Prosser School District

Special Board Meeting

Date and Time

Wednesday November 19, 2025 at 6:00 PM PST

Location

Prosser School District Boardroom
1203 Prosser Ave.
Prosser, WA 99350

Join Zoom Meeting:
https://prosserschools-org.zoom.us/j/84742629936?pwd=vH7ttmXyePeDKmuUEasyAL9NqTI2RK.1
Meeting ID: 847 4262 9936
Passcode: 783736
One tap mobile:
+12532050468,84742629936#,*783736

The Prosser School District Board of Directors will hold a Special Board Meeting on **Wednesday, November 19, 2025, at 6:00pm** in the **Prosser School District Boardroom, 1203 Prosser Ave., Prosser WA 99350.**

Agenda

Presenter

I. Opening Items

A. Call the Meeting to Order

		Presenter
B.	Pledge of Allegiance	
C.	Approval of Agenda	
D.	Record Attendance	

II. Protocol for Addressing the Board

A.	Welcome to the Board Meeting!	

III. Hearing of Visitors

IV. Information Items

A.	Building Report & SIP Report: Prosser High School	Principal Bailey
B.	Department Report: CTE Department	Director Follett

V. Discussion Items

A.	Policy 5005 and Review of Attached Forms: Employment Disclosures, Certification, Requirements, Assurances and Approval	Kim Casey
B.	2024/2025 Year End Fiscal Update	Andrew Raab - ESD 123

VI. Student Representative Reports

A.	Student Representative Samantha Jimenez	
B.	Student Representative Ezri Roy	
C.	Student Representative Olivia Smasne	

VII. Action Items

A.	Second Reading of Policy 4260A: Facility Rental Rates	Kim Casey
B.	Vouchers	Business and Operations

No vouchers will be included in this meeting due to back-to-back meetings in November. Any additional vouchers will be added to the December 10 Regular Board Meeting for approval.

Presenter

VIII. Consent Items

A. Certificated Personnel

B. Classified Personnel

C. Approval of Minutes

IX. Reports

A. Director of Grants, Assessment and Elementary Programs — Kevin Gilman

B. Business and Operations Report

C. Assistant Superintendent — Deanna Flores

D. Superintendent — Kim Casey

X. Board Member Reports

A. Director Michelle O'Brien

B. Director Brian Weinmann

C. Director Frank Vermulm

D. Vice President Elisa Riley

E. President Jason Rainer

XI. Closing Items

A. Future Meetings

Regular Board Meeting, December 10, 2025, Prosser School District Boardroom, 6:00pm
Special Board Meeting, December 17, 2025, Prosser School District Boardroom, 6:00pm

Reminder: The Regular Board Meeting originally scheduled for **December 24** has been **rescheduled to December 17** to accommodate scheduling conflicts, as the original date falls on Christmas Eve.

B. Adjourn Meeting

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

- Section 504/ADA Coordinator: Dr. Jennifer Allen
  1203 Prosser Ave.
  Prosser, WA 99350
  509-786-1820
  jennifer.allen@prosserschools.org
- Title IX Coordinator and HIB Coordinator for State Law: Kim Casey
  1203 Prosser Ave.
  Prosser, WA 99350
  509-786-3323
  kimberly.casey@prosserschools.org
- Civil Rights Coordinator for State Law: Deanna Flores
  1203 Prosser Ave.
  Prosser, WA 99350
  509-786-3323
  deanna.flores@prosserschools.org

Coversheet

Welcome to the Board Meeting!

Section: II. Protocol for Addressing the Board
Item: A. Welcome to the Board Meeting!
Purpose:
Submitted by:
Related Material: Welcome to the Board Meeting.pdf

SCHOOL BOARD MEETINGS

Prosser School District No. 116

Welcome to a meeting of the 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 President Jason Rainer, Vice-President Elisa Riley, Director Michelle O'Brien, Director Frank Ver Mulm, and Director Brian Weinmann.

About Board Meetings

Regular Board meetings are held twice each month, usually on the 2nd and 4th Wednesday. 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 6:00 p.m.
The board encourages input on all issues under discussion at the business meetings.

About Executive Session

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.

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.

Coversheet

Policy 5005 and Review of Attached Forms: Employment Disclosures, Certification, Requirements, Assurances and Approval

Section: V. Discussion Items
Item: A. Policy 5005 and Review of Attached Forms: Employment Disclosures, Certification, Requirements, Assurances and Approval
Purpose: Vote
Submitted by:
Related Material: PSD Policy 5005.pdf
WSSDA Policy 5005.pdf
Draft Policy 5005.pdf
Parent Volunteer Form 5005F1.pdf
Disclosure Form 5005F2.pdf
Parent Volunteer Approval Form 5005F3.pdf

PSD CURRENT

EMPLOYMENT: DISCLOSURES, CERTIFICATION REQUIREMENTS, ASSURANCES AND APPROVAL

The board has the legal responsibility of hiring all staff. The responsibility of administering the recruitment process is assigned to the superintendent. Prior to final action by the board, a prospective staff member shall present necessary documents which establish eligibility to work and attest to his/her eligibility as required by P.L. 99-603, Immigration Reform and Control Act of 1986. As required by federal immigration law, the superintendent shall certify that he/she has: "examined the documents which were presented to me by the new hire, that the documents appear to be genuine, that they appear to relate to the individual named, and that the individual is a U.S. citizen, a legal permanent resident, or a non-immigrant alien with authorization to work." This certification shall be made on the I-9 form issued by the federal Immigration and Naturalization Service.

The district shall report all new hires to the state Department of Social and Health Services Division of Child Support as required by P.L. 104-193, the Personal Responsibility and Work Opportunity Reconciliation Act of 1996.

The district shall require that every prospective staff member sign a release form allowing the district to contact school employers regarding prior acts of sexual misconduct.

Disclosure of Crime

Prior to employment of any unsupervised staff member or volunteer, the district shall require the applicant to disclose whether he/she has been:

A. Convicted of any crime against persons;

B. Found in any dependency action under RCW 13.34.030(2)(b) to have sexually assaulted or exploited any minor or to have physically abused any minor;

C. Found by a court in a domestic relations proceeding under Title 26 RCW to have sexually abused or exploited any minor or to have physically abused any minor;

D. Found in any disciplinary board final decision to have sexually abused or exploited any minor or to have physically abused any minor: or

E. Convicted of a crime related to drugs: manufacture, delivery, or possession with intent to manufacture or deliver a controlled substance.

For purposes of this policy, unsupervised means not in the presence of another employee or volunteer and working with children under sixteen years of age or developmentally disabled persons. The disclosure shall be made in writing and signed by the applicant and sworn to under penalty of perjury. The disclosure sheet shall specify all crimes committed against persons.

Background Check

Prospective unsupervised staff members shall have their records checked through the Washington State Patrol criminal identification system and through the Federal Bureau of Investigation. The record check shall include a fingerprint check using a complete Washington state criminal identification fingerprint card.

Powered by BoardOnTrack

Unsupervised volunteers and employees without unsupervised access to children shall also be advised that they will be subjected to a name and birth date background check with the Washington State Patrol.

Applicants may be employed on a conditional basis pending the outcome of the background check and may begin conditional employment once completed fingerprint cards have been sent to the Washington state patrol. If the background check reveals evidence of convictions as identified above, the candidate will not be recommended for employment, or if temporarily employed, will be terminated. When such a background check is received, the superintendent is directed to consult with legal counsel.

If a volunteer has undergone a criminal record check in the last two years for another entity, the district shall request a copy from the volunteer, or have the volunteer sign a release permitting the entity for whom the check was conducted to provide a copy to the district.

Record Check Data Base Access Designee

The superintendent is directed to establish procedures for determining which staff members are authorized to access the Superintendent of Public Instruction's record check data base. Fingerprint record information is highly confidential and shall not be re-disseminated to any organization or individual by district staff. Records of arrest and prosecution (RAP sheets) shall be stored in a secure location separate from personnel and applicant files and access to this information is limited to those authorized to access the SPI record check data base.

Certification Requirements

The district shall require that certificated staff hold a Washington State Certificate, with proper endorsement (if required for that certificate and unless eligible for out-of-endorsement assignment), for the role and responsibilities for which they are employed. Failure to meet this requirement shall be just cause for termination of employment. State law requires that the initial application for certification shall require a background check of the applicant through the Washington State Patrol criminal identification system and Federal Bureau of Investigation. No salary warrants may be issued to the staff member until the district has registered a valid certificate for the role to which he/she has been assigned.

In addition, any teacher who meets standard or continuing certification after August 30, 1987, must complete 150 hours of continuing education study every five years. Failure to satisfy this requirement will cause the certificate to lapse. If a certificated staff member with a lapsed certificate is issued a transitional certificate pursuant to WAC 180-79A.231 (7), he or she may be conditionally employed for up to two years while he or she meets the certificate reinstatement requirements.

Classified Staff

Classified staff who are engaged to serve less than twelve (12) months, shall be advised of their employment status for the ensuing school year prior to the close of the school year. The superintendent shall give "reasonable assurance" by written notice that the staff member will be employed during the next school year.

