



Prosser School District

Special Board Meeting

Date and Time

Wednesday June 17, 2026 at 6:00 PM PDT

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, June 17, 2026, 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. Record Attendance
- D. Approval of Agenda

II. Executive Session

RCW 42.30.110 (1)(g)

Superintendent Kim Casey present.

No action to follow.

Superintendent evaluation.

(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW [42.30.140](#)(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public;

III. Action Items

- A. 2025/2026 Superintendent Year-End Self Evaluation
- B. Third Amendment to Employment Contract Between Prosser School District No. 116 and Superintendent Kim Casey

IV. Discussion Items

- A. 2026/2027 Budget

Drew Raab, ESD
123

V. Closing Items

- A. Future Meetings
Regular Board Meeting, June 24, 2026, Prosser School District Boardroom, 6:00pm
- 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

2025/2026 Superintendent Year-End Self Evaluation

Section: III. Action Items
Item: A. 2025/2026 Superintendent Year-End Self Evaluation
Purpose:
Submitted by:
Related Material:
25-26 Superintendent Year-End Self Evaluation.pdf
Third Amendment Sup. Casey K 26-27 Contract with A B C attachments.pdf



Kim Casey, Superintendent

kim.casey@prosserschools.org

Superintendent: Kim Casey

Years in the Position: 3 – Started July 2023

Evaluation Period: July 1, 2025, through June 30, 2026

Date: May 2026

Self – Evaluation and Evidence

The 2025–26 school year required disciplined leadership, transparent communication, and a continued focus on maintaining stability during significant financial and operational challenges. Following two years of rebuilding systems, improving communication, and strengthening instructional and operational practices, the district entered a period of financial emergency and austerity measures due to declining enrollment, reduced revenues, and cash-flow concerns.

Throughout the year, efforts remained focused on protecting instructional quality, maintaining safe and orderly schools, strengthening accountability systems, and preserving positive working relationships with staff, unions, families, and community partners. While many difficult decisions were required, the district continued to prioritize transparency, collaboration, responsiveness, and long-term sustainability.

The evidence included throughout this evaluation reflects the work completed to stabilize district operations while continuing to support students, staff, and the broader Prosser community. Sources include Board reports, Board meeting agendas and presentations, Pulse of Prosser communications, district operational documents, financial reports, meeting agendas, and ongoing collaboration with ESD123, OSPI, local government agencies, and community organizations.

Two Goals:

1. Accountability for Staff and Students – including attendance, behaviors, and teamwork.
2. Stabilize District Finances and Improve the Ending Fund Balance.

Goal 1: Accountability for Staff and Students – including attendance, behaviors, and teamwork.

Statement: Strengthen a districtwide culture of accountability by setting and enforcing clear expectations for staff and students related to attendance, behavior, professionalism, and collaboration, ensuring schools remain safe, orderly, and focused on learning.

Potential Steps to Achieve:

- Reinforce consistent student discipline practices aligned with updated state law, Board policy, and district handbooks.



Prosser School District No. 116

1203 Prosser Ave., Prosser, WA 99350

PHONE: (509) 786-3323 ext. 2009 FAX: (509) 786-2062 WORK CELL: (509) 781-8628

Website: prosserschools.org

Kim Casey, Superintendent kim.casey@prosserschools.org

- Continue monthly principal meetings with a standing focus on attendance, behavior trends, and discipline consistency.
- Support administrators in making timely, appropriate discipline decisions and provide clear district backing when expectations are enforced.
- Maintain timely response to parent and community concerns while reinforcing appropriate communication protocols and boundaries.
- Continue close oversight of staff attendance, leave usage, and adherence to contractual and professional expectations.
- Implement and refine onboarding and offboarding systems to ensure staff clearly understand district expectations, policies, and procedures.
- Address performance concerns promptly through coaching, documentation, and corrective action when needed.
- Reinforce expectations for teamwork and professionalism across departments, particularly during periods of staffing reductions or role consolidation.

Potential Evidence for Evaluation:

- Attendance data for students and staff, including monitoring of chronic absenteeism.
- Discipline data (office referrals, suspensions, expulsions) reviewed over time for trends and consistency.
- Principal meeting agendas, notes, and follow-up actions related to discipline and accountability.
- Updated student handbooks, Board policies, and administrative procedures.
- Documentation of HR actions, coaching plans, corrective actions, and personnel decisions.
- Records of onboarding materials and acknowledgment of handbook receipt.
- Parent and community communications demonstrating timely response and consistent messaging.

EVIDENCE:

Throughout the 2025–26 school year, accountability remained a major district focus for both staff and students. During a time of financial strain and organizational change, maintaining clear expectations, consistency, and professionalism was essential to supporting safe and orderly learning environments.

- Student Discipline and Behavioral Expectations:
 - Continued support was provided to principals and administrative teams regarding student behavior expectations, exclusion procedures, attendance concerns, and discipline consistency.
- Principal and Director meetings regularly included discussions regarding behavior trends, attendance concerns, student safety, and implementation of updated discipline expectations.
- District leadership worked collaboratively to create additional guidance documents, including discipline flow charts and exclusion quick reference tools, to improve consistency across schools.
- Student handbooks and procedures continued to be revised and aligned with updated Washington State discipline laws and district expectations.
- Staff Accountability and Professional Expectations:
 - Oversight of employee attendance, leave usage, and professional expectations continued throughout the year.



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- Leave Without Pay (LWOP) expectations and procedures were reviewed with employee groups and district leadership teams to improve consistency and accountability.
- Performance concerns were addressed through coaching, meetings, documentation, and when necessary, progressive discipline procedures.
- District administrators continued strengthening onboarding, handbook review, and operational expectation systems for employees.
- Teamwork and Organizational Culture:
 - Significant effort was made to maintain positive working relationships during difficult staffing and budget discussions.
- District leadership worked closely with PEA, PSE, and other professional groups throughout the year regarding budget reductions, staffing adjustments, and operational changes.
- Administrative team meetings, director meetings, principal meetings, and leadership collaboration continued throughout the year to maintain alignment and communication.
- Relationships and teamwork remained a consistent priority, especially during difficult financial conversations and staffing adjustments.
- Communication and Community Responsiveness:
 - Communication continued through Pulse of Prosser, ParentSquare, board meetings, staff updates, community meetings, and direct responses to parent concerns.
- Efforts continued to ensure timely responses to concerns while maintaining appropriate district procedures and expectations.
- Superintendent visibility remained important through attendance at school events, athletics, community meetings, Rotary events, Chamber events, and district activities.
- Operational Leadership and Visibility:
 - Continued collaboration occurred with ESD123, WASA, SAC, the City of Prosser, Rotary, Boys and Girls Club, and other community partners.
- Superintendent visibility remained focused on both district operational work and maintaining positive community relationships.
- District operational systems and Standard Operating Procedures (SOPs) continued to be developed and refined to improve long-term consistency and organizational efficiency.

