PASCO SCHOOL DISTRICT NO. 1
Board of Directors’ Regular Meeting
Tuesday, October 27, 2015, 6:30 p.m.
C. L. Booth Education Service Center, 1215 W. Lewis Street, Pasco, WA 99301

AGENDA

STUDY SESSION – 4:30 P.M. – Pasco Facility Task Force Report

1. CALL TO ORDER
   Mr. Ryan Brault

2. FLAG SALUTE
   Longfellow Elementary Principal Claudia Serrano

3. ROLL CALL
   Ryan Brault
   Steve Christensen
   Sherry Lancon
   Scott Lehrman
   Amy Phillips
   Carson Bergstrom
   Abraham Mendoza
   Juan Mojica

4. SPECIAL RECOGNITION

5. APPROVAL OF MINUTES
   Special Meeting of October 23, 2015
   Regular Meeting of October 13, 2015

6. AGENDA REVIEW

7. AUDIENCE COMMENTS

8. COMMUNICATIONS

9. REPORTS/DISCUSSION
   A. 1st Reading Policies: Update and Consolidation of Policy 2120, 2121, 2310, and 2311
      Ms. Sarah Thornton
   B. Capital Projects Update
      Mr. Randy Nunamaker
   C. STEM Update
      Ms. Megan Nelson
   D. Student Travel Protocols
      Ms. Glenda Cloud

10. ACTION ITEMS
    A. 2016 Maintenance and Operation Levy
       Mr. Howard Roberts, Jr.

11. CONSENT AGENDA
    A. Personnel
       Ms. Robin Hay
    B. Warrant Approval
       Mr. Howard Roberts, Jr.
    C. Interagency Agreement for School Resource Officer Between Pasco School District and Franklin County Sheriff’s Office
       Ms. Sarah Thornton
    D. Portables 2015 Change Order No. 3
       Mr. Randy Nunamaker
    E. Contract with CKJ for the Stevens Site Improvements Phase II
       Mr. Randy Nunamaker
    F. Pasco School District Bus Barn Expansion Change Order No. 1
       Mr. Randy Nunamaker
    G. Architect and Engineering Recommendation for Twain Elementary Parking Improvements
       Mr. Randy Nunamaker
    H. McClintock STEM Elementary School Change Order No. 6
       Mr. Randy Nunamaker
    I. Delta High School Change Order No. 5
       Mr. Randy Nunamaker
    J. 2015-2016 School Calendar - Negotiated Revision
       Ms. Sarah Thornton
    K. Out of State Student Travel - Chiawana High School Students to Eastern Oregon University Preview Day in La Grande, OR
       Ms. Glenda Cloud
    L. Overnight Student Travel - McLoughlin Middle School FCCLA State Officer meeting in Kennewick, WA
       Ms. Glenda Cloud
    M. Overnight Student Travel – Chiawana, Pasco and Delta High School Students to Washington State School Directors’ Association (WSSDA) 2015 Annual Conference in Bellevue, WA
       Ms. Glenda Cloud
    N. Overnight Student Travel – Ochoa Middle School Natural Helpers to National Prevention Network Conference in Seattle, WA
       Ms. Glenda Cloud
    O. Overnight Student Travel – Chiawana High School Ambassadors of Lakeview Achieving Success (ALAS) Students to the 2015 Annual National Prevention Network Conference in Seattle, WA
       Ms. Glenda Cloud
    P. Out of State Overnight Student Travel – Chiawana High School Movimiento Estudiantil Chicano de Aztlan (MEChA) Club to the 2015 Washington State University Children of Aztlan Sharing Higher Education (CASHE) Conference in Pullman, WA
       Ms. Glenda Cloud

12. FUTURE AGENDA ITEMS

13. EXECUTIVE SESSION – RCW 42.30.110(1)(b) and (1)(g)

14. ADJOURNMENT
STUDY SESSION – 4:30 P.M. – 2016 Levy Discussion  Mr. Howard Roberts, Jr.

CALL TO ORDER
Mr. Brault called the meeting to order at 6:30 p.m.

FLAG SALUTE
Mr. Brault introduced Frost Elementary Principal Nora Phongsa who then introduced students Victor Soriano, Ksenia Shilikhina, William Ochoa and Briana Castro. These 6th grade students were selected by their teachers for their academic excellence, leadership roles within their classrooms and their kindness towards others. These students are also developing their musical talents. Ksenia plays piano and Victor, William and Briana all play violin. The students then led the flag salute. Student Representatives Carson, Mendoza and Mojica presented each student with a Pride of Pasco pin. Parents were then introduced and thanked for their support.

Mr. Brault made his opening statement on policy and procedure.

PRESENT
Board of Directors
Ryan Brault, President
Scott Lehrman, Vice President
Steve Christensen, Member
Sherry Lancon, Member
Amy Phillips, Member
Carson Bergstrom, Student Representative
Abraham Mendoza, Student Representative
Juan Mojica, Student Representative

Administrators
Saundra Hill, Superintendent (excused)
Glenda Cloud, Deputy Superintendent
Liz Flynn, Assistant Superintendent
Sarah Thornton, Assistant Superintendent
Michelle Whitney, Deputy Superintendent

Audience
Mark Rudeen
Victor Soriano
Briana Castro
Tracy Wilson
Kristi Docken
Brian Leavitt
Joel Nunn
John Wallwork
Ty Beaver
Brenda Wilson
Debbie Kibling
Loren Polk
John Weisenfeld

Leslee Caul
Ksenia Shilikhina
Megan Nelson
Erin Hall-Lewis
LeAnn Nunamaker
Randy Nunamaker
Howard Roberts, Jr.
Tom Hitt
Margarita Morfin
Susan Sparks
Lance Dever
Matthew Polk

Nora Phongsa
William Ochoa
Robin Hay
Alma Duran
Mark Garrett
Kim Marsh
Jenny Rodriguez
Jamie Southworth
Felipe Virrueta
Lawrence Elfering
Erin Kerr
Felipe Virrueta
SPECIAL RECOGNITION
Ms. Caul stated that the City of Pasco has declared October STEM Education Month in Pasco. She shared the proclamation and highlighted some of the upcoming activities in our District and community. She also shared a STEM video created by Joel Nunn which features our three student representatives creating a handmade rocket.

With three new STEM schools being dedicated in our community this month, the District sought out support from the City of Pasco as well as the Pasco Chamber of Commerce to shine a spotlight on the great things that are happening in STEM education in Pasco. We hope this will become an annual event and celebration of STEM in our community.

APPROVAL OF MINUTES
Mr. Christensen moved to approve the minutes of the regular meeting of September 22, 2015 and special meeting of September 29, 2015 as presented. Ms. Lancon seconded the motion; the motion carried.

AGENDA REVIEW
Ms. Whitney stated that item 11A Certificated Actions has an addition which is marked in red. Item 11K Overnight Student Travel - Chiawana High School Marching Band and Color Guard to Puget Sound Festival of Bands in Everett, WA was also added.

AUDIENCE COMMENTS
Erin Hall-Lewis attended the Study Session tonight and found it interesting, but felt these types of meetings should be better advertised and in a more timely fashion in order to get more of the public to attend.

Jon Weisenfeld, a Pasco High School teacher shared that he distributed a printshop survey which produced some interesting information that he would like to share with the board. He believes there has been progress made, but much more could be made.

Lance Dever shared a concern about the Pasco High School marching band travel which is on the agenda. Students thought they were going to get to spend the night and found out they would have to return on Saturday night (early Sunday morning) in order to avoid being gone on Sunday.

Margarita Morfin voiced concerns about training in district that she feels is a waste of her time. She also presented a letter she had been asked to sign and asked for input as to whether she should be signing it. A copy was left for the board.

Brenda Wilson asked questions on September 22 and was told they would get responses. Those have yet to be published. Mr. Brault assured her we would revisit those questions and do some follow-up.

Matthew Polk shared concerns that not enough of our materials are published in both English and Spanish. Specifically items related to the board and audience comments.

COMMUNICATIONS
Ms. Phillips reported that she missed the Delta Open House as she was away. She also wanted people to know that she is still answering emails and talking to teachers and getting a lot of great information.

Board members Lancon, Brault, Christensen and Lehrman as well as student representatives Carson, Mendoza and Mojica attended the Delta Dedication and expressed that it was a great experience and that State Superintendent Randy Dorn did a great job speaking and students and staff did a great job of hosting.
Board members, Lancon, Christensen, Lehrman and Brault attended Pasco Chamber yesterday where students representing Franklin Elementary, Ochoa Middle School and Delta High School (Abraham Mendoza) spoke about STEM. All those in attendance were very impressed with our students, saying they did an amazing job and were very eloquent.

Mr. Christensen attended the WSSDA Fall Regional Meeting at Delta and was pleased at what was shared and what a great job students and Dr. Rodriguez did in hosting other board members from the region. It is clear that students are very proud of their school as they should be.

Mr. Mojica announced that CHS is participating in Breast Cancer Awareness month. He was able to attend the iSchool presentation where they talked about the impact of technology in education, and also attended the CHS Open House where his parents met teachers and he got his class ring and graduation memorabilia.

Mr. Mendoza was very pleased to meet Superintendent Dom. Abraham's talk at Chamber was about what it means to have the opportunity to start a technology company. He is currently completing applications to Harvard University and University of Washington.

Mr. Bergstrom expressed his appreciation for the many opportunities he is having as a student representative. He participated in the making of the STEM Video which was shown this evening and enjoyed it very much. He had the opportunity to take part in the iSchool presentation with the board and got to meet the founder, Travis Allen. He was very impressed by his message on what you need to do to be successful in life. Carson shared that he was elected President of National Honor Society and invited everyone to attend the Pasco High School Open House, October 14.

Mr. Lehrman attended the WSSDA Regional Meeting and iSchool presentation. He also visited Frost, Twain and Markham elementaries and New Horizons High School and sat in on some planning time and visited classrooms. He was able to talk to Seth Johnson and Randy Nunamaker about some of the comments made on the condition of the NHHS portables. He was assured that a daily punch list was made and that action is being taken quickly and will continue consistently. He was also able to attend the PHS Homecoming game and although it was not the outcome we would have wanted, the weather was great and it was a good opportunity to spend time with family and community. He explained to Ms. Hall-Lewis that a good place to look for upcoming study sessions are previous minutes and the board packet which tracks ahead for a few meetings and is published on the website the day after each meeting. He agreed that we could do a better job of communicating it to the public.

Mr. Brault volunteered in schools on the first day of school and commented that the lunch logistics were quite interesting to see. He participated in a 3 day compression planning training with a number of other school district staff and found it a very valuable opportunity to go through the Strategic Plan and other things we have done using this process. He participated in the Chiawana High School student debate and complimented students, specifically Juan Mojica, for a job well done organizing and running the debate.

Ms. Whitney shared that 12 CHS students who represent ALAS (Ambassadors of Lakeview Achieving Success), a group of students in the Lakeview community, joined her at a Habitat for Humanity event. The ALAS students spoke about community empowerment that can happen when a student has a fixed and predictable place to live. They did an outstanding job. Transportation was provided by Jeremy Meredith and our bus aide Christina Cisneros who were outstanding and displayed a great joy for what they do.
REPORTS/DISCUSSION
School Opening Enrollment Report – Ms. Cloud provided information and comparisons of students enrolled on October 1, 2015 vs September 15, 2015 and October 2014 vs October 2015. October 1st is the first school day for the month of October and it is the official count date for the state.

Curriculum Report – Ms. Whitney outlined the vision for obtaining the systemic goal of a comprehensive curriculum management system which includes updating district policies regarding curriculum, initiating a comprehensive needs assessment for all content areas grades K-12, developing/implementing a responsive instructional materials adoption plan, identifying an instructional materials review cycle and aligning professional learning opportunities.

Pasco School District has identified curriculum review and adoption as a priority. In addition, the 2015-2017 PSD/PAE contract language outlines a timeline for reviewing K-12 ELA and Mathematics during the 2015-2016 school year with remaining subject areas review and adoption commencing during the 2016-2017 school year. This contractual obligation fits into a large systemic interest of implementing a comprehensive curriculum management system. Discussion followed. The board asked for monthly updates on progress.

Washington State School Directors’ Association (WSSDA) Legislative Assembly Update - Mr. Christensen addressed the Standing Legislative Positions and Priority Rankings for 2016 as voted on by the delegates at WSSDA’s Legislative Assembly, September 18-19, 2015. The Legislative Committee will consider these results and recommend a short list of top priorities to the WSSDA Board of Directors for their approval. Discussion followed.

ACTION ITEMS
Resolution No. 908: Approval of the 2015 District Study and Survey - Mr. Nunamaker explained that the Study and Survey Report is a state-required document to ensure school districts have done adequate planning prior to asking the state to assist in funding a school project or projects. The report contains physical reviews of school buildings, educational needs, demographic growth, etc. The last full review was completed for the 2006 bond and has been updated several times since.

With the construction of Franklin, Curie and McClintock STEM schools and the construction of Delta High School, OSPI Facilities is requiring the district to provide a current Study and Survey. The new version will allow the district to proceed with application for matching state funds for any future construction projects when required.

Ms. Phillips moved to approve Resolution No. 908 approving the 2015 Study and Survey Report. Ms. Lancon seconded the motion; a roll call vote was taken as follows; the motion carried.

Mr. Brault – Yes Mr. Christensen – Yes
Ms. Lancon – Yes Mr. Lehrman – Yes
Ms. Phillips – Yes

CONSENT AGENDA
Ms. Lancon moved to approve the Consent Agenda as amended. Mr. Lehrman seconded the motion. A roll call vote was taken as follows; the motion carried. Discussion took place on the PHS Band trip and what overnight options might be available to those who do want to stay over.

Mr. Brault – Yes Mr. Christensen – Yes
Ms. Lancon – Yes Mr. Lehrman – Yes
Ms. Phillips – Yes
Approved Consent Agenda items include:

- **Personnel** – approval of routine personnel items as amended
- **Warrants**
  - **Warrant Date: September 17, 2015**
    - General Fund warrants numbered 238003-238062 in the amount of $230,871.02
    - Capital Projects Fund warrants numbered 238063-238067 in the amount of $227,314.13
    - Associated Student Body Fund warrants numbered 238068-238069 in the amount of $23,652.94
  
  - **Warrant Date: September 18, 2015**
    - General Fund warrants numbered 238070-238102 in the amount of $164,994.47
    - Capital Projects Fund warrants numbered 238103-238107 in the amount of $143,554.96
    - Associated Student Body Fund warrants numbered 238108-238112 in the amount of $2,553.50
  
  - **Warrant Date: September 25, 2015**
    - General Fund warrants numbered 238113-238175 in the amount of $439,156.31
    - Capital Projects Fund warrants numbered 238176-238181 in the amount of $65,248.01
    - Associated Student Body Fund warrants numbered 238182-238186 in the amount of $6,736.71
  
  - **Warrant Date: September 26, 2015**
    - General Fund warrants numbered 238187-238254 in the amount of $94,751.97
    - Associated Student Body Fund warrants numbered 238255-238261 in the amount of $12,227.58
  
  - **Warrant Date: September 30, 2015**
    - Payroll Fund warrants numbered 238262-238337 in the amount of $119,572.91
  
  - **Warrant Date: September 30, 2015**
    - General Fund warrants numbered 238338-238412 in the amount of $6,048,199.49

- **Overnight Student Travel** - Chiawana High School Distributive Education Clubs of America (DECA) to the Fall Leadership Conference in Seattle, WA
- **Out of State Overnight Student Travel** - Chiawana High School Distributive Education Clubs of America (DECA) to the New York Experience Conference in New York, NY
- **Out of State Overnight Student Travel** - Pasco High School Distributive Education Clubs of America (DECA) to the New York Experience Conference in New York, NY
- **Architect and Engineering Recommendation** for Pasco High School Phase 3
- **Graduation Dates 2016**
- **Interlocal Agreement** for School Resource Officer Between Pasco School District and City of Pasco, Washington
- **Approval of Carl Perkins Grant Application and Assurances Statements for the 2015-16 School Year**
- **Overnight Student Travel** - Pasco High School Marching Band and Color Guard to Puget Sound Festival of Bands in Everett, WA (will not sleep in Everett, but will be driving back in the early hours of the morning Sunday)
- **Overnight Student Travel** - Chiawana High School Marching Band and Color Guard to Puget Sound Festival of Bands in Everett, WA

**FUTURE AGENDA ITEMS**
Ms. Whitney stated the next meeting is scheduled for October 27 and will include a study session on the PFTF recommendations. The regular meeting will include policies, a report on Capital Projects and approval of the 2016 Levy. There will be no executive session tonight.

Mr. Christensen suggested that we get some input from the public regarding the levy.

**EXECUTIVE SESSION**
There was no executive session.
ADJOURNMENT
The Board of Directors adjourned at 8:13 p.m.

__________________________________________  _______________________________________
President of the Board                        Secretary of the Board
CALL TO ORDER
Mr. Brault called the meeting to order at 10:30 a.m.

FLAG SALUTE
Mr. Brault led the flag salute.