Board Approval

All staff members selected for employment shall be recommended by the superintendent. Staff members must receive an affirmative vote from a majority of all members of the board. In the event an authorized position must be filled before the board can take action, the superintendent has the authority to fill the position with a temporary employee who shall receive the same salary and benefits as a permanent staff member. The board will act on the superintendent's recommendation to fill the vacancy at its next regular meeting.

Cross References:		(cf. 1610, Conflicts of Interest [1st Class] [2nd Class]) (cf. 5251, Conflicts of Interest) (cf. 5006, Certification Revocation) (cf. 5281, Disciplinary Action and Discharge) (cf. 5520, Staff Development) (cf. 5610, Substitute Employment) (cf. 6530, Insurance)
Legal References: RCW	28A.320.155	Criminal history record information — School volunteers
	28A.400.300	Hiring and discharging employees — Leaves for employees — Seniority and leave benefits, retention upon transfers between schools
	28A.400.303	Record checks for employees
	28A.350.050	Teacher must qualify before warrant drawn and issued or registered — All districts
	28A.405.060	Course of study and regulations — enforcement — Withholding salary warrant for failure
	28A. 405.210	Conditions and contracts of employment — Determination of probable cause for non-renewal of contracts — Notice — Opportunity for hearing
	28A.410.010	Certification — Background check
	9.96A.020	Employment, occupational licensing by public entity — Prior felony conviction no disqualification — Exceptions
	43.43.830-40	Washington State Criminal Code Records
	50.44.050	Benefits Payable, Terms and Conditions
	50.44.053	Definition of “reasonable assurance”
	P.L. 99-603,	Immigration Reform and Control Act of 1986 (IRCA)
WAC	Chapter 162-12	Preemployment Inquiry Guide (Human Rights Commission)
	180-16-220	Supplemental Program Requirements

	Ch. 180-79A	Standards for Teacher, Administrator and Educational Staff Associate Certification
	180-82-105	Assignment of classroom teachers within districts
	180-82-110	Exceptions to classroom teacher assignment policy
	Ch. 180-85	Continuing Education
	392-300-050	Access to record check data base
	392-300-055	Prohibition of redissemination of fingerprint record information by education service districts or school districts
	392-300-060	Protection of fingerprint record information by education service district and school districts
	446-20-280	Employment — Conviction Records
Management Resources:	*Policy News,* April 2004	School Employee Sexual Misconduct
	Policy News, October 2001	Updates from the State Board of Education
	Policy News, August 1998	District Must Report New Hires
	Policy News, February 1999	Local Boards Decide Endorsement Waivers
	Policy News, June 1999	School Safety Bills Impact Policy

Adoption Date: September 24, 2002
Amended Date: September 21, 2004

WSSDA

Book: WSSDA Model Policies
Section: 5000 - Personnel
Title: Employment and Volunteers: Disclosures, Certification Requirements, Assurances and Approval
Number: 5005

Federal Immigration Law Compliance for Staff

The board has the legal responsibility of employing all staff. The responsibility of administering the recruitment process is assigned to the superintendent/designee. Prior to final action by the board, a prospective staff member will present necessary documents which establish eligibility to work as required by federal immigration law. The superintendent/designee will certify that he/she has: “examined the documents which were presented to me by the new hire, that the documents appear to be genuine, that they appear to relate to the individual named, and that the individual is a U.S. citizen, a legal permanent resident, or a non-immigrant alien with authorization to work.” This certification will be made on the I-9 form issued by the Federal Immigration and Naturalization Service.

Child Support Reporting for Staff

The district will report all new hires to the state Department of Social and Health Services Division of Child Support as required by P.L. 104-193, the Personal Responsibility and Work Opportunity Reconciliation Act of 1996.

Sexual Misconduct Release Form for Staff

Pursuant to state law, the district will require that every prospective staff member sign a release form allowing the district to contact school employers regarding prior acts of sexual misconduct. The applicant will authorize current and past school district employers including employers outside of Washington to disclose to the district sexual misconduct, if any, and make available to the district all documents in the employer’s personnel, investigative or other files related to the sexual misconduct. The applicant is not prohibited from employment in Washington state if the laws or policies of another state prohibit disclosure of this information or if the out-of-state district denies the request.

Disclosures for Staff and Volunteers

Prior to employment of any unsupervised staff member or volunteer, the district will require the applicant to disclose whether he/she has been:

1. Convicted of any crime against persons;

2. Found in any dependency action under RCW 13.34 to have sexually assaulted or exploited any minor or to have physically abused any minor;

3. Found by a court in a domestic relations proceeding under Title 26 RCW to have sexually abused or exploited any minor or to have physically abused any minor;

4. Found in any disciplinary board final decision to have sexually abused or exploited any minor or to have physically abused any minor: or

5. Convicted of a crime related to drugs: manufacture, delivery, or possession with intent to manufacture or deliver a

controlled substance.

For purposes of this policy, unsupervised means not in the presence of another employee or volunteer and working with children under sixteen years of age or developmentally disabled persons. The disclosure will be made in writing and signed by the applicant and sworn to under penalty of perjury. The disclosure sheet will specify all crimes committed against persons.

Background Check for Staff and Volunteers

Definition: “Unsupervised Access to Children” means contact with children that provides personal interaction when not under the direct supervision of a child care provider or staff with supervisor authority, whether in person or virtual.

Staff and Volunteers with Regularly Scheduled Unsupervised Access to Children:

Prospective staff members and volunteers, who will have regularly scheduled unsupervised access to children, will have their records checked through the Washington State Patrol criminal identification system and through the Federal Bureau of Investigation. The record check will include a fingerprint check using a complete Washington state criminal identification fingerprint card.

All Other Staff and Volunteers:

Supervised staff and volunteers will undergo a name and birth date background check with the Washington State Patrol.

If a volunteer has undergone a criminal record check in the last two years for another entity, the district will request a copy from the volunteer, or have the volunteer sign a release permitting the entity for whom the check was conducted to provide a copy to the district.

Conditional Employment:

New hires will be employed on a conditional basis pending the outcome of the background check and may begin conditional employment once completed fingerprint cards have been sent to the Washington State Patrol. If the background check reveals evidence of convictions, the candidate will not be recommended for employment, or if conditionally employed, may be terminated. When such a background check is received, the superintendent/designee is directed to consult with legal counsel.

Pre-employment Drug Testing

If the district requires prospective staff members to undergo pre-employment drug testing, the district will comply with the requirements of RCW 49.44.240.

Record Check Database Access Designee

The superintendent/designee is directed to establish procedures for determining which staff members are authorized to access the Office of Superintendent of Public Instruction’s (OSPI) record check database. Fingerprint record information is highly confidential and will not be re-disseminated to any organization or individual by district staff. Records of arrest and prosecution (RAP sheets) will be stored in a secure location separate from personnel and applicant files and access to this information is limited to those authorized to access the OSPI record check database.

Certification Requirements

The district will require that certificated staff hold a Washington state certificate, with proper endorsement (if required for that certificate and unless eligible for out-of-endorsement assignment), or such other documentation as may be required by the professional educator standards board with respect to alternative route programs, for the role and responsibilities for which

WSSDA

they are employed. Failure to meet this requirement will be just and sufficient cause for termination of employment. State law requires that the initial application for certification will require a background check of the applicant through the Washington State Patrol criminal identification system and Federal Bureau of Investigation. No salary warrants may be issued to the staff member until the district has registered a valid certificate for the role to which he/she has been assigned.

All certificated staff members are required to maintain their certification in accordance with state and federal requirements.

Classified Staff

Classified staff who are engaged to serve less than twelve (12) months, will be advised of their employment status for the ensuing school year prior to the close of the school year. If the district chooses to reemploy the staff member the following year, the superintendent/designee will give “reasonable assurance” by written notice that the staff member will be employed during the next school year.

Board Approval

All staff members selected for employment will be recommended by the superintendent. Staff members must receive an affirmative vote from a majority of all members of the board. In the event an authorized position must be filled before the board can take action, the superintendent has the authority to fill the position with a temporary employee who will receive the same salary and benefits as a permanent staff member. The board will act on the superintendent’s recommendation to fill the vacancy at its next regular meeting.