Goal 2: Stabilize District Finances and Improve the Ending Fund Balance

Statement: Stabilize the financial condition of the Prosser School District by implementing and sustaining financial austerity measures, improving cash-flow management, and working toward improved financial stability while laying the groundwork for long-term recovery.

Potential Steps to Achieve:

- Implement and maintain all approved financial austerity measures, including spending freezes, hiring freezes, and reductions in discretionary expenditures.
- Closely monitor monthly cash flow and expenditures in coordination with the Benton County Treasurer's Office.
- Require superintendent-level review of non-routine expenditures, contracts, and commitments.



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- Maintain regular financial updates to the Board, including fund balance projections and cash-flow status.
- Ensure categorical funds are spent in compliance with grant requirements and do not subsidize general fund shortfalls.
- Collaborate with bargaining units regarding retirement options, staffing adjustments, and potential reductions in force, as necessary.
- Align staffing levels and program offerings with enrollment projections and available revenues.
- Continue work related to property sales, capital asset optimization, and long-term facilities planning as appropriate.
- Begin planning for transition from emergency stabilization to multi-year financial recovery.

Potential Evidence for Evaluation:

- Monthly and quarterly cash-flow reports and fund balance updates.
- Board agendas, presentations, and minutes documenting financial oversight and decision-making.
- Documentation of implemented austerity measures and spending controls.
- Budget revisions and expenditure tracking reports.
- Correspondence and meeting records with the Benton County Treasurer and ESD fiscal support staff.
- Enrollment projections and staffing alignment documentation.
- Evidence of compliance with Policy 6022 and Board-adopted financial directives.
- Year-end financial statements that demonstrate progress toward the targeted ending fund balance.

EVIDENCE:

The 2025–26 school year required significant focus on fiscal stabilization, operational efficiency, and long-term financial planning. District leadership worked to address immediate financial concerns while continuing to preserve student programming and operational stability whenever possible.

- Financial Stabilization and Oversight:
 - Financial austerity measures remained in place throughout the year, including careful review of expenditures, staffing levels, contracts, and operational costs.
- Regular communication occurred with the Board of Directors regarding budget status, cash flow, enrollment impacts, legislative updates, and fund balance concerns.
- Collaboration with ESD123, OSPI, Benton County, and financial support agencies remained ongoing throughout the year.
- Superintendent-level review continued for major purchases, contracts, and operational expenditures.
- Staffing Alignment and Budget Adjustments:
 - Significant time was dedicated to staffing analysis, retirement planning, seniority reviews, and staffing alignment work for the 2026–27 school year.
- District leadership worked collaboratively with unions and professional groups regarding staffing reductions, retirement incentives, and budget adjustments.
- Staffing matrices, enrollment projections, and program reviews were utilized to assist with operational planning.



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Kim Casey, Superintendent

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- Property Management and Facilities Planning:
 - Continued work occurred regarding district property sales, capital planning, and facilities prioritization.
- The district finalized the sale of the White Church property and continued evaluating additional surplus property opportunities.
- Capital planning conversations continued alongside emergency facility needs, including roof repairs, irrigation systems, energy projects, and athletic facility improvements.
- The district continued participation in Department of Commerce grant work, energy efficiency planning, and long-term facilities discussions.
- Operational Systems and Long-Term Sustainability:
 - District teams worked extensively on operational systems, payroll processes, SOP development, Frontline improvements, Skyward cleanup, and workflow consistency.
- State audit preparation and review required significant coordination and operational oversight.
- Grant compliance, federal funding concerns, and legislative changes were closely monitored throughout the year.
- District leadership continued planning for transition from immediate stabilization efforts toward longer-term financial recovery and sustainability.

Closing Reflection:

The 2025–26 school year required resilience, difficult decision-making, and continued commitment to transparency, accountability, and teamwork. While many district efforts focused on stabilization and operational sustainability, important progress was also made in strengthening systems, clarifying expectations, and maintaining strong working relationships throughout challenging circumstances.

The continued support and collaboration of the Board of Directors, district staff, unions, families, community organizations, ESD123, OSPI, and local partners helped the district navigate a difficult financial period while continuing to prioritize students, safety, learning, and long-term organizational health.

Although challenges remain, the district is better positioned organizationally, operationally, and financially than it was one year ago.

**THIRD AMENDMENT TO EMPLOYMENT CONTRACT BETWEEN
PROSSER SCHOOL DISTRICT NO. 116 AND KIM CASEY**

RECITALS

WHEREAS, on November 15, 2023, Prosser School District No. 116 (herein "the District"), by and through its Board of Directors (herein "the Board") entered into a contract (herein "the Agreement") with Kim Casey (herein "the Employee"), a true and correct copy of which is attached hereto as "Attachment A," setting for the terms and conditions for Ms. Casey's employment as the District's superintendent from November 15, 2023, through June 30, 2026; and

WHEREAS, on August 15, 2024, the District, by and through action of the Board, and the Employee entered into an amendment ("First Amendment") to the Agreement, a true and correct copy of which is attached hereto as "Attachment B," under which certain aspects and terms of the Agreement, as described in the First Amendment, were amended and all remaining terms of the Agreement were restated; and

WHEREAS, on July 23, 2025, the District, by and through action of the Board, and the Employee entered into an amendment ("Second Amendment") to the Agreement, a true and correct copy of which is attached hereto as "Attachment C," under which certain aspects and terms of the Agreement and/or First Amendment, as described in the Second Amendment, were amended; and

WHEREAS, the Board and the District on the one side, and the Employee on the other, desire to modify and amend the Agreement, as amended, in the manner set forth below.

NOW, THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:

Amendment to Section 3:

The parties agree that Section 3 of the Agreement, labeled "Term" shall be, and hereby is amended, to state as follows:

3. Term and Renewal: In accordance with RCW 28A.400.010, the Board hereby determines and deems it in the best interest of the District if the duration of this Agreement exceeds the one-year period generally provided for in RCW 28A.400.300(1). The initial term of the Agreement commenced on the date it was executed by all the parties hereto and was set to end on June 30, 2026. The term of the Agreement is extended to end on June 30, 2029.

No later than June 30 of every contract year, the Board shall decide whether to extend the Agreement for another contract year or by another length of time as may be agreeable to the parties. The Board, in its sole discretion and with or without cause, may decline to offer to extend the term of the Agreement. The Employee may inform the District/Board of her desire that no such extension offer be made; and, in her sole discretion, may elect not to accept any such extension offer made by the District/Board.

Amendment to Section 5:

The parties agree that Section 5 of the Agreement, labeled "Additional Benefits" shall be, and hereby is amended, to state as follows:

5. Additional Benefits: During the term of this Agreement the Employee shall, also receive the following benefits:
 - a. SEBB medical, dental, VEBA, and vision benefits consistent with those that all district administrators receive.
 - b. Reimbursement of life insurance premium not to exceed \$480.00 annually.
 - c. Medical expenses for the purpose of an annual physical examination.
 - d. Professional Growth: The Board encourages the continuing professional growth of the Employee through her participation in programs conducted or sponsored by local, state and national school administrators and school board associations; seminars and courses offered by educational institutions and other informational meetings with other persons whose particular skills or backgrounds would serve to improve the capabilities of the Employee to carry out her professional responsibilities. The Board shall permit a reasonable amount of time away from daily administrative responsibilities and shall reimburse the Employee for reasonable and actual costs of such participation.
 - e. Cell Phone provided by Prosser School District.
 - f. Three (3) personal days per year, non-accumulative.