PRESENT
Board of Directors
Ryan Brault, President
Scott Lehrman, Vice President
Steve Christensen, Member
Sherry Lancon, Member
Amy Phillips, Member (excused)
Carson Bergstrom, Student Representative
Abraham Mendoza, Student Representative (excused)
Juan Mojica, Student Representative (excused)

Administrators
Saundra Hill, Superintendent
Glenda Cloud, Deputy Superintendent
Liz Flynn, Assistant Superintendent (excused)
Sarah Thornton, Assistant Superintendent (excused)
Michelle Whitney, Deputy Superintendent (excused)

Audience
Annie Baker
Natallie Howard
Stephanie Bradbury
Catherine Bolson
Dave Wheeler
Lance Dever
Amy Talbott
Julie McEnderfer
Stacey Wilkinson
Michael Hendricks

ACTION ITEMS
Overnight Student Travel - Pasco High School Marching Band and Color Guard to Puget Sound Festival of Bands in Everett, WA – Ms. Cloud explained that this trip was approved as submitted by PHS to the Board at the last meeting. That request had students returning home by 3:00 a.m. Sunday morning. Pasco High is now asking for approval of a revised travel plan which would include an overnight stay on Saturday night so students would return on Sunday at 4:00 p.m. Discussion followed which included a comment from student representative Carson Bergstrom who spoke in favor of the overnight trip on behalf of numerous students that shared their thoughts with him.

Mr. Lehrman moved the overnight student travel for selected Pasco High School students to attend the Puget Sound Festival of Bands at Everett Memorial Stadium in Everett, WA, October 24-25, 2015 be approved as presented. Mr. Christensen seconded the motion.

A roll call vote was taken as follows; the motion carried.

Mr. Brault – Yes
Mr. Lehrman – Yes
Ms. Lancon – Yes
Mr. Christensen – Yes

Ms. Hill stated that Tuesday night’s board meeting will include a discussion on student travel protocols. The public is welcome to comment at that time.
ADJOURNMENT
The Board of Directors adjourned at 10:43 a.m.

President of the Board

Secretary of the Board
### AGENDA ITEM SUMMARY

**AGENDA ITEM NO.:** 9A  
**BOARD MEETING DATE:** October 27, 2015  
**TOPIC:** Board Policy Update and Consolidation: Policy 2120, 2121, 2310, and 2311  
**CABINET ADMINISTRATOR:** Sarah Thornton  
**PRESENTER:** Sarah Thornton

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<th>REPORT</th>
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**OBJECTIVE:** These policies are being presented for first reading.

**BACKGROUND:**

This is a continuation of our process to review and revise board policies.

In April 2015, WSSDA issued a comprehensive update to the policy formerly titled “Curriculum Development”. The updated policy recognized that curriculum is now the state standards and that the focus has shifted from curriculum design to selection of instructional materials and course design to support the standards. Some of the policy language and procedures in the standing policies have become outdated and obsolete in relation to the new standards. Therefore, the following changes are recommended for the board’s consideration:

- Policy 2120 Curriculum Development is re-titled “Course Design, Selection, and Adoption of Instructional Materials”. The language is modified consistent with the WSSDA model policy. Language regarding the role of the IMC is more detailed than the model policy. Procedures will also be re-titled and updated.
- Policies 2121 Curriculum Adoption and 2311 Selection, Adoption, and Deletion of Instructional Materials are being deleted. Necessary language is either consolidated into 2120 or procedures to 2120.
- Policy 2310 Instructional Resources is re-titled “Library Media Centers” consistent with WSSDA model policy. There are minor revisions to the policy language

**POSSIBLE ALTERNATIVES:**

**PROJECTED COSTS:**  
**BUDGET CODE:**

**SUGGESTED MOTION:**

**NEXT STEPS:** Policies will be presented to the board for approval at the next board meeting.
The board recognizes its responsibility for the improvement and growth of the educational program of the schools. To this end, the course design curriculum shall be evaluated, adapted and developed and adopted on a continuing basis. Instructional materials shall be selected to ensure alignment and in accordance with state learning standards and enable all students to master foundational skills and knowledge to achieve college and career readiness a plan for curriculum growth.

A course of study which is offered to students shall include a description of:

- Objectives to be achieved by students,
- Materials and/or equipment to be used to reach the objectives,
- Procedures to be used to evaluate student achievement,
- The relationship of the course to other courses offered within the school and the district, and
- The relationship of high school courses to minimum college entrance requirements.

In addition, any proposal for a new course of study must include estimated start-up costs and projected annual costs. All new courses or major modifications to existing courses must be approved by the superintendent prior to implementation. The superintendent, in turn, shall inform the board before the new course or major revision to an existing course is implemented.

Definitions
For the purpose of this policy and procedure, the following definitions will apply:

1. “Course Design” is the process that includes identifying and sequencing essential content supporting students’ skill development towards state learning standards. Course design involves providing appropriate instructional materials, professional development, and support systems for teachers as they implement the course.

2. “Instructional Materials” are all materials designed for use by students and their teachers as learning resources to help students to acquire facts, skills, and/or to develop cognitive processes. These instructional materials, used to help students meet state learning standards, may be printed or digital, and may include textbooks, technology-based materials, other educational media, and assessments. They may carry different licensing types from open to all rights reserved. For the purposes of this policy, there are five categories of instructional materials:

   a. “Core Instructional Materials” are the primary board adopted instructional resources for a given course. They are provided to all students to help meet learning standards and provide instruction towards course requirements.

   b. “Alternative Core Materials” are the primary instructional materials for a given course that are used with a subset of students. These materials are intended to
replace board adopted core materials and may be used for specialized course offerings or flexible learning environments.

c. “Intervention Materials” are designed to support strategic or intensive intervention for students who are at risk of not meeting established learning standards. Intervention materials are used with students to accelerate progress toward particular learning goals based on systematic assessment, decision-making, and progress monitoring.

d. “Supplemental Materials” are used in conjunction with the core instructional materials of a course. These items extend and support instruction. They include, but are not limited to, books, periodicals, visual aids, video, sound recordings, computer software and other digital content.

e. “Temporary Supplemental Materials” are those items used in conjunction with the core instructional materials of a course that are of interest or value for a short period of time and are chosen within district-established guidelines. They are not intended to supplant the adopted curriculum nor be used on a regular instructional basis. Examples might include timely articles from relevant, reliable sources, websites, or news broadcasts. The use of temporary supplemental materials for time periods of over one school year may require consideration of the material as either part of the core instructional material for a course or supplemental material for the course depending on the nature and scope of the material.

3. “Instructional Materials Committee” (IMC) is the body that makes core instructional materials adoption recommendations to the Board of Directors based on superintendent-established procedures and state law. IMC review and approval of curriculum committee recommendations is required prior to school board adoption.

Course Design

The superintendent or designee shall establish procedures for course design that:

1. Provide for the regular review of selected content areas and implementation of any suggested changes.
2. Provide curriculum development which provide for involvement of community representatives and staff members at appropriate times.

Selection and Adoption of Instructional Materials

The primary objective in selecting instructional materials is to implement, enrich and support the educational program of the schools. All instructional materials will be selected in conformance with:

1. Applicable state and federal laws;
2. Board-adopted initiatives and goals, and state learning standards; and
3. Procedures established by the instructional materials committee which address the criteria detailed in the corresponding procedure 2120P.
The board is responsible for the adoption of all core materials and alternative core materials used in the district, the annual review of selected areas on a cyclical basis, and any suggested changes that should be made as a result of the.

The superintendent, or designee, will establish procedures for core material, alternative core, and intervention material selection and adoption using criteria around evidence-based practices.

The superintendent will ensure that a listing of all core instructional materials used within the school curriculum is maintained in the district and is available for public study. Such review either in-person or online shall take place at least once during each seven year period.

The intent of the board is that the superintendent delegate responsibility for examining, evaluating, and selecting all supplemental and temporary supplemental materials to the professional staff of the district. This includes preparing all student reading lists. Staff will rely on reason and professional judgment in the selection of high quality supplemental materials that align to state learning standards and are appropriate for the instructional program and developmental level and interests of their students.

The board expects the certificated and noncertificated staff to support fully the adopted curriculum approved instructional materials. Principals are expected to provide leadership to the individual staffs in implementing adopted approved programs. Teachers are encouraged to use professional judgment, initiative, and creativity in adapt the curriculum use of instructional materials to the individual needs of students.

When the superintendent or designee authorizes that the district operate a course of study or program on a pilot basis, the board of directors must take formal action before the new program is implemented on a permanent basis.

Legal References:  
RCW 28A.230  Compulsory Course Work and Activities  
28A.150.230  Basic Education Act—District school directors responsibilities  
28A.320.230  Instructional materials—Instructional materials committee  
28A.405.060  Course of study and regulations—Enforcement  
28A.640  Sexual equality  
WAC 392-44-010  Responsibilities related to instruction  
392-190-055  Textbooks and instructional materials—Scope—Elimination of sex bias
Adoption Date: April 26, 1994 — November 10, 2015
The board is responsible for assuring that a quality program is offered which is consistent with the expectations of the parent(s) or guardian(s), community and students of the district.

Courses of study and/or program offerings must reflect the needs of students and be consistent with expectations of parents and community members. As needs change, program offerings must respond. At the beginning of each school year, the superintendent shall advise the board of any program changes, additions or deletions that are planned for the year.

With the exception of certain music and physical education classes which may have specific entry level performance standards and human sexuality classes or portions thereof, all classes, including but not limited to, health, physical education, industrial arts, business, vocational-technical and home economics, shall be accessible to students regardless of sex. In addition, all courses of study shall provide equitable opportunity regardless of race, creed, color, national origin, gender, marital status, or handicapping condition.

Legal References:  
RCW 28A.330.100(5) Additional powers of board
WAC 392-190-050 Course offerings Generally—Separate sessions or groups permissible

Adoption Date: April 26, 1994
INSTRUCTION

Instructional Resources Library Media Centers

Each school shall be provided with a variety of textbooks and other learning resource materials to meet the unique needs of the students. Materials purchased to meet the unique needs of students include materials written in languages other than English. A library/media center will be used to support and extend the classroom program of instruction. Print and non-print materials, audio-visual equipment and supplies, and other instructional aids will be catalogued in a manner that will enable such materials, equipment, and supplies to be accessible to students and teachers throughout the school year. Each center will be appropriately staffed to assist teachers and students in the use of the collection as well as in the production of teacher and/or student developed materials and shall be so arranged as to encourage individualized and group learning through a wide variety of experiences. Library/media staff will assist students and teachers in securing materials from other sources.

The superintendent shall establish procedures for the selection of materials. Citizens who wish to express a concern about specific material included in the collection may do so according to district policy and procedure.

Cross References: Board Policy 2311P2120 Course Design, Selection, and Adoption of Instructional Materials

Legal References: RCW 28A.320.240 School Library Media Programs—Stocking of libraries—Teacher--Librarians

WAC 180-46 Learning Resources Centers
WAC 392-190-055 Textbooks and instructional materials—Scope—Elimination of sex bias—Compliance timetable
WAC 392-204-020 School library media program

Adoption Date: April 26, 1994 November 10, 2015
INSTRUCTION

Selection, Adoption and Deletion of Instructional Materials

The board is legally responsible for the selection of all instructional materials used in the district. When instructional materials are recommended through curriculum committees, board approval is required before materials may be purchased for use in the district. The responsibility for preparing all student reading lists and for examining, evaluating and selecting all supplementary materials is delegated to the professional staff of the district. Textbooks shall be adopted by the board prior to their use in schools except for trial-use texts of a pilot nature, which may be authorized by the superintendent for use for a period of no more than one school year prior to board adoption. Materials approved for trial use shall be restricted to classes specified.

The success of the Pasco School District in meeting the needs of students and teachers depends to a great extent upon the quantity, range, and quality of the instructional materials available for use.

Every effort shall be made to provide textbooks, library books, periodicals, audio-visual materials, and other instructional resources essential to an effective instructional program on all levels of difficulty.

The students of the district shall have the right to consider controversial issues, to have free access to information, to study under educators in situations as free from prejudice as possible, and to form, hold, and express their own opinions without jeopardy of school relationships. Educators shall recognize responsibility to guide discussions and class procedures with thoroughness and objectivity, to acquaint students with the need to recognize opposing viewpoints, the importance of fact, the value of tentative judgment, and the virtue of respect for conflicting opinions.

All educators who have properly followed the process outlined in this policy and procedures for selection and adoption of instructional materials shall have the protection of acting within adopted school board policy.

The Instructional Materials Committee

The instructional materials committee shall review and approve the recommendations of curriculum adoption committees for all textbook selections prior to school board adoption.

The committee shall consist of representatives of the district professional staff, including representatives from district curriculum committees, and other members of the community as deemed appropriate by the superintendent, provided that parent membership shall make up less than one-half of the total membership of the committee as is consistent with state law.

Members shall have three-year staggered terms. Temporary appointments of one year or less may be made to fill vacancies.
The instructional materials committee shall serve as a hearing board at the request of the superintendent when a formal complaint has been received at the district level regarding instructional materials.

Criteria for the Selection of Instructional Materials

The primary objective in selecting instructional materials is to implement, enrich and support the educational program of the schools. All instructional materials shall be selected in conformance with:

A. Applicable state and federal laws, and

B. The stated goals and objectives of the district.

Deletion of Instructional Materials

When a citizen objects to the use of instructional materials and wishes to have those materials deleted from use, the complainant must complete Form 2311, Citizen’s Request for Reconsideration of Instructional Materials. The superintendent will convene the Instructional Materials Committee to consider the complaint and provide a written response to the complainant. The complainant may appeal the superintendent’s decision to the board of directors. (See 2311P, Page 4 of 4)

Conditions for Loan and Sale of Instructional Materials

Free textbooks and other instructional materials may be made available for loan to students when, in the judgment of the board members, the best interests of the district will be served by such a decision. The professional staff will maintain records necessary for the proper accounting of all instructional materials and will set forth conditions for student replacement of lost or badly damaged materials.

District instructional materials which students are not required to own may be made available to students who wish to purchase them. New and used materials currently utilized in the instructional program will be sold at the replacement cost of each item. Used materials no longer in basic or supplementary use will be sold at a price reflecting the depreciated value of the materials. Instructional materials that do not meet current district standards for subject content, sex balance, ethnic content or are not repairable may be declared obsolete by the superintendent and disposed of consistent with district procedures.
Cross References: Board Policy 7251 Surplus property

Legal References: RCW 28A.320.230 Instructional materials Instructional Materials committee
----------------- RCW 28A.150.230 Basic Education Act of 1977
----------------- District school directors as Accountable for proper operation
----------------- Of district Scope Responsibilities Publication of Responsibilities Publication of Guide
----------------- RCW 28A.640 Sexual Equality Mandated for Public
----------------- Sexual Equality Mandated for Public Schools
----------------- WAC 392-190-055 Textbooks instructional materials

Adoption Date: April 26, 1994
AGENDA ITEM NO.: 9B  |  BOARD MEETING DATE: October 27, 2015

**TOPIC:** Capital Projects Update

**CABINET ADMINISTRATOR:** Randy Nunamaker

**PRESENTER:** Randy Nunamaker

- [x] **REPORT**
- [ ] 1ST READING
- [ ] DISCUSSION
- [ ] 2ND READING
- [ ] ACTION REQUIRED

**OBJECTIVE:**
To provide the school board with an update of the Capital Projects Department activities and 2013 bond budget information.

**BACKGROUND:** (Pertinent past action/events)
An overview of the Capital Projects Department activities and projects to meet the needs of the Pasco School District students will be presented along with a progress update on the 2013 bond budget information.

**POSSIBLE ALTERNATIVES:**

**PROJECTED COSTS:** N/A  |  **BUDGET CODE:** N/A

**SUGGESTED MOTION:**

**NEXT STEPS:**
## 2013 BOND BUDGET

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bond issue (district amount)</td>
<td>$46,800,000</td>
</tr>
<tr>
<td>+ State match</td>
<td>$38,200,000 est.</td>
</tr>
<tr>
<td><strong>Total available funds</strong></td>
<td><strong>$85,000,000 est.</strong></td>
</tr>
<tr>
<td>- Funds expended</td>
<td>$70,000,000 est.</td>
</tr>
<tr>
<td><strong>Funds remaining</strong></td>
<td><strong>$15,000,000 est.</strong></td>
</tr>
</tbody>
</table>
Project Status

- **Franklin STEM Elementary (2013 bond funded)**
  Completed on time, completed on budget
  Final project expenditures: $21,604,567.21

- **Curie STEM Elementary (2013 bond funded)**
  Completed on time, project in close out
  Current project expenditures: $24,081,298

- **McClintock STEM Elementary (2013 bond funded)**
  Building completed on time, city park work continues
  Current project expenditures: $19,527,150.46
Project Status

- **Portables 2014 (2013 bond funded)**
  Completed 14 classrooms including Robinson 4-plex
  Final project expenditures: $2,310,477

- **Stevens Middle School Site Improvements**
  Phase I (2013 bond funded)
  Completed 119 additional parking spots
  Final project expenditures: $307,609

- **Land purchased (2013 bond funded)**
  Completed purchase of 25 acres north of Chiawana on Road 84,
  40 acres along Powerline Road between Road 92 and Road 100
  Final project expenditures: $2,082,111.79

Bond expenditures to date: $69,913,213.85*
*Includes state construction assistance for the elementary schools
Non-Bond Project Status

• Portables 2015 (2015 general fund)
  Completed 22 classrooms, project still in progress
  Current cost $2,588,191.85

• Delta STEM High School
  Completed on time, project in closeout
  Current project expenditures $16,048,675.66
2013 BOND BUDGET

Bond issue (district amount) $46,800,000
+ State match $38,200,000 est.
Total available funds $85,000,000 est.