Legal References

RCW 9.96A.020 Employment, occupational licensing by public entity ••• Prior felony conviction no disqualification ••• Exceptions

RCW 28A.320.155 Criminal history record information ••• School volunteers

RCW 28A.400.300Hiring and discharging of employees ••• Written leave policies ••• Seniority and leave benefits of employees transferring between school districts and other educational employers

RCW 28A.400.301 Information on past sexual misconduct - Requirement for applicants - Limitation on contracts and agreements - Employee right to review personnel file

RCW 28A.400.303 Record checks for employees

RCW 28A.405.060 Course of study and regulations ••• Enforcement ••• Withholding salary warrant for failure

RCW 28A. 405.210 Conditions and contracts of employment ••• Determination of probable cause for nonrenewal of contracts ••• Nonrenewal due to enrollment decline or revenue loss ••• Notice ••• Opportunity f hearing

RCW 28A.410.010 Certification ••• Duty of professional educator standards board ••• Rules ••• Record check Lapsed certificates ••• Superintendent of public instruction as administrator

RCW 28A.660.020 Proposals - Funding

RCW 28A.660.035 Partnership grant programs - Priority assistance in advancing cultural competency skills

RCW 43.43.830 Background checks ••• Access to children or vulnerable persons ••• Definitions

RCW 50.44.050 Benefits payable, terms and conditions ••• "Academic year" defined

RCW 50.44.053 "Reasonable assurance" defined ••• Presumption, employees of educational institutions

RCW 49.44.240 Discrimination based on cannabis use•••Exceptions

P.L. 99-603 Immigration Reform and Control Act of 1986 (IRCA)

P.L. 104-193Personal Responsibility and Work Opportunity Reconciliation Act of 1996

WAC 162-12 Preemployment Inquiry Guide (Human Rights Commission)

WAC 180-16-220 Supplemental basic education program approval requirements

WSSDA

WAC 181-79A Standards for teacher, administrator and educational staff associate certification
WAC 181-82-105 Assignment of classroom teachers within districts
WAC 181-82-110 School district response and support for nonmatched endorsements to course assignment of teachers
WAC 181-85Professional certification ••• Continuing education requirement
WAC 392-300-050 Access to record check data base
WAC 392-300-055 Prohibition of redissemination of fingerprint record information by educational service districts, the State School for the Deaf, the State School for the Blind, school districts, and Bureau of Indian Affairs funded schools
WAC 392-300-060 Protection of fingerprint record information by educational service district, the State School for the Deaf, the State School for the Blind, school districts, and Bureau of Indian Affairs funded schools
WAC 446-20-280 Employment ••• Conviction records

Cross References
6530 - Insurance
5610 - Substitute Employment
5520 - Staff Development
5281 - Disciplinary Action and Discharge
5252 - Staff Participation in Political Activities
5006 - Certification Revocation
1610 - Conflicts of Interest (Districts with 2,000 or more students)

Management Resources
2017 - July Issue
2010 - October Issue
Policy News, October 2005 Public Disclosure
Policy News, October 2005 Sex Offender Reporting Requirements
Policy News, April 2004 School Employee Sexual Misconduct
Policy News, October 2001 Updates from the State Board of Education
Policy News, June 1999 School Safety Bills Impact Policy
Policy News, February 1999 Local Boards Decide Endorsement Waivers
Policy News, August 1998 District Must Report New Hires

Employment and Volunteers: Disclosures, Certification Requirements, Assurances and Approval

Federal Immigration Law Compliance for Staff

The board has the legal responsibility of employing all staff. The responsibility of administering the recruitment process is assigned to the superintendent/designee. Prior to final action by the board, a prospective staff member will present necessary documents which establish eligibility to work as required by federal immigration law. The superintendent/designee will certify that he/she has: "examined the documents which were presented to me by the new hire, that the documents appear to be genuine, that they appear to relate to the individual named, and that the individual is a U.S. citizen, a legal permanent resident, or a non-immigrant alien with authorization to work." This certification will be made on the I-9 form issued by the Federal Immigration and Naturalization Service.

Child Support Reporting for Staff

The district will report all new hires to the state Department of Social and Health Services Division of Child Support as required by P.L. 104-193, the Personal Responsibility and Work Opportunity Reconciliation Act of 1996.

Sexual Misconduct Release Form for Staff

Pursuant to state law, the district will require that every prospective staff member sign a release form allowing the district to contact school employers regarding prior acts of sexual misconduct. The applicant will authorize current and past school district employers including employers outside of Washington to disclose to the district sexual misconduct, if any, and make available to the district all documents in the employer's personnel, investigative or other files related to the sexual misconduct. The applicant is not prohibited from employment in Washington state if the laws or policies of another state prohibit disclosure of this information or if the out-of-state district denies the request.

Disclosures of Crime for Staff and Volunteers

Prior to employment of any supervised or unsupervised staff member and any volunteer, the district will require the applicant to disclose whether he/she has been:

A. Convicted of any crime against persons;
B. Found in any dependency action under RCW 13.34 to have sexually assaulted or exploited any minor or to have physically abused any minor;
C. Found by a court in a domestic relations proceeding under Title 26 RCW to have sexually abused or exploited any minor or to have physically abused any minor;
D. Found in any disciplinary board final decision to have sexually abused or exploited any

minor or to have physically abused any minor: or

E. Convicted of a crime related to drugs: manufacture, delivery, or possession with intent to manufacture or deliver a controlled substance.

The disclosure will be made in writing and signed by the applicant and sworn to under penalty of perjury. The disclosure sheet will specify all crimes committed against persons.

Background Check for Staff

Definition: “Unsupervised Access to Children” means contact with children that provides personal interaction when not under the direct supervision of a child care provider or staff with supervisor authority, whether in person or virtual.

Staff and Unsupervised Volunteers with Regularly Scheduled Access to Children:

All prospective staff members and unsupervised volunteers will have their records checked through the Washington State Patrol criminal identification system and through the Federal Bureau of Investigation. The record check will include a fingerprint check using a complete Washington state criminal identification fingerprint card.

Volunteers

All volunteers will have their records checked through the Washington State Patrol criminal identification system. The record check will be completed by using the completed parent/volunteer form and Washington State Patrol form.

Conditional Employment:

New hires will be employed on a conditional basis pending the outcome of the background check and may begin conditional employment once completed fingerprint process has begun with the Washington State Patrol. If the background check reveals evidence of convictions, the candidate will not be recommended for employment, or if conditionally employed, may be terminated. When such a background check is received, the superintendent/designee is directed to consult with legal counsel.

Pre-employment Drug Testing

If the district requires prospective staff members to undergo pre-employment drug testing, the district will comply with the requirements of RCW 49.44.240.

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Certification Requirements

The district will require that certificated staff hold a Washington state certificate, with proper endorsement (if required for that certificate and unless eligible for out-of-endorsement assignment), or such other documentation as may be required by the professional educator standards board with respect to alternative route programs, for the role and responsibilities for which they are employed. Failure to meet this requirement will be just and sufficient cause for termination of employment. State law requires that the initial application for certification will require a background check of the applicant through the Washington State Patrol criminal identification system and Federal Bureau of Investigation. No salary warrants may be issued to the staff member until the district has registered a valid certificate for the role to which he/she has been assigned.

All certificated staff members are required to maintain their certification in accordance with state and federal requirements.

Classified Staff

Classified staff who are engaged to serve less than twelve (12) months, will be advised of their employment status for the ensuing school year prior to the close of the school year. If the district chooses to reemploy the staff member the following year, the superintendent/designee will give "reasonable assurance" by written notice that the staff member will be employed during the next school year.

Board Approval

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has the authority to fill the position with a temporary employee who will receive the same salary and benefits as a permanent staff member. The board will act on the superintendent's recommendation to fill the vacancy at its next regular meeting.

Legal References

RCW 9.96A.020 Employment, occupational licensing by public entity ••• Prior felony conviction no disqualification ••• Exceptions
RCW 28A.320.155 Criminal history record information ••• School volunteers
RCW 28A.400.300Hiring and discharging of employees ••• Written leave policies ••• Seniority and leave benefits of employees transferring between school districts and other educational employers
RCW 28A.400.301 Information on past sexual misconduct - Requirement for applicants - Limitation on contracts and agreements - Employee right to review personnel file
RCW 28A.400.303 Record checks for employees
RCW 28A.405.060 Course of study and regulations ••• Enforcement ••• Withholding salary warrant for failure RCW 28A. 405.210 Conditions and contracts of employment ••• Determination of probable cause for nonrenewal of contracts ••• Nonrenewal due to enrollment decline or revenue loss ••• Notice ••• Opportunity f hearing
RCW 28A.410.010 Certification ••• Duty of professional educator standards board ••• Rules ••• Record check Lapsed certificates ••• Superintendent of public instruction as administrator
RCW 28A.660.020 Proposals - Funding
RCW 28A.660.035 Partnership grant programs - Priority assistance in advancing cultural competency skills
RCW 43.43.830 Background checks ••• Access to children or vulnerable persons ••• Definitions RCW 50.44.050 Benefits payable, terms and conditions ••• "Academic year" defined
RCW 50.44.053 "Reasonable assurance" defined ••• Presumption, employees of educational institutions RCW 49.44.240 Discrimination based on cannabis use•••Exceptions
P.L. 99-603 Immigration Reform and Control Act of 1986 (IRCA)
P.L. 104-193Personal Responsibility and Work Opportunity Reconciliation Act of 1996 WAC 162-12 Preemployment Inquiry Guide (Human Rights Commission)
WAC 180-16-220 Supplemental basic education program approval requirements

WAC 181-79A Standards for teacher, administrator and educational staff associate certification WAC 181-82-105 Assignment of classroom teachers within districts
WAC 181-82-110 School district response and support for nonmatched endorsements to course assignment of teachers
WAC 181-85Professional certification ••• Continuing education requirement
WAC 392-300-050 Access to record check data base
WAC 392-300-055 Prohibition of redissemination of fingerprint record information by educational service districts, the State School for the Deaf, the State School for the Blind, school districts, and Bureau of Indian Affairs funded schools
WAC 392-300-060 Protection of fingerprint record information by educational service district, the State School for the Deaf, the State School for the Blind, school districts, and Bureau of Indian Affairs funded schools
WAC 446-20-280 Employment ••• Conviction records

