be on the following dates:

October 7–8, 2015 (Bloomington, MN) and in 2016, dates and location yet to be determined.

Motion by Warren Barmore, seconded by Peggy Douglas and motion carried to approve the out-of-state travel for Deanna Flores to attend AVID trainings.

DISCUSSION ITEMS:

None

Board Meeting September 1, 2015

ADJOURNMENT:

The board meeting was adjourned at 7:48 p.m.

FUTURE MEETINGS:

Regular Board Meeting, September 15, 2015, Keene-Riverview MPR, 7:00 p.m.

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

Clerk to the Board

Board Vice-President

Secretary to the Clerk of the Board

**Prosser School District No. 116
Contracts and Personal Service Agreements
Consent
September 15, 2015**

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.

4. 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.

5. 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.

RECOMMENDATION:

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

BOARD PACKET

TO: Board of Directors
SUBJECT: Contract Ratification with the Prosser Education Association (PEA)
AGENDA: Action
DATE: September 15, 2015
PREPARED BY: Dr. Ray Tolcacher, *Superintendent*

Background:

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.
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.

Recommendation:

It is recommended that the Board of Directors ratify the two (2) year collective bargaining agreement between the Prosser School District and the Prosser Education Association.

BOARD PACKET

TO: Board of Directors
SUBJECT: **Purchase of New School Buses**
AGENDA: **Action**
DATE: September 15, 2015
PREPARED BY: William T. Petersen, *Transportation Supervisor*

Background:

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.

Recommendation:

It is recommended that Board of Directors approve the purchase of three buses as described above, out of the Transportation Vehicle Fund.

BOARD PACKET

TO: Board of Directors

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

AGENDA: Action

DATE: September 15, 2015

PREPARED BY: Craig Reynolds, Business Manager

Background

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.

Recommendation:

It is recommended that the Board of Directors of the Prosser School District adopt Resolution No. 08-15, OSPI Emergency Response Grant Acceptance as Complete.

Prosser Consolidated School District No. 116-219
OSPI Emergency Response Grant Acceptance as Complete
RESOLUTION NO. 08-15

WHEREAS, the Board of Directors of Prosser Consolidated School District No. 116-219, Benton and Klickitat Counties, Washington, have received notification that the Emergency Response Grant scope of work is complete in accordance with contract specifications and documents, and

WHEREAS, the equipment is installed at each school site, and

WHEREAS, the equipment will be maintained in working order, and

WHEREAS, the Superintendent and Board have reviewed the project and concur,

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of Prosser Consolidated School District No. 116 -219, Benton and Klickitat Counties, Washington, that the work of the contractors, NW Communication Systems (for upgrading the existing phone system) and the Washington Association of Sheriffs and Police Chiefs (to implement the Rapid Responder Alert System) is now complete.

APPROVED: by the Board of Directors of Prosser Consolidated School District No. 116-219, Benton and Klickitat Counties, Washington, in a regular board meeting thereof held on the 15th day of September, 2015.

Board Member

Board Member

Board Member

ATTEST:

Ray E. Tolcacher, Secretary of the Board

Board Member

Board Member

BOARD PACKET

TO: Board of Directors
SUBJECT: “Unleashed” Cooperative Agreement
AGENDA: Action
DATE: September 15, 2015
PREPARED BY: Craig Reynolds, Business Manager

Agreement

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.

Recommendation:

It is recommended that the board of directors approve the “Unleashed” Cooperative Agreement.

“UNLEASHED” COOPERATIVE 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 cooperative service agreement with ESD 105;

IT IS HEREBY AGREED that ESD 105 shall receive funds from the District and shall expend such funds for the purpose of providing the services of the Yakima Herald-Republic's "Unleashed" program through the "Unleashed" Cooperative ("Unleashed Co-op" hereinafter) in accordance with the terms and conditions set forth herein:

I. TERM OF AGREEMENT

This agreement shall be effective September 1, 2015 to August 31, 2016. This agreement shall be automatically renewed year to year for one-year periods beginning September 1, 2016, unless the participant serves written notice of its election to terminate this agreement by April 15 prior to the desired termination date. This Cooperative shall set a budget and determine service level at least 30 days prior to the date required for the termination notice.

2. MEMBERSHIP IN “UNLEASHED” COOPERATIVE

The District shall become a full member of the “Unleashed” Cooperative effective with the signing of this agreement. The “Unleashed” Cooperative shall make significant decisions on changes in the structure of the Co-op, and shall elect a five-member Executive Committee. Executive Committee members shall be elected for a two-year term and the terms shall be staggered to ensure continuity. The Executive Committee shall have the responsibility of advising the ESD on the operation and budget of the Cooperative.