- Funds expended $70,000,000 est.

Funds remaining $15,000,000 est.
2013 Bond Projects Remaining

- **Stevens Site Improvements Phase II**
  - Design work has started  
  - Not state match eligible  
  - Estimated duration of the project: June 2016 to August 2017  
  - Estimated cost of the project 3.0 million dollars
Mark Twain Parking Improvements

Conceptual design work has started
Not state match eligible
Estimated duration of the project June 2016 to August 2016
Estimated cost of the project $575,000
2013 Bond Projects Remaining

• New Horizons High School Relocation
  Not state match eligible
  Estimated duration of the project: January 2017 to August 2017
  Estimated cost of the project 4 million dollars

*Current “W” building floor plan
2013 Bond Projects Remaining

PHS Phase III

- Conceptual design work has started
- State match eligible
- Estimated duration of the project: June 2016 to August 2017
- Estimated cost of the project 5.5 million dollars
PASCO HIGH PROJECTS

• **2006 Pasco High Phase I**
  Student mall, cafeteria, kitchen, security and other student services spaces, activity center renovation and roof replacement
  **Cost:** $10,233,676

• **2008 Pasco High Phase II**
  Performing Arts addition and renovation, “C” wing science room upgrades, auditorium upgrades, fire and security additions
  **Cost:** $1,980,538
• **2009 Gym Reconstruction**
  Complete replacement of competition gym and varsity locker rooms
  **Cost:** $3,564,759

• **2010 Expansion**
  Health classroom and varsity locker room expansion
  **Cost:** $788,979
• **2011 Baseball Field and Tennis Courts**
  New press box, dugouts, bleachers, storage, batting cages, field lights and turf renovation
  Replace four tennis courts, renovate four tennis courts and new fencing
  **Cost:** $2,085,120
Questions?
**AGENDA ITEM NO.**: 9C  
**BOARD MEETING DATE**: October 27, 2015

**TOPIC**: STEM Update

**CABINET ADMINISTRATOR**: Michelle Whitney

**PRESENTER**: Megan Nelson

- [x] REPORT
- [ ] 1ST READING
- [ ] DISCUSSION
- [ ] 2ND READING
- [ ] ACTION REQUIRED

**OBJECTIVE**: Update the board on STEM initiatives in the Pasco School District.

**BACKGROUND**: (Pertinent past action/events)

On October 14, 2014 the Board was given a STEM presentation in regards to the Why, What and What’s happening in our district around STEM.

This presentation will be an update of PSD STEM initiatives as well as upcoming initiatives.

**POSSIBLE ALTERNATIVES**: N/A

**PROJECTED COSTS**: N/A  
**BUDGET CODE**: N/A

**NEXT STEPS:**

Revised 9-22-06
Megan Nelson • Director of STEM
October 27, 2015
WHY STEM?

Vision—We will ignite in our students and staff a passion for learning, a commitment to innovative thinking, and a desire to transform the global community.

Creating STEM Literate:
• Adults
• Students
STEM Leadership

- Founding Partner for Delta High School
- Founding member of the Washington State STEM Education Foundation
- Mid Columbia STEM Collaboratory
- Next Generation Science Standards Facilitator Cadre
- United Way Community Health and Human Services Forum
- Mathematics, Engineering, Science Achievement (MESA)
- Students in Action
STEM Leadership

- School District Visitations
- Elected Officials
- Washington STEM
- Washington Policy Center
- Pacific Northwest National Laboratory
- Washington River Protection Services
- State Board of Education
- Business Roundtable
STEM Initiatives

• Family Engineering Event
• Hour of Code
• Kids Engineering
• Electron Microscopes
• Robotics Club
• STEM Summer School
• Science Fairs
• Future Cities
• Project Lead the Way
• STEM Cohorts
• Murdock Trust /Battelle Partners in Science Grant
Curriculum and Instructional Materials

- Next Generation Science Standards
- Battelle Science Resource Center
- LASER
- LIGO Partnership
- STEM Elementary Schools
Questions?
A visit to the Battelle Science Resource Center is scheduled for Nov. 10 at 4:30
AGENDA ITEM NO. : 9D
BOARD MEETING DATE: October 27, 2015

TOPIC: Student Travel Protocols

CABINET ADMINISTRATOR: Glenda Cloud
PRESENTER: Glenda Cloud

<table>
<thead>
<tr>
<th>REPORT</th>
<th>1ST READING</th>
<th>DISCUSSION</th>
<th>2ND READING</th>
<th>ACTION REQUIRED</th>
</tr>
</thead>
</table>

OBJECTIVE:
To obtain direction and parameters from the board for student travel protocols related to weekend trips.

BACKGROUND: (Pertinent past action/events)
Board Policy 3700, Student Travel, requires that travel which takes students out of state or is planned to keep students out of district overnight must be approved in advance by the Board of Directors. Information on the policy and reasons for student travel will be shared.

The Board will be asked to provide direction to staff to develop student travel protocols for board approval at a subsequent meeting that will provide clear guidance to school and district staff involved in student travel opportunities.

POSSIBLE ALTERNATIVES:

PROJECTED COSTS: BUDGET CODE:

SUGGESTED MOTION:

NEXT STEPS:
Student Travel Protocol

October 27, 2015
Student Travel

Board Policy 3700

• Student travel can be educationally sound and important in the instructional and extra-curricular programs

• Advance board approval required
  ➢ Out of state travel
  ➢ Overnight travel
Examples of Student Travel

- Competitions
- Athletics
- Conferences
- Performances
- Clubs
- College visitations
- Field trips
Considerations for Length of Stay and Returning Students to Pasco

- Activities scheduled as a part of the event on more than one day
- End time of the event
- Type of event
  - Academic
  - Athletic
  - Extra-curricular
- Time of year
- Location
- Travel arrangements (flight, van or bus)
- Grade level of students
- Cost
Questions, Discussion and Direction

Parameters for Future Weekend Student Travel
## Agenda Item Summary

<table>
<thead>
<tr>
<th>AGENDA ITEM NO.</th>
<th>BOARD MEETING DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>10A</td>
<td>October 27, 2015</td>
</tr>
</tbody>
</table>

**Topic:** 2016 Maintenance and Operation Levy

**Cabinet Administrator:** Howard Roberts, Jr.

**Presenter:** Howard Roberts, Jr.

- [ ] Report
- [ ] 1st Reading
- [ ] Discussion
- [ ] 2nd Reading
- [X] Action Required

### Objective:

To obtain board direction on levy amounts and advertised levy rates for the February 9, 2016 replacement levy and instruct counsel to prepare the ballot resolution accordingly.

### Background:

(Pertinent past action/events)

Mr. Roberts conducted a study session on levy scenarios in early October. This session will be a follow up on the previous presentation with a request for direction from the board for the next steps.

### Possible Alternatives:

### Projected Costs:

**Budget Code:**

### Suggested Motion:

I move to direct staff to prepare a levy election based on Scenario ____, collecting $___ for an estimated rate of $___.

### Next Steps:
2016 Maintenance and Operations Replacement Levy

October 27, 2015
2016 Levy Calendar

- October 27 – Finalize levy amount and advertised levy rate, instruct bond counsel to prepare ballot

- November 10 – Adopt resolution replacing the expiring maintenance and operations levy

- November 24—Appoint pro/con committees

- December 11 – Filing deadline at County

- January 22, 2016 – Approximate date ballots are mailed

- February 9, 2016 – Election date
Review – October 13 Study Session

- Critical role of levy in K-12 funding
- 18.9% of Pasco’s General Fund revenue
- Historical trends, comparisons, assessed value example
- Assumptions used in calculations
- Estimated revenue generated under three scenarios
### 2015-16 Budget:

**Levy Revenue is 18.9% of the General Fund**

<table>
<thead>
<tr>
<th>Revenue Source</th>
<th>Amount</th>
<th>% of Revenue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Levy</td>
<td>$ 21,758,000</td>
<td>11.2%</td>
</tr>
<tr>
<td>Levy Equalization (State)*</td>
<td>$ 15,019,229</td>
<td>7.7%</td>
</tr>
<tr>
<td>State – General Purpose</td>
<td>$103,964,537</td>
<td>53.4%</td>
</tr>
<tr>
<td>State Grants</td>
<td>$ 34,451,815</td>
<td>17.7%</td>
</tr>
<tr>
<td>Federal Grants</td>
<td>$ 16,896,047</td>
<td>8.7%</td>
</tr>
<tr>
<td>All Other</td>
<td>$  2,541,208</td>
<td>1.3%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$194,630,836</strong></td>
<td><strong>100.0%</strong></td>
</tr>
</tbody>
</table>

*State funds that are received only if the local tax levy is approved by voters.*
Two Scenarios from October 13 Study Session (3.7% AV growth)

<table>
<thead>
<tr>
<th></th>
<th>Scenario 1 Maintain Advertised Rate</th>
<th>Scenario 2 Additional $915,000</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2017</td>
<td>2018</td>
</tr>
<tr>
<td>Projected (Advertised) Levy Amount</td>
<td>$23,950,000</td>
<td>$24,800,000</td>
</tr>
<tr>
<td>Projected Assessed Value (in $1000s)</td>
<td>5,317,323</td>
<td>5,514,064</td>
</tr>
<tr>
<td>Projected Levy Rate</td>
<td>$4.50</td>
<td>$4.50</td>
</tr>
<tr>
<td>Estimated Levy % of Authority</td>
<td>69.13%</td>
<td>69.50%</td>
</tr>
</tbody>
</table>

Additional levy amount generated by .7% increase in projected AV

$315,000  $285,000
2015-16 Budget:
How are Levy and Levy Equalization Dollars used?

65% for Teaching and Learning
• TRI Days 7,413,476
• Other teaching (prep time reimbursement, overload, etc.) 2,068,276
• Professional development 833,707
• Supplies (including curriculum, library) 555,969
• Visual and performing arts 4,545,370
• Elementary assistant principals 1,608,517
• Elementary counselors 253,422
• Librarians and library clerks 796,900
• Substitute teachers 1,252,808
• Intervention 1,250,941
• Nurses 1,260,760
• Special education 414,375
• Gifted and advanced placement 67,731
• Technology 2,061,648
## 2015-16 Budget:
### How are Levy and Levy Equalization Dollars used?

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>8% for Activities and Athletics</strong></td>
<td></td>
</tr>
<tr>
<td>• Academic teams and clubs, athletics, and activities</td>
<td>3,050,865</td>
</tr>
<tr>
<td><strong>27% for Support Services</strong></td>
<td></td>
</tr>
<tr>
<td>• School security</td>
<td>1,619,253</td>
</tr>
<tr>
<td>• Districtwide support: maintenance/custodial, utilities, insurance, employee services, fiscal services, public affairs</td>
<td>3,046,703</td>
</tr>
<tr>
<td>• District administration</td>
<td>517,121</td>
</tr>
<tr>
<td>• Student transportation</td>
<td>1,902,667</td>
</tr>
<tr>
<td>• Portables</td>
<td>1,200,000</td>
</tr>
<tr>
<td>• Delta (PSD’s share)</td>
<td>1,600,000</td>
</tr>
<tr>
<td><strong>Total Levy and Levy Equalization</strong></td>
<td><strong>$37,320,488</strong></td>
</tr>
</tbody>
</table>
# Summary of Estimated Contract Costs and Planned Funding Sources 2015-2017

<table>
<thead>
<tr>
<th>CONTRACT ITEM</th>
<th>EST. COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>15-16 TRI Days</td>
<td>$3,247,000</td>
</tr>
<tr>
<td>16-17 TRI Days</td>
<td>$3,594,763</td>
</tr>
<tr>
<td>Insurance Pool Contribution</td>
<td>$88,000</td>
</tr>
<tr>
<td>Loss of Planning/Teaming</td>
<td>$69,450</td>
</tr>
<tr>
<td>Class Size Reductions</td>
<td>$78,000</td>
</tr>
<tr>
<td>Elementary Planning Time</td>
<td>$96,000</td>
</tr>
<tr>
<td>Extracurricular Salary Changes</td>
<td>$199,945</td>
</tr>
<tr>
<td>Supplies and Consumables</td>
<td>$362,000</td>
</tr>
<tr>
<td>15-16 Curriculum</td>
<td>$1,412,000</td>
</tr>
<tr>
<td>Total On-going Costs</td>
<td>$9,147,158</td>
</tr>
<tr>
<td>15-16 Curriculum</td>
<td>$1,588,000</td>
</tr>
<tr>
<td>16-17 Curriculum</td>
<td>$2,900,000</td>
</tr>
<tr>
<td>Total One-time Costs</td>
<td>$4,488,000</td>
</tr>
<tr>
<td>TOTAL COSTS</td>
<td>$13,635,158</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FUNDING SOURCE</th>
<th>EST. AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planned in 2015-2016 Budget</td>
<td>$960,781</td>
</tr>
<tr>
<td>Year-2 Special Programs Funding</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>MSOC (nonpay) Budget Reductions:</td>
<td>$2,091,665</td>
</tr>
<tr>
<td>Unfunded Mandates</td>
<td>$441,661</td>
</tr>
<tr>
<td>Instructional Materials</td>
<td>$250,000</td>
</tr>
<tr>
<td>New School Start Up</td>
<td>$580,004</td>
</tr>
<tr>
<td>Enrollment/Growth Reserve</td>
<td>$250,000</td>
</tr>
<tr>
<td>Scheduling Options</td>
<td>$100,000</td>
</tr>
<tr>
<td>Special Maintenance Projects</td>
<td>$320,000</td>
</tr>
<tr>
<td>Department Budgets</td>
<td>$150,000</td>
</tr>
<tr>
<td>Additional State Revenue</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>16-17 Levy Revenue</td>
<td>$1,500,000</td>
</tr>
<tr>
<td>16-17 Eliminate Bus Replacement Transfer</td>
<td>$915,000</td>
</tr>
<tr>
<td>Existing Budget for Curriculum</td>
<td>$1,412,000</td>
</tr>
<tr>
<td>Total On-going Funding</td>
<td>$8,879,446</td>
</tr>
<tr>
<td>15-17 Re-prioritize Assignments for Curriculum:</td>
<td>$4,488,000</td>
</tr>
<tr>
<td>New School Start Up</td>
<td>$700,000</td>
</tr>
<tr>
<td>2016-2019 Student Housing</td>
<td>$838,000</td>
</tr>
<tr>
<td>Bus Replacement</td>
<td>$1,850,000</td>
</tr>
<tr>
<td>Future Instructional Materials</td>
<td>$1,100,000</td>
</tr>
<tr>
<td>Total One-time Funding</td>
<td>$4,488,000</td>
</tr>
<tr>
<td>TOTAL FUNDING</td>
<td>$13,367,446</td>
</tr>
</tbody>
</table>
## Approved Levy Rate vs. Actual Levy Rate

<table>
<thead>
<tr>
<th>Year</th>
<th>Tax Year</th>
<th>Levy Amount</th>
<th>Assessed Value</th>
<th>Levy Rate Per $1,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approved For 2010</td>
<td>2010</td>
<td>16,375,000</td>
<td>3,677,358,158</td>
<td>4.45</td>
</tr>
<tr>
<td>Actual 2010</td>
<td></td>
<td>16,375,000</td>
<td>3,941,318,409</td>
<td>4.15</td>
</tr>
<tr>
<td>Approved For 2011</td>
<td>2011</td>
<td>18,450,000</td>
<td>4,054,000,000</td>
<td>4.55</td>
</tr>
<tr>
<td>Actual 2011</td>
<td></td>
<td>18,450,000</td>
<td>4,232,325,783</td>
<td>4.36</td>
</tr>
<tr>
<td>Approved For 2012</td>
<td>2012</td>
<td>19,000,000</td>
<td>4,175,500,000</td>
<td>4.55</td>
</tr>
<tr>
<td>Actual 2012</td>
<td></td>
<td>19,000,000</td>
<td>4,365,641,969</td>
<td>4.35</td>
</tr>
<tr>
<td>Approved For 2013</td>
<td>2013</td>
<td>20,100,000</td>
<td>4,457,112,396</td>
<td>4.51</td>
</tr>
<tr>
<td>Actual 2013</td>
<td></td>
<td>20,100,000</td>
<td>4,511,354,736</td>
<td>4.46</td>
</tr>
<tr>
<td>Approved For 2014</td>
<td>2014</td>
<td>20,300,000</td>
<td>4,501,683,520</td>
<td>4.51</td>
</tr>
<tr>
<td>Actual 2014</td>
<td></td>
<td>20,300,000</td>
<td>4,705,934,415</td>
<td>4.31</td>
</tr>
<tr>
<td>Approved For 2015</td>
<td>2015</td>
<td>21,700,000</td>
<td>4,809,104,149</td>
<td>4.51</td>
</tr>
<tr>
<td>Actual 2015</td>
<td></td>
<td>21,700,000</td>
<td>4,944,378,712</td>
<td>4.39</td>
</tr>
<tr>
<td>Approved For 2016</td>
<td>2016</td>
<td>22,200,000</td>
<td>4,929,331,752</td>
<td>4.51</td>
</tr>
<tr>
<td>Estimated 2016 (3.7% Inc.)</td>
<td>2016</td>
<td>22,200,000</td>
<td>5,127,320,724</td>
<td>4.33</td>
</tr>
</tbody>
</table>
## History and Context – PSD Property Tax Rates