Amendment to Section 10:

The parties agree that Section 10 of the Agreement, labeled "Vacation and Holidays" shall be, and hereby is amended, to state as follows:

10. Vacation and Holidays: The Employee shall be entitled to thirty (30) working days for vacation, exclusive of legal holidays. It is agreed that no more than five (5) consecutive working days will be taken for vacation during the regular school year when school is in session. The Employee must use at least ten (10) days of vacation per contract year. Up to ten (10) days per contract year may be cashed out by the Employee at per diem rate set forth herein.

The remaining ten (10) days may be used for vacation purposes or accumulated from year to year. At the conclusion of the final year of the Employee's employment with the District, no more than thirty (30) days of accumulated vacation pay will be subject to cash out. Payment should be consistent with the law.

The Employee will receive thirteen (13) days of paid holiday leave. Holidays which occur on the weekend will be honored by time off consistent with the Board adopted District calendar.

Restatement of Agreement:

Except as specifically amended pursuant to the terms herein, as well as in the First Amendment and Second Amendment, the District/Board and the Employee agree that the Agreement and all covenants, terms, and conditions and agreements therein, shall remain in full force and effect, and are Third Amendment to Superintendent Employment Agreement - Page 2

hereby ratified, affirmed, and confirmed in all respects by the parties.

IN WITNESS WHEREOF, we have hereunto subscribed our names this ____ day of _____
2026.

Kim Casey, Superintendent

Jason Rainer, President, Board of Directors

ATTACHMENT “A”

Superintendent's Contract: November 15, 2023 thru June 30, 2026

**Prosser School District No. 116
Prosser, Washington 99350**

RECITALS

WHEREAS, on or about June 20, 2023, the Board of Directors ("the Board") of the Prosser Consolidated School District No. 116 ("the District") of Benton County, State of Washington, and Kim Casey (the "Employee") entered into a contract (subsequently "interim employment contract") establishing the terms and conditions under which the Employee would serve and be employed as the interim superintendent of the District for the period beginning on July 1, 2023, and ending on June 30, 2024; and

WHEREAS, the Board and the Employee both desire to enter into the following agreement establishing the terms and conditions under which the Employee shall serve and be employed as the regular superintendent of the District.

NOWHEREFORE IT IS HEREBY AGREED AS FOLLOWS:

1. **Position:** The Employee shall serve as the District's superintendent pursuant to and in accordance with the terms and conditions of this Agreement. The Employee shall perform the duties of the District's superintendent in accordance with and as prescribed by law and the District's policies and procedures. This Agreement supersedes any and all prior written and/or verbal agreements between the parties relating to the Employee's employment with the District, and any such agreement is hereby null, void, and unenforceable.
2. **Full Performance Required:** The Employee shall fulfill all aspects of this Agreement, any exceptions thereto shall be by mutual consent of the Board and the Employee. Failure to fulfill the obligations of this Agreement by the Employee may be viewed as a violation of the Code of Professional Conduct for Educational Practitioners and may be reported by the Board to the appropriate educational authorities.
3. **Term:** In accordance with RCW 28A.400.010, the Board hereby determines and deems it in the best interest of the District if the duration of this Agreement exceeds the one-year period generally provided for in RCW 28A.400.300(1). The term of this Agreement shall commence on the date it has been executed by all the parties hereto and shall end on June 30, 2026.
4. **Compensation:** The Employee shall be paid a salary in the amount of One Hundred and Ninety Thousand Dollars (\$190,000.00) per contract year (i.e., July 1 of Year 1 to June 30 of Year 2). This annual salary shall be payable in equal monthly installments in accordance with the rules of the Board governing payment of other senior administrators in the District. Following the effective date of this Agreement, the Employee's salary for the 2023-2024 school year shall be prorated from November 2023 through June 2024. The per diem rate for all purposes under this Agreement and the District's benefit policies and procedure shall be at the agreed rate of 1/218 of the Employee's salary in effect at the time of calculations. Washington State K-12 legislatively approved IPD/COLA's shall only be applied to the Employee's base salary.

Superintendent's Contract: November 15, 2023 thru June 30, 2026

5. **Additional Benefits:** During the term of this Agreement the Employee shall, also receive the following benefits:
 - a. SEBB medical, dental, VEBA, and vision benefits consistent with those that all district administrators receive.
 - b. Reimbursement of life insurance premium not to exceed \$480.00 annually.
 - c. Medical expenses for the purpose of an annual physical examination.
 - d. **Professional Growth:** The Board encourages the continuing professional growth of the Employee through her participation in programs conducted or sponsored by local, state and national school administrators and school board associations; seminars and courses offered by educational institutions and other informational meetings with other persons whose particular skills or backgrounds would serve to improve the capabilities of the Employee to carry out her professional responsibilities. The Board shall permit a reasonable amount of time away from daily administrative responsibilities and shall reimburse the Employee for reasonable and actual costs of such participation.
 - e. Cell Phone provided by Prosser School District.
 - f. Two (2) personal days per year, non-accumulative.

6. **Full Time Efforts:** The Employee hereby agrees to devote her time, skill, labor and attention to said employment during the term of this contract, provided however, that the Employee, subject to approval and agreement by the Board, may undertake consultative work, speaking engagements, writing, lecturing or other professional duties and obligation in accordance with the law. The Employee may accept and/or earn honoraria or compensation for such activities.

7. **Indemnification:** The District agrees to defend, hold harmless and indemnify the Employee from any and all third party demands, claims, suits, actions, damages, costs, charges and expenses, including court costs and attorney's fees; provided that the incident out of such demands, claims, suits, actions, damages, costs, charges and expenses arise have occurred while the Employee is acting within the course and scope of her employment with the District, and during the good faith performance of this Agreement. The District shall provide the Employee with legal defense provided that if a conflict exists between the legal position of the Employee and the District, the Employee may, with concurrence and agreement of the District, obtain independent legal counsel which reasonable fees thereof shall be indemnified by the District if the Employee is entitled to a defense as provided above. This provision is not intended to apply to any dispute or legal action of any kind between the Employee and the District, the Board and/or any member thereof. Entitlement to costs, damages and/or fees of any nature, including attorney fees in all such disputes and actions between the Employee and the District, which may arise, shall be the responsibility of the party incurring those costs, unless otherwise required by the law.