Cross References 6530 - Insurance
5610 - Substitute Employment 5520 - Staff Development
5281 - Disciplinary Action and Discharge 5252 - Staff Participation in Political Activities 5006 - Certification Revocation
1610 - Conflicts of Interest (Districts with 2,000 or more students)

Management Resources 2017 - July Issue
2010 - October Issue
Policy News, October 2005 Public Disclosure
Policy News, October 2005 Sex Offender Reporting Requirements Policy News, April 2004 School Employee Sexual Misconduct
Policy News, October 2001 Updates from the State Board of Education Policy News, June 1999 School Safety Bills Impact Policy
Policy News, February 1999 Local Boards Decide Endorsement Waivers
Policy News, August 1998 District Must Report New Hires

Adopted: September 24, 2002
Amended: September 21, 2004

Policy No. 5005F1
Personnel

PROSSER SCHOOL DISTRICT PARENT/VOLUNTEER FORM

Valid for two years from date of approval

Volunteer Information

Full Name: _____

Alias: _____

Phone: _____

Email: _____

Do you have students in the district? [ ] Yes [ ] No

If yes, please list their names and grade levels:

1. Name: _____ Grade: _____
2. Name: _____ Grade: _____
3. Name: _____ Grade: _____
4. Name: _____ Grade: _____
5. Name: _____ Grade: _____

Building Preference for Volunteering

(Check all that apply)

[ ] Keene-Riverview Elementary School: _____

[ ] Whitstran Elementary School: _____

[ ] Prosser Heights Elementary School: _____

[ ] Housel Middle School: _____

[ ] Prosser High School: _____

Volunteer Interests

(Check all that apply)

[ ] Classroom Assistance

[ ] Field Trip Chaperone

[ ] School Events/Celebrations

[ ] Library Support

[ ] Sports Coaching

[ ] Arts/Crafts Workshops

[ ] School Garden

[ ] Fundraising Events

[ ] Other (please specify): _____

Criminal History Disclosure

The safety of our students is our highest priority. As a condition of maintaining volunteer approval, you are required to disclose any criminal history changes since your last background check.

1. Have you been convicted of, or entered a plea of guilty or no contest to, any criminal offense since your last volunteer clearance?
   [ ] Yes [ ] No
   If yes, please explain: _____
2. Have you had any other legal issues or charges that may affect your eligibility to volunteer?
   [ ] Yes [ ] No
   If yes, please explain: _____

Background Check

All volunteers are subject to criminal background checks through the Washington State Patrol and the FBI. If a check was completed in the last two years for another entity, the district may request a copy.

Acknowledgment

I certify that the information provided above is true and complete to the best of my knowledge. I understand that falsifying information may result in **revocation of my volunteer approval**.

Signature: _____ **Date:** _____

Office Use Only

- Last Volunteer Form Received: _____
- Approval Valid Through: _____
- Reviewed by: _____ Date: _____
- Acknowledgment: [ ] Form reviewed and filed

Policy No. 5005F1
Personnel

WASHINGTON STATE PATROL

Identification and Criminal History Section
PO Box 42633, Olympia WA 98504-2633

RESET

(Clears all Fields in the Form)

REQUEST FOR CRIMINAL HISTORY INFORMATION
CHILD/ADULT ABUSE INFORMATION ACT
RCW 43.43.830 THROUGH 43.43.845

(Instructions on Reverse Side)

A **REQUESTING AGENCY/ADDRESS**

PROSSER SCHOOL DISTRICT
Agency

SONIA GOMEZ
Attn

1203 PROSSER AVE.
Address

PROSSER WA 99350
City/State/Zip

I certify this request is made pursuant to and for the purpose indicated.

Authorized Signature Date

ADMIN ASSISTANT (509) 786-3323
Title Area Code/Phone Number

B **PURPOSE**

Check appropriate box

- [x] Educational School District (ESD)/School District Volunteer – no fee
- [ ] Non-Profit Business/Organization – no fee (Excluding Schools & ESD's)
- [ ] Profit Business/Organization - $35
- [ ] Adoptive Parent - $35

Fees: Make payable to **Washington State Patrol** by check, money order, or business account.

Notary letters certifying the results are available upon request. There is an additional $5.00 processing fee per notary seal.

_____ **Notarized Letter(s)**

C **APPLICANT OF INQUIRY** **(Please provide as much information as possible; name and date of birth are mandatory.)**

Applicant's Name: Last First Middle

Alias/Maiden Name(s):

Date of Birth: Month/Day/Year Sex: Race:

Social Security Number: **(optional)** Driver's Lic. Number/State: /

Secondary dissemination of this criminal history record information response is prohibited unless in compliance with statute.

D **WASHINGTON STATE PATROL IDENTIFICATION & CRIMINAL HISTORY SECTION**

As of this date, the applicant named below has no record pursuant to RCW 43.43.830 through 43.43.845.

Requesting Agency

Applicant's Signature

Applicant's Name

Address

City/State/Zip

WSP Use Only

Applicant Right Thumb Print (Optional)

3000-240-430 (Rev. 12/07)

Policy No. 5005F2
Personnel

PROSSER SCHOOL DISTRICT VOLUNTEER DISCLOSURE FORM

To be completed annually or as needed during the two-year volunteer approval period

Volunteer Information

Name: _____

Phone: _____

Email: _____

Volunteer Role(s): _____

Disclosure Statement

The safety of our students is our highest priority. As a condition of maintaining your volunteer approval with Prosser School District, you are required to disclose any criminal history changes that have occurred since your last background check.

1. Have you been convicted of, or entered a plea of guilty or no contest to, any criminal offense since your last volunteer clearance?
   [ ] Yes [ ] No

If yes, please provide details: _____

---

2. Have you had any other legal issues or charges that may affect your eligibility to volunteer?
   [ ] Yes [ ] No

If yes, please provide details: _____

Acknowledgment

I certify that the information provided above is true and complete to the best of my knowledge. I understand that falsifying information may result in **revocation of my volunteer approval**.

Signature: _____ Date: _____

Office Use Only

- Last Volunteer Form Received: _____
- Approval Valid Through: _____
- Reviewed by: _____ Date: _____
- Acknowledgment: [ ] Form reviewed and filed

Policy No. 5005F3
Personnel

Prosser School District
PARENT VOLUNTEER APPROVAL FORM

Volunteer Name: _____ **For School Year(s):** _____

Date of Birth: _____

Attach this sheet to the Volunteer Form, Disclosure of Crime Form, and WSP Background Check Form before filing.

Disclosure of Crime

Prior to assignment of any volunteer, the district shall verify whether the applicant has been:

A. Convicted of any crime against persons;
   Y OR N (Circle one)

B. Found in any dependency action under **RCW 13.34.030(2)(b)** to have sexually assaulted or exploited any minor or to have physically abused any minor;
   Y OR N (Circle one)

C. Found by a court in a domestic relations proceeding under **Title 26 RCW** to have sexually abused or exploited any minor or to have physically abused any minor;
   Y OR N (Circle one)

D. Found in any disciplinary board final decision to have sexually abused or exploited any minor or to have physically abused any minor;
   Y OR N (Circle one)

E. Convicted of a crime related to drugs: manufacture, delivery, or possession with intent to manufacture or deliver a controlled substance;
   Y OR N (Circle one)

Volunteer Status

☐ Approved to Volunteer
☐ Denied to Volunteer

Parent Volunteer Restrictions / Limitations

☐ Not allowed to drive students
☐ Not allowed on overnight trips
☐ Must be supervised by staff at all times
☐ Restricted from one-on-one contact with students
☐ Limited to specific classrooms, grade levels, or activities
☐ Other restrictions (specify below):

Comments / Notes:

Superintendent's Signature: _____

Date: _____

Coversheet

Second Reading of Policy 4260A: Facility Rental Rates

Section:	VII. Action Items
Item:	A. Second Reading of Policy 4260A: Facility Rental Rates
Purpose:	Vote
Submitted by:	
Related Material:	Facility Rental Fees.pdf

Facility Rental Rates - Effective January 1, 2026

Prosser School District

	Classification and Description	Gymnasiums/Commons	Conference Room/ Library/Classroom	Art Fiker Stadium		Practice/Play Fields/Tennis Court	PHS Auditorium	Kitchen (Staff Required)		
		ALL	ALL	W/Lights	W/O Lights	ALL		WS/KRV/PHE	HMS/PHS	
1	Internal Use: School Activities	No facility rental charges. Required $150 Cleaning Fee Per Session/Event. Labor charges apply for over-time for custodian, security, food service or technology personnel during non-school hours.								
2	Non Profit Youth Organizations with 501c3	No facility rental charges. Required $150 Cleaning Fee Per Session/Event. Labor charges apply for over-time for custodian, security, food service or technology personnel during non-school hours.								
3	Non Profit Organizations: Chamber of Commerce, Churches, Prosser Rotary	Facility Rental Fees as below PLUS a required $150 Cleaning Fee Per Session/Event.								
		$50/hour	$40/hour	$70/hour	$50/hour	$30/hour	$60/hour	$40/hour	$50/hour	Normal workday 7 am - 3 pm
		$75/hour	$60/hour	$105/hour	$75/hour	$45/hour	$90/hour	$60/hour	$75/hour	After Hours or Weekend
4	Private, Commercial, For Profit	Facility Rental Fees as below PLUS a required $150 Cleaning Fee Per Session/Event.								
		$80/hour	$50/hour	$100/hour	$80/hour	$50/hour	$100/hour	$50/hour	$80/hour	Normal workday 7 am - 3 pm
		$120/hour	$75/hour	$150/hour	$120/hour	$75/hour	$150/hour	$75/hour	$120/hour	After Hours or Weekend