<table>
<thead>
<tr>
<th>Property Tax History</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Tax Year</td>
<td>Levy Rate</td>
<td>Bond Rate</td>
</tr>
<tr>
<td>2006</td>
<td>$3.77</td>
<td>$2.75</td>
</tr>
<tr>
<td>2007</td>
<td>$3.93</td>
<td>$2.99</td>
</tr>
<tr>
<td>2008</td>
<td>$3.83</td>
<td>$3.08</td>
</tr>
<tr>
<td>2009</td>
<td>$4.17</td>
<td>$3.08</td>
</tr>
<tr>
<td>2010</td>
<td>$4.15</td>
<td>$2.40</td>
</tr>
<tr>
<td>2011</td>
<td>$4.36</td>
<td>$2.29</td>
</tr>
<tr>
<td>2012</td>
<td>$4.35</td>
<td>$2.25</td>
</tr>
<tr>
<td>2013</td>
<td>$4.46</td>
<td>$2.21</td>
</tr>
<tr>
<td>2014</td>
<td>$4.31</td>
<td>$2.53</td>
</tr>
<tr>
<td>2015</td>
<td>$4.39</td>
<td>$2.50</td>
</tr>
</tbody>
</table>

### All Assessed Property Taxes - 2015

<table>
<thead>
<tr>
<th>Tax District 101</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Franklin Co. Current Expense</td>
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<td>Veterans Relief</td>
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<td>Fire Bond</td>
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<td>Library Bond</td>
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<td>School District - M&amp;O Levy</td>
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<td>School District - Bond</td>
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<tr>
<td>Total Tax District 101</td>
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<tr>
<td>Tax Year</td>
<td>Assessed Value</td>
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<tr>
<td>2001</td>
<td>1,655,499,462</td>
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<td>2002</td>
<td>1,739,283,313</td>
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<td>2003</td>
<td>1,878,844,908</td>
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<td>2,024,784,145</td>
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<td>2006</td>
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<td>2008</td>
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<td>2010</td>
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<td>4,365,641,969</td>
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<td>2013</td>
<td>4,511,354,736</td>
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<td>2014</td>
<td>4,705,934,415</td>
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<tr>
<td>2015</td>
<td>4,994,378,712</td>
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Next Steps

- October 27 – Finalize levy amount and advertised levy rate, instruct bond counsel to prepare ballot
- November 10 – Adopt resolution replacing the expiring maintenance and operations levy
- November 24—Appoint pro/con committees
- December 11 – Filing deadline at County
- January 22, 2016 – Approximate date ballots are mailed
- February 9, 2016 – Election date
PROPOSITION 1

PASCO SCHOOL DISTRICT NO. 1

REPLACEMENT OF EXPIRING MAINTENANCE AND OPERATION LEVY

The Board of Directors of Pasco School District No. 1 adopted Resolution No. ____, concerning a proposition to finance educational programs and operations. This proposition would authorize the District to meet the educational needs of its students by levying the following excess taxes, in place of an expiring levy, on all taxable property within the District, for essential maintenance and operation expenses not funded by the State of Washington, including educational programs, student services and operations:

<table>
<thead>
<tr>
<th>Collection Year</th>
<th>Assessed Value</th>
<th>Levy Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017</td>
<td>$__</td>
<td>$________</td>
</tr>
<tr>
<td>2018</td>
<td>$__</td>
<td>$________</td>
</tr>
</tbody>
</table>

all as provided in Resolution No. ____. Should this proposition be approved?

LEVY . . . YES □
LEVY . . . NO □
Questions and Direction?
### Agenda Item Summary

**AGENDA ITEM NO.:** 11A

**BOARD MEETING DATE:** October 27, 2015

**TOPIC:** Personnel Actions

**CABINET ADMINISTRATOR:** Glenda Cloud

**PRESENTER:** Glenda Cloud/Robin Hay

<table>
<thead>
<tr>
<th>REPORT</th>
<th>1ST READING</th>
<th>DISCUSSION</th>
<th>2ND READING</th>
<th>ACTION REQUIRED</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>

**OBJECTIVE:** Board approval of personnel actions as presented in the packet.

**BACKGROUND:** (Pertinent past action/events)

**POSSIBLE ALTERNATIVES:**

**PROJECTED COSTS:**

**BUDGET CODE:**

**SUGGESTED MOTION:** I move to approve the personnel actions as presented in the packet.

**NEXT STEPS:**
Request Board approval of the following personnel actions. All salary amounts are based on the negotiated agreement between the Pasco School District and the Pasco Association of Educators.

<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION</th>
<th>ACTION TAKEN</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Baie, Chanda</td>
<td>Business/Marketing Chiawana</td>
<td>Leave of absence</td>
<td>10/13/15-10/30/15</td>
</tr>
<tr>
<td>Bawden, Heidi</td>
<td>Art Curie</td>
<td>Leave of absence</td>
<td>11/16/15-11/25/15</td>
</tr>
<tr>
<td>Bernal, Diana</td>
<td>1st Grade Captain Gray</td>
<td>Hired (provisional contract)</td>
<td>9/15/15</td>
</tr>
<tr>
<td>Clark, Andrew</td>
<td>Language Arts/History McLoughlin</td>
<td>Hired (provisional contract)</td>
<td>9/15/15</td>
</tr>
<tr>
<td>Cox, Joseph</td>
<td>Assistant Coach Boys’ Basketball Stevens</td>
<td>Hired (coaching contract)</td>
<td>11/16/15</td>
</tr>
<tr>
<td>Fisher, Stephanie</td>
<td>5th Grade Angelou</td>
<td>Leave of absence</td>
<td>10/12/15-10/30/15</td>
</tr>
<tr>
<td>Goodban, Jamie</td>
<td>Special Education Livingston</td>
<td>Leave of absence</td>
<td>10/26/15-10/30/15</td>
</tr>
<tr>
<td>Groce, Kris</td>
<td>Assistant Coach Boys’ Basketball Chiawana</td>
<td>Hired (coaching contract)</td>
<td>11/16/15</td>
</tr>
<tr>
<td>Hall, Desiree</td>
<td>2/3 Grades Markham</td>
<td>Leave of absence</td>
<td>10/26/15-unknown</td>
</tr>
<tr>
<td>Jenkins, Julie</td>
<td>Music Longfellow</td>
<td>Leave of absence</td>
<td>.35 FTE 10/14/15-unknown</td>
</tr>
<tr>
<td>Jordan, Rusty</td>
<td>Assistant coach Wrestling Chiawana</td>
<td>Hired (coaching contract)</td>
<td>11/16/15</td>
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<tr>
<td>Kaelber, Patrick</td>
<td>Assistant Coach Girls’ Basketball Chiawana</td>
<td>Hired (coaching contract)</td>
<td>11/16/15</td>
</tr>
<tr>
<td>Kerr, Erin</td>
<td>Asst. Principal/Facilitator Frost</td>
<td>Leave of absence</td>
<td>11/18/15-1/29/16</td>
</tr>
<tr>
<td>Manolopoulos, Zorba</td>
<td>Assistant Coach Boys’ Basketball Chiawana</td>
<td>Hired (coaching contract)</td>
<td>11/16/15</td>
</tr>
<tr>
<td>Miller, Alisha</td>
<td>Assistant Principal Captain Gray</td>
<td>Leave of absence</td>
<td>10/13/15-11/10/15</td>
</tr>
<tr>
<td>NAME</td>
<td>POSITION</td>
<td>ACTION TAKEN</td>
<td>EFFECTIVE DATE</td>
</tr>
<tr>
<td>-------------------</td>
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<td>----------------</td>
</tr>
<tr>
<td>Moss, Alexandria</td>
<td>Psychologist</td>
<td>Hired (provisional contract)</td>
<td>9/15/15</td>
</tr>
<tr>
<td></td>
<td>Booth</td>
<td></td>
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<tr>
<td>Myers, Kimberly</td>
<td>SLP</td>
<td>Leave of absence .2 FTE</td>
<td>10/14/15-6/17/16</td>
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<tr>
<td></td>
<td>Booth</td>
<td></td>
<td></td>
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<tr>
<td>Navarrete, Krista</td>
<td>4th Grade Chess</td>
<td>Leave of absence</td>
<td>4/26/16-6/17/16</td>
</tr>
<tr>
<td>Spaur, Jennifer</td>
<td>Assistant Coach</td>
<td>Hired (coaching contract)</td>
<td>11/16/15</td>
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<td></td>
<td>Girls’ Basketball</td>
<td></td>
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<td></td>
<td>Stevens</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Stahl, Shelly</td>
<td>Science</td>
<td>Leave of absence .36 FTE</td>
<td>10/19/15-6/17/16</td>
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</tbody>
</table>
Request Board approval of the following personnel actions:

<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION</th>
<th>ACTION TAKEN</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aquino De Arriola, Wendy</td>
<td>Nutrition Services Helper Capt. Gray</td>
<td>Hired</td>
<td>10/16/2015</td>
</tr>
<tr>
<td>Barnes, Bertha</td>
<td>Paraeducator McGee</td>
<td>Hired</td>
<td>10/06/2015</td>
</tr>
<tr>
<td>Cooley, Evern</td>
<td>Bus Driver Transportation</td>
<td>Hired</td>
<td>10/01/2015</td>
</tr>
<tr>
<td>Cortes, Veronica</td>
<td>Nutrition Services Helper/Cashier Various</td>
<td>Hired</td>
<td>10/16/2015</td>
</tr>
<tr>
<td>Daniel, Yvonne</td>
<td>Paraeducator Chess</td>
<td>Hired</td>
<td>09/17/2015</td>
</tr>
<tr>
<td>Davis, Joshua</td>
<td>Clerk Frost</td>
<td>Resigned</td>
<td>10/14/2015</td>
</tr>
<tr>
<td>Glines, Gary</td>
<td>Bus Driver Transportation</td>
<td>Hired</td>
<td>10/01/2015</td>
</tr>
<tr>
<td>Hayden Tarr, Kimberly</td>
<td>Bus Driver Transportation</td>
<td>Hired</td>
<td>10/01/2015</td>
</tr>
<tr>
<td>Korotkov, Vera</td>
<td>Nutrition Services Helper Ochoa</td>
<td>Hired</td>
<td>10/16/2015</td>
</tr>
<tr>
<td>Lopez, Bernardo</td>
<td>Nutrition Services Helper/Cashier Various</td>
<td>Hired</td>
<td>10/16/2015</td>
</tr>
<tr>
<td>Montalvo Guzman, Itzamary</td>
<td>Paraeducator – Bilingual Whittier</td>
<td>Hired</td>
<td>10/06/2015</td>
</tr>
<tr>
<td>Mora, Marina P</td>
<td>Bus Driver Transportation</td>
<td>Hired</td>
<td>10/01/2015</td>
</tr>
<tr>
<td>Noland, Emily</td>
<td>Paraeducator Captain Gray</td>
<td>Hired</td>
<td>10/13/2015</td>
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<td>Parker, Theresa A</td>
<td>Bus Driver Transportation</td>
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<td>10/01/2015</td>
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<tr>
<td>Perry, Joyce A</td>
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<td>10/01/2015</td>
</tr>
<tr>
<td>Name</td>
<td>Position</td>
<td>Status</td>
<td>Date</td>
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<td>Rickettson, Tyler</td>
<td>Data and Assessment Supervisor</td>
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<td>Rieksts, Tami</td>
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<tr>
<td>Rodriguez, Alejandra</td>
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<td></td>
<td>Frost</td>
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<td>Ross, Cheryl</td>
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<tr>
<td>Sanchez, Ronald</td>
<td>Mechanic</td>
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<td>10/26/15</td>
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<tr>
<td>Seig, Carla</td>
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<td>10/01/15</td>
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<td>Suchocki, Veronica</td>
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<td>10/05/15</td>
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<td>Sydnes, Korina</td>
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<td>10/01/15</td>
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<td>Hired</td>
<td>10/01/15</td>
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<td>Wyscaver, Ronald</td>
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<td>10/01/15</td>
</tr>
<tr>
<td></td>
<td>Transportation</td>
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</tr>
</tbody>
</table>
OBJECTIVE:

BACKGROUND:  (Pertinent past action/events)
All district warrants are subject to board approval. Policy 7322 allows the district to issue accounts payable warrants in advance of board approval. In the event any claim is disapproved, the auditing officer and superintendent will cause the claim to be recognized as a receivable and pursue collection until the funds are collected or until the board approves the claim.

POSSIBLE ALTERNATIVES:  N/A

PROJECTED COSTS:  N/A  BUDGET CODE:  N/A

SUGGESTED MOTION:  I move the following District payments be approved:

Warrant Date: October 6, 2015
General Fund warrants numbered 238413-238482 and 238499 in the amount of $698,165.52
Capital Projects Fund warrants numbered 238483-238493 in the amount of $278,602.33
Associated Student Body Fund warrants numbered 238494-238498 in the amount of $2,187.17

Warrant Date: October 7, 2015
General Fund warrants numbered 238500-238579 in the amount of $623,190.44
Capital Projects Fund warrants numbered 238580-238583 in the amount of $7,329.57
Associated Student Body Fund warrants numbered 238584-238591 in the amount of $22,282.30

Warrant Date: October 30, 2015
Payroll Fund warrants numbered 238592-238687 in the amount of $39,959.30

Warrant Date: October 9, 2015
General Fund warrants numbered 238688-238831 in the amount of $336,027.33
Capital Projects Fund warrants numbered 238832-238842 in the amount of $441,596.78
Associated Student Body Fund warrants numbered 238843-238856 in the amount of $59,007.71

Warrant Date: October 16, 2015
General Fund warrants numbered 238857-238996 in the amount of $1,166,981.14
Capital Projects Fund warrants numbered 238997-239007 in the amount of $386,727.50
Associated Student Body Fund warrants numbered 239008-239018 in the amount of $24,723.33

NEXT STEPS:
AGENDA ITEM NO.: 11C | BOARD MEETING DATE: October 27, 2015

TOPIC: Interagency Agreement for School Resource Officer Between Pasco School District and Franklin County Sheriff’s Office

CABINET ADMINISTRATOR: Sarah Thornton

PRESENTER: Sarah Thornton

☐ REPORT
☐ 1ST READING
☐ DISCUSSION
☐ 2ND READING
☒ ACTION REQUIRED

OBJECTIVE: Renew the School Resource Officer Interagency Agreement between Pasco School District and Franklin County Sheriff’s Office for school year 2015-16.

BACKGROUND: (Pertinent past action/events)
Each year Pasco School District contracts with the Franklin County Sheriff’s Office to station a full-time police officer, School Resource Officer or SRO, at McLoughlin Middle School during the 180 days when school is in session during the months of August through June.

POSSIBLE ALTERNATIVES:

PROJECTED COSTS: $82,314.00 | BUDGET CODE: 0171.25.000.0700

SUGGESTED MOTION: I move to renew the School Resource Officer Interagency Agreement between Pasco School District and Franklin County Sheriff’s Office for school year 2015-16 be approved as presented.

NEXT STEPS:
INTERAGENCY AGREEMENT

Between
Pasco School District No. 1
And
Franklin County Sheriff’s Office

This Agreement, pursuant to Chapter 39.34 RCW, is made and entered into by and between the Pasco School District No. 1, a political subdivision of the State of Washington, with its principal offices located at 1215 West Lewis Street, Pasco, Washington, hereinafter referred to the “District” and Franklin County, a political subdivision of the State of Washington, with its principal offices located at 1016 North 4th Avenue, Pasco, WA 99301, by and for the Franklin County Sheriff’s Office, hereinafter collectively referred to as the “County.”

It is the purpose of this agreement to:

1. Enhance the safety and security of students, teachers, staff, visitors and patrols of the McLoughlin Middle School located within the Franklin County, Washington.

2. Provide for the presence of armed and uniformed Sheriff’s Deputy both inside and outside the school building during certain school hours in support of such safety and security and the maintenance of a secure and peaceful learning atmosphere.

3. Provide for prevention or prompt and effective intervention by the Franklin County Sheriff’s Office in situations involving, but not limited to:
   a. Maintenance of order;
   b. Use, possession, or sale of illegal drugs and alcohol on school premises;
   c. Crimes against persons;
   d. Crimes against property; and
   e. Any other situations or activities, which require the intervention of law enforcement officers.

4. Provide for participation by Sheriff’s deputies in the educational activities and role modeling to foster and enhance knowledge of and respect for law enforcement and law enforcement officers by students and the community.

5. Provide positive and supportive interface between law enforcement representatives and the District’s substance abuse prevention efforts including, but not limited to Natural Helpers, Student Assistance Teams, Anti-Bullying and other intervention and prevention efforts by the District.

It is therefore mutually agreed that:

1. **Statement of Work.** The County shall furnish the necessary personnel and services and otherwise do all things necessary for and incidental to the performance of the work stated herein.
The County Shall:

a. Station a full-time uniformed Sheriff’s Deputy at the following schools during the 180 days when school is in session during the month of August Through June as specified in the subsection (1) below:

1) McLoughlin Middle School (8 hours per day). For the purposes of this Agreement this assigned deputy shall be termed the “School Resource Officer (SRO).”

b. Co-operate with the District to provide training and education to the assigned deputy to insure effective communication and interrelation with the school community and its students.

c. Co-operate with the District to monitor and evaluate the effectiveness of the assigned deputy and the program.

d. Meet as needed during the academic year with the District’s representative (as designated by the District) to evaluate the effectiveness of the program.

e. Co-operate with the District’s representative to investigate and report on any complaints regarding the conduct of an assigned deputy, share fully, as permitted by law, with the District’s representative all results of such investigations for the purpose of responding to each complaint and cooperate to resolve each complaint the district receives from a student, parent or patron of the district and communicate the results of any investigation to such person or persons.

