

PROSPECT SCHOOL DISTRICT #59
Executive Session @ 5:00 PM
Regular School Board Meeting @ 6:00 PM
March 12, 2024
Media Center and Virtual <https://soesd.zoom.us/j/6230027590>

1. EXECUTIVE SESSION

1.1 Executive Session – Superintendent Evaluation ORS 192.660 (2) (i)

2. Open Regular Meeting

B. Baker

- 2.1 Call to Order
- 2.2 Pledge of Allegiance
- 2.3 Introduction of Guests
- 2.4 Add items to the Agenda
- 2.5 Good to Great
- 2.6 Teacher Input
- 2.7 Community Input

3. Student Recognition and Presentations

- 3.1 High Five Presentations
- 3.2 Story of a Student(s)
- 3.3 ASB Report
- 3.4 FFA Report

B. Baker
B. Baker
M. Snyder
P. Wolfe

4. Consent Motions

B. Baker

- 4.1 Approve Minutes of the February 13, 2024 Board Meeting
- 4.2 Personnel Action Report

5. Reports and Communications

- 5.1 Superintendent/Elementary Principal Report
- 5.2 MS/HS Principals Report
- 5.3 Financial Report

D. Stone
G. Bryant
S. Eary

6. Old Business

- 6.1 Hazard Trees Update
- 6.2 First Student Update

D. Stone
D. Stone

7. New Business

- 7.1 Stronger Connections Grant & Report (SCG)
- 7.2 Targeted School of Improvement Report (TSI)
- 7.3 Capital Expenditure Approval-(Bleachers & HVAC)
- 7.4 Superintendent Evaluation
- 7.5 Certified Renewals
- 7.6 Principal Renewal
- 7.7 Business Manager Renewal
- 7.8 Executive Assistant Renewal
- 7.9 Superintendent Contract Timeline

D. Stone
D. Stone
D. Stone
B. Baker
D. Stone
D. Stone
D. Stone
D. Stone
B. Baker

8. Upcoming Dates

- 8.1 March 25-28, 2024 Spring Break
- 8.2 April 9, 2024 School Board Meeting

If accommodations are needed for anyone with a handicapping condition who wishes to attend a Board of Education Meeting, please notify the school at 560-3653. *Speakers should limit their remarks to 3-5 minutes.

High Five Certificates

March 12, 2024

Isabelle Garcia: 2nd Grade

Isabelle is always sweet, kind and considerate to her classmates and teachers. Mrs. Bliss

Lizzy Binding: 5th Grade

Lizzy is so kind, welcoming and she has a great personality. She is an incredible artist. During reading aloud she demonstrated incredible expression. At one point during this school year she knew the math concept so well, she taught the class a lesson. Mrs. Capello

Levi Jacoby: 5th Grade

Levi is a very hard worker. He works hard to be the first to get his work done. He also likes to be a little goofy at times, which makes class fun. I am very impressed with his growth in reading! Mrs. Capello

Hailey Wetzel: 6th Grade

Hailey is always smiling, always positive and she always works hard in class. She is a joyful person to have in the classroom. Mrs. Mattos

Clay Witham: 7th Grade

Clay tries to do the right thing all the time and he tries to help those around him to do the right thing as well. I see him counsel other students on why they should do the right thing. Mrs. Mattos

Dawson Sutton: 8th Grade

Dawson has been trying hard to get his work done in class and is eager To participate in classroom discussions. Mrs. Mattos

Coda Williams: 10th Grade

Coda is always right there when I need a hand from an older student. He didn't hesitate to help me carry a very sick student last week and he's a great kid all around. Mrs. Bliss

Aadon Asbill: 11th Grade

Aadon has made amazing progress in English class this year. He works hard in class, is making amazing choices regarding his behavior, and has encouraged other students to do likewise. Mrs. O'Neal

Haley Kimes: 12th Grade

I nominate Haley for her compassion towards fellow teachers and Classmates and her stamina to be an overcomer. She is thriving as a Senior and is working very hard to achieve her dreams. Mrs. Williams

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**Prospect School District
Regular School Board Meeting**

February 13, 2024

Media Center and Zoom

Present:

Board Chair: Bruce Baker
Vice Chair: Joshua Wetzel
Director: Debbie Baker
Director: Virginia Rigel
Director: Ray Williams

Superintendent: Daye Stone
Principal: Greg Bryant
Business Manager: Sheri Eary
Recorder: Liz Steward

1.1 Executive Session: Superintendent Evaluation ORS 192.660 (2) (i)

2.1 Call to Order: The regular Board meeting was called to order by Vice Chair Joshua Wetzel at 6:02 P.M.

2.2 Pledge of Allegiance: Those present stood and participated in the Pledge of Allegiance.

2.3 Introduction of Guests: Holly Gordon, Mickey Jr, Cindy and Mickey Ryan Sr., Jamie Jacoby, Kasey Harmon, Barry Taylor, Payton Wolfe, Bailee Lehman, Abi Hansen, Chris, Khristen and Nataley Andresen.

