

Meeting Packet

SPECIAL BOARD MEETING

4/7/2021

07:00 PM



SPECIAL BOARD MEETING

Prosser High School Library or Zoom link **HERE**

Overflow seating will be available in classrooms and all attendees are required to complete health attestations including temperature checks, wear masks, and socially distance.

4/7/2021 07:00 PM

1. Call to Order

(Action)

Pledge of Allegiance
Approval of Agenda

2. Meeting Protocols

[Zoom Protocols.pdf \(p. 3\)](#)

3. Discussion Items:

Return to School Plans

- Elementary
- Secondary
- Maintenance/Operations
- Athletics/Activities
- Transportation
- Food Service
- Teachers
- Support Staff

4. Consent Agenda

[03242021Minutes.pdf \(p. 4\)](#)

[April 7 Class.pdf \(p. 11\)](#)

[April 7 Cert.pdf \(p. 12\)](#)

5. Adjournment

Future Meetings:

Regular Board Meeting will be held on Wednesday, April 14, 2021 at 7:00 PM in the Prosser High School Library with overflow classrooms and on Zoom.

Protocol for Zoom Board Meeting

Thank you all for joining us tonight for our Prosser School Board meeting. While we appreciate all who are in attendance, unless called upon by the Board for comment, we ask guests that throughout the meeting you please keep your microphone on **mute**.

Additionally, it is important to note that we will not be addressing questions or replying to comments through the text feature of the Zoom app or in the spoken format.

As noted in the agenda announcement for this meeting, if you have a public comment you would like shared with the Board, you are requested to submit your comment in writing in advance to deidre.holmberg@prosserschools.org.

We appreciate your assistance in allowing the Board to conduct an efficient and effective meeting about the business of Prosser School District.

Thank you,

Scotty Hunt, President
Prosser School District Board of Directors



REGULAR BOARD MEETING

Meeting Minutes

Prosser High School Library or Via Zoom [Here](#)

Meeting ID: 880 7672 7688

Password: mustang

All in-person attendees will be required to wear masks, submit health attestations, and engage in social distancing. Extra seating will be available in overflow classrooms.

3/24/2021 07:00 PM

I. 7:00 p.m. - Call to Order

Meeting called to order at 7:03 PM

a. Approval of Agenda

Changes to agenda proposed:

2 Small Changes-Adjust order, move construction update. Action items, add Vouchers and Payroll.

1st-Howe

2nd-Cole

Passed

II. Construction Update

1.

KRV-New construction portion in framing and start to see the shape of what it will look like, interior work. All torn up, demo work underway. Parking lot work. Overall sectors 1 and 2-that is construction that is happening right now. Framing of new construction. Drop off lane coming along. Construction vs. operations-how can we mitigate those concerns. Still need to be able work. No services cut off. Making a lot of noise, but no change for the operations. Emergency only doorway. Windows are not available. Harder for the nutrition workers than on the construction. Phase 1 still on track for August completion. Some phasing shifts-occupying addition. Rest of school will be displaced into the old high school.

2.

Heights-late start on pouring the concrete. Moved over to Heights. New addition of classrooms. Brick is an excellent match. Reason for the late start-Fowler's deal. Won't impact the completion date. Wanted to focus on KRV. No change order, but still available. Weather an issue. Interior footings and slabs going in next week. No allowance for change in the schedule. Their ways and means, their call. Did we scrap the idea of moving the middle schoolers to HS

instead of the ESs. Walk-throughs underway with principals. HS has alarms on doors and cameras. More worried about pick up and drop off. Making sure that we have it set up so no jaywalking. Drop off and loading zones separate. Can control the group outside. Whose decision? Deanna took on some of that. Principals didn't want to displace the whole district. Safety is number one goal. I hope we don't live to regret that decision.

3.

PHS-Almost done on the interior. We have started the punchlist process. Exciting! Heat mark on building will be fixed asap. Classrooms are basically done. Blinds are up, whiteboards are in. Science are in. These are the polished concrete slabs. Good idea of what it could look like. Fume hood installation. Floor is down, commons will be backed out of. Basketball hoops will be going in along with the bleachers. Auditorium ceiling is underway. Time for new equipment to be learned by nutrition services? Everything is laid out. HVAC is happening now. Metal shop, duct work, greenhouses. Districts usually watch the walk-through videos.

4.

Packing, labeling process-district is comfortable with it. Irrigation turned on April 1st. Pipes are full right now. Send funding information to Deanna.\$800K contingency remaining. HS majority of items on his list.

III. Reports:

a. Assistant Superintendent's Report-Business and Operations

1.