2. Terms and Conditions. All rights and obligations of the parties to this agreement shall be subject to and governed by the terms and conditions contained in the text of this agreement.

3. Period of Performance. Subject to its other provisions, the period of performance of this agreement shall commence the start of school August 2015 and be completed at the end of school June 2016 unless terminated sooner as provided herein.

The District’s principal shall be responsible for notifying the Sheriff’s Office of the school calendar, schedule of events and activities, and any changes in the same. The principal shall determine the specific hours when a deputy shall be present within the limits set forth in Section 1.a. of the Agreement.

4. Payment. The District shall reimburse the County for its expenses in employing one (1) deputy for nine (9) months out of each year of this agreement as follows:
a. For 2015 – 2016, nine (9) equal monthly payments of Nine Thousand One Hundred Forty Nine and No Cents ($9,149.00)

b. Due to early release days and other regularly scheduled non-school days when a deputy’s presence is not required for a full eight (8) hours, in consideration for compensation as stated in 4 (a) and 4 (b) above, the County agrees to provide a deputy for school year activities outside of the regularly scheduled school assignment. Request for a deputy’s presence at school activities outside of the deputy’s regularly scheduled school assignment will be compensated separately at the rate of $60.00 per hour for 2015–2016.

5. **Billing Procedure.** The County shall submit a monthly invoice or billing statement to the District. Payment shall be made to the County according to the regular procedures of the District, but no later than (30) days from District’s receipt of such invoice.

6. **Non-Discrimination.** In the performance of this agreement, the District and the County shall comply with the provisions of Title VI of the civil Rights Act of 1964 (42 USC 200d), Section 504 of the Rehabilitation Act of 1973 (29 USC 7904 and Chapter 49.60 RCW, as now so, discriminate on the grounds of race, color, national origin, sex, religion, marital status, age, creed, Vietnam-Era and Disabled Veterans status, or the presence of any sensor, mental, or physical handicap in:

   a. Any terms or conditions of employment to include taking affirmative action necessary to accomplish the objectives of this part; and

   b. Denying an individual the opportunity to participate in any program provided by this agreement through the provisions of services or the delivery of services contemplated by this agreement or otherwise afforded others hereunder.

In the event of non-compliance by either party or refusal to comply with the above provisions this agreement may be rescinded, canceled, or terminated in whole or in part. The non-complying party shall, however, be given a reasonable time in which to cure this non-compliance. Any dispute may be resolved in accordance with the “Disputes” procedures set forth herein.

7. **Records Maintenance.** The County shall maintain books, records, documents and other evidence that sufficiently and effectively reflect all direct and indirect cost expended in the performance of the services described herein. These records shall be subject to inspection, review or audit by the personnel of both parties, other personnel authorized the either party, the Office of the State Auditor and federal officers, if any, so authorized by law. The County and District shall retain all books, records, documents and other material relevant to this agreement for seven (7) years after expiration. The office of the State Auditor, federal auditors and any persons authorized by the parties shall have full access and the right to examine any of these materials during this seven (7) year period.
8. **Responsibilities and Authority of School Administrator.** The principal or other administrator designated by the District as responsible for the supervision and daily operations of the school shall, subject to the lawful exercise of the deputy’s law enforcement responsibilities, schedule, assign and direct the deputy’s duties under this agreement.

The principal is responsible for the investigation of incidents that occur at or are related to the school. If the principal finds that he or she or any individual is in physical danger, the principal may request the law enforcement officer to assist him or her.

In the case of a search of student property for the violation of District rules or other administrative reasons, the school principal or designated administrator or District employee shall conduct the search. Once the principal has reason to believe that a crime has been or may be committed, the principal or other designated administrator may request the law enforcement officer to assume responsibility.

The District’s building administrator shall have the responsibility to contact and report to parents and patrons regarding activities and findings of the law enforcement officer.

9. **Indemnification.** Each party shall defend, protect and hold harmless the other party from and against all claims, suits and/or actions arising from any negligent or intentional act or omission of that party’s employees or agents while performing his/her official duties under this agreement.

10. **Agreement Alterations and Amendments.** The District and the county may mutually amend this agreement. Such amendments shall not be binding unless they are in writing and signed by the personnel authorized to bind the District and the County.

11. **Termination.** Except as otherwise provided in this agreement, either party may terminate this agreement upon ninety (90) days written notification. If this agreement is so terminated, the terminating party shall be liable for performance, in accordance with the terms of this agreement for performance rendered prior to the effective date of termination.

12. **Savings.** Should any portion of this agreement be declared illegal, the balance of the agreement shall remain in full force and effect to carry out the purposes of this agreement.

13. **Disputes.** In the event that a dispute arises under this agreement, it shall be resolved in the following manner: The Superintendent of the District shall appoint a member to the Dispute Board. The Franklin County Sheriff shall appoint a member to the Dispute Board. The Superintendent and the Franklin County Sheriff shall jointly appoint a third member to the Dispute Board. That jointly appointed person to the Dispute Board shall act as chairperson, convene the Dispute Board and cause a determination of the dispute, arrive at by a majority of the Board, to be rendered in a timely manner. The determination of the Dispute Board shall be final and binding on the District and County.
14. Notices. Any notices required herein or related hereto shall be delivered in writing to the District at:

Pasco School District No. 1  
Attn: Superintendent  
1215 West Lewis Street  
Pasco, Washington 99301

And to the County at:

Franklin County Sheriff's Office  
Attn: Sheriff J.D. Raymond  
1016 N. 4th Ave.  
Pasco, Washington 99301

15. All Writings Contained Herein. This agreement contains all the terms and conditions agreed to by the parties. No understandings, oral or otherwise, regarding the subject matter of this agreement shall be deemed to exist or to bind any of the parties to this agreement.

16. Separate Legal or Administrative Entity. This agreement does not contemplate the creation of a separate legal or administrative entity per RCW 39.34.030(3)(b)

17. Contract Representative. The administrators for this Agreement shall be the Superintendent and/or her designee for the District and the Franklin County Sheriff and/or his designee for the County.

18. Property. No fixed assets or personal or real property will be jointly or cooperatively acquired, held, used or disposed of pursuant to this Agreements.

19. No Third Party Beneficiary. This Agreement does not provide for any third party beneficiaries.

20. Filing. A fully executed copy of this Agreement shall be filed with the Franklin County Auditor's Office per RCW 39.34.040.

IN WITNESS WHEREOF, the parties have executed this agreement effective this
___________ day of _____________ 2015
FRANKLIN COUNTY RESOLUTION NUMBER 2015-357

BEFORE THE BOARD OF COUNTY COMMISSIONERS, FRANKLIN COUNTY, WASHINGTON

RE: INTERLOCAL AGREEMENT BETWEEN FRANKLIN COUNTY AND PASCO SCHOOL DISTRICT No. 1

WHEREAS, pursuant to RCW 36.01.010 and RCW 36.32.120 the legislative authority of each county is authorized to enter into contracts on behalf of the county and ensure the care of county property and management of county funds and business; and

WHEREAS, the Board of Franklin County Commissioners constitutes the legislative authority of Franklin County and desires to enter into the attached agreement as being in the best interest of Franklin County.

NOW, THEREFORE, BE IT RESOLVED that the attached Interlocal Agreement between Franklin County and Pasco School District No. 1 effective August 2015 through June 2016 is hereby approved by the Board.

BE IT FURTHER RESOLVED, that the Chairman of the Board of Franklin County Commissioners be, and hereby is, authorized to sign Interlocal Agreement between Franklin County and Pasco School District No. 1 on behalf of Franklin County.

APPROVED this 30 day of September, 2015.

BOARD OF COUNTY COMMISSIONERS
FRANKLIN COUNTY, WASHINGTON

Chair

Chair Pro Tem

Member

Attest:

Clerk to the Board
Franklin County

Chairman
Board of Commissioners

Attest:

Mary Wether 2015-357
Clerk of the
Board of Commissioners

J.D. Raymond, Sheriff

Approved as to Form:

SHAWN P. SANT. #35535/#91039
Prosecuting Attorney for Franklin County

Tim Dickerson
Franklin County Civil Deputy Prosecutor

Pasco School District No. 1

President
Board of Directors

Superintendent

School Board Counsel
**AGENDA ITEM NO.:** 11D  **BOARD MEETING DATE:** October 27, 2015

**TOPIC:** Portables 2015 Change Order No. 3

**CABINET ADMINISTRATOR:** Randy Nunamaker  **PRESENTER:** Randy Nunamaker

<table>
<thead>
<tr>
<th>REPORT</th>
<th>1ST READING</th>
<th>DISCUSSION</th>
<th>2ND READING</th>
<th>ACTION REQUIRED</th>
</tr>
</thead>
</table>

**OBJECTIVE:** To obtain board approval of Change Order No. 3 with Poland and Sons, Inc., for the Portables 2015 project.

**BACKGROUND:** (Pertinent past action/events)

Change Order No. 3 consists of six (6) construction change directives (CCDs).

- Two (2) were district authorized: $5,523.00
- One (1) was code required: $1,024.65
- Two (2) were for unforeseen conditions: $8,854.53
- One (1) was an engineering change: $6,015.32

Sub-Total: $21,417.50

State and local tax: $1,841.91

Total: $23,259.41

**POSSIBLE ALTERNATIVES:**

**PROJECTED COSTS:** $23,259.41 (includes state and local tax)  **BUDGET CODE:** Capital Projects

**SUGGESTED MOTION:** I move to approve Change Order No. 3 with Ray Poland and Sons, Inc., for the Portables 2015 project in the amount of $23,259.41 which includes state and local sales tax.

**NEXT STEPS:**

Revised 9-22-06
PROJECT (Name and address): Pasco School District Portables 2015 Pasco, Washington

TO CONTRACTOR (Name and address): Ray Poland & Sons, Inc.
503 W Columbia Drive
Kennewick, WA 99336

CHANGE ORDER NUMBER: 003
DATE: September 29, 2015

ARCHITECT'S PROJECT NUMBER: 1417
CONTRACT DATE: May 1, 2015
CONTRACT FOR: General Construction

OWNER: ARCHITECT: CONTRACTOR: FIELD: OTHER:

THE CONTRACT IS CHANGED AS FOLLOWS:
(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)
(See attached for C.O. items.)

The original Contract Sum was $660,000.00
The net change by previously authorized Change Orders $236,580.88
The Contract Sum prior to this Change Order was $896,580.88
The new Contract Sum will be increased by this Change Order in the amount of $21,417.50
The new Contract Sum including this Change Order will be $917,998.38

The Contract Time will be increased by Zero (0) days.
The date of Substantial Completion as of the date of this Change Order therefore is Unchanged.

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

CKJT Architects
ARCHITECT (Firm name)
128 Vista Way
Kennewick, WA 99336

Ray Poland & Sons, Inc.
CONTRACTOR (Firm name)
503 W Columbia Drive
Kennewick, WA 99336

Pasco School District No. 1
OWNER (Firm name)
1215 W Lewis St
Pasco, WA 99301

Brian L. Johnson
(Typed name)
9/29/2015
DATE

Bryan Knapi
(Typed name)
9-28-15
DATE

Sarah Thorton
(Typed name)
DATE

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User Notes: (1112945763)
AGENDA ITEM NO.: 11E
BOARD MEETING DATE: October 27, 2015

TOPIC: Architect and Engineering Recommendations for Stevens Site Improvements Phase II

CABINET ADMINISTRATOR: Randy Nunamaker
PRESENTER: Randy Nunamaker

OBJECTIVE:
To obtain board approval to enter into contract with CKJT Architects for A&E services for the Stevens Site Improvement Phase II project.

BACKGROUND: (Pertinent past action/events)
The district advertised for qualified architectural and engineering firms to provide design, development and construction services for bond funded capital construction projects.

CKJT has done preliminary planning, conceptual design and estimating for the Stevens Site Improvement Phase II project prior to the 2013 bond approval.

Stevens Site Improvement Phase II is the work required for the Road 24 abandonment only.

Funds for the design and development of Stevens Site Improvements Phase II were included in the 2013 bond.
District staff recommends entering into contract with CKJT Architects at a cost of: $55,926.00

POSSIBLE ALTERNATIVES:

PROJECTED COSTS: $55,926.00 (no state or local tax on these services)

BUDGET CODE: Capital Projects

SUGGESTED MOTION: I move to approve entering into contract with CKJT Architects for the architectural and engineering tasks for Stevens Site Improvement Phase II project in the amount of $55,926.00 for basic and special services. State and local sales tax is not applicable for these services.

NEXT STEPS:
# AGENDA ITEM SUMMARY

**AGENDA ITEM NO.:** 11F  
**BOARD MEETING DATE:** October 27, 2015

**TOPIC:** Pasco School District Bus Barn Expansion Change Order No. 1

**CABINET ADMINISTRATOR:** Randy Nunamaker  
**PRESENTER:** Randy Nunamaker

- [ ] REPORT  
- [ ] 1ST READING  
- [ ] DISCUSSION  
- [ ] 2ND READING  
- [x] ACTION REQUIRED

**OBJECTIVE:**  
To obtain board approval of Change Order No. 1 with Ray Poland and Sons for the PSD Bus Barn Expansion.

**BACKGROUND:** (Pertinent past action/events)

Change order No. 1 consists of one (1) construction change directive (CCD). The unforeseen condition included concrete, garbage and metal that was buried and not electrical.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>This CCD was for unforeseen conditions</td>
<td>$4,350.65</td>
</tr>
<tr>
<td>Tax</td>
<td>$374.16</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$4,724.81</td>
</tr>
</tbody>
</table>

**POSSIBLE ALTERNATIVES:**

**PROJECTED COSTS:** $4,724.81  
**BUDGET CODE:** 1975464000

**SUGGESTED MOTION:**  
I move to approve Change Order No. 1 with Ray Poland and Sons for the PSD Bus Barn Expansion in the amount of $4,724.81.

**NEXT STEPS:**
Change Order #1

Date: October 1, 2015

To: Randy Nunamaker, PSD

cc: Jason Mattox, P.E.

Re: PSD Bus Barn Expansion Change Order #1 Storm System Adjustment

Change Order Number: 001

Date Change Identified: September 10th, 2015

Reason for Identified Change:

On September 10th, 2015 Ray Poland and Sons contacted HDJ regarding the installation of the perforated storm system located along the western boundary of the project. The contractor encountered a pocket of soils directly in line with the northern portion of the infiltration trench that were unsuitable for backfill around the storm system. Upon further investigation by HDJ the materials were identified as broken pieces of concrete, garbage, metal, and remnants of what appeared to be an old buried burn pile. Direction was given in the field to remove the unsuitable materials from the trench and to place a portion of solid wall pipe through the area, and then relocate a portion of the infiltration trench to parallel a portion of the system that had already been installed. A revision to drawing C1.1 (see attached) was issued to the contractor detailing these changes and it was agreed that this would be the quickest and most cost effective way to deal with situation, in order to keep the project on schedule.

Review of Contractors Change Order:

On September 30th, 2015 Ray Poland and Sons formally submitted a change order request for the field directive change in the amount of $4,350.65 (see attached). Upon review of the materials list and hours detailed in the change order HDJ finds that the materials and labor hours identified are consistent with the change that was executed in the field.
Agreement to Change Order and Adjustment to Contract Price:

Randy Nunamaker, Pasco School District

Date

Bryan Knapik, Ray Poland and Sons

Date
# Change Order

**Proposal Submitted To:** HDJ Design Groups  
**Phone:** 547-5119  
**Date:** 9/30/2015

**Street:** 6115 Burden Boulevard Suite E  
**PSD Bus Barn Expansion**  
**City, State, and Zip Code:** Pasco, WA 99301

We hereby submit the following change order for:  
**Change Order # 1**

Change of the storm drain in the northwest corner do to finding debris in the sub-grade. Backfill trench that was already dug for exfiltration trench and install solid pipe.