8. **Employee's Administrative Responsibility:** The Employee, subject to concurrence of the Board, will have complete freedom to organize, reorganize and arrange the administrative and supervisory staff which in her judgment best serves the interests of education in the District. The Board reserves the right to conduct, with the Employee, final interviews for hiring all building principals, supervisors and central office professional staff. The administration of instruction and business affairs shall be lodged with the Employee and administered by her with the assistance of her staff. The responsibility for selection, placement and transfer of personnel shall be vested in the Employee and her staff, subject to concurrence of the Board. The Board and/or its individual

Superintendent's Contract: November 15, 2023 thru June 30, 2026

directors will promptly refer all criticisms, complaints and suggestions called to its attention to the Employee for study and recommendation. The Board and/or its individual directors and the Employee will regard this as a confidential process to the extent allowed by law.

9. Disability: To the extent allowed by law, if the Employee is or becomes unable to perform any or all of her duties by reason of illness, accident or other cause beyond her control and said disability exists for a period longer than her accrued sick leave and vacation, the Board may, in its discretion, make appropriate deduction from the salary stipulated and if such disability continues or said disability is permanent, irreparable or of such nature as in the discretion of the Board to substantially and materially adversely affect the performance of this contract, the Board may, in its option, terminate this agreement; whereupon the respective duties, rights and obligations hereof shall terminate.
10. Vacation and Holidays: The Employee shall be entitled to thirty (30) working days for vacation, exclusive of legal holidays. It is agreed that no more than five (5) consecutive working days will be taken for vacation during the regular school year when school is in session. The Employee must use at least ten (10) days of vacation per contract year. Up to ten (10) days per contract year may be cashed out by the Employee at per diem rate set forth herein.

The remaining ten (10) days may be used for vacation purposes or accumulated from year to year. At the conclusion of the final year of the Employee's employment with the District, no more than thirty (30) days of accumulated vacation pay will be subject to cash out. Payment should be consistent with the law.

The Employee will receive twelve (12) days of paid holiday leave. Holidays which occur on the weekend will be honored by time off consistent with the Board adopted District calendar.

11. Extra Activities Per-Diem Allowance: The Board recognizes that the Employee may be required to travel and attend activities in the evenings and weekends and holidays throughout the year. In consideration of that time the Employee shall receive an additional allowance of not more than ten (10) days per year paid at the effective per diem rate (1/218). These additional days will be submitted in writing in half or full-day increments.
12. Sick leave: The Employee shall be provided twelve (12) days of sick leave per contract year with the ability to accrue sick leave to a total of 180 days. The Employee's ending balance of sick leave for any contract year shall not exceed 180 days. The District shall provide Employee sick leave buy back opportunities in accordance with RCW 28A.400.210.
13. Bereavement Leave: In the event of a death in the immediate family of the Employee, she shall qualify for five (5) days of bereavement leave per occurrence.
14. Annuity Compensation: The District shall pay eight thousand dollars (\$8,000.00) to a Section 403b plan owned by the Employee.
15. Professional Activities: The Employee is encouraged to participate in and attend appropriate professional meetings at the local, state and national levels of professional organizations and associations of benefits to the Employee and the District, including, but not limited to the:
 - a. Washington State School Directors Association
 - b. Washington Association of School Administrators
 - c. American Association of School Administrators

Superintendent's Contract: November 15, 2023 thru June 30, 2026

d. National Association of School Boards

The District shall pay dues and association fees for the Employee's membership in such organizations and other professional organizations approved in advance by the Board. As approved from time to time by the Board, or in accordance with its general policies, the District will pay reasonable costs of attendance.

16. District Goals: The Board and the Employee shall meet prior to January 24, 2024, to establish goals and objectives for the first contract year of this Agreement. For the remainder of the term of this Agreement, the Board and the Employee shall meet each contract year on or before September 15, to establish goals and objective for the contract year. These goals and objectives shall be reduced to writing to the extent applicable and shall be considered by the Board in evaluating the Employee.
17. Evaluation: On or before June 15 of each contract year, the Board shall, pursuant to RCW 28A.405.100(5), evaluate and review with the Employee her performance using a mutually agreed upon format. The format of the evaluation will be agreed upon and implemented by the Employee and the Board annually.
18. Contract Buy Out: The Board shall have the right, with or without cause, and with or without giving any reason therefore, to terminate this Agreement and purchase the Employee's rights or interests herein. The purchase price shall be a lump sum payment equal to 50% of the total value of the remaining term of the contract including all salary, benefits, excluding any allowances or payments under Paragraphs 11, 12, and 15 above, which would have been provided during that period. To terminate this Agreement under this provision, the Board shall notify the Employee of its election and the effective date of termination, which may be immediately. Notice shall be in writing, personally delivered to the Employee or mailed by certified mail, return receipt requested, postage prepaid, addressed to the Employee at her last known address as disclosed for income tax purposes to the District's business office. If mailed, such notice shall be considered effective when mailed, irrespective of when received. Payment of the buy-out price, less required withholdings of income taxes, retirement, social security contributions and the like, shall be made upon surrender and delivery to the Board president of all District property and keys issued to or provided for the use of the Employee.

Upon termination payment, the Employee shall have no further rights or claims whatsoever against the District and/or its elected officials, officers, employees, agents, and/or attorneys regarding the Employee's employment and the Employee shall be deemed to have resigned from any and all positions of employ within the District as of the effective date of termination. Except as provided by law, all benefits shall also end as of the effective date of termination.

19. Discharge-Hearing: During the entirety of the duration of this Agreement, the Employee shall be subject to discharge for just cause, provided, however, that the Board does not arbitrarily or capriciously call for dismissal and that the Employee shall have the right to written charges, notice of hearing and a hearing in the manner provided by law. If the Employee chooses to be accompanied by legal counsel at the hearing, the costs and fees related to such representation shall be borne exclusively by the Employee regardless of the outcome of such hearing and/or any appeal relating thereto. It is agreed between the parties herein that violation of any state or federal law or regulation that pertains directly to the duties and responsibilities of the superintendent shall be, for purposes of this agreement, just and good

Superintendent's Contract: November 15, 2023 thru June 30, 2026

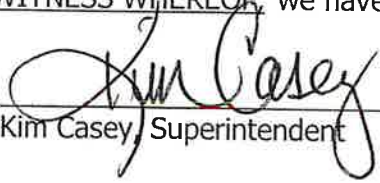
cause for discharge.