Auditorium Equipment			Labor (2 hour Minimum)	Hourly	Normal Workday Fee	After Hours or Weekend
Additional labor fees may apply			Technician		$ 40.00	$ 60.00
			Custodian		$ 30.00	$ 45.00
Per Event Fees:	Stage Lighting - full use	$ 20.00	Security		$ 40.00	$ 60.00
	Per Wired Microphones	$ 20.00	Nutritional Services (Kitchen) Supervisor		$ 30.00	$ 45.00
	Per Wireless Microphones	$ 30.00	Non-Auditorium Equipment and Other Use Fees			
	Video Projector	$ 75.00	Portable Video/TV Equipment			$ 20.00
	Grand Piano	$ 100.00	PA System			$ 100.00
	Upright Piano	$ 50.00	Water Use for outside (Example Car Wash)			$ 20.00
	Green Room	classroom fee	Gym Equipment Limited, Permission must be obtained to use			Quote Required
	Acoustic Shells	$ 20.00	No Key Return Fee			$ 500.00
	Per Platforms	$ 20.00	Stage includes set up, take down and delivery			$ 200.00
	Per Choral Risers	$ 20.00	* A minimum facility charge of two hours applies. Use of facilities beyond your scheduled time will incur additional charges. Please do not arrive early or stay late unless you are willing to pay for the extra time.			
	Per Table	$ 8.00	* Evidence of Liability Insurance is required before the event may begin.			
	Per Chairs	$ 1.00	* A minimum deposit of $150 is required for all facility requests. For estimated fees over $1,000, additional deposits may be required.			
	Piano Tuning Fee	$ 300.00	* Late fees will be applied to balances unpaid for more than 90 days.			

Last Updated: November 19, 2025

Coversheet

Certificated Personnel

Section: VIII. Consent Items
Item: A. Certificated Personnel
Purpose: Vote
Submitted by:
Related Material: Certificated Personnel 11.13.2025.pdf

BOARD PACKET

TO: Board of Directors
SUBJECT: Certificated Personnel
AGENDA: Consent
DATE: November 13, 2025
PREPARED BY: Kim Casey, *Superintendent*

CERTIFICATED EMPLOYEES

There are no changes to report at this time.

Coversheet

Classified Personnel

Section: VIII. Consent Items
Item: B. Classified Personnel
Purpose: Vote
Submitted by:
Related Material: Classified Personnel 11.18.2025.pdf

BOARD PACKET

TO: **Board of Directors**
SUBJECT: **Classified Personnel**
AGENDA: **Consent**
DATE: **November 18, 2025**
PREPARED BY: Kim Casey, *Superintendent*

CLASSIFIED EMPLOYEES

Caitlin Killian has resigned from her role as Assistant Coach of the 7th Grade B-Squad Volleyball team at Housel Middle School.

Draeden Griffiths has been recommended for the Assistant Coach-7th Grade B-Squad Boys Basketball position at Housel Middle School.

Oralia Gutierrez has resigned from her role as Human Resource Specialist for the Prosser School District.

Coversheet

Approval of Minutes

Section:	VIII. Consent Items
Item:	C. Approval of Minutes
Purpose:	Vote
Submitted by:	
Related Material:	November 12, 2025 - Regular Board Meeting (English).pdf November 12, 2025 - Regular Board Meeting (Spanish).pdf

REGULAR BOARD MEETING

Meeting Minutes

Prosser School District Boardroom
1203 Prosser Ave.
Prosser, WA 99350

Wednesday November 12, 2025 at 6:00 PM

I. Opening Items

A. 6:00 p.m. Call to Order Regular Board Meeting

The regular meeting of the Board of Directors of Prosser School District was called to order at 6:00 p.m. by President Jason Rainer.

B. Pledge of Allegiance

C. Approval of Agenda

Motion to approve to agenda by Director Frank Vermulm, seconded by Vice President Elisa Riley. The motion passed.

D. Record Attendance – Roll Call

President Jason Rainer – Present
Vice President Elisa Riley – Present
Director Frank Vermulm – Present
Director Brian Weinmann – Present
Director Michelle O'Brien – Remote

Superintendent Kim Casey – Present
Assistant Superintendent Deanna Flores – Present
Director of Grants, Assessment and Elementary Programs Kevin Gilman – Present

Student Representative Olivia Smasne – Present
Student Representative Ezri Roy – Present

II. Information Items

A. Prosser School District Administration Office Thanksgiving Break Office Hours

Superintendent Kim Casey shared the District Office hours for Thanksgiving break, noting that with no school that week, it’s important to make sure staff and the public know when the office will be open.

III. Discussion Items

A. Building Report: Keene Riverview Elementary School

Keene Riverview Elementary Principal Jessie Wilson shared that art and music teacher Taylor Flores has created engaging student artwork and is preparing TK–2 students for

winter concerts on December 9 and 16. Last week's Science Center visit included hands on STEM activities and a rocket launch, which excited students. Bilingual teachers worked with a new coach to align K–2 instruction, and teachers continue focusing on math alignment and small-group instruction to support student learning.

B. Department Report: Maintenance Department

Maintenance Director Andy Howe provided an update on recent and upcoming maintenance projects. Rock installations at the high school are nearly complete, with the final sections scheduled for Thanksgiving break, followed by work at Heights Elementary and then Keene Riverview over winter break. Water systems have been shut down and blown out, ice melt is stocked, and snow blades will be installed soon. ATS will perform boiler performance tests later this month. Mowers are finished, with football being the only remaining sport requiring field painting. The department has also streamlined products to reduce costs and stocked fertilizer for spring. Sprinkler adjustments and potential baseball diamond projects are planned as time allows, and overall, projects are progressing smoothly.

C. American Red Cross Shelter Agreement

Superintendent Kim Casey shared that Housel Middle School will continue as an American Red Cross community shelter, and the shelter agreement is being updated for informational purposes.

IV. Protocol for Addressing Board:

A. Hearing of Visitors

There was no public comment.

V. Student Representative Reports:

A. Student Representative Ezri Roy

Student Representative Ezri Roy reported that the leadership class successfully hosted the Veterans Day assembly on Monday. The swim team, cross country team, and football team are preparing to compete at the state level this weekend. At FFA Nationals, the school had strong individual performances in the competition and in the Spanish Creed event.

B. Student Representative Olivia Smasne

Student Representative Olivia Smasne reported that the high school drama club will perform this Thursday, Friday, and Saturday, with doors opening at 6:30 p.m. and shows starting at 7:00 p.m. She also noted that the recent college and career fair held two weeks ago went very well.

VI. Action Items:

A. First Reading of Policy 4260A: Facility Rental Rates

Motion to approve the First Reading of Policy 4260A: Facility Rental Rates with the "Season" portion of the facility rental rate schedule removed by President Jason Rainer, seconded by Vice President Elisa Riley. The motion passed.

B. First Reading of Policy 5005 and Review of Attached Forms: Employment Disclosures, Certification, Requirements, Assurances and Approval

Motion to move Policy 5005 and Review of Attached Forms: Employment Disclosures, Certification, Requirements, Assurances and Approval to the next regular board meeting as

a discussion item by President Jason Rainer, seconded by Director Frank Vermulm. The motion passed.

C. Red Rover

Motion to table the Red Rover Agreement by Director Frank Vermulm, seconded by Vice President Elisa Riley. The motion passed.

D. Boys & Girls Club Grant Securitization Approval for Superintendent to Sign

Motion to approve the Boys & Girls Club Grant Securitization Approval for Superintendent to Sign by President Jason Rainer, seconded by Vice President Elisa Riley. The motion passed.

E. 2025-2026 School Improvement Plans

Motion to approve the 2025-2026 School Improvement Plans by President Jason Rainer, seconded by Director Frank Vermulm. The motion passed.

The Board requested that principals return at future meetings to further discuss their School Improvement Plans for the 2025–2026 school year during their building reports.

F. Vouchers and Payroll

Motion to approve Vouchers and Payroll by Director Frank Vermulm, seconded by Vice President Elisa Riley. The motion passed.

G. Memorandums of Agreement Between Central Washington University and Prosser School District (Student Teacher Placement Agreement & Master of Arts in Teaching Program)

Motion to approve the Memorandums of Agreement Between Central Washington University and Prosser School District (Student Teacher Placement Agreement & Master of Arts in Teaching Program) by President Jason Rainer, seconded by Director Brian Weinmann. The motion passed.

VII. Consent Items:

A. Certificated Personnel

B. Classified Personnel

C. Approval of Minutes

Motion to approve the Consent Items by Director Frank Vermulm, seconded by Director Brian Weinmann. The motion passed.