Feb financials, in a good position.

2.

General fund budget status-a little more analysis to the Board. Classified wages went up to \$434K in Feb. Sick leave buy-backs, added back classified staff from layoffs-3 custodians, bus mechanic, MSOC expenses up-consultants at ESD, SPED, Additional costs for computers but will be reimbursed. Higher payments in state bilingual program. Fund balance is up. All of coaches back. Talked about that before. Maintain fund balance-how we'll allocate ESSER I and II funds. Budget extension meeting. Before the end of the year it should be expended-needs to happen in July. Has to be done before we overspend. Estimate of expenditures. Supplemental budgets-will need time to review. Needs to be a formal public hearing. Should be okay with all of the other budgets. Just gen fund

3.

Student enrollment for March-down 8 FTEs-net. 18 above what they budget has projected.

4.

State audit is in full swing. Convo with the auditor of risk assessment. Would like to schedule an entrance conference. We will share with Board. Peggy and Scotty will attend. Craig will come up with some projected dates.

5.

Any intent to discuss the future projects tonight. Another board meeting.

b. Assistant Superintendent's Report-Curriculum and Instruction

1.

Open positions in the district-Counselor at KRV at Whitstran, SPED teachers being reassigned/traded. Updated enrollment projections. Most are internal moves. Most are processed and hired. Reducing at Heights-classes not as big. Classified positions since spring of 2020. We have a number of positions that haven't been filled. 2 custodians being filled, crossing guard, decisions need to be made as we move forward. Some of them have been posted, and some have not. Did without the fiscal specialist. Reduced environment required less staff. People that left resigned. All of the staff that have been laid off have been called back. Everyone else resigned. A lot of subs rn. Doing other jobs. Some of that will have to be readjusted. Last one was called back. Haven't posted the executive assistant role yet-it's a necessity. At appropriate time, it will be posted. Need to satisfy those claims. Supt. shouldn't be doing records request. The hours that you're not spending doing supt. Stuff. FOIA, so need somebody in there super fast.

2.

Emergency waiver for graduation. Required some things: committee, parent/student/counselor involved, consequences, demonstrating post-secondary preparedness, process for any appeals in the resolution. Will have in place before the next meeting. Trauma-informed, ELL, SPED familiar with the students. Numerous members on the team. Panel of 7 for a waiver. Student completes application and it goes to BB. If not approved, goes to panel for recs. If denied by supt, will be appealed to the Board. Will have it all outlined. Still plenty of time. They know what is coming. Choice bw class A and class B. On track in March 2020, but off track now. Mental health issues, needed work. Dealt a pretty bad hand. If a parent refuses, we'll work it out.

c. Athletics/Activities Director Report

Athletics and Activities: Continue getting 3510 in place-communication sent to FRL families to

consent to waivers for student activities. Normal process ASB to start soon. Most fams already have their FRL-12th of April. Everyone keeps their fingers crossed. Indoor sports-want to generate some income. Still using the risk-levels of the sports (golf, tennis, socially distant). Considering our venues-size and space. Requirements-each of the families need social distancing. Culminating soccer event-100 ppl in stands. Everyone loved it. Will keep pushing-as many people in attendance. Communicated with ppl so they can attend. Varsity event for softball. Visitors, please stay home. WIAA/DOH guidance being followed. MS up and down the valley are all over the place. Hard to get a competitive setting. Transportation tough spot. Healthy activities and a chance to do things together. Huge amt of compliments on jobs, coaches, etc. A lot of people throwing out that you've been doing a great job, Mr. Lusk.

d. Career and Technical Education Director Report

Out in buildings seeing kids doing stuff. Watch the four students present business plans. Hard-working students, very refreshing. FFA judges-Sadie Miller, tiebreakers galore. First place. On a phone or iPad. Health Ocs interviews-really nice to learn about our students.

e. Child Nutrition Director Report

Still feeding kids TTh, grab and gos curbside for a year. National School Breakfast Week. 2nd harvest to Bethel Church-volunteers needed. Workshop this Saturday-safety in the workplace, wellness, leadership in uncertain times. PEBT sent out to families. PEBT cards coming out on March 22 for parents to purchase food in lieu of student meals at school. Kitchen at new PHS. New and different at KRV due to construction. If students were to extend their day in school-sack lunches would be better. September 30 USDA extension for free lunch. PEBT budget comes from the state. Direct result of the work of Child Nutrition.