20. **Complete Agreement:** This Agreement represents and contains the entire understanding between the parties hereto regarding the Employee's employment with the District. This Agreement shall not be altered or varied except in a writing signed by the parties. The parties acknowledge and recognize that there are no oral or written collateral agreements, understandings, or representations between the parties other than as contained in this document, and any such prior agreements are specifically terminated. Paragraph headings utilized in this Agreement are for reference convenience only and have no independent meaning.
21. **Reopener:** The Employee or Board shall have the right to reopen this Agreement once per contract term on matters pertaining to salary/benefits and any one other paragraph provision by giving written notice after December 1, 2024, and prior to the expiration of this Agreement. The terms and conditions of this Agreement will remain in full force and effect during such negotiations. By mutual agreement, timelines may be modified to accommodate the negotiations process.
22. **Venue:** Unless otherwise controlled by federal law, the interpretation and enforcement of this Agreement shall be governed by the laws of the State of Washington. Venue for any action relating to this Agreement shall be the Superior Court for Benton County, Washington.
23. **Waiver or Breach:** No waiver of any breach of any term or provision to this Agreement shall be construed to be, nor shall be, a waiver of any other breach of this Agreement. No waiver shall be binding unless in writing and signed by the party waiving the breach.
24. **Severability:** If any provision of this Agreement, or portion thereof, shall be held invalid or unenforceable by a court of competent jurisdiction or in any arbitration proceeding, such invalidity or unenforceability shall attach only to such provision or portion thereof, and shall not in any way affect or render invalid or unenforceable any other provision of this Agreement or portion thereof, and this Agreement shall be carried out as if any such invalid or unenforceable provision or portion thereof were not contained herein. In addition, any such invalid or unenforceable provision shall be deemed, without further action on the part of the parties, modified, amended, or limited to the extent necessary to render the same valid and enforceable.
25. **Effective Date:** The effective date of this Agreement shall be the date on which it is fully executed by all the parties hereto.
26. **Mutual Cooperation:** This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. The parties agree to cooperate fully and to execute any and all supplementary documents and to take all additional actions that may be necessary or appropriate to give full force to the basic terms and intent of this Agreement and which are not inconsistent with its terms.

By signing this contract, the Employee and the Board agree to its terms.

Superintendent's Contract: November 15, 2023 thru June 30, 2026

IN WITNESS WHEREOF, we have hereunto subscribed our names this 15th day of November 2023.



Kim Casey, Superintendent



President, Board of Directors

ATTACHMENT “B”

AMENDMENT TO EMPLOYMENT CONTRACT BETWEEN PROSSER SCHOOL DISTRICT NO. 116 AND KIM CASEY

RECITALS

WHEREAS, on November 15, 2023, Prosser School District No. 116 (herein "the District"), by and through its Board of Directors (herein "the Board") entered into a contract (herein "the Agreement") with Kim Casey (herein "the Employee"), a true and correct copy of which is attached hereto as "Attachment A," setting for the terms and conditions for Ms. Casey's employment as the District's superintendent from November 15, 2023, through June 30, 2026; and

WHEREAS, the Board and the District on the one side, and Ms. Casey on the other, desire to modify and amend the Agreement in the manner set forth below.

NOW, THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:

Amendment to Section 3:

The parties agree that Section 3 of the Agreement, labeled "Term" shall be, and hereby is amended, to state as follows:

3. Term and Renewal: In accordance with RCW 28A.400.010, the Board hereby determines and deems it in the best interest of the District if the duration of this Agreement exceeds the one-year period generally provided for in RCW 28A.400.300(1). The initial term of the Agreement commenced on the date it was executed by all the parties hereto and was set to end on June 30, 2026. The term of the Agreement is extended to end on June 30, 2027.

No later than June 30 of every contract year, the Board shall decide whether to extend the Agreement for another contract year or by another length of time as may be agreeable to the parties. The Board, in its sole discretion and with or without cause, may decline to offer to extend the term of the Agreement. The Employee may inform the District/Board of her desire that no such extension offer be made; and, in her sole discretion, may elect not to accept any such extension offer made by the District/Board.

Amendment to Section 17:

The parties agree that Section 17 of the Agreement, labeled "Evaluation" shall be and hereby is amended to state as follows:

17. Evaluation: Pursuant to RCW 28A.405.100(5), during each contract year, the Board shall review and evaluate the Employee's performance using a mutually agreed upon format. The format of the evaluation will be agreed upon and implemented by the parties annually.

A mid-year evaluation of the Employee shall be completed on or before February 28 of each contract year, unless a later date is mutually agreed to

by the parties. A final annual evaluation of the Employee shall be completed on or before June 15 of each contract year.

Amendment to Section 18:

The parties agree that Section 18 of the Agreement, labeled "Contract Buy Out" shall be and hereby is amended to state as follows:

- 18. Contract and Buy Out: The Board shall have the right, with or without cause, and with or without giving any reason therefore, to terminate this Agreement and purchase/buy out the Employee's rights or interests herein. The purchase/buy out price shall be a lump sum payment equal to the remaining amount of compensation owed to the Employee for the contract year in which the Agreement is terminated, including all salary, benefits, excluding any allowances or payments under Paragraphs 11, 12, and 15 above, which would have been provided during that period. To terminate this Agreement under this provision, the Board shall notify the Employee of its election and the effective date of termination, which may be immediately. Notice shall be in writing, personally delivered to the Employee or mailed by certified mail, return receipt requested, postage prepaid, addressed to the Employee at her last known address as disclosed for income tax purposes to the District's business office. If mailed, such notice shall be considered effective when mailed, irrespective of when received. Payment of the purchase/buy-out price, less required withholdings of income taxes, retirement, social security contributions and the like, shall be made upon surrender and delivery to the Board president of all District property and keys issued to or provided for the use of the Employee.

Upon termination payment, the Employee shall have no further rights or claims whatsoever against the District and/or its elected officials, officers, employees, agents, and/or attorneys regarding the Employee's employment and the Employee shall be deemed to have resigned from any and all positions of employ within the District as of the effective date of termination. Except as provided by law, all benefits shall also end as of the effective date of termination.

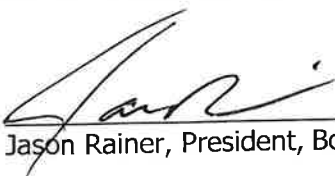
Restatement of Agreement:

Except as specifically amended pursuant to the terms herein, the District/Board and the Employee agree that the Agreement and all covenants, terms, and conditions and agreements therein, shall remain in full force and effect, and are hereby ratified, affirmed, and confirmed in all respects by the parties.

IN WITNESS WHEREOF, we have hereunto subscribed our names this 15 day of Aug 2024.



Kim Casey, Superintendent



Jason Rainer, President, Board of Directors

Attachment C

SECOND AMENDMENT TO EMPLOYMENT CONTRACT BETWEEN PROSSER SCHOOL DISTRICT NO. 116 AND KIM CASEY

RECITALS

WHEREAS, on November 15, 2023, Prosser School District No. 116 (herein "the District"), by and through its Board of Directors (herein "the Board") entered into a contract (herein "the Agreement") with Kim Casey (herein "the Employee"), a true and correct copy of which is attached hereto as "Attachment A," setting for the terms and conditions for Ms. Casey's employment as the District's superintendent from November 15, 2023, through June 30, 2026; and

WHEREAS, on August 15, 2024 the District, by and through action of the Board, and the Employee entered into an amendment ("First Amendment") to the Agreement, a true and correct copy of which is attached hereto as "Attachment B," under which certain aspects and terms of the Agreement, as described in the First Amendment, were amended and all remaining terms of the Agreement were restated; and

WHEREAS, the Board and the District on the one side, and the Employee on the other, desire to modify and amend the Agreement, as amended, in the manner set forth below.