<table>
<thead>
<tr>
<th>Labor</th>
<th>Rate</th>
<th>Quantity</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foreman</td>
<td>$60.00</td>
<td>8 hr</td>
<td>$480.00</td>
</tr>
<tr>
<td>Labor</td>
<td>$53.00</td>
<td>8 hr</td>
<td>$424.00</td>
</tr>
<tr>
<td>Work Trk</td>
<td>$20.00</td>
<td>8 hr</td>
<td>$160.00</td>
</tr>
<tr>
<td>Excavator</td>
<td>$155.00</td>
<td>8 hr</td>
<td>$1,240.00</td>
</tr>
<tr>
<td>Loader</td>
<td>$115.00</td>
<td>8 hr</td>
<td>$920.00</td>
</tr>
<tr>
<td>Wt Trk</td>
<td>$115.00</td>
<td>3 hr</td>
<td>$345.00</td>
</tr>
<tr>
<td>Roller</td>
<td>$105.00</td>
<td>3 hr</td>
<td>$315.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$3,884.00</td>
<td><strong>Sub-Total</strong></td>
<td></td>
</tr>
</tbody>
</table>

**8" ADS Pipe**  
<table>
<thead>
<tr>
<th>Quantity</th>
<th>Rate</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>80.0 ft</td>
<td>$4.01</td>
<td>$320.80</td>
</tr>
<tr>
<td>1.0 ea</td>
<td>$8.95</td>
<td>$8.95</td>
</tr>
<tr>
<td>1.0 ea</td>
<td>$44.15</td>
<td>$44.15</td>
</tr>
<tr>
<td>1.0 ea</td>
<td>$31.88</td>
<td>$31.88</td>
</tr>
</tbody>
</table>

| **Sub-Total** | $405.78|
| **Mark-up**   | 15%  |
| **Sub-Total** | $60.87|
| **Total Change Order** | $4,350.65|

We propose to furnish materials and labor complete in accordance with above specifications, for the sum of:

**Four thousand three hundred fifty dollars and 65 cents.**

**Dollars:** $4,350.65

**Payment to be made as follows:**

**Signature**

**Authorized Signature / Bryan Knapik**

**Acceptance of Change Order**

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

**Date of Acceptance:**

**Signature**

**Signature**
AGENDA ITEM NO.: 11G  BOARD MEETING DATE: October 27, 2015

TOPIC: Architect and Engineering Recommendation for Twain Elementary Parking Improvements

CABINET ADMINISTRATOR: Randy Nunamaker
PRESENTER: Randy Nunamaker

| ☐ REPORT | ☐ 1ST READING | ☐ DISCUSSION | ☐ 2ND READING | ☐ ACTION REQUIRED |

OBJECTIVE:
To obtain board approval to enter into contract with CKJT Architects for A/E services for the design and construction of Mark Twain Parking Improvements.

BACKGROUND: (Pertinent past action/events)
The district advertised for qualified architectural and engineering firms to provide design, development and construction services for the bond funded capital construction projects.

CKJT has designed preliminary concept options for the Twain Elementary Parking Improvement project.

Funds for the design and development of the Twain Elementary Parking Improvement project were included in the 2013 bond passage.

District staff recommends entering into contract with CKJT Architects at a cost of: $67,686.00.

POSSIBLE ALTERNATIVES:

PROJECTED COSTS: $67,686.00 (no state or local tax on these services)  BUDGET CODE: Capital Projects

SUGGESTED MOTION: I move to approve entering into contract with CKJT Architects for architectural and engineering tasks for the Twain Elementary Parking Improvement Project in the amount of $67,686.00 for basic and special services. State and local sales tax is not applicable to these services.

NEXT STEPS:

Revised 9-22-06
AGENDA ITEM NO.: 11H  BOARD MEETING DATE: October 27, 2015

TOPIC: McClintock STEM Elementary School Change Order No. 6

CABINET ADMINISTRATOR: Randy Nunamaker
PRESENTER: Randy Nunamaker

OBJECTIVE:
To obtain board approval of Change Order No. 6 with DGR Grant Construction for the McClintock STEM Elementary School project.

BACKGROUND: (Pertinent past action/events)
Change Order No. 6 consists of twenty-five (25) construction change directives (CCDs).

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Ten (10) were district authorized</td>
<td>-$4,653.00</td>
</tr>
<tr>
<td>Three (3) were code required</td>
<td>$3,217.00</td>
</tr>
<tr>
<td>Three (3) were unforeseen conditions</td>
<td>$3,959.00</td>
</tr>
<tr>
<td>Nine (9) were engineering changes</td>
<td>$15,394.00</td>
</tr>
<tr>
<td>Sub-Total</td>
<td>$17,917.00</td>
</tr>
<tr>
<td>State and Local Tax</td>
<td>$1,540.87</td>
</tr>
<tr>
<td>Total</td>
<td>$19,457.87</td>
</tr>
</tbody>
</table>

Change Orders No. 1 through 6 represent a cost increase of 2.1% for this project.

POSSIBLE ALTERNATIVES:

PROJECTED COSTS: $19,457.87 (includes state and local tax)

BUDGET CODE: Capital Projects

SUGGESTED MOTION: I move to approve Change Order No.6 with DGR Grant Construction for the McClintock STEM Elementary School project in the amount of $19,457.87 which includes state and local sales tax.

NEXT STEPS:

Revised 9-22-06
Change Order

PROJECT (Name and address):
Barbara McClintock STEM Elementary
5706 North Road 60
Pasco, WA 99301

TO CONTRACTOR (Name and address):
DGR Grant Construction Inc
1333 Gillespie Street
Richland, WA 99352

CHANGE ORDER NUMBER: 006
DATE: 10/19/2015
ARCHITECT: 
ARCHITECT'S PROJECT NUMBER: 1307
contract date: 8/14/2014
CONTRACT FOR: General Construction
CONTRACTOR: 
FIELD: 
OTHER: 

THE CONTRACT IS CHANGED AS FOLLOWS:
(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)
1. Delete distributed antenna system per Construction Change Directive 041. Deduct $82,285.00
2. Lower exterior metal soffits by 7/8" per Construction Change Directive 042. Add $4,534.00
3. Remove Door 007 and flush door frame indentations per Construction Change Directive 043. Add $470.00
4. Move parking lots light pole locations per Construction Change Directive 044. Add $7,255.00
5. Revise play area to accommodate change to K-6 facility per Construction Change Directive 045. Add $36,070.00
6. Adjust exterior outlet projection and lower corridor ceiling devices per Construction Change Directive 046. Add $1,444.00
7. Add bike, scooter and skateboard racks for change to K-6 facility per Construction Change Directive 047. Add $19,132.00
8. Replace restroom doors 090 and 091 per Construction Change Directive 048. Add $1,538.00
9. Add chain-link gate with welded gate box and hardware per Construction Change Directive 049. Add $1,670.00
10. Add installation for filtration units and holding tank per Construction Change Directive 050. Add $663.00
11. Install an additional guard rail at the loading dock per Construction Change Directive 051. Add $390.00
12. Modify sunscreen louver attachment holes adjacent to gutter sections per Construction Change Directive 052. Add $1,709.00
13. Add coat cubbies in Room 001 and lockers in cabinets in Room 007 per Construction Change Directive 053. Add $1,524.00
14. Add door hardware access controls to door pairs 060 and 061 per Construction Change Directive 054. Add $4,713.00
15. Add chain-link fill in panel at northwest corner of the north wing per Construction Change Directive 055. Add $1,417.00
16. Add gymnasium pads at drinking fountain recess in Room 063A per Construction Change Directive 056. Add $717.00
17. Add cabinet heater ball valves per Construction Change Directive 057. Add $568.00
18. Add data drop in Room 083 per Construction Change Directive 058. Add $868.00
19. Add 3 each kitchen handwashing sinks per Construction Change Directive 059. Add $2,110.00
20. Add transfer duct to Room 039 per Construction Change Directive 060. Add $1,332.00
21. Offset boiler gas venting per Construction Change Directive 061. Add $571.00
22. Add 4 each motor covers for counter doors and rolling grille per Construction Change Directive 062. Add $4,009.00
23. Add overflow pumps for 2 each ice makers per Construction Change Directive 063. Add $1,667.00
24. Revise landscaping per Construction Change Directive 064. Add $5,209.00
25. Add locking mechanisms to chain-link double gate drop rods per Construction Change Directive 064. Add $622.00

Note: Sums indicated do not include Washington State Sales Tax which will be added.

The original Contract Sum was $14,378,200.00
The net change by previously authorized Change Orders $280,695.36
The Contract Sum prior to this Change Order was $14,658,895.36
The Contract Sum will be increased by this Change Order in the amount of $17,917.00
The new Contract Sum including this Change Order will be $14,676,812.36

The Contract Time will be increased by Zero (0) days.
The date of Substantial Completion as of the date of this Change Order therefore is July 31, 2015.

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.
AGENDA ITEM NO.: 111  BOARD MEETING DATE: October 27, 2015

TOPIC: Delta High School Change Order No. 5

CABINET ADMINISTRATOR: Randy Nunamaker

PRESENTER: Randy Nunamaker

REPORT

1ST READING

DISCUSSION

2ND READING

ACTION REQUIRED

OBJECTIVE:
To obtain board approval of Change Order No. 5 with Walker Construction for the new Delta High School project.

BACKGROUND: (Pertinent past action/events)
Change Order No. 5 consists of seventeen (17) construction change directives (CCDs)

Nine (9) were district authorized ($24,950.44)
Four (4) were code requirements  $9,591.47
One (1) was for unforeseen conditions  $1,236.25
Three (3) were engineering changes  $9,732.43

Total  $(4,390.29)

Change Orders 1 through 5 represent 1% in cost increases for this project.

POSSIBLE ALTERNATIVES:

PROJECTED COSTS: -$4,390.29

BUDGET CODE: Capital Projects

SUGGESTED MOTION: I move to approve Change Order No. 5 with Walker Construction for the new Delta High School project in the amount of a credit of $4,390.29.

NEXT STEPS:

Revised 9-22-06
Change Order

PROJECT (Name and address):
Pasco School District No. 1
Delta High School
Pasco, WA 99301

TO CONTRACTOR (Name and address):
Walker Construction, Inc.
1803 E. Springfield Avenue
Spokane, WA 99202

CHANGE ORDER NUMBER: 005
DATE: October 8, 2015
ARCHITECT: 
CONTRACTOR: 
OWNER: 
FIELD: 
OTHER: 
ARCHITECT’S PROJECT NUMBER: 1317
CONTRACT DATE: August 22, 2014
CONTRACT FOR: General Construction

THE CONTRACT IS CHANGED AS FOLLOWS:
(Include, wherever applicable, any undisputed amount attributable to previously executed Construction Change Directives)

C 038, Window Panels (ADD) $31,772.12
C 042, Add Corner Guards (ADD) $2,234.91
C 043, Vacuum Filter (ADD) $568.33
C 044, Change Stair Paint (ADD) $420.61
C 045, Gas Turf (ADD) $4,917.48
C 046, Add Reception Data (ADD) $893.70
C 047, Move Wood Ceiling (ADD) $922.77
C 048, Lighting Controls (ADD) $2,971.60
C 049, ADA Push Button (ADD) $175.97
C 050, Reframe Wall Alcove (ADD) $1,843.35
C 051, Fire Marshal Signage (ADD) $2,759.76
C 052, Stair Trim (ADD) $1,994.21
C 053, Stair Extensions (ADD) $5,754.43
C 054, Splashes (ADD) $901.31
C 055, Omit DAS (DEDUCT) ($64,873.00)
C 056, Wood Sills (ADD) $1,115.91
C 057, Water Line Exploratory Investigation (ADD) $1,236.25

Total Change Order 005: CREDIT of ($4,390.29)

The original Contract Sum was
The net change by previously authorized Change Orders
The Contract Sum prior to this Change Order was
The Contract Sum will be decreased by this Change Order in the amount of
The new Contract Sum including this Change Order will be

The Contract Time will be unchanged by zero (0) days.
The date of Substantial Completion as of the date of this Change Order therefore is July 28, 2015.

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.
<table>
<thead>
<tr>
<th>Design West Architects, PA</th>
<th>Walker Construction, Inc.</th>
<th>Pasco School District No. 1</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ARCHITECT</strong> (Firm name)</td>
<td><strong>CONTRACTOR</strong> (Firm name)</td>
<td><strong>OWNER</strong> (Firm name)</td>
</tr>
<tr>
<td>7513 W. Kennewick Avenue, Suite D</td>
<td>1803 E. Springfield, Avenue</td>
<td>1215 W. Lewis Street</td>
</tr>
<tr>
<td>Kennewick, WA 99336</td>
<td>Spokane, WA 99202</td>
<td>Pasco, WA 99301</td>
</tr>
<tr>
<td><strong>ADDRESS</strong></td>
<td><strong>ADDRESS</strong></td>
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<tr>
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<tr>
<td>Brandon Wilm</td>
<td>Justin Paine</td>
<td></td>
</tr>
<tr>
<td>(Typed name)</td>
<td>(Typed name)</td>
<td></td>
</tr>
<tr>
<td>October 8, 2015</td>
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AGENDA ITEM NO.: 11J  
BOARD MEETING DATE: October 27, 2015  

TOPIC: 2015-2016 School Calendar-Negotiated Revision  

CABINET ADMINISTRATOR: Sarah Thornton  
PRESENTER: Sarah Thornton/Robin Hay  

☐ REPORT  
☐ 1ST READING  
☐ DISCUSSION  
☐ 2ND READING  
☒ ACTION REQUIRED  

OBJECTIVE: To obtain board approval of the revised 2015-2016 school calendar.  

BACKGROUND:  

The board approved the school calendar negotiated with PAE on September 29, 2015. Since then both the union and district heard concerns from staff regarding the traditional schedule for K-8 conferences not aligning with the end of first trimester. The union and district met to discuss those concerns, and to also discuss concerns regarding other calendar impacts. On October 22, 2015, the parties signed a contract waiver that changes K-8 conferences to December 8-11, 2015. The change means that Wednesday, November 18, will now be a secondary early release day. The parties also agreed to early release on Tuesday, December 22, as we have traditionally scheduled early release when the day before a school break falls on a day other than Friday. The revised 2015-2016 school calendar is submitted for your approval.  

POSSIBLE ALTERNATIVES:  

PROJECTED COSTS:  BUDGET CODE:  

SUGGESTED MOTION: I move to approve the revised 2015-2016 school calendar as presented.  

NEXT STEPS:
### PASCO SCHOOL DISTRICT #1 2015-16 SCHOOL CALENDAR

#### AUGUST 2015

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**Aug 26** Tier II - District  
**Aug 27** Tier II - Building  
**Aug 28** Tier II - Building Retreat  
**Aug 31** Tier II - Building

#### SEPTEMBER 2015

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15 Sep  First Student Day

#### OCTOBER 2015

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21 Oct  Secondary Early Release

#### NOVEMBER 2015

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</table>

11 Nov  No School/Veterans Day  
13 Nov  End of First Quarter: 7-12  
18 Nov  Second Quarter starts Nov. 16  
25 Nov  Early Dismissal K-12/Thanksgiving  
26-27 Nov  No School/Thanksgiving Break

#### DECEMBER 2015

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4-Dec  End of 1st Trimester: K-6  
8-11 Dec  Early Release: K-8 Conferences  
23 Dec  Early Dismissal K-12/Winter Break  
23-31 Dec  No School/Winter Break

#### JANUARY 2016

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1 Jan  No School/Winter Break  
13 Jan  Secondary Early Release  
18 Jan  No School/Martin Luther King Day  
29 Jan  End of 1st Semester: 7-12

#### FEBRUARY 2016

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10 Feb  Secondary Early Release  
15 Feb  No School/Presidents' Day

#### MARCH 2016

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9 Mar  Secondary Early Release  
11 Mar  End of 2nd Trimester: K-6  
15-18 Mar  Early Release: K-8 Conferences

#### APRIL 2016

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4-8 Apr  No School/Spring Break  
1 Apr  End of 3rd Quarter: 7-12  
4 Apr  4th Quarter starts April 11

#### MAY 2016

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11 May  Secondary Early Release  
30 May  No School/Memorial Day

#### JUNE 2016

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17 Jun  Last Student Day  
17 Jun  End of 2nd Semester: 7-12  
17 Jun  End of 3rd Trimester: K-6  
20 Jun  1st snow day if necessary  
21 Jun  2nd snow day if necessary

Revised October 27, 2015
# Agenda Item Summary

**AGENDA ITEM NO.** : 11K  
**BOARD MEETING DATE** : October 27, 2015  

**TOPIC:** Out of State Student Travel - Chiawana High School Students to Eastern Oregon University Preview Day in La Grande, OR  

**CABINET ADMINISTRATOR:** Glenda Cloud  
**PRESENTER:** Glenda Cloud  

- [ ] REPORT  
- [ ] 1ST READING  
- [ ] DISCUSSION  
- [ ] 2ND READING  
- [x] ACTION REQUIRED

**OBJECTIVE:**  
To secure Board approval for out of state student travel.

**BACKGROUND:** (Pertinent past action/events)  
Mike Brown, Chiawana High School Guidance Specialist, is seeking permission for out of state travel for selected Chiawana High School students to attend the Eastern Oregon University Preview Day in La Grande, OR occurring on November 13, 2015.

Student selection was based upon GPA 2.8 to 3.5, students who spoke with the EOU representative during the Open House, students who are interested in attending a STEM school and have expressed interest in attending school out of state without out of state tuition costs.

Eastern Oregon University Preview Day is an event designed to provide insight into the opportunities available at EOU. Students will have the opportunity to meet financial aid and admission staff.

**POSSIBLE ALTERNATIVES:**

**PROJECTED COSTS:** $1235.00 Per Event  
**BUDGET CODE:** Eastern Oregon University

**SUGGESTED MOTION:**  
I move the out of state travel for selected Chiawana High School students to attend the Eastern Oregon University Preview Day in La Grande, OR occurring on November 13, 2015 be approved as presented.