2.4 Additional Items to the Agenda: Director Ray Williams made a motion to pull the Fall Sports Coaches off of the Personnel Action Report for this month. Director Debbie Baker seconded the motion and all directors voted yes. Motion carried.

2.5 Good to Great: Each of the Board Directors and Administration staff shared a good to great item.

2.6 Teacher Input: There was no input from the teaching staff.

2.7 Community Input: There was no community input.

3.1 High Five Presentations: High Five Presentations were presented to: Easton Troxel, Ayden Ryan, Blake Jacoby and Edan Harmon-Taylor.

3.2 Story of a Student: Senior Nataley Andresen was our Story of a Student presenter. Nataley is one of nine Pear Blossom Princesses this year, being encouraged to apply by Ms. Yakopatz. All of the girls competing are very nice. Nataley had to learn a dance that she will be performing on stage with the other princesses. The girls are raising money for the Maslow Project and Hearts with a Mission as one of the duties of being a participant in the Pear Blossom. The pageant this year will be on March 23rd in Medford. The Pear Blossom Parade will be on April 13th. Nataley plans to be a nurse when she completes college. Nataley will be earning a scholarship towards her college career when she completes the competition.

3.3 ASB Report: Student Abi Hansen reported that Leadership is working on raising money for Prom which will be at the Eagle Point Golf Course on Friday, April 26th. The Sadie Hawkins dance was held on February 10th and was a huge success.

3.4 FFA Report: President Bailey Lehman reported that FFA had a successful can drive last month with a great turnout from the community. Several of the FFA members went to Hidden Valley High School for 2 days for District convention which was very successful. There is a fundraiser on February 24th for a Spaghetti Feed to raise money for the FFA State Convention.

4.0 Consent Motions: There were a few grammatical errors in the minutes which have been fixed prior to the meeting. Director Williams made the motion to approve the motion as amended and the Personnel Action Report. Mrs. Sheri Eary pointed out that we are not addressing the Fall coaches at this time. Director Debbie Baker seconded the motion. All Directors voted yes, motion passed.

5.1 Superintendent/Elementary Principal Report: Sheri has been putting together the soft money budgets as we are preparing for the budget for next school year. This will be for travel, athletics, custodial, maintenance, etc. These soft budgets are to be more itemized than what we did last year. Superintendent Stone has been in contact with Andrew at First Student and is getting the attention of the district manager as well. Superintendent Stone is planning to meet with them and perhaps sign a one year contract for this next year, and possibly go to bid in a year with Central Point and Phoenix-Talent School Districts together with a different bussing company if things with First Student do not improve. Superintendent Stone will come back to the Board with more information before making any steps with First Student.

Career Fair yesterday was amazing. Several vendors were there, and in the afternoon 15 community members also visited to see the different career booths and to hopefully take advantage of those opportunities. Superintendent Stone is going to be meeting with Morris Foundation to give an update about the pole barn. The Siesmic project had to be kicked out a little bit time wise. We are hoping it should be starting in April.

Superintendent Stone is trying to reach Pressure Point Roofing to see if they will fix the snow bar and the set up they made. We have a current bid of \$15,000. to fix what Pressure Point did not do correctly the first time and to anchor the snow bar with wires. We might be bound to the letter of the contract. Superintendent Stone has made calls to Pressure Point, but has not heard back.

We are waiting to hear from the Federal government through the TSI/CSI program. Some of the areas that we need to improve is attendance, chronic attenders, math, reading and looking at our graduation rates.

Superintendent Stone got a bid for new bleachers from Northwest Bleachers for the big Gym, both upstairs and downstairs. The bid is between \$40,000-\$45,000. We will see how the budget goes this year for this project.