NOW, THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:

Amendment to Section 3:

The parties agree that Section 3 of the Agreement, labeled "Term" shall be, and hereby is amended, to state as follows:

3. Term and Renewal: In accordance with RCW 28A.400.010, the Board hereby determines and deems it in the best interest of the District if the duration of this Agreement exceeds the one-year period generally provided for in RCW 28A.400.300(1). The initial term of the Agreement commenced on the date it was executed by all the parties hereto and was set to end on June 30, 2026. The term of the Agreement is extended to end on June 30, 2028.

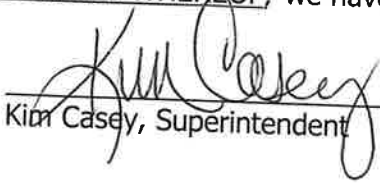
No later than June 30 of every contract year, the Board shall decide whether to extend the Agreement for another contract year or by another length of time as may be agreeable to the parties. The Board, in its sole discretion and with or without cause, may decline to offer to extend the term of the Agreement. The Employee may inform the District/Board of her desire that no such extension offer be made; and, in her sole discretion, may elect not to accept any such extension offer made by the District/Board.

Restatement of Agreement:

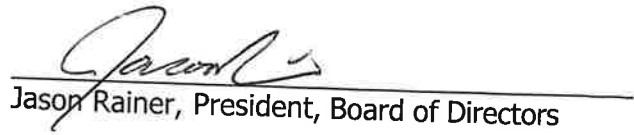
Except as specifically amended pursuant to the terms herein, as well as in the First Amendment, the District/Board and the Employee agree that the Agreement and all covenants, terms, and conditions and agreements therein, shall remain in full force and effect, and are hereby ratified, affirmed, and

confirmed in all respects by the parties.

IN WITNESS WHEREOF, we have hereunto subscribed our names this 23rd day of July 2025.



Kim Casey, Superintendent



Jason Rainer, President, Board of Directors

Coversheet

2026/2027 Budget

Section: IV. Discussion Items
Item: A. 2026/2027 Budget
Purpose:
Submitted by:
Related Material: PSD Budget Workshop #2 Historical Review + Expenditures copy.pdf