f. Maintenance Director Report

Staffing-continuing plan of using sub custodians. Sanitizing is a priority. Last PPE supplies came in 2 wks ago-8 pallets, deep cleaning on Saturday and Sunday, Monday, Tuesday Switching to soccer and track right now. PPE at building level-principals have no concerns. Recent hand sanitizer order came in

g. Migrant and Bilingual Director Report

Surveyed students said they didn't need it or they received office hours with teacher. Increased number of students at secondary level. Will go until the end of the marking period. Looking at all sorts of different things. We are looking at all aspects of supporting instructional support for all students. BB-hold a pass class for migrant students, senior and credit recovery-10 students enrolled. Larez TOR for that classroom. Students working and will be continued over summer and extended to non-seniors. Assessment window-working with buildings and scheduling with Tech-turning student Chromebooks into kiosks and then back to Chromebooks. Extend the bilingual program into secondary level. No recs, but in planning process.

h. Safety and Security Director Report

Safety and security meetings need to get up and running before next school year. No activity to report on grant. Assessment completed to get the digital upgrade system. After \$613 above

the district's proposed policy. Security team has drafted radio policy and procedure. All processed and Prosser ID tags. We can start the committee work Safety/Security meeting. Scotty will propose some dates.

i. Special Services Director Report

Return to hybrid for LS and RR are getting in person instruction. Helped with emotional well-being. Can see the change in the kid. Students are getting supported from HW completion. Extra time at the HS on TF. Ongoing--distributing hotspots, Chromebooks, teacher laptops, docking stations for teachers and specialists. Doc cameras, etc. If we don't spend it, we lose it. Some classrooms will be outfitted with tech in non-renovation schools. Figuring out how to serve pre-school students -13 students +2 referrals. Can't serve all of our students. K-ready, really need to move to a full day model. Will be better equipped to go full day. Going to be searching for PT, retirement imminent. Staffing for the summer program will be a challenge. Teachers are really tired. No exceptions in March or last year. 343 students, 13 students in pre-school, 145 T1, 186 T2. 3.2% Special Ed population. All day students need to be prepared. Construction challenges. Needing all of those kids to do all day, every day. For this year, we need to focus on our 5yo. Four. Some go to ECAP, they get full day. How will we make that happen? Defining expectations and ideal outcomes. Let us know how that is turning out in the next report. Deanna helping to figure it out. Using the classrooms in the church. Making it work.

j. Technology Director Report

Hybrid learning much easier for troubleshooting. Students have grown a lot and upskilling. So much easier when they are here. Phones are complete except for a few things. E-rate filed, waiting for funding commitment. Beef up district backbone. Funding for 2021, all switches will be the same-POE configurations. Remainder access point. No holes in network. Construction purchases underway-43 projectors. Data being worked on. No updates. Challenges-spring and summer busiest time in the district. Going to be moving technology all around the district. Challenging, but principals have worked well with me. Wireless coverage-MS included?

k. Transportation Director Report

Everything at the bus route going pretty smoothly. All covered and can run. Buses are getting cleaned. Trainee testing is not able to be scheduled. Most buses are giving out all the food. Unemployment site, paid training. Hopeful.

l. Student Representatives' Reports

Jennifer: Just started the new trimester. Kate: Rough for the seniors for to start online classes. Student government, not much going on. Waiting on fundraising stuff. Had a hold on all purchasing since we don't have much money. What do we want to do? Do something in person, but funding and pandemic are impacting. We want to wait until we can get ASB. We want kids to have some cash, so please figure out what they want to do. Schedule a meeting with Craig. We don't know if we can do something or not. If there are activities that you want to do, Board will support. Lots of rules with ASB funds. Student fundraising. 100% donations or fundraising. No one is suggesting gifting public funds. Matter of the kids understanding. That fund balance has not had an opportunity to build up. Health Ocs-12 new applicants. Nursing asst. Training-9 new assistants from that program. Love the rotations.

m. Board Members' Reports

Cole: Attend frosh orientation with student. Monday night went really well, thx to BB. Virtual bingo with Heights.

Douglas: Worked with business dept for screening of fiscal specialist-she knows the job. Not on the classified list.