VIII. Reports:

A. Assistant Superintendent Deanna Flores

Assistant Superintendent Deanna Flores reported on several recent events and initiatives. She shared that the high school science curriculum is fully funded through a $33,000 PNNL grant, including support for bilingual materials, resulting in no additional cost to the District. Science on Wheels visits were a success, featuring hands-on STEM activities such as bottle rockets, with PTO support helping to coordinate the event. She also highlighted recent school events, including the Harvest Festival at Keene Riverview, which featured carnival-style activities and strong family participation, and noted the upcoming Festival of Trees fundraiser for the Boys & Girls Club.

B. Superintendent Kim Casey

Superintendent Casey shared that there's interest in both the Grant and Park Avenue properties, with positive feedback from realtors. Monthly meetings with the County are strengthening relationships and helping her better understand financial reports. Work with ESD 123 is on track, though an accrual issue recently caused some expenses to land in the wrong year, which Drew will explain further. She noted that the Missimer property lease is now posted and clarified that buildings at the Inspire Learning Center site will be removed due to grant and lease requirements, not by district choice. Nitrate levels at Whitstran were slightly elevated for the first time, so bottled water is available while testing continues. She also mentioned ongoing union discussions, preparations for a January budget study session, progress with Tyler Technologies, and district administrators helping in schools as needed.

C. Director of Grants, Assessment and Elementary Programs Kevin Gilman

Director of Grants, Assessment, and Elementary Programs Kevin Gilman shared that staff had a productive week of professional development, including bilingual instruction and using student data to guide interventions. Teachers used student profiles in PLCs, and student survey results are trending upward. The district hosted a migrant PLC, and three former migrant students shared feedback on improving education and parent engagement.

D. Board Members' Reports

1. Director Michelle O'Brien

Director Michelle O'Brien congratulated Directors Jason Rainer and Elisa Riley on their re-election to the Proser School Board and thanked them for their continued dedication to students and the community. She also recognized Directors Frank Vermulm and Brian Weinmann for taking on additional roles with WSSDA as district legislative and interscholastic committee representatives. Michelle shared that she will meet with Food Service Director Darlene Morrow to discuss the USDA grant supporting local meat and produce and plans to expand scratch-made meals in student menus. She encouraged attendance at upcoming performances, including the PHS play, the HMS and PHS choir concert, and the beginning band concert at PHS. Finally, she noted that HMS has sent out a parent survey on the middle school cell phone policy and encouraged parents to share their feedback.

2. Director Brian Weinmann

Director Brian Weinmann thanked Directors Jason Rainer and Elisa Riley for their reelection to the Proser School Board and expressed appreciation to the administration for all the extra work they're doing, noting his hope that there's some light at the end of the tunnel.

3. Director Frank Vermulm

No report.

4. Vice President Elisa Riley

No report.

5. President Jason Rainer

Board President Jason Rainer congratulated Elisa Riley on her re-election to the Prosser School District Board, and thanked Brian Weinmann and Frank Vermulm for their additional roles, echoing Michelle's recognitions. He also praised the fall athletes

for their outstanding performances in district play, playoffs, and for those advancing to state competitions, noting several received SEWAC honors. He wished all winter athletes, including football, cross country, and swim teams, the best of luck in their upcoming seasons.

IX. Closing Items

A. Future Meetings

Regular Board Meeting, November 19, 2025, Prosser School District Boardroom, 6:00 pm

Reminder: The Regular Board Meeting originally scheduled for November 26 has been rescheduled to November 19 to accommodate everyone's schedules, as most will be traveling or preparing for the Thanksgiving holiday (November 24-28).

B. Adjourn Meeting

The Regular Board Meeting adjourned at 7:33pm.

Clerk to the Board

Board President

Secretary to the Clerk of the Board

Attachment A – Zoom Chat

00:23:02 AG: Hopefully things are sprayed better next year.
00:25:57 AG: Need to wait till next year to set up water on the 8th grade baseball field. Let's not hafl a$$ it.

REUNIÓN ORDINARIA DE LA JUNTA

Actas de la Reunión

Sala de juntas del distrito escolar de Prosser
1203 Prosser Ave
Prosser, WA 99350

miércoles noviembre 12, 2025 a las 6:00 p. m.

I. Apertura de Artículos

A. 6:00 p.m. Convocatoria a la Reunión Ordinaria de la Junta

La reunión ordinaria de la Junta Directiva del Distrito Escolar de Prosser fue convocada a las 6:00 p.m. por el presidente Jason Rainer.

B. Juramento de Lealtad

C. Aprobación de la Agenda

Moción para aprobar la agenda por el Director Frank Vermulm, secundada por la Vicepresidenta Elisa Riley. La moción fue aprobada.

D. Registro de Asistencia - Pase de lista

Presidente Jason Rainer – Presente
Vicepresidenta Elisa Riley – Presente
Director Frank Vermulm – Presente
Director Brian Weinmann – Present
Directora Michelle O'Brien - Remoto

Superintendente Kim Casey – Presente
Superintendente Asistente Deanna Flores – Presente
Director de Subvenciones, Evaluación y Programas de Primaria Kevin Gilman – Presente

Representante Estudiantil Olivia Smasne – Presente
Representante Estudiantil Ezri Roy – Presente

II. Elementos de Información

A. Oficina de Administración del Distrito Escolar de Prosser Horario de Oficina de Vacaciones de Acción de Gracias

La superintendente Kim Casey compartió el horario de la Oficina del Distrito para las vacaciones de Acción de Gracias, señalando
que sin clases esa semana, es importante asegurarse de que el personal y el público sepan cuándo la oficina estará abierta.

III. Temas de Discusión

A. Informe por la Escuela Primaria Keene Riverview

La directora de la escuela primaria Keene Riverview, Jessie Wilson, compartió que la maestra de arte y música Taylor Flores ha creado atractivas obras de arte para estudiantes y está preparando a los estudiantes de TK-2 para conciertos de invierno los días 9 y 16 de diciembre. La visita al Centro de Ciencias de la semana pasada incluyó actividades prácticas de STEM y el lanzamiento de un cohete, que entusiasmó a los estudiantes. Profesores bilingües trabajaron con un nuevo entrenador para alinear la instrucción K-2, y los maestros continúan enfocándose en alineación de matemáticas e instrucción en grupos pequeños para apoyar el aprendizaje de los estudiantes.

B. Informe por el Departamento de Mantenimiento

El director de mantenimiento, Andy Howe, proporcionó una actualización sobre los últimos y futuros proyectos de mantenimiento. Las instalaciones de rocas en la escuela secundaria están casi completas, con las secciones finales programadas para las vacaciones de Acción de Gracias, seguida del trabajo en Heights Elementary y luego Keene Riverview durante las vacaciones de invierno. Los sistemas de agua han sido cerrados y soplado, el derretidor de hielo está surtido y pronto se instalarán las palas pare quitar la nieve. ATS realizará pruebas de rendimiento de calderas a finales de este mes. Los cortes de césped están terminados, el euipo de fútbol americano es el único deporte restante que requiere pintura de campo. El departamento también ha simplificado productos para reducir costos y fertilizante almacenado para la primavera. Ajustes de rociadores y los posibles proyectos de diamantes de béisbol se planifican según lo permita el tiempo y, en general, los proyectos están progresando sin problemas.

C. Acuerdo de Refugio con la Cruz Roja Americana

La superintendente Kim Casey compartió que la Escuela Intermedia Housel continuará como refugio comunitario de la Cruz Roja Americana, y el acuerdo de refugio se está actualizando para fines informativos.

IV. Protocolo para Dirigir a la Junta:

A. Audiencia de Visitantes

No hubo comentarios públicos.

V. Informes por los Representantes Estudiantiles:

A. Representante Estudiantil Ezri Roy

La representante estudiantil Ezri Roy informó que la clase de liderazgo organizó con éxito la asamblea del Día de los Veteranos el lunes. El equipo de natación, el equipo de campo traviesa y el equipo de fútbol se están preparando para competir a nivel estatal este fin de semana. En los Nacionales de FFA, la escuela tuvo fuertes actuaciones individuales en la competencia y en el evento Spanish Creed.

B. Representante Estudiantil Olivia Smasne

La representante estudiantil Olivia Smasne informó que el club de teatro de la escuela secundaria actuara este jueves, viernes y sábado, con apertura de puertas a las 6:30 p.m. y espectáculos a partir de las 7:00 p.m. También señaló que la reciente feria universitaria y profesional que se llevó a cabo hace dos semanas fue muy bien.

VI. Elementos de Acción:

A. Primera Lectura de la Política 4260A: Tarifas de Alquiler de Instalaciones

Moción para aprobar la Primera Lectura de la Política 4260A: Tarifas de Alquiler Instalaciones con la parte de "Temporada" del programa de tarifas de alquiler de

instalaciones eliminada por el Presidente Jason Rainer, secundada por la Vicepresidenta Elisa Riley. La moción fue aprobada.

B. Primera Lectura de la Política 5005 y Revisión de los Formularios Adjuntos: Divulgaciones de Empleo, Certificación, Requisitos, Garantías y Aprobación

Moción para trasladar la Política 5005 y la Revisión de los Formularios Adjuntos: Divulgaciones de Empleo, Certificación, Requisitos, Garantías y Aprobación a la próxima reunión ordinaria de la Junta como tema de discusión por el Presidente Jason Rainer, secundada por el Director Frank Vermulm. La moción fue aprobada.