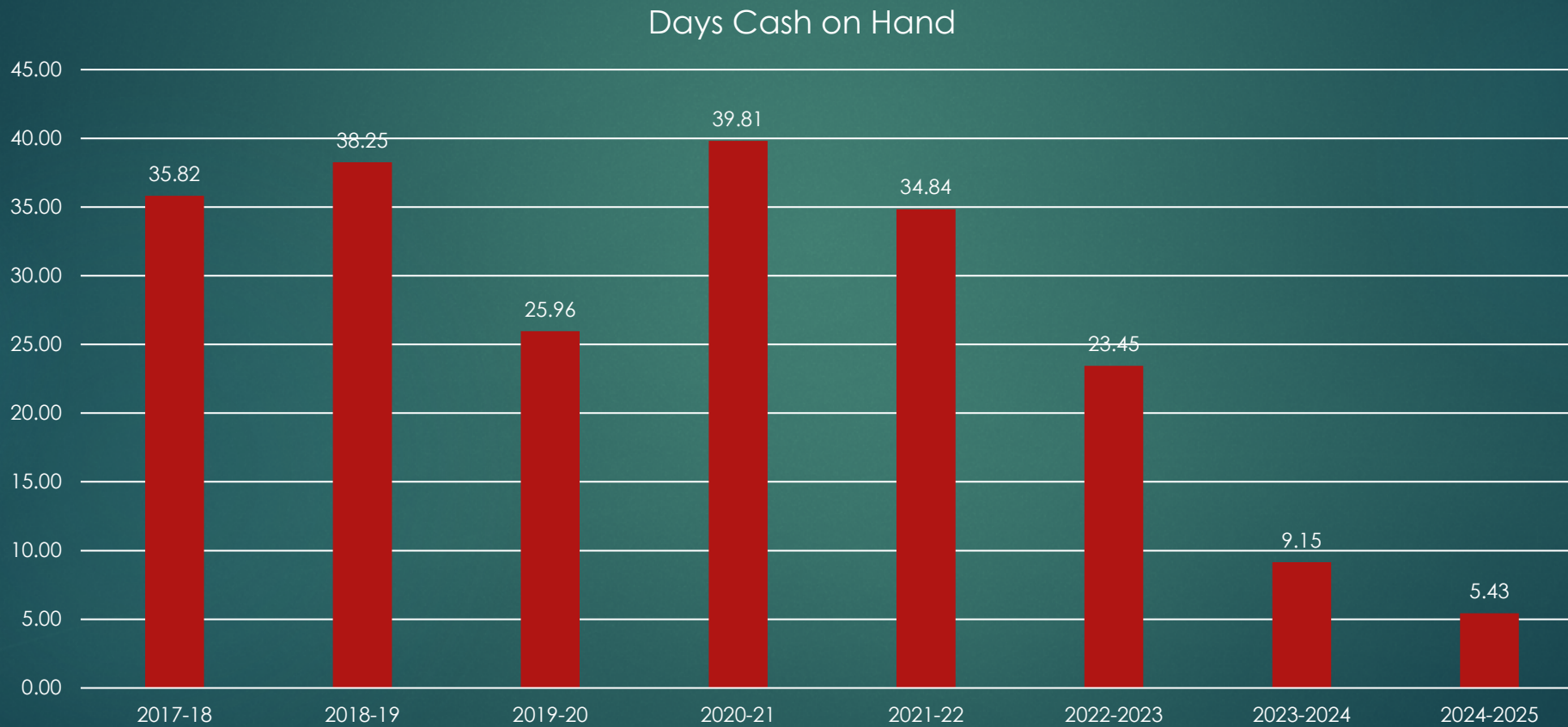
Budget Workshop #2

Historical Review + Expenditures

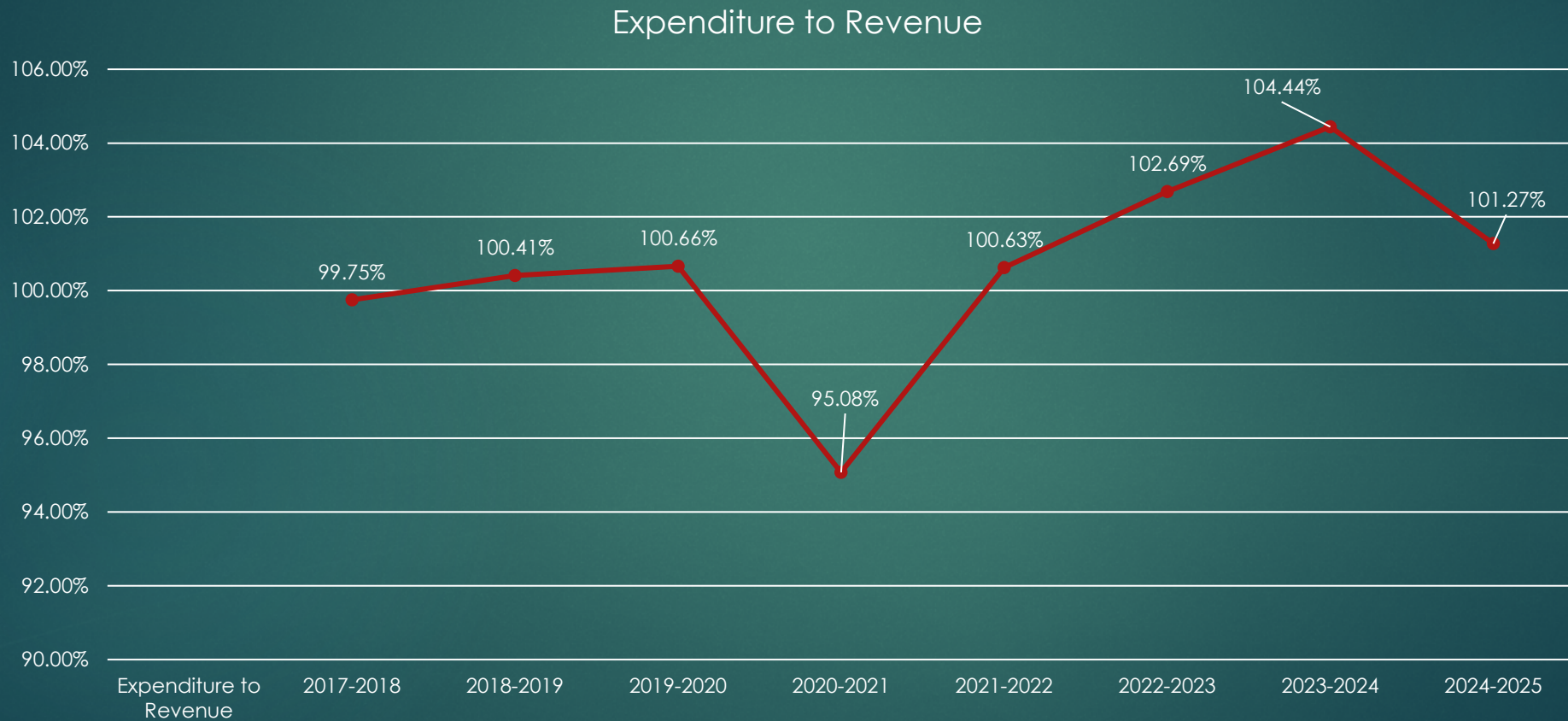
Agenda

- ▶ Historical Financial Review
- ▶ 25-26 Budget Extension Reasoning
- ▶ 26-27 Overall Expenditures
- ▶ 26-27 Expenditures Percentage of Revenue by Category
- ▶ 26-27 Savings + Discussion of other areas to potentially cut back