**NEXT STEPS:**

Revised 9-22-06
# Trips with Students

## Name of School, Group and Advisor:
Chiawana High School Student Services
Guidance Specialist Mike Brown

## Purpose of Trip:
Eastern Oregon University Preview Day

## Date of Trip:
November 13, 2015

## Location of Event (include venue):
Eastern Oregon University
La Grande, OR

## Method of Transportation:
Prefer charter bus
Note: EOU will pay for the charter bus, arranged through PSD transportation

## Staff Chaperoning and Parent Volunteers
(Must have one chaperone for every 15 students)
Mike Brown, Gina Hinnant, Andre Wren

## Cost Detail:

<table>
<thead>
<tr>
<th>Cost</th>
<th>Total Cost</th>
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<tbody>
<tr>
<td>Transportation</td>
<td>$975.00</td>
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<td>Lodging</td>
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<td>Meals</td>
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<td>Other (specify)</td>
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<td><strong>Total cost</strong></td>
<td><strong>$1235.00</strong></td>
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## Hotel Name, Location and Phone Number

<table>
<thead>
<tr>
<th>Emergency Contact Phone Number(s)</th>
</tr>
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<tbody>
<tr>
<td>509-851-9554 Mike Brown</td>
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</table>

## Budget Responsibility (club, students, fund-raisers, etc.)
Estimated cost. EOU will pay expenses, no cost to district

## ITINERARY:
(include time and location of departures/arrivals, location of events, beginning and ending times of events, etc.)

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
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<tbody>
<tr>
<td>5:30 am</td>
<td>Depart Chiawana High School</td>
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<tr>
<td>7:30 am</td>
<td>Arrive at EOU campus</td>
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<tr>
<td>8:00 am – 9:00 am</td>
<td>Check in and activities</td>
</tr>
<tr>
<td>9:00 am – 10:00 am</td>
<td>Welcome breakfast with EOU alumni</td>
</tr>
<tr>
<td>10:15 am – 11:10 am</td>
<td>Mountain trek</td>
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<td>11:10 am – 11:20 am</td>
<td>Break</td>
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<td>11:30 am – 12:30 pm</td>
<td>Mountaineer Exploration Sessions I and II – will include University Housing and Dining with lunch</td>
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<td>12:35 pm – 12:45 pm</td>
<td>Closing thoughts</td>
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<tr>
<td>12:50 pm – 1:50 pm</td>
<td>Facilities tours</td>
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<td>2:00 pm – 2:20 pm</td>
<td>Load the charter bus</td>
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<td>4:30 pm</td>
<td>Arrive at Chiawana High School</td>
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## Students attending (see attached Vehicle Departure Form/Student Roster)
You are required to carry student emergency contact information with you on the trip.

## Submitted by:
Mike Brown 10-21-15

## Approved by:
John Wallwork 10-21-15
<table>
<thead>
<tr>
<th>AGENDA ITEM NO. :</th>
<th>BOARD MEETING DATE:</th>
<th>TOPIC: Overnight Student Travel - McLoughlin Middle School FCCLA State Officer meeting in Kennewick, WA</th>
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<td>11L</td>
<td>October 27, 2015</td>
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<tr>
<th>CABINET ADMINISTRATOR:</th>
<th>PRESENTER:</th>
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<tr>
<td>Michelle Whitney</td>
<td>Michelle Whitney</td>
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<th>REPORT</th>
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<th>DISCUSSION</th>
<th>2ND READING</th>
<th>ACTION REQUIRED</th>
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<table>
<thead>
<tr>
<th>OBJECTIVE:</th>
<th>To secure Board approval for overnight student travel.</th>
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<thead>
<tr>
<th>BACKGROUND:</th>
<th>(Pertinent past action/events)</th>
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<tbody>
<tr>
<td>Ms. Maria Bice, McLoughlin Middle School FCCLA Advisor, is seeking permission for overnight travel for selected students to attend the National Family, Career and Community Leaders of America (FCCLA) State Officer November Executive Meeting in Kennewick, WA on November 2 - 3, 2015.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>POSSIBLE ALTERNATIVES:</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>PROJECTED COSTS:</th>
<th>BUDGET CODE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0</td>
<td>$0 cost to PSD. All covered by State and organization.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SUGGESTED MOTION:</th>
<th>I move the overnight travel for McLoughlin Middle School students involved in the National Family, Career and Community Leaders of America (FCCLA) State Officer Meeting in Kennewick, WA on November 2 - 3, 2015 be approved as presented.</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>NEXT STEPS:</th>
</tr>
</thead>
</table>

Revised 2-21-06
Name of School, Group and Advisor: McLoughlin Middle School
Family, Career and Community Leaders of America (FCCLA), Advisor is Maria Bice

Purpose of Trip:
To attend National Family, Career and Community Leaders of America (FCCLA) State Officer November Executive Meeting

Date of Trip:
November 2 - 3, 2015

Location of Event (include venue):
Toyota Convention Center
7000 W Grandridge Blvd
Kennewick, WA 99336

Method of Transportation:
(If staff member is driving, provide proof of Type II license)
Parents will drop off students at the Convention Center on November 2, 2015. Mrs. Bice will take students home on November 3, 2015.

Staff Chaperoning and Parent Volunteers
(Must have one chaperone for every 15 students)
Maria Bice

Cost Detail:

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transportation</td>
<td>X entire event $0 per student</td>
</tr>
<tr>
<td>Lodging</td>
<td>$0</td>
</tr>
<tr>
<td>Registration</td>
<td>$0</td>
</tr>
<tr>
<td>Meals</td>
<td>$0</td>
</tr>
<tr>
<td>Other (specify)</td>
<td>$0</td>
</tr>
</tbody>
</table>

Hotel Name, Location and Phone Number
Springhill Suites
7048 W Grandridge Blvd
Kennewick, WA 99336
509-820-3016

Emergency Contact Phone Number(s)
509-302-0969 Maria Bice

Budget Responsibility (club, students, fund-raisers, etc.)
Meeting is covered by the State FCCLA office, hotel and meals are covered by the organization. Expectation is that the students stay with the State officers since they end late and begin early. No cost to PSD.

ITINERARY: (include time and location of departures/arrivals, location of events, beginning and ending times of events, etc.)

Monday - November 2, 2015
11:30 a.m. Arrivals at hotel/Convention Center
12:00 p.m. Lunch with WA-FCCLA Board of Directors at Convention Center
1:00 p.m. Meeting begins
6:00 p.m. Dinner at Convention Center
7:00 p.m. - 10:00 p.m. Officers work on planning State meeting
10:00 p.m. Team building activities
12:00 a.m. Lights out

Tuesday - November 3, 2015
8:00 a.m. Breakfast at hotel
9:00 a.m. - 12:00 p.m. Take officers meet to continue planning meetings and write scripts
12:00 p.m. Lunch at Convention Center meeting site
1:00 p.m. - 3:00 p.m. Finish planning for State meeting
3:00 p.m. Dismiss
3:15 p.m. Mrs. Bice will drop students off at home

Students attending (see attached Vehicle Departure Form/Student Roster)
You are required to carry student emergency contact information with you on the trip.

Submitted by: Maria Bice October 14, 2015
Approved by: Dominique Dennis October 20, 2015
## Agenda Item Summary

**AGENDA ITEM NO.:** 11M  
**BOARD MEETING DATE:** October 27, 2015

**TOPIC:** Overnight Student Travel - Chiawana, Pasco, and Delta High School Students to Washington State School Directors’ Association (WSSDA) Annual Conference, Bellevue, WA

**CABINET ADMINISTRATOR:** Saundra Hill  
**PRESENTER:** Saundra Hill

- [ ] REPORT  
- [ ] 1ST READING  
- [ ] DISCUSSION  
- [ ] 2ND READING  
- [x] ACTION REQUIRED

**OBJECTIVE:** To secure board approval for overnight student travel.

**BACKGROUND:** (Pertinent past action/events)

Superintendent Hill is seeking permission for overnight travel for six selected students from PHS, CHS and DHS to attend the Washington State School Directors’ Association (WSSDA) 2015 Annual Conference at the Hyatt Hotels in Bellevue, WA, November 20-22, 2015. All three student representatives will attend as well as student representative candidates Brenda Yepez, Katelin Crowner and Alexandria Wilson (tentative).

This conference continues into Sunday.

**POSSIBLE ALTERNATIVES:**

**PROJECTED COSTS:** $  
**BUDGET CODE:**

**SUGGESTED MOTION:** I move the overnight travel for Chiawana, Delta and Pasco High School students involved in the Washington State School Directors’ Association (WSSDA) 2015 Annual Conference in Bellevue, WA be approved as presented.

**NEXT STEPS:**

Revised 2-21-06
<table>
<thead>
<tr>
<th><strong>Name of School, Group and Advisor:</strong></th>
<th><strong>Purpose of Trip:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>PHS/CHS/Delta – Brian Torrence, PHS</td>
<td>WSSDA 2015 Annual Conference</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Date of Trip:</strong></th>
<th><strong>Location of Event (include venue):</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>November 20-22, 2015</td>
<td>Hyatt Regency, Bellevue, WA</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Method of Transportation:</strong></th>
<th><strong>Staff Chaperoning and Parent Volunteers:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>SUV from Enterprise – seats 8</td>
<td>(Must have one chaperone for every 15 students)</td>
</tr>
<tr>
<td></td>
<td>PHS/CHS/DHS – Chaperones</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Cost Detail:</strong></th>
<th><strong>Hotel Name, Location and Phone Number:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Conf# 2MH3CV</td>
<td>Hyatt Regency Bellevue on Seattle’s Eastside</td>
</tr>
<tr>
<td>Transportation (approx.) Enterprise</td>
<td>900 Bellevue Way NE</td>
</tr>
<tr>
<td>Pickup up Thurs after 5 return Monday</td>
<td>Bellevue, WA 98004</td>
</tr>
<tr>
<td>$400</td>
<td>425-462-1234</td>
</tr>
<tr>
<td>Lodging</td>
<td>Registration $230/6 stud/$465/2 chap</td>
</tr>
<tr>
<td>$900</td>
<td>$2310</td>
</tr>
<tr>
<td>Registration</td>
<td>Meals (Student Meal)</td>
</tr>
<tr>
<td>$2310</td>
<td>$460</td>
</tr>
<tr>
<td>Meals for Chaperones</td>
<td>$258</td>
</tr>
<tr>
<td>Total cost</td>
<td>Emergency Contact Phone Number(s)</td>
</tr>
<tr>
<td>$4328</td>
<td>(509) 521-2023/(509)546-2801 Supt Office</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Budget Responsibility (club, students, fund-raisers, etc.):</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>1971312 000 800</td>
</tr>
</tbody>
</table>

**ITINERARY:** (include time and location of departures/arrivals, location of events, beginning and ending times of events, etc.)

November 20, 2015 - leave CHS at 6:00 AM arriving in Seattle by 11:00 AM for noon general session.  
November 21, 2015 - conference activities  
November 22, 2015 - leave Seattle at noon.  Arrive home at approx. 5:00 PM (drop car at Enterprise Monday)

<table>
<thead>
<tr>
<th><strong>Students attending (see attached Vehicle Departure Form/Student Roster):</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>You are required to carry student emergency contact information with you on the trip.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Submitted by:</strong></th>
<th><strong>Approved by:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Valerie Smith in conjunction with school principals</td>
<td>Glenda Cloud in conjunction with school principals</td>
</tr>
<tr>
<td>Name/Date 10/20/15</td>
<td>Name/Date 10/20/15</td>
</tr>
</tbody>
</table>

Revised 3-9-06
<table>
<thead>
<tr>
<th>AGENDA ITEM NO.</th>
<th>BOARD MEETING DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>11N</td>
<td>October 27, 2015</td>
</tr>
</tbody>
</table>

**TOPIC:** Overnight Student Travel - Ochoa Middle School Natural Helpers to National Prevention Network Conference in Seattle, WA

**CABINET ADMINISTRATOR:** Michelle Whitney

**PRESENTER:** Michelle Whitney

- **REPORT**
- **1ST READING**
- **DISCUSSION**
- **2ND READING**
- **ACTION REQUIRED**

**OBJECTIVE:** To secure board approval for overnight student travel.

**BACKGROUND:** (Pertinent past action/events)

Claudia Serna-Stephenson, Ochoa Middle School Natural Helpers Advisor, is seeking permission for overnight travel for selected students to attend the National Prevention Network Conference in Seattle, WA on November 16, 17, 18 and 19, 2015.

**POSSIBLE ALTERNATIVES:**

<table>
<thead>
<tr>
<th>PROJECTED COSTS</th>
<th>BUDGET CODE</th>
</tr>
</thead>
<tbody>
<tr>
<td>$4,515.00 Entire Event</td>
<td>Funded Completely by Pasco Coalition No Charge to PSD</td>
</tr>
</tbody>
</table>

**SUGGESTED MOTION:** I move to approve overnight travel for Ochoa Middle School students involved in the National Prevention Network Conference at Sheraton Seattle in Seattle, WA on November 16, 17, 18 and 19, 2015 be approved as presented.

**NEXT STEPS:**

Revised 2-21-06
CADCA’s National Youth Leadership Initiative Training

Tuesday, November 17
7:30-8:30 am  Breakfast
9:00-9:45 am  Welcome & Introductions
9:45-10:15 am Congressional Awards Briefing/Adult Advisors Orientation
10:15-10:45 am Break
10:45-11:00 am NYLI Overview
11:00 am-12:00 pm What’s in a Leader
12:00-1:30 pm Lunch
1:30-2:15 pm The History of Prevention & Strategic Prevention Framework (SPF)
2:15-3:00 pm What’s Going On In Your Community?
3:00-3:30 pm Break
3:30-4:15 pm What’s Going On In Your Community? (Continued)

Wednesday, November 18
7:30-8:30 am  Breakfast
9:00-9:30 am  Recap Day 1 & Energizer
9:30-10:00 am Why is There a Problem?
10:00-10:30 am Break
10:30-11:30 am Problem Analysis Part I: But Why?
11:30-12:00 pm Problem Analysis Part II: But Why Here?
12:00-1:30 pm Lunch
1:30-2:00 pm Energizer
2:00-3:00 pm What is our Model for Change?
3:00-3:30 pm Break
3:30-4:30 pm We Must Intervene, But How?
4:30-5:15 pm What is Coalition Evaluation?
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:30-8:30 am</td>
<td>Breakfast</td>
</tr>
<tr>
<td>9:00-9:05 am</td>
<td>Recap Day 2</td>
</tr>
<tr>
<td>9:05-9:35 am</td>
<td>Youth In Action Planning</td>
</tr>
<tr>
<td>9:35-10:30 am</td>
<td>Youth In Action Projects</td>
</tr>
<tr>
<td>10:30-11:00 am</td>
<td>Break</td>
</tr>
<tr>
<td>11:00-12:00 pm</td>
<td>Youth In Action Oral Presentations</td>
</tr>
<tr>
<td>12:00-12:30 pm</td>
<td>Wrap Up/Participant Evaluations</td>
</tr>
<tr>
<td>12:15-12:30 pm</td>
<td>Advanced Youth Presentation (Advanced Youth Only)</td>
</tr>
</tbody>
</table>
# Trips with Students

**Name of School, Group and Advisor:**
Ellen Ochoa Middle School  
Natural Helpers,  
Claudia Serna-Stephenson

**Purpose of Trip:**
National Prevention Network Conference  
(1 adult 3 students)

**Date of Trip:**
November 16, 17, 18 and 19, 2015

**Location of Event (include venue):**
Sheraton Seattle  
1400 6th Ave.  
Seattle, WA  98101

**Method of Transportation:**
A & A Motor Coach Van

**Staff Chaperoning and Parent Volunteers:**
Claudia Serna-Stephenson

**Cost Detail:**  
*Refer to note below*

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transportation</td>
<td>$1747.00</td>
</tr>
<tr>
<td>Lodging</td>
<td>$1200.00</td>
</tr>
<tr>
<td>Registration</td>
<td>$800.00</td>
</tr>
<tr>
<td>Meals</td>
<td>$768.00</td>
</tr>
<tr>
<td><strong>Total cost</strong></td>
<td><strong>$4515.00</strong></td>
</tr>
</tbody>
</table>

**Hotel Name, Location and Phone Number**
Sheraton Seattle  
1400 6th Ave.  
Seattle, WA  98101  
509-627-7056 or 509-287-5584

**ITINERARY:**
*include time and location of departures/arrivals, location of events, beginning and ending times of events, etc.*

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>11/16/15</td>
<td>3:15 p.m.</td>
<td>Students and staff depart Ellen Ochoa Middle School</td>
</tr>
<tr>
<td></td>
<td>5:00 p.m.</td>
<td>Students and staff stop to eat dinner.</td>
</tr>
<tr>
<td></td>
<td>8:00 p.m.</td>
<td>Arrive at Sheraton Seattle WA</td>
</tr>
<tr>
<td></td>
<td>8:00 p.m.</td>
<td>to 9:30 p.m. Group activities</td>
</tr>
<tr>
<td>11/17/15</td>
<td>7:30 a.m.</td>
<td>Students and staff eat breakfast/Take a break</td>
</tr>
<tr>
<td></td>
<td>9:00 a.m.</td>
<td>to 12:00 p.m. Training and activities</td>
</tr>
<tr>
<td></td>
<td>12:00 p.m.</td>
<td>Students and staff eat lunch</td>
</tr>
<tr>
<td></td>
<td>1:30 p.m.</td>
<td>to 4:15 p.m. Training and activities</td>
</tr>
<tr>
<td></td>
<td>4:15 p.m.</td>
<td>Students and staff eat dinner</td>
</tr>
<tr>
<td></td>
<td>6:00 p.m.</td>
<td>to 9:30 p.m. Group activities</td>
</tr>
<tr>
<td>11/18/15</td>
<td>7:30 a.m.</td>
<td>Students and staff eat breakfast/Take break</td>
</tr>
<tr>
<td></td>
<td>9:00 a.m.</td>
<td>to 12:00 p.m. Training and activities</td>
</tr>
<tr>
<td></td>
<td>12:00 p.m.</td>
<td>Students and staff eat lunch</td>
</tr>
<tr>
<td></td>
<td>1:30 p.m.</td>
<td>to 5:15 p.m. Training and activities</td>
</tr>
<tr>
<td></td>
<td>5:15 p.m.</td>
<td>Students and staff eat dinner</td>
</tr>
<tr>
<td></td>
<td>7:00 p.m.</td>
<td>to 9:30 p.m. Group activities</td>
</tr>
<tr>
<td>11/19/15</td>
<td>7:30 a.m.</td>
<td>Students and staff eat breakfast/Take a break</td>
</tr>
<tr>
<td></td>
<td>9:00 a.m.</td>
<td>to 12:30 a.m. Training and activities</td>
</tr>
<tr>
<td></td>
<td>12:30 a.m.</td>
<td>Students and staff eat lunch</td>
</tr>
<tr>
<td></td>
<td>1:30 p.m.</td>
<td>to 2:00 p.m. Break</td>
</tr>
</tbody>
</table>
|           | 2:00 p.m.    | to 4:00 p.m. Students and staff depart Sheraton Seattle WA  
|           | 4:00 p.m.    | to 5:30 p.m. Students and staff eat dinner in Yakima WA  
|           | 8:00 p.m.    | Students and staff arrive in Pasco            |

**Budget Responsibility (club, students, fund-raisers, etc.)**  
*This will cover costs for Ochoa Natural Helpers and Chiawana ALAS students. Pasco Discovery Coalition is paying all costs, no cost to Pasco School District.*

**Emergency Contact Phone Number(s)**
Claudia Serna-Stephenson  
509-851-9772

**Students attending (see attached Vehicle Departure Form/Student Roster)**
We are required to carry student emergency contact information on the trip.