5.2 MS/HS Principal's Report: Principal Greg Bryant handed out the "A-Team" flyer. Gear Up and the Success Center is working at helping encourage good attendance with their slogan, "Attendance Matters". Some of the ideas are incentives such as drawings for prizes that will be drawn at the end of the year assembly. This incentive is already making a positive difference. Other things are also being done like morning calls home to see why the students are not in school, Administrators performing home visits and tracking students that have been reported as moved out of the area, and making sure they did not drop out of school altogether. Data is being collected and used for chronic absenteeism, and what the factors and barriers that are adding to the poor attendance such as bullying, social issues,

etc. The staff is meeting the last week of each month to work on the data tracking. They are already seeing improvement in the elementary and middle school students. Attendance is still a struggle for high school students. Principal Bryant answered questions the Board had.

5.3 Financial Report: Mrs. Eary presented the financial report. Since January nothing significant to report. Our revenues are hanging in there. There are still property taxes straggling in. The general fund expenditures are still about the same. The final review from ODE of 2022-2023 and the audit are officially complete. There is a possibility of the incentive fund for PERS by 2025 that will open up for an application period. We are still looking for 2 more budget committee volunteers, however, we do have a quorum now if no one else volunteers. Director Williams had a few questions, and Mrs. Eary answered those questions.

6.1 Second Reading of Policy EFA: Director Williams made a motion to approve Policy EFA, and Director Virginia Rigel seconded the motion. All five directors agreed and motion passed.

6.2 Literacy Grant Motion: The Board of Directors were presented the Early Literacy Grant application and report at last month's meeting. The Board is accepting the plan for the Literacy Grant. This was an open meeting that allowed for public comment. Director Debbie Baker moved to accept the Literacy Grant Application and Director Williams seconded the motion. All 5 directors voted yes, motion passed.

7.1 Hazard Trees: Tommy from Marble Mountain Logging met with Superintendent Stone. They walked around the campus and along the fence lines. The work would include a 25' path around the fence line for a fire break with a Cat. He also looked at all the trees and pointed out the hazard trees and the condition of the trees such as healthy trees, limbs that were dead and or dangerous and what he recommended. His boss Nick will come as well as Tommy and they would have a lift to limb trees. They would also help us with the good logs that are marketable. Superintendent Stone is concerned about push back from the community if we are cutting down trees. Vice Chair Wetzel suggested that we send out a notice of what we are doing to the community so they are aware of the danger of the trees and that we need to address that. The trees do need to be checked annually for any problems or changes from the previous year.

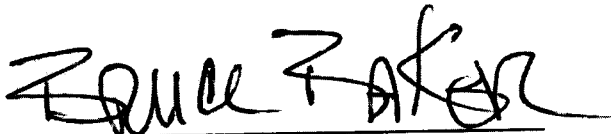
7.2 School Calendar 2024-2025: The school staff took a look at two different proposals for next year's school calendar. Option one was to start after Labor Day, option two was to start the end of August. The staff chose option two by 97%. Director Williams proposed we adopt option two calendar. Director Debbie Baker seconded the motion. All five directors agreed and motion carried.


7.3 Fund Resolution: Mrs. Eary presented the fund resolution. When the budget was put together, we did not know about the upcoming Early Literacy Grant. This allows us for a small amount for items that we might need to pay for before the end of June. Director Williams made the motion to approve the fund resolution and Director Rigel seconded the motion. All five directors voted yes, and motion carried.

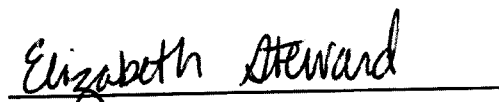
7.4 SOESD-Local Service Plan: Superintendent Stone said this service plan is status quo of what we currently have on the books. There will be some readjustments, and it varies each year. There are some fixed rates. It is based on a basic service plan, and then ESD looks at the actuals on how often we have technicians here. This past year we are not having technicians up as often as in the past. They are able to help us remotely which is a significant savings for the District. Director Williams made a motion to approve the service plan and Vice Chair Wetzel seconded the motion. All five Directors agreed and motion carried.

7.5 Bus Contract Introduction: Superintendent Stone wants to meet with First Student and if our requests and needs are agreed to, he wants to sign a one year contract for this next year. Other busing companies were discussed. Superintendent Stone will be meeting with Andrew at First Student within the next 30 days.

Meeting adjourned at 7: 35.