Days Cash on Hand

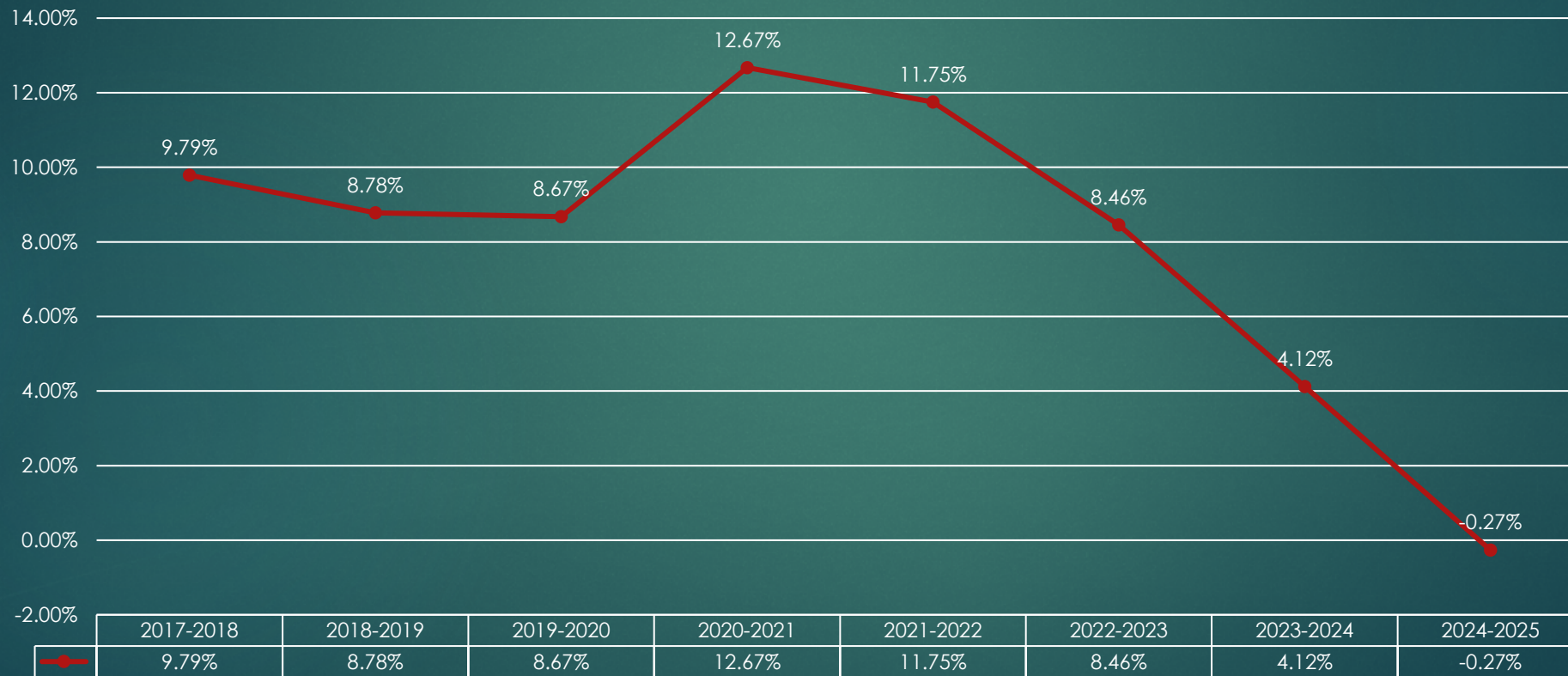


Expenditure to Revenue

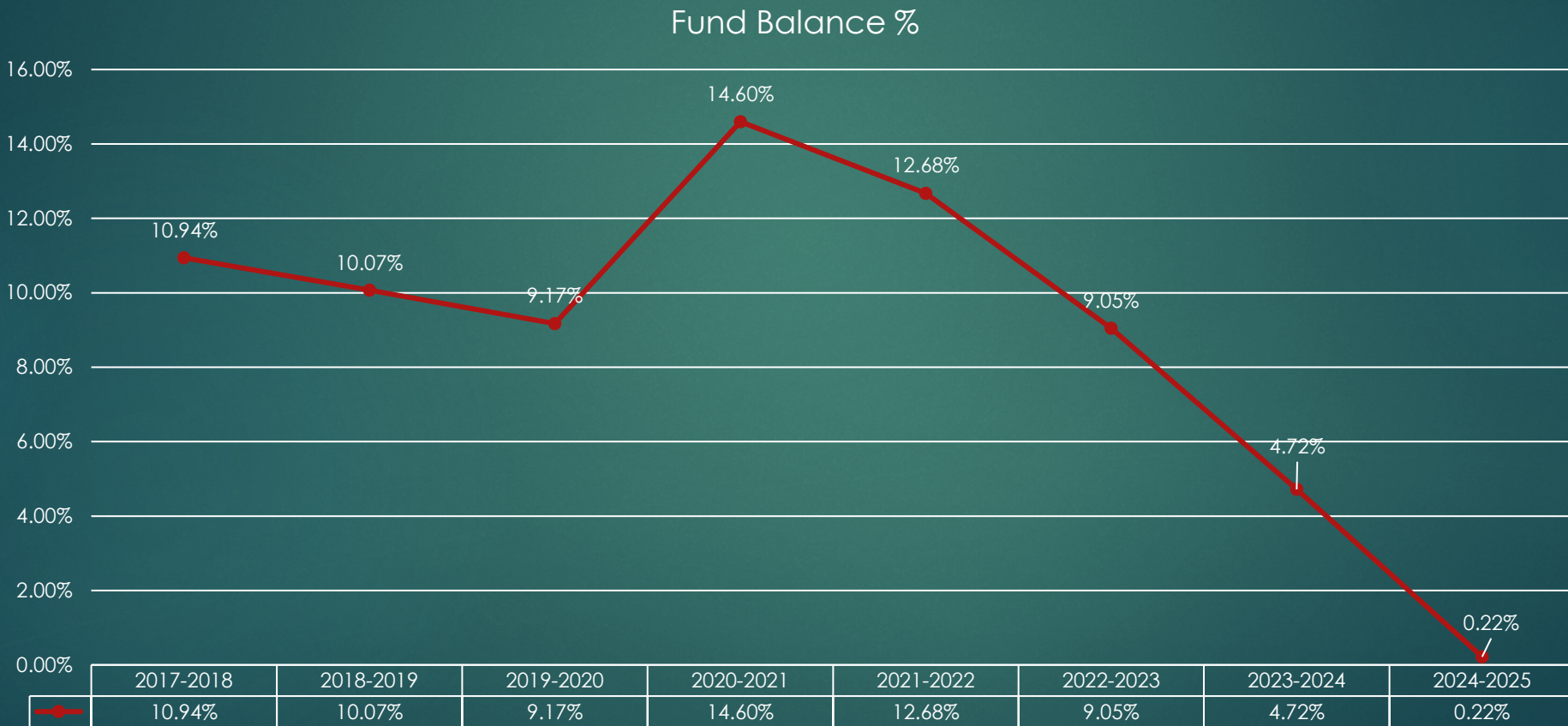


Unrestricted Fund Balance to Revenues

Unrestricted FB to Revenue



Overall District Fund Balance



Negotiated Items Hindering the District

- ▶ All Admin: SEBB Stipend \$31K
- ▶ District-Wide: VEBA
 - ▶ Admin/Directors/Superintendent
 - ▶ Support Staff
 - ▶ PEA
 - ▶ PSE
- ▶ Longevity Stipends: Principals, ESPP, PAEOP, PSE, Unrepresented
- ▶ Principal Contract: Evaluations Stipend-1% per teacher over 20 and .33% per staff represented by other unions
- ▶ All contracts: Raises have consistently been above state IPD (Paying more to staff than you are receiving in funding)
- ▶ Directors, PAEOP, ESPP responsibility stipends: \$31K
- ▶ PAEOP vacation stipend: \$44K

Errors Cost Money: “25-26 Reasons for a Budget Extension”

- ▶ Programs that received a budget they would never have been able to stay within: Food Services, IT
- ▶ 3 of the 5 building budgets are overspent due to accrual expenditures not moving back to 24-25
- ▶ Athletic Expenses that were approved at the end of 24-25 that we were charged incorrectly and had to be fixed in 25-26
- ▶ June 2025 SEBB Payment was missed
- ▶ DRS Corrections from prior years
- ▶ Employee Turnover: Additional Contracted Support Needed, OT

Savings List

- ▶ Staffing Savings: Roughly \$1,938,000
- ▶ Accounts Payable Reductions:\$411,124.20
- ▶ Total Savings: \$2,349,124.20

26-27 Projected Expenditures

| Expenditure Type | Amount |
|------------------|-----------------|
| Salaries | \$25,982,110.73 |
| Benefits | \$10,597,400.95 |
| MSOC'S | \$8,784,585.00 |
| Total | \$45,364,096.68 |

Salaries and Benefits Breakdown

| Type | Salary Amount | Benefit Amount | Total Amount |
|---|------------------------|------------------------|------------------------|
| Certified Base Contracts | \$16,003,617.42 | \$5,778,182.73 | \$21,781,800.15 |
| Certified Supplementals | \$1,250,772.86 | \$213,459.69 | \$1,464,232.55 |
| Certified Subs/Extra Time | \$529,216.33 | \$158,764.90 | \$687,981.23 |
| Classified Base Contracts | \$7,227,660.78 | \$4,217,840.18 | \$11,445,500.96 |
| Classified Supplemental Contracts | \$350,563.69 | \$43,069.56 | \$393,633.25 |
| Classified Subs/Extra Time/Athletic Trips | \$620,279.64 | \$186,083.89 | \$806,363.53 |
| Total | \$25,982,110.73 | \$10,597,400.95 | \$36,579,511.68 |

Expenditures as % of Revenue

| Expenditure Type | Amount | Percent of Revenue |
|------------------|-----------------|--------------------|
| Salaries | \$25,982,110.73 | 57.76% |
| Benefits | \$10,597,400.95 | 23.56% |
| MSOC's | \$8,784,585.00 | 19.53% |
| Total | \$45,364,096.68 | 100.85% |

26-27 Union Increases

- ▶ PEA: 3.9%
- ▶ PSE: 4.35% + VEBA increase \$15/Month
- ▶ PAEOP: 4.1%
- ▶ ESPP: TBD-Needs to be bargained
- ▶ Principals: (Per CBA) Maintain gap from highest paid teacher.
- ▶ Coaches: 2.6%
- ▶ STATE IPD: 2.6%

Ideas for more savings for 26-27

- ▶ Reduction of 1 Principal/VP FTE
- ▶ Reduction of Building Budgets to \$14/FTE from \$64.56/FTE
- ▶ Not filling any open positions that are not SPED/Program Funded
- ▶ Additional Technology Budget Reduction: \$5,000
- ▶ Additional Maintenance Budget Reduction: \$20,000
- ▶ Additional Food Service Budget: \$20,000

Potential Future (27-28) Savings Items to Consider

- ▶ Reduction of 1 Principal/VP FTE
- ▶ Absorb Assistant Superintendent Position
- ▶ Absorb CTE Director Position
- ▶ Reduction of number of Chromebooks to order: MS will have COWS instead of being 1 to 1
- ▶ Reduce the number of Secretaries at each building
- ▶ Running a Technology levy with your next EP & O levy