**Submitted by:**
Claudia Serna-Stephenson  
10/3/15

**Approved by:**
Jackie Ramirez  
10/20/15

Revised 3-9-06
<table>
<thead>
<tr>
<th>AGENDA ITEM NO.</th>
<th>BOARD MEETING DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>110</td>
<td>October 27, 2015</td>
</tr>
</tbody>
</table>

**TOPIC:** Overnight Student Travel - Chiawana High School Ambassadors of Lakeview Achieving Success (ALAS) Students to the 2015 Annual National Prevention Network Conference in Seattle, WA

**CABINET ADMINISTRATOR:** Glenda Cloud

**PRESENTER:** Glenda Cloud

**OBJECTIVE:**
To secure Board approval for overnight student travel.

**BACKGROUND:** (Pertinent past action/events)
Claudia Serna-Stephenson, Ochoa Middle School Counselor, is seeking permission for overnight travel for selected Chiawana High School Ambassadors of Lakeview Achieving Success (ALAS) Students to attend the 2015 Annual National Prevention Network Conference in Seattle, WA November 16 – 19, 2015.

Chiawana High School and Ochoa Middle School students will be traveling together.

**POSSIBLE ALTERNATIVES:**

**PROJECTED COSTS:** $4515.00 Per Event

**BUDGET CODE:** Pasco Discovery Coalition

**SUGGESTED MOTION:**
I move the overnight travel for selected Chiawana High School Ambassadors of Lakeview Achieving Success (ALAS) Students to attend the 2015 Annual National Prevention Network Conference in Seattle, WA November 16 – 19, 2015 be approved as presented.

**NEXT STEPS:**
CADCA’s National Youth Leadership Initiative Training

Tuesday, November 17
7:30-8:30 am  Breakfast
9:00-9:45 am  Welcome & Introductions
9:45-10:15 am Congressional Awards Briefing/Adult Advisors Orientation
10:15-10:45 am Break
10:45-11:00 am NYLI Overview
11:00 am-12:00 pm What’s in a Leader
12:00-1:30 pm Lunch
1:30-2:15 pm  The History of Prevention & Strategic Prevention Framework (SPF)
2:15-3:00 pm  What’s Going On In Your Community?
3:00-3:30 pm  Break
3:30 – 4:15 pm  What’s Going On In Your Community? (Continued)

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9:00-9:30 am  Recap Day 1 & Energizer
9:30-10:00 am Why is There a Problem?
10:00-10:30 am Break
10:30-11:30 am Problem Analysis Part I: But Why?
11:30-12:00 pm Problem Analysis Part II: But Why Here?
12:00-1:30 pm Lunch
1:30-2:00 pm  Energizer
2:00-3:00 pm  What is our Model for Change?
3:00-3:30 pm  Break
3:30-4:30 pm  We Must Intervene, But How?
4:30-5:15 pm  What is Coalition Evaluation?
Thursday, November 19
7:30-8:30 am  Breakfast
9:00-9:05 am  Recap Day 2
9:05-9:35 am  Youth In Action Planning
9:35-10:30 am Youth In Action Projects
10:30-11:00 am Break
11:00-12:00 pm Youth In Action Oral Presentations
12:00-12:30 pm Wrap Up/Participant Evaluations
12:15-12:30 pm Advanced Youth Presentation (Advanced Youth Only)
12:30-1:30 pm Lunch/Dismissed
# PASCO SCHOOL DISTRICT NO. 1
## Trips with Students

<table>
<thead>
<tr>
<th>Name of School, Group and Advisor:</th>
<th>Purpose of Trip:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chiawana High School Ambassadors of Lakeview Achieving Success (ALAS) Students Claudia Serna-Stephenson</td>
<td>Attend the 2015 Annual National Prevention Network Conference</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date of Trip:</th>
<th>Location of Event (include venue)</th>
</tr>
</thead>
<tbody>
<tr>
<td>November 16 - 19, 2015</td>
<td>Sheraton Seattle 1400 6th Ave. Seattle, WA 98101</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Method of Transportation:</th>
<th>Staff Chaperoning and Parent Volunteers</th>
</tr>
</thead>
<tbody>
<tr>
<td>(If staff member is driving, provide proof of Type II license) A &amp; A Motor Coach Van</td>
<td>(Must have one chaperone for every 15 students) Claudia Serna-Stephenson</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Cost Detail: For Chiawana and Ochoa students</th>
<th>Hotel Name, Location and Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transportation $1747.00</td>
<td>Sheraton Seattle 1400 6th Ave. Seattle, WA 98101 509-627-7056 or 509-287-5584</td>
</tr>
<tr>
<td>Lodging $1200.00</td>
<td></td>
</tr>
<tr>
<td>Registration $800.00</td>
<td></td>
</tr>
<tr>
<td>Meals $768.00</td>
<td></td>
</tr>
<tr>
<td>Other (specify)</td>
<td></td>
</tr>
<tr>
<td>Total cost $4515.00</td>
<td>Emergency Contact Phone Number(s) Claudia Serna-Stephenson 509-851-9772</td>
</tr>
</tbody>
</table>

| Budget Responsibility (club, students, fund-raisers, etc.) | This will cover costs for Ochoa Natural Helpers and Chiawana ALAS students. Pasco Discovery Coalition is paying all costs, no cost to Pasco School District. |

**ITINERARY:** (include time and location of departures/arrivals, location of events, beginning and ending times of events, etc.)

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>11/16/15</td>
<td>3:15 p.m.</td>
<td>Students and staff depart Ellen Ochoa Middle School</td>
</tr>
<tr>
<td></td>
<td>5:00 p.m.</td>
<td>Students and staff stop to eat dinner.</td>
</tr>
<tr>
<td></td>
<td>8:00 p.m.</td>
<td>Arrive at Sheraton Seattle WA</td>
</tr>
<tr>
<td></td>
<td>8:00 p.m. to 9:30 p.m.</td>
<td>Group activities</td>
</tr>
<tr>
<td>11/17/15</td>
<td>7:30 a.m. to 4:15 p.m.</td>
<td>Students and staff follow the conference agenda</td>
</tr>
<tr>
<td></td>
<td>4:15 p.m. to 6:00 p.m.</td>
<td>Students and staff eat dinner</td>
</tr>
<tr>
<td></td>
<td>6:00 p.m. to 9:30 p.m.</td>
<td>Group activities</td>
</tr>
<tr>
<td>11/18/15</td>
<td>7:30 a.m. to 5:15 p.m.</td>
<td>Students and staff follow the conference agenda</td>
</tr>
<tr>
<td></td>
<td>5:15 p.m. to 7:00 p.m.</td>
<td>Students and staff eat dinner</td>
</tr>
<tr>
<td></td>
<td>7:00 p.m. to 9:30 p.m.</td>
<td>Group activities</td>
</tr>
<tr>
<td>11/19/15</td>
<td>7:30 a.m. to 12:30 p.m.</td>
<td>Students and staff follow the conference agenda</td>
</tr>
<tr>
<td></td>
<td>12:30 p.m. to 1:30 p.m.</td>
<td>Students and staff eat lunch</td>
</tr>
<tr>
<td></td>
<td>2:00 p.m.</td>
<td>Students and staff depart Sheraton Seattle WA</td>
</tr>
<tr>
<td></td>
<td>8:00 p.m.</td>
<td>Students and staff eat dinner in Yakima WA</td>
</tr>
<tr>
<td></td>
<td>Students and staff arrive in Pasco</td>
<td></td>
</tr>
</tbody>
</table>

**Students attending (see attached Vehicle Departure Form/Student Roster)**

We are required to carry student emergency contact information on the trip.

<table>
<thead>
<tr>
<th>Submitted by:</th>
<th>Approved by:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Claudia Serna-Stephenson 10/3/15</td>
<td>John Wallwork 10/20/15</td>
</tr>
</tbody>
</table>
## AGENDA ITEM SUMMARY

<table>
<thead>
<tr>
<th>AGENDA ITEM NO.</th>
<th>BOARD MEETING DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>11P</td>
<td>October 27, 2015</td>
</tr>
</tbody>
</table>

**TOPIC:** Out of State Overnight Student Travel - Chiawana High School Movimiento Estudiantil Chicano de Aztlan (MEChA) Club to the 2015 Washington State University Children of Aztlan Sharing Higher Education (CASHE) Conference in Pullman, WA

**CABINET ADMINISTRATOR:** Glenda Cloud

**PRESENTER:** Glenda Cloud

- REPORT
- 1ST READING
- DISCUSSION
- 2ND READING
- ACTION REQUIRED

### OBJECTIVE:

To secure Board approval for overnight student travel.

### BACKGROUND:

Lorena Hernandez, Chiawana High School Movimiento Estudiantil Chicano de Aztlan Club (MEChA) advisor, is seeking permission for out of state overnight travel for selected Chiawana High School students to attend the 2015 Washington State University Children of Aztlan Sharing Higher Education (CASHE) conference in Pullman, WA November 13 – 15, 2015.

The trip will only be out of state if the students are assigned housing at the University Inn located in Moscow, ID.

This trip includes Sunday travel.

### POSSIBLE ALTERNATIVES:

### PROJECTED COSTS: $50.00 Per Event  
**BUDGET CODE:** CHS MEChA/WSU MEChA

### SUGGESTED MOTION:

I move the out of state overnight travel for selected Chiawana High School students to attend the 2015 Washington State University Children of Aztlan Sharing Higher Education (CASHE) conference in Pullman, WA November 13 – 15, 2015 be approved as presented.

### NEXT STEPS:
# PASCO SCHOOL DISTRICT NO. 1
## Trips with Students

<table>
<thead>
<tr>
<th>Name of School, Group and Advisor:</th>
<th>Purpose of Trip:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chiawana High School Movimiento Estudiantil Chicano a de Aztlan (MEChA) Lorena Hernandez, Advisor</td>
<td>Attend the 2015 Washington State University Children of Aztlan Sharing Higher Education (CASHE) Conference</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date of Trip:</th>
<th>Location of Event (include venue)</th>
</tr>
</thead>
<tbody>
<tr>
<td>November 13 - 15, 2015</td>
<td>Washington State University Campus Pullman, WA</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Method of Transportation:</th>
<th>Staff Chaperoning and Parent Volunteers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Charter Bus, MTR Western (current carrier profile with PSD transportation)</td>
<td>(Must have one chaperone for every 15 students) Lorena Hernandez, Fred Burke</td>
</tr>
</tbody>
</table>

### Cost Detail:

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transportation</td>
<td>included</td>
</tr>
<tr>
<td>Lodging</td>
<td>included</td>
</tr>
<tr>
<td>Registration</td>
<td>$50.00</td>
</tr>
<tr>
<td>Meals</td>
<td>included</td>
</tr>
</tbody>
</table>

**Total cost:**

|                      | $50.00     |

### Hotel Name, Location and Phone Number

<table>
<thead>
<tr>
<th>Hotel Name</th>
<th>Location</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hilltop Inn</td>
<td>928 NW Olsen Street Pullman, WA 99163</td>
<td>(503) 332-0916</td>
</tr>
<tr>
<td>Quality Inn</td>
<td>1400 SE Bishop Blvd. Pullman, WA</td>
<td>(509) 332-0500</td>
</tr>
<tr>
<td>University Inn</td>
<td>1516 Pullman Rd. Moscow, ID 83843</td>
<td>(208) 882-0550</td>
</tr>
</tbody>
</table>

### Emergency Contact Phone Number(s)

509-528-5164 and 701-321-0869

### Budget Responsibility (club, students, fund-raisers, etc.)

Chiawana High School MEChA Club 406 - $50 is total CHS financial responsibility and includes transportation, meals during travel, registration, lodging and meals at conference / WSU MEChA

### ITINERARY:

(include time and location of departures/arrivals, location of events, beginning and ending times of events, etc.)

See Attached

### Students attending (see attached Vehicle Departure Form/Student Roster)

You are required to carry student emergency contact information with you on the trip.

<table>
<thead>
<tr>
<th>Submitted by:</th>
<th>Approved by:</th>
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</thead>
<tbody>
<tr>
<td>Lorena Hernandez 10/16/2015</td>
<td>John Wallwork 10/16/15</td>
</tr>
</tbody>
</table>

Revised 3-9-06
I T I N E R A R Y

Friday, November 13th

8:00 AM .................................................................Depart CHS via Walla Walla to WSU
11:00 - 11:30 AM .......................................................Pullman Lunch stop before Check in
12:00 - 2:00 PM ........................................................ Hotel Registration and Check in
2:00 – 3:00 PM ............................................................Students bused/organized groups
3:00 – 5:30 PM ............................................................Opening Ceremony and campus tour
5:30 – 7:00 PM ...........................................................Dinner/Announcements
7:00 - 9:00 PM ..........................................................Team Time and Workshop
9:00 - 10:30 PM .........................................................Recreation Center
10:30 - 11:00 PM .......................................................Bus back to hotel and lights out

Saturday, November 14th

7:00 - 8:00 AM .........................................................Breakfast at hotel
8:00 - 10:30 AM .......................................................Bus to campus/Opening Ceremony
10:35 AM - 11:30 PM ................................................ Workshop I
11:35 AM - 12:15 PM ................................................ Workshop II
12:30 - 1:30 PM .........................................................Lunch CUE 202
1:45 - 2:45 PM .........................................................Bookie/College Fair
3:00 - 4:00 PM .........................................................Workshop III
4:00 - 6:15 PM .........................................................To hotel/dress/and return
6:30 - 8:30 PM .........................................................Banquet/Keynote speaker
8:30 - 10:45 PM .......................................................Talent show/social
11:00 - 11:30 PM .....................................................Arrive at hotel and lights out

Sunday, November 15th

8:00 - 9:00 AM .........................................................Breakfast
9:30 - 10:30 AM ......................................................Student Panel/Team Time
10:30 - 11:45 AM .....................................................Closing Ceremony
12:30 - 1:00 PM .......................................................Depart for Pasco
4:30 – 5:00 PM .......................................................Arrive at CHS
<table>
<thead>
<tr>
<th>Study/Executive Sessions</th>
<th>Reports/Discussions/Updates</th>
<th>Action Items</th>
<th>Consent Agenda</th>
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</thead>
<tbody>
<tr>
<td><strong>11/10/2015</strong></td>
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<tr>
<td>Science Resource Center</td>
<td>Curriculum Update</td>
<td>Resolution: 2016 Levy</td>
<td>HR</td>
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<tr>
<td>Visit, Kennewick</td>
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<td>HR</td>
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<tr>
<td>iPAL: internet Pasco</td>
<td>Resolution: Student Travel</td>
<td>HR</td>
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<td>Academy of Learning</td>
<td>Protocols</td>
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<td>Update and online options</td>
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<td>Accept PFTF Report</td>
<td>RN</td>
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<td><strong>11/24/2015</strong></td>
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<td>School Improvement Plans</td>
<td>WSSDA Conference Report</td>
<td>Resolution: 2016 Levy</td>
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<td>Workers' Comp Report</td>
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<td>TPEP Implementation Update</td>
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<td>School Improvement Plans</td>
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<td>board members</td>
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<td>Enterprise Report</td>
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<td>Curriculum Update</td>
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<td><strong>12/22/15</strong></td>
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<td><strong>1/12/16</strong></td>
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<td>Safety, Security and Risk</td>
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<td>Management Update</td>
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