Board Chair


Superintendent


Recorder

<u>Personnel Action Report & Extra Duty Contracts as of 3/7/2024</u>			
<u>Name</u>	<u>Action</u>	<u>Assignment</u>	<u>FTE</u>
<u>Extra Duty Contracts</u>			
Jesse Little	Hire	Middle School Head Track Coach	
Harmony Linson	Resignation	Middle School Assistant Track Coach 23-24	
Kirsten White	Hire	High School Head Softball Coach	
Joby Sandoval	Hire	High School Assistant Softball Coach	
Baley Maletic	Resignation	High School Head Volleyball Coach	
Megan Snyder	Resignation	Concessions 24-25	
Shawn Myers	Rehire	High School Head Football Coach 24-25	
Zyler Maletic	Rehire	High School Assistant Football Coach 24-25	
McKenzie Thompson	Rehire	High School Assistant Volleyball Coach 24-25	
Keith Howard	Rehire	Middle School Head Football Coach 24-25	
Amanda Wetzel	Rehire	Middle School Head Volleyball Coach 24-25	
Harmony Linson	Rehire	Middle School Assistant Volleyball Coach 24-25	
Jessica Scriven	Rehire	Cheer Coach 24-25	

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Keith Howard	Rehire	Middle School Head Football Coach 24-25	
Amanda Wetzel	Rehire	Middle School Head Volleyball Coach 24-25	
Harmony Linson	Rehire	Middle School Assistant Volleyball Coach 24-25	
Jessica Scriven	Rehire	Cheer Coach 24-25	

MONTHLY FINANCIAL REPORT

2/29/24

	Prior Year	Current Year	% Increase	Increase/ (Decrease)
Student Enrollment	233	221	-5%	-12
Balance in General Fund	\$ 2,638,381	\$ 2,852,055	7%	\$213,673
Balance in Other Funds	\$ 193,412	\$ 279,984	31%	\$86,573
Balance in Student Body Funds	\$ 60,472	\$ 78,949	23%	\$18,477

GENERAL FUND REVENUES

	Budget	Month to Date	Year to Date	% Received	Balance of Budget
Local & Intermediate	\$ 722,500.00	\$ 19,749.81	\$ 734,338.74	102%	\$ (11,838.74)
State	\$ 3,297,000.00	\$ 290,692.80	\$ 2,508,816.33	76%	\$ 788,183.67
Federal	\$ 2,500.00			0%	\$ 2,500.00
Transfers	\$ 78,000.00			0%	\$ 78,000.00
Beginning Balance	\$ 2,000,000.00		\$ 2,012,931.53	101%	\$ (12,931.53)
Totals	\$ 6,100,000.00	\$ 310,442.61	\$ 5,256,086.60	86%	\$ 843,913.40
Same Month Last Year	\$ 5,325,000.00	\$ 286,067.70	\$ 4,845,476.75	91%	\$ 479,523.25

GENERAL FUND EXPENDITURES - BY FUNCTION

	Budget	Month to Date	Year to Date	% Spent	Balance of Budget
Instruction	\$ 2,393,510.00	\$ 198,038.96	\$ 1,251,510.39	52%	\$ 1,141,999.61
Support Services	\$ 1,987,330.00	\$ 127,060.93	\$ 1,152,521.48	58%	\$ 834,808.52
Facilities Acquisition	\$ 100,000.00			0%	\$ 100,000.00
Transfers to Other Funds	\$ 238,000.00			0%	\$ 238,000.00
Contingency	\$ 381,160.00			0%	\$ 381,160.00
Unappropriated	\$ 1,000,000.00			0%	\$ 1,000,000.00
	\$ 6,100,000.00	\$ 325,099.89	\$ 2,404,031.87	39%	\$ 3,695,968.13
Same Month Last Year	\$ 5,325,000.00	\$ 297,704.94	\$ 2,207,119.05	41%	\$ 3,117,880.95

GENERAL FUND EXPENDITURES - BY CLASSIFICATION

	Budget	Month to Date	Year to Date	% Spent	Balance of Budget
Salaries	\$ 1,797,875.00	\$ 156,412.67	\$ 1,065,684.36	59%	\$ 732,190.64
Benefits	\$ 1,199,775.00	\$ 90,593.61	\$ 648,040.13	54%	\$ 551,734.87
Purchased Services	\$ 925,585.00	\$ 63,908.68	\$ 419,845.31	45%	\$ 505,739.69
Supplies	\$ 295,755.00	\$ 13,900.38	\$ 165,522.57	56%	\$ 130,232.43
Capital Outlay	\$ 170,000.00	\$ -	\$ 23,176.84	14%	\$ 146,823.16
Dues & Fees	\$ 91,850.00	\$ 284.55	\$ 81,762.66	89%	\$ 10,087.34
Transfers/Reserves	\$ 1,619,160.00		\$ -	0%	\$ 1,619,160.00
	\$ 6,100,000.00	\$ 325,099.89	\$ 2,404,031.87	39%	\$ 3,695,968.13
Same Month Last Year	\$ 5,325,000.00	\$ 297,704.94	\$ 2,207,119.05	41%	\$ 3,117,880.95