C. Red Rover

Moción para presentar el Acuerdo Red Rover por el Director Frank Vermulm, secundada por la Vicepresidenta Elisa Riley. La moción fue aprobada.

D. Boys & Girls Club Otorga Aprobación de Titularización para que el Superintendente la firme

Moción para aprobar la aprobación de Boys & Girls Club de Titulización para que la Superintendente firme por el Presidente Jason Rainer, secundada por la Vicepresidenta Elisa Riley. La moción fue aprobada.

E. Planes de Mejora Escolar 2025-2026

Moción para aprobar los Planes de Mejoramiento Escolar 2025-2026 por el presidente Jason Rainer, secundada por el director Frank Vermulm. La moción fue aprobada.

La Junta solicitó que los directores regresen en futuras reuniones para analizar más a fondo sus planes de mejora escolar para el año escolar 2025-2026 durante sus informes escolares.

F. Comprobantes y Nómina

Moción para aprobar los Comprobantes y Nómina por el Director Frank Vermulm, secundada por la Vicepresidenta Elisa Riley. La moción fue aprobada.

G. Memorandos de Acuerdo entre la Universidad Central de Washington y el Distrito Escolar de Prosser (Acuerdo de Colocación de Estudiantes y Maestros y Programa de Maestría en Artes en Enseñanza)

Moción para aprobar los Memorandos de Acuerdo entre la Universidad Central de Washington y el Distrito Escolar Prosser (Acuerdo de Colocación de Estudiantes y Maestros y Programa de Maestría en Artes en Enseñanza) por el Presidente Jason Rainer, secundada por el Director Brian Weinmann. La moción fue aprobada.

VII. Elementos de Consentimiento:

A. Personal Certificado

B. Personal Clasificado

C. Aprobación de Actas

Moción para aprobar los Puntos de Consentimiento por el Director Frank Vermulm, secundada por el Director Brian Weinmann. La moción fue aprobada.

VIII. Informes:

A. Superintendente Asistente Deanna Flores

La superintendente asistente Deanna Flores informó sobre varios eventos recientes y iniciativas. Ella compartió que el plan de estudios de ciencias de la escuela secundaria está totalmente financiado a través de una subvención por PNNL de $33,000, incluido el apoyo para materiales bilingües, que no resulta en costo para el Distrito. Las visitas de Science on Wheels fue un éxito, con actividades prácticas de STEM como cohetes de botella, con el apoyo de PTO que ayudan a coordinar el evento. Ella también destacó eventos escolares recientes, incluido el Festival de la Cosecha en Keene Riverview, que contó con actividades estilo carnaval y una fuerte participación familiar, y señaló el próximo evento de recaudación de fondos del Festival de Árboles para Boys & Girls Club.

B. Superintendente Kim Casey

La superintendente Casey compartió que hay interés tanto en Grant como en Park Avenue , con comentarios positivos de los agentes inmobiliarios. Las reuniones mensuales con el condado están fortaleciendo las relaciones y ayudándola a comprender mejor los informes financieros. El trabajo con ESD 123 va por buen camino, aunque un problema de acumulación recientemente provocó que algunos gastos se colocaran en el año equivocado, lo que Drew explicará con más detalle. Señaló que el contrato de arrendamiento de la propiedad Missimer ya está publicado y aclaró que los edificios en el sitio del Centro de Aprendizaje Inspire se eliminarán debido a los requisitos de subvención y arrendamiento, no por elección del distrito. Los niveles de nitrato en Whitstran se elevaron ligeramente por primera vez, por lo que hay agua embotellada disponible mientras continúan las pruebas. También mencionó las discusiones sindicales en curso, los preparativos para una sesión de estudio presupuestario en enero, el progreso con Tyler Technologies y los administradores del distrito que ayudan en las escuelas según sea necesario.

C. Director de Subvenciones, Evaluación y Programas de Primaria Kevin Gilman

El Director de Subvenciones, Evaluación y Programas de Primaria, Kevin Gilman, compartió que el personal tuvo una semana productiva de desarrollo profesional, incluido instrucción de bilingüe y uso de datos de los estudiantes para guiar las intervenciones. Los profesores utilizaron perfiles estudiantiles en PLC, y los resultados de las encuestas de estudiantes están aumentando. El distrito organizo una junta de PLC con personas del programa migrante y tres ex estudiantes del programa migrante compartieron comentarios sobre la mejora de la educación y la participación de los padres.

D. Informes por Los Miembros de la Junta Directiva

1. Directora Michelle O'Brien

La directora Michelle O'Brien felicitó a los directores Jason Rainer y Elisa Riley por su reelección a la Junta Escolar de Proser y les agradeció por su continua dedicación a los estudiantes y la comunidad. También reconoció a los directores Frank Vermulm y Brian Weinmann por asumir roles adicionales con WSSDA como representantes del comité legislativo e interescolar del distrito. Michelle compartió que se reunirá con la directora del Servicio de Alimentos, Darlene Morrow, para discutir la subvención del USDA que apoya la carne y los productos locales y los planes para expandir las comidas hechas desde cero en los menús de los estudiantes. Alentó la asistencia a las próximas actuaciones, incluida la obra de PHS, el concierto del coro de HMS y PHS y el concierto de la banda inicial en PHS. Finalmente, señaló que HMS ha enviado una encuesta a los padres sobre la política de teléfonos celulares de la escuela intermedia y alentó a los padres a compartir sus comentarios.

2. Director Brian Weinmann

El director Brian Weinmann agradeció a los directores Jason Rainer y Elisa Riley por su reelección a la Junta Escolar de Proser y expresó su agradecimiento a la administración por todo el trabajo adicional que están haciendo, señalando su esperanza de que haya algo de luz al final del túnel.

3. **Director Frank Vermulm**
   Sin informe.

4. **Vicepresidenta Elisa Riley**
   Sin informe.

5. **Presidente Jason Rainer**
   El presidente de la Junta, Jason Rainer, felicitó a Elisa Riley por su reelección a la Junta del Distrito Escolar de Prosser y agradeció a Brian Weinmann y Frank Vermulm por sus roles adicionales, haciéndose eco de los reconocimientos de Michelle. También elogió a los atletas de otoño por sus actuaciones sobresalientes en el juego distrital, los playoffs y por aquellos que avanzan a las competencias estatales, y señaló que varios recibieron honores de SEWAC. Deseó a todos los atletas de invierno, incluidos los equipos de fútbol, campo traviesa y natación, la mejor de las suertes en sus próximas temporadas.

IX. Elementos de Cierre

A. Reuniones Futuras

Reunión ordinaria de la Junta, 19 de noviembre de 2025, Sala de juntas del Distrito Escolar de Prosser, 6:00 pm

Recordatorio: La reunión ordinaria de la Junta originalmente programada para el 26 de noviembre se ha reprogramado para el 19 de noviembre para adaptarse a los horarios de todos, ya que la mayoría viajará o se preparará para el día de Acción de Gracias (24-28 de noviembre).

B. Aplazamiento de la Reunión

La reunión ordinaria de la Junta se levantó a las 7:33 p.m.

Secretario de la Junta Directiva **Presidente de la Junta Directiva**

Secretario del Empleado Administrativo de la Junta Directiva

Anexo A - Chat de Zoom

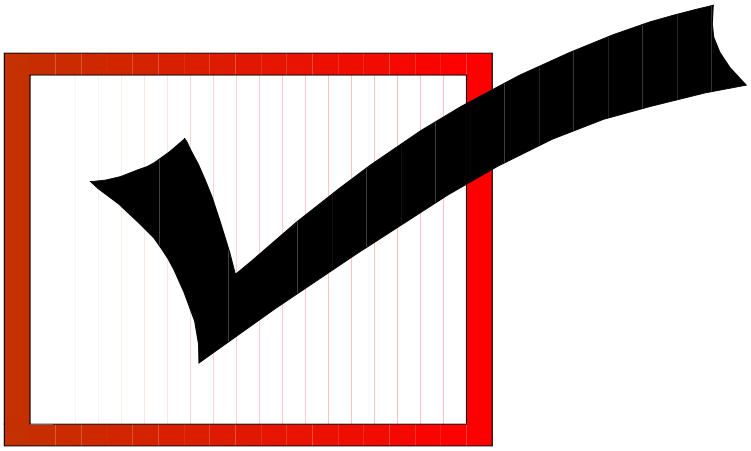
00:23:02 AG: Esperemos que las cosas se rocíen mejor el próximo año.
00:25:57 AG: Necesito esperar hasta el próximo año para instalar agua en el campo de béisbol de 8º grado. No lo hagamos a$$.