Coleman: Tour of new HS, looking really great. Open houses will happen. 4-5 ppl reached out and they want the new pics moved to the HS. Source of contention. FB, VB, Soccer awesome. Live stream-free is best. Met with security experts-only focus on keeping kids safe, handing out meals, will do anything. Good bunch of people, not just security guards. Why aren't we back in school-lots of parents want to know? Why aren't teachers back at school? Updating website needs to happen-increase communication with stakeholders.

n. Superintendent's Report

Graduation planning-conversations. Developing a couple of different plans and planning. Digesting that, forming a team for what that could look like. Accepted graduation date June 19th. Submitted final FUF to the City of Prosser. Requires a lot of moving parts and contingencies. Have multiple plans-3. Parade,document,and route. 90 days ahead instead of 30 for Phase 1. Allow us to have people at stadium-contingent of numbers of ppl at stadium. No packing of stadium. Tickets out to family members, safety protocols, tickets, sections, reserved seating, label all of the seats and rows. Can accommodate 500 people now. If loosened, we can get more people-maybe 800. Lots of planning and contingencies. Senior class reps to discuss the possibilities. Other things that need to be managed. We need to move out June 19th. Not able to do the procession. Staging and planning at new HS. Moving forward with it. Continuing to plan. Still limited to 25% capacity. Switched-students, teachers, etc. will not count against the number. Summer school for students-Deanna has been planning along with Wilma. Trying to hire directors by end of the week. Working hard on the budget. We are not limited, trying to maximize. OSSSI money to tutoring, overage for summer school. Hiring staff, student lists from the building. Will be limited by buildings, distancing requirements, etc. Any of our struggling students will be highest priority. Use or rent space from somewhere else? Need staff, need recharging. See what we get as far as it goes. Make it as fun as it can be. Can use ESSER and program funds. Each month, Board would like to know where students go. Each student will list reasons for entry and exits. 3 choices out to online school, 1 drop out, 1 home school, rest moved. 4 reenrolled, 11 new move-ins, 1 choice transfer in. Attach to enrollment each month. Next year's budget. Absorbed a lot of staff overages. ESSER dollars-how do we want to spend those? 1:1 for Chromebooks, incurred costs. Moving out of the special services building. Don't know where we'll go. PHS and KRV are or will be posted. Gov. Inslee-emergency proclamation. April 5th for ES, April 19th for secondary. 30% needs to be in person. We were required to follow all health requirements. 3 foot distancing from CDC. OSPI told schools to hold. Gov. Inslee would hold a presser, very fluid situation, tomorrow. New guidance coming out tomorrow. Wait for information to come out. Then talk to principals and directors about what that would mean for students. Other ESD sups are buying tents to allow eating at school. Continued to build back and expand. Continuing to plan and move forward day by day. Study session or special board meeting would be best for the Board.

IV. Consent Items:

1st-Howe

2nd-Douglas
Motion passes 5/5

V. Action Items:

First reading of Emergency Graduation Waiver was moved to April 14th meeting.

a. Vouchers

1st-Coleman
2nd-Cole
Motion passed 5/5

VI. Adjournment:

Meeting adjourned at 9:22 PM. Board held executive session after 10 minute break. No action taken in Executive Session.

Special meeting-either Special Board Meeting or Study Session, will be scheduled to discuss guidance from the Governor from press conference scheduled morning of March 25th.

VII. Future Meetings:

Next Regular Board Meeting will be on Wednesday, April 14th, 2021 at 7:00 PM at the Prosser HS Library and on Zoom. In-person meeting will be aligned with best practices for CoVid-19 including mandatory masks, health attestations, temperature checks, and social distancing.

VIII. Executive Session

No minutes recorded.

BOARD PACKET

TO: Board of Directors
SUBJECT: Classified Personnel
AGENDA: Consent
DATE: April 7, 2021
PREPARED BY: Craig Reynolds, *Assistant Superintendent*

CLASSIFIED EMPLOYEES

Mary Jean Field has submitted a letter of retirement from her position as a physical therapist for the Prosser School District. She will not be returning for the 21/22 school year

Alexander Rojas has submitted a letter of resignation from his position as a paraeducator at Prosser Heights Elementary. His last day of work will be April 2, 2021.

Hannah Lind has been hired as an assistant volleyball coach at Prosser High school for the 20/21 year.

BOARD PACKET

TO: Board of Directors
SUBJECT: Certificated Personnel
AGENDA: Consent
DATE: April 7, 2021
PREPARED BY: Mr. Matt Ellis, *Superintendent*

CERTIFICATED EMPLOYEES

Nelson Cardenas has been recommended as a school counselor at Whitstran Elementary and Keene Riverview Elementary Schools for the 21/22 school year.

Chelsy Dowdy has been recommended as a 1st grade teacher at Keene Riverview Elementary School for the 21/22 school year.

Tatiana Quijano has been recommended as a bilingual 4th grade teacher at Whitstran Elementary School for the 21/22 school year.

Jessica Cardenas has been recommended as a 1st grade teacher at Whitstran Elementary School for the 21/22 school year.

Ann Adams has submitted a letter of retirement from her position as a 5th grade teacher at Prosser Heights Elementary School. She will not be returning for the 21/22 school year