PROSPECT SCHOOL DISTRICT 59

Disbursement Detail Listing

Bank Name: UMPQUA BANK

Date Range: 02/01/2024 - 02/29/2024

Sort By: Vendor

Fiscal Year: 2023-2024

Voucher Range:

Dollar Limit: \$0.00

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
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Bank Name: UMPQUA BANK

16566	02/07/2024	1243	Act Finance	1312919	100.2640.0390.590.000.000	Paraprofessional Workkeys Assessments	\$39.00
16567	02/07/2024	1243	All Sports Uniforms	26519	100.1122.0460.591.230.000	MS Football Uniforms (20)	\$39.00
NCB	02/08/2024	1245	Amanda Wetzel	V685199	100.2552.0332.591.230.000	Mileage MSGBB Butte Falls 1 / 31	\$2,000.00
NCB	02/08/2024	1245	Amanda Wetzel	V685199	100.2552.0332.591.230.000	Mileage MSGBB Rogue River 2 / 5	\$42.88
NCB	02/08/2024	1245	Amanda Wetzel	V839092	100.2552.0332.591.230.000	Mileage MSGBB Cave Junction 1 / 24	\$85.76
16568	02/07/2024	1243	Amazon Capital Services	116R-N6RT-4CV6	100.2222.0460.591.000.000	Trapezoid tables	\$126.63
16568	02/07/2024	1243	Amazon Capital Services	11RQ-1R44-16MH	100.2542.0410.591.000.000	Airwick fresheners	\$255.27
16568	02/07/2024	1243	Amazon Capital Services	11RQ-1R44-16MH	100.2542.0410.591.000.000	Hand Warmers	\$1,470.69
16568	02/07/2024	1243	Amazon Capital Services	11RQ-1R44-16MH	100.2542.0410.591.000.000	Febreeze	\$5.97
16568	02/07/2024	1243	Amazon Capital Services	11RQ-1R44-16MH	100.2542.0410.591.000.000	Toilet brush	\$32.99
16568	02/07/2024	1243	Amazon Capital Services	11RQ-1R44-16MH	100.2542.0410.591.000.000	Swiffers	\$10.65
16568	02/07/2024	1243	Amazon Capital Services	19XD-NQV6-6D7X	242.1272.0410.591.000.000	Lego Mindstorms Ev3	\$36.90
16568	02/07/2024	1243	Amazon Capital Services	19XD-NQV6-6D7X	242.1272.0410.591.000.000	Makerbot sketch filament blue	\$43.32
16568	02/07/2024	1243	Amazon Capital Services	19XD-NQV6-6D7X	242.1272.0410.591.000.000	Makerbot sketch filament green	\$54.69
16568	02/07/2024	1243	Amazon Capital Services	1DJJ-CRM1-64P7	100.1121.0410.591.100.000	X-acto pencil sharpener	\$178.24
16568	02/07/2024	1243	Amazon Capital Services	1HTT-9Y7D-LLRY	100.2222.0460.591.000.000	Rocker Chairs (6 Pack)	\$26.17
16568	02/07/2024	1243	Amazon Capital Services	1KM7-1WCV-6HCR	217.2120.0410.591.000.000	100pk Kraft Bags - Career Expo	\$239.94
							\$26.99

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Fiscal Year: 2023-2024

Voucher Range:

Dollar Limit: \$0.00

☒ Print Employee

Vendor Names

☒ Exclude Voids

Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

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16568	02/07/2024	1243	Amazon Capital Services	1KM7-1WCV-6HCR	217.2120.0410.591.000.000	100pk Flashlight Keychains - Career Expo	\$123.74
16568	02/07/2024	1243	Amazon Capital Services	1KM7-1WCV-6HCR	217.2120.0410.591.000.000	TV Wall Mounts - Media Streaming	\$87.96
16568	02/07/2024	1243	Amazon Capital Services	1KM7-1WCV-6HCR	217.2120.0460.591.000.000	Pi4 Raspberry Kit w/Media Player	\$439.56
16568	02/07/2024	1243	Amazon Capital Services	1XPM-FH9C-3M1Q	100.1121.0410.591.050.000	crochet hooks, jute, t-pins, knitting needles	\$178.91
16568	02/07/2024	1243	Amazon Capital Services	1XPM-FH9C-3M1Q	100.1121.0410.591.050.000	Embroidery hoops, needles, thread	\$60.95
16568	02/07/2024	1243	Amazon Capital Services	1XPM-FH9C-3M1Q	100.1121.0410.591.050.000	Scissor packs	\$38.76
16568	02/07/2024	1243	Amazon Capital Services	1XPM-FH9C-3M1Q	100.1121.0410.591.050.000	Yarn	\$32.99
16568	02/07/2024	1243	Amazon Capital Services	1XPM-FH9C-3M1Q	100.1121.0410.591.050.000	Foam boards	\$30.53
16568	02/07/2024	1243	Amazon Capital Services	1XPM-FH9C-3M1Q	100.1121.0410.591.050.000	SD cards	\$34.98
16568	02/07/2024	1243	Amazon Capital Services	1XPM-FH9C-3M1Q	100.1121.0410.591.050.000	Card reader	\$9.99
16568	02/07/2024	1243	Amazon Capital Services	1XPM-FH9C-3M1Q	100.1121.0460.591.050.000	tripods ring light	\$59.98
16568	02/07/2024	1243	Amazon Capital Services	1XPM-FH9C-3M1Q	100.1121.0460.591.050.000	video cameras	\$183.05
16568	02/07/2024	1243	Amazon Capital Services	1XPM-FH9C-3M1Q	100.1121.0460.591.050.000	protection plan for video cameras	\$17.98
Check Total:							\$3,541.93
16601	02/28/2024	1263	Amazon Capital Services	1HLW-HMTW-N4JG	217.2120.0410.591.000.000	Highlighters, pencils, gel pens, pencils	\$513.44
16601	02/28/2024	1263	Amazon Capital Services	1HLW-HMTW-N4JG	217.2120.0410.591.000.000	Wireless earbuds	\$199.45
16601	02/28/2024	1263	Amazon Capital Services	1HLW-HMTW-N4JG	217.2120.0410.591.000.000	Phone chargers	\$96.37
16601	02/28/2024	1263	Amazon Capital Services	1HLW-HMTW-N4JG	217.2120.0410.591.000.000	Lanyards	\$133.80
16601	02/28/2024	1263	Amazon Capital Services	1HLW-HMTW-N4JG	217.2120.0410.591.000.000	Backpacks	\$1,035.15
16601	02/28/2024	1263	Amazon Capital Services	1JMC-HPRV-MNWM	100.1131.0420.591.110.000	Magruder's American Gov't Teacher Edition	\$16.93
16601	02/28/2024	1263	Amazon Capital Services	1LJY-YVRN-NHV9	100.1131.0420.591.100.000	HS ELA - Unbroken	\$272.48
16601	02/28/2024	1263	Amazon Capital Services	1LJY-YVRN-NHV9	100.1131.0420.591.100.000	HS ELA - Outliers	\$11.90

PROSPECT SCHOOL DISTRICT 59

Disbursement Detail Listing

Bank Name: UMPQUA BANK

Date Range: 02/01/2024 - 02/29/2024

Sort By: Vendor

Fiscal Year: 2023-2024

Voucher Range:

-

Dollar Limit: \$0.00

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
16601	02/28/2024	1263	Amazon Capital Services	1LJY-YVRN-NHV9	100.1131.0420.591.100.000	HS ELA - No Ordinary Time	\$13.39
16601	02/28/2024	1263	Amazon Capital Services	1VFH-KCKN-1KQ7	217.2120.0410.591.000.000	Spiral Notebooks - Attendance & Student	\$239.00
16601	02/28/2024	1263	Amazon Capital Services	1Y1J-6T4M-N7N3	100.1131.0410.591.200.000	Sports Knee wrap	\$45.80
16601	02/28/2024	1263	Amazon Capital Services	1Y1J-6T4M-N7N3	100.1131.0410.591.200.000	Weightlifting belt	\$23.99
16601	02/28/2024	1263	Amazon Capital Services	1Y1J-6T4M-N7N3	100.1131.0410.591.200.000	Weightlifting belt	\$23.99
16601	02/28/2024	1263	Amazon Capital Services	1Y1J-6T4M-N7N3	100.1131.0410.591.200.000	Gym chalk bucket	\$23.99
16601	02/28/2024	1263	Amazon Capital Services	1Y1J-6T4M-N7N3	100.1131.0460.591.200.000	Rep Plyo Boxes	\$554.99
Check Total:							\$3,204.67
16602	02/28/2024	1263	BioMED Testing Services	104482	100.2640.0390.590.000.000	Criminal Background checks	\$116.00
Check Total:							\$116.00
16603	02/28/2024	1263	Bug R Us	V236126	100.1121.0640.591.120.000	Bug sR Us Presentation 2 / 21	\$100.00
Check Total:							\$100.00
16569	02/07/2024	1243	Canon Financial Services	31907183	100.2410.0324.591.000.000	Canon - monthly lease	\$320.77
16569	02/07/2024	1243	Canon Financial Services	31907183	100.2410.0324.591.000.000	Canon copies	\$178.79
Check Total:							\$499.56
16604	02/28/2024	1263	Canon Financial Services	32075076	100.2410.0324.591.000.000	Monthly lease	\$320.77
16604	02/28/2024	1263	Canon Financial Services	32075076	100.2410.0324.591.000.000	Meter usage	\$115.72
16604	02/28/2024	1263	Canon Financial Services	V587531	100.2520.0324.590.000.000	Canon Printer Image Class X LBP	\$11.14
16604	02/28/2024	1263	Canon Financial Services	V587531	100.2520.0410.590.000.000	Meter Usage	\$30.49
Check Total:							\$478.12
NCB	02/05/2024	1268	Canva.com	V58720	217.2120.0410.591.000.000	Custom Magnets	\$172.00
NCB	02/08/2024	1245	Carroll Newcomb	V358103	100.1121.0410.591.580.000	Culinary supplies	\$75.06
NCB	02/08/2024	1245	Carroll Newcomb	V358103	100.1131.0410.591.580.000	Culinary supplies	\$75.06
Check Total:							\$322.12
16584	02/12/2024	1246	Casa Amiga Restaurant	021224_Career Fair	217.2120.0410.591.000.000	Catered Lunch for Career Expo	\$750.00
Check Total:							\$750.00

PROSPECT SCHOOL DISTRICT 59

Disbursement Detail Listing

Bank Name: UMPQUA BANK

Date Range: 02/01/2024 - 02/29/2024

Sort By: Vendor

Voucher Range:

Dollar Limit: \$0.00

Fiscal Year: 2023-2024

☒ Print Employee

Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
NCB	02/21/2024	1272	Cascade Athletic Supply Co.	V486655	100.1132.0410.591.230.000	Bball pins, bars & P letters	\$75.00
16570	02/07/2024	1243	Cascade Athletic Supply Co.	275685	100.1132.0460.591.230.000	Basketballs & Carriers with Bottles	\$75.00
16605	02/28/2024	1263	Cascade Athletic Supply Co.	275136	100.1132.0410.591.230.000	HSGBB Wilson Basketballs	\$319.80
NCB	02/21/2024	1272	Crater Rock Museum	507263	100.1121.0640.591.120.000	6th & 7th Grade Tour Balance 2/15	\$72.00
NCB	02/27/2024	1264	Daye Stone	V295674	100.2320.0342.590.000.000	Mileage & Meals - Bonds & Ballots Conference 2/16	\$331.52
NCB	02/08/2024	1245	Daye Stone	V880472	100.2320.0342.590.000.000	Mileage Superintendent Mtg 1/22	\$62.98
NCB	02/08/2024	1245	Daye Stone	V880472	100.2320.0342.590.000.000	Mileage Medford SD Strategic Planning 1/23	\$62.98
NCB	02/08/2024	1245	Daye Stone	V880472	100.2320.0342.590.000.000	Mileage Gleneden Supt. Academy & Cosa	\$369.84
NCB	02/08/2024	1245	Daye Stone	V880472	100.2320.0342.590.000.000	Meals Cosa Winter Conference 1/24 - 1/26	\$78.00
NCB	02/05/2024	1268	Discount School Supply	W1354514	217.2120.0460.591.000.000	Dual Surface Paper Rolls (5 colors)	\$684.25
16571	02/07/2024	1243	Don's Lock	807240	100.2542.0322.591.000.000	Labor/modification/travel	\$1,661.57
16571	02/07/2024	1243	Don's Lock	807240	100.2542.0460.591.000.000	Striker plate door acuator	\$297.00
NCB	02/15/2024	1269	Elan Financial Services	V418331	100.1121.0640.591.120.000	Crater Rock Museum	\$482.00
NCB	02/05/2024	1268	Elan Financial Services	V804411	100.1121.0410.591.580.000	Culinary - WalMart 1/16	\$779.00
NCB	02/05/2024	1268	Elan Financial Services	V804411	100.1131.0410.591.580.000	Culinary - WalMart 1/23	\$40.00
NCB	02/05/2024	1268	Elan Financial Services	V804411	100.1131.0410.591.580.000	Culinary - WalMart 1/2	\$238.61
NCB	02/05/2024	1268	Elan Financial Services	V804411	100.1131.0410.591.580.000	Culinary - WalMart 1/2	\$202.93
NCB	02/05/2024	1268	Elan Financial Services	V804411	100.1131.0410.591.580.000	Culinary - WalMart 1/2	\$173.46