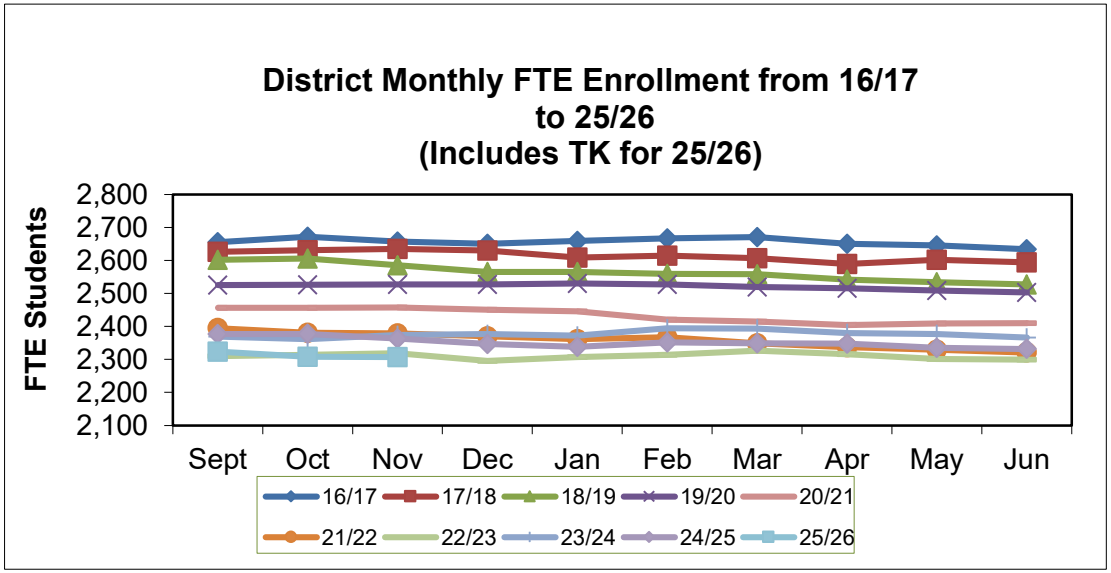
Coversheet

Business and Operations Report

Section: IX. Reports
Item: B. Business and Operations Report
Purpose: FYI
Submitted by:
Related Material: Student Enrollment for November 2025.pdf

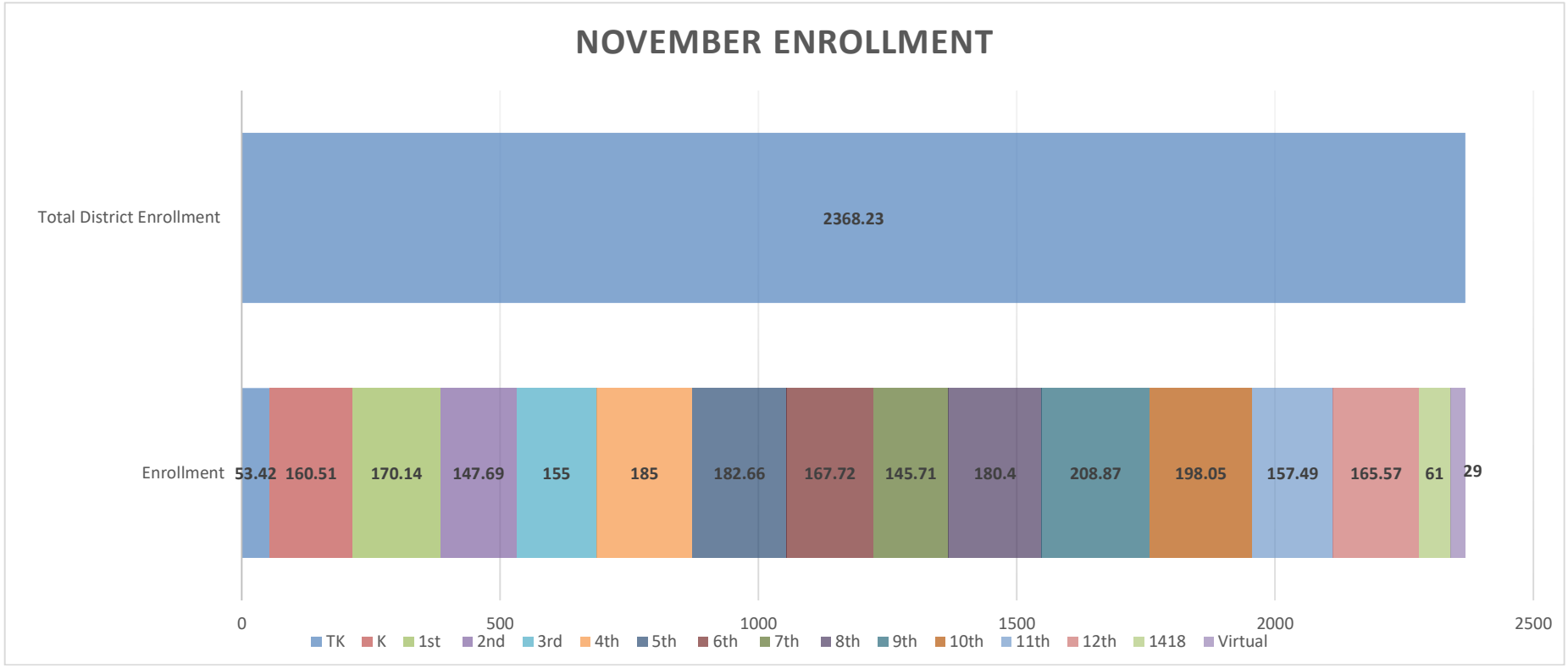
Student Enrollment For November 2025





	Sept	*Oct*	*Nov*	*Dec*	*Jan*	*Feb*	*Mar*	*Apr*	*May*	*Jun*	*Average*
16/17	2,656	2,672	2,657	2,651	2,660	2,667	2,671	2,650	2,646	2,634	2,656
17/18	2,627	2,631	2,635	2,630	2,609	2,614	2,607	2,590	2,602	2,594	2,614
18/19	2,601	2,606	2,585	2,565	2,565	2,559	2,558	2,542	2,534	2,528	2,564
19/20	2,525	2,527	2,527	2,527	2,530	2,528	2,519	2,515	2,509	2,503	2,521
20/21	2,457	2,456	2,458	2,450	2,446	2,421	2,414	2,405	2,409	2,410	2,432
21/22	2,395	2,380	2,379	2,370	2,361	2,367	2,349	2,337	2,329	2,321	2,359
22/23	2,310	2,314	2,318	2,296	2,307	2,313	2,327	2,316	2,301	2,299	2,310
23/24	2,369	2,362	2,374	2,377	2,372	2,394	2,393	2,380	2,377	2,366	2,376
24/25	2,377	2,377	2,363	2,347	2,338	2,351	2,349	2,347	2,335	2,332	2,352
25/26	2,323	2,308	2,307								2,313
25/26 Budget											2272
(Under) Over											51

2025-2026	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Average
TTK	53	53.42	53.42	0	0	0	0	0	0	0	53.28
K	159	159.51	160.51	0	0	0	0	0	0	0	159.67
1st	169.76	169.19	170.14	0	0	0	0	0	0	0	169.70
2nd	146.7	147.69	147.69	0	0	0	0	0	0	0	147.36
3rd	153	154	155	0	0	0	0	0	0	0	154.00
4th	185	186	185	0	0	0	0	0	0	0	185.33
5th	183.66	182.66	182.66	0	0	0	0	0	0	0	182.99
6th	167.27	168.72	169.72	0	0	0	0	0	0	0	168.57
7th	148.37	149.41	147.71	0	0	0	0	0	0	0	148.50
8th	195.43	191.4	188.4	0	0	0	0	0	0	0	191.74
9th	208.24	210.87	211.87	0	0	0	0	0	0	0	210.33
10th	207.05	205.05	206.05	0	0	0	0	0	0	0	206.05
11th	172.01	158.98	159.49	0	0	0	0	0	0	0	163.49
12th	174.89	170.99	169.57	0	0	0	0	0	0	0	171.82
Open Doors	37.00	59.00	61.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2365.17
Totals	2,360.38	2,366.89	2,368.23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2365.17
Running Ave	2,360.38	2,363.64	2,365.17	1,773.88	1,419.10	1,182.58	1,013.64	886.94	788.39	709.55	709.55
Elem. Only	**1050.12**	**1052.47**	**1054.42**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**315.70**
HMS Only	**511.07**	**509.53**	**505.83**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**152.64**
PHS Only	**799.19**	**804.89**	**746.98**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**235.11**
Totals	**2360.38**	**2366.89**	**2368.23**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**703.45**


NOVEMBER ENROLLMENT
Total District Enrollment
2368.23
Enrollment
53.42
160.51
170.14
147.69
155
185
182.66
167.72
145.71
180.4
208.87
198.05
157.49
165.57
61
29
0
500
1000
1500
2000
2500
TK
K
1st
2nd
3rd
4th
5th
6th
7th
8th
9th
10th
11th
12th
1418
Virtual

Prosser School District

STUDENT ENROLLMENT/WITHDRAWALS

November 2025

SCHOOL	ENROLLMENT	WITHDRAWALS	VIRTUAL LEARNERS
KRV	5	3	
Whitstran	2	3	
Heights	5	4	
HMS	1	4	12
PHS	7	7	17
POA	3	1	
Total	**23**	22	**29**
	19		New to District
		2	Choice Transfer
			Re-entry
		12	Moved Out of District
		3	Homeschool
			Dropped Out/Working
		1	Completed Grad Requirements
	3	3	Enrolled into Graduation Alliance-460 (Withdrew from PHS)
	1	1	Withdrew from Graduation Alliance-460 (Reenrolled into PHS)
			Running Start Changes
			Between Schools in District
			No Show
			GED