3. “UNLEASHED” PROGRAM SERVICES

The ESD will provide the following services in support of the “Unleashed” program:

Selection of high school students from the pool of “Unleashed” Co-op member districts to serve on the “Unleashed” program’s staff during the school year. Total number of staff members will be based on the program’s overall funding. Students will be paid for each original article, photo, or graphic published under the Yakima Herald-Republic’s “Unleashed” program. An “Unleashed” page devoted to student submissions will be published every other Sunday (and on sporadic occasions elsewhere in the newspaper)

throughout the academic year (26 total issues per year, not counting articles appearing elsewhere in the newspaper).

A contracted “Unleashed” coordinator who will manage the student staff, plan meetings for staff to be held twice a month during the school year (September-May) and once a month during the summer, assign stories, work with students in developing their material, edit all submissions, and provide recommendations on participants’ grades to the high school counselor or a certified teacher as designated by the principal of the student’s school. Coordinator would have the option to cancel a meeting at his or her discretion.

Meetings for student members planned to occur twice a month during the school year (September-May) and once a month during the summer. Food will be provided to students during these sessions.

Supplies for student staff members necessary for their “Unleashed” assignments.

Training sessions and related learning experiences for student staff members on journalism, communications, and media ethics.

Students will receive 1 graded high school credit for each year of participation in the Unleashed program.

4. DUTIES OF ESD 105

The following shall be the responsibilities of ESD 105:

- A. ESD 105 shall be responsible for hiring, supervising and evaluating all cooperative personnel.
- B. ESD 105 shall keep the Executive Committee apprised of issues affecting the cooperative.
- C. ESD 105 may dissolve the cooperative, when in the judgment of the ESD Superintendent, the cooperative cannot be managed effectively.

5. DUTIES OF THE DISTRICT

- A. District will participate in interviews of new staff as needed and requested by ESD 105.
- B. District will notify the ESD 105 Public Information Officer of any service delivery concerns.

- C. District high school counselor or certified teacher as appointed by the high school principal will assign a grade for each participating student from the school, based on evaluation by Unleashed coordinator on the student's work.

6. COST TO THE DISTRICT

The cost to the District shall be the amount listed on Exhibit A, attached or as hereafter amended.

The costs are due and payable in advance.

The ESD shall assess an administrative fee equal to the amount allowed for indirect costs on state programs.

7. CONFIDENTIALITY

All materials furnished to the "Unleashed" Coop 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. Student submissions published by the Yakima Herald-Republic shall remain the property of the Yakima Herald-Republic.

8. ACCESS TO PUBLIC RECORDS

No record of the District shall be made available for public inspection or copying by the "Unleashed" Co-op of 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 "Unleashed" Co-op shall be referred to the District.

9. 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 member 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 resolution.

10. TERMINATION FOR BREACH

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

11. INTERLOCAL AGREEMENT

This agreement shall be in addition to the authority vested in the parties pursuant to RCW 28A.310.200 and RCW 28A.320.080, be deemed to be in satisfaction of the provisions of RCW 39.34, and that this agreement shall be deemed a contract pursuant to RCW 39.34.080.

12. ASSIGNMENT

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

13. 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

PROSSER SCHOOL DISTRICT NO. 116

BY [Signature]

BY _____

TITLE Superintendent

TITLE _____

DATE 8/31/15

DATE _____





**“UNLEASHED”
COOPERATIVE AGREEMENT**

2015-2016 RATES

The total annual cost to the District during the 2015 – 2016 School Year shall be \$1,000.00 for the participation of 1 student.



**“UNLEASHED”
COOPERATIVE AGREEMENT
PROGRAM COURSE DESCRIPTION**

Yakima Herald-Republic Journalism Experience

Available as a cross-credited offering at the discretion of each participating school district in English, Fine Arts, or CTE, based on the participating student’s area of emphasis in the program; assignment as a CTE credit must involve student work that meets the state’s additional compliance requirements for this type of credit.

1 year, 1 credit (repeatable for each year of acceptance into program)

Prerequisite: Admission into program

This class gives students practical experience in becoming professionally published writers, photographers, and artists through the Unleashed student journalism program of The Yakima Herald-Republic. Student reporters will be given opportunities to develop their skills in writing columns, reviews, and feature stories. Student photographers will develop their skills in photojournalism and video editing. The program requires attendance at two group meetings held each month during the school year (September-May), during which instruction will be provided on additional areas of professional communications, such as Web-based media and broadcasting.