PROSPECT SCHOOL DISTRICT 59

Disbursement Detail Listing

Fiscal Year: 2023-2024

Bank Name: UMPQUA BANK

Date Range: 02/01/2024 - 02/29/2024

Sort By: Vendor

Voucher Range: -

Dollar Limit: \$0.00

☒ Print Employee

Vendor Names

☒ Exclude Voids

Checks

☐ Exclude Manual

Checks

☒ Include Non Check

Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
NCB 02/05/2024	1268	Elan Financial Services	V804411	100.1131.0410.591.580.000	Culinary – WalMart 1/11		\$18.07
NCB 02/05/2024	1268	Elan Financial Services	V804411	100.1131.0410.591.580.000	Culinary – WalMart 1/12		\$34.43
NCB 02/15/2024	1269	Elan Financial Services	V819740	100.1121.0410.591.580.000	Culinary – Safeway 2/2		\$71.48
NCB 02/15/2024	1269	Elan Financial Services	V819740	100.1131.0410.591.580.000	Culinary – Safeway 2/2		\$71.48
Check Total:							\$850.46
16606 02/28/2024	1263	Employment Relations Board	ACC01749	100.2310.0384.590.000.000	IBB Training		\$1,250.00
Check Total:							\$1,250.00
NCB 02/14/2024	1256	Employment Tax	L0002628992	100.2529.0232.590.000.000	Unemployment Charges Q4 2023		\$1,198.35
NCB 02/05/2024	1268	Everything Branded	EB092298	217.2120.0410.591.000.000	Custom Snak-a-lope bags		\$435.70
Check Total:							\$1,634.05
16572 02/07/2024	1243	Express Excavation, LLC	1244	100.1131.0410.591.550.000	31.06 Tons 3/4 Minus – Storage Structure		\$600.00
Check Total:							\$600.00
16573 02/07/2024	1243	Ferrellgas	5008301650	100.2544.0326.590.000.000	Propane – kitchen		\$2,009.81
16573 02/07/2024	1243	Ferrellgas	5008301650	100.2544.0326.590.000.000	Propane – gym		\$640.12
16573 02/07/2024	1243	Ferrellgas	5008301650	100.2544.0326.590.000.000	Propane – greenhouse		\$1,254.19
16573 02/07/2024	1243	Ferrellgas	5008301650	100.2544.0326.590.000.000	Propane – music room		\$503.46
Check Total:							\$4,407.58
16596 02/20/2024	1260	Garrett Hemann Robertson P.C.	390246	100.2310.0382.590.000.000	Legal fees		\$82.50
Check Total:							\$82.50
16607 02/28/2024	1263	George S Myers	PDFB3124	100.1132.0342.591.230.000	Meals Nike Coach Clinic Portland 3/1 – 3/3		\$123.00
16607 02/28/2024	1263	George S Myers	PDFB3124	100.1132.0342.591.230.000	Mileage Nike Coach Clinic Portland 3/1 – 3/3		\$385.92
Check Total:							\$508.92
NCB 02/20/2024	1262	Grand Hotel in Salem	640145	100.2320.0342.590.000.000	Lodging Bonds & Ballots Conference Stone		\$179.52
NCB 02/21/2024	1272	Grand Hotel in Salem	640795	100.2520.0342.590.000.000	Lodging Bonds & Ballots Salem – Eary		\$179.52

PROSPECT SCHOOL DISTRICT 59

Disbursement Detail Listing

Bank Name: UMPQUA BANK

Date Range: 02/01/2024 - 02/29/2024

Sort By: Vendor

Fiscal Year: 2023-2024

Voucher Range:

Dollar Limit: \$0.00

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
NCB	02/05/2024	1268	Grand Sierra Resort	CO9U29SX	Balance	Lodging Balance Coaching Clinic 1/25-1/28	\$370.99
16574	02/07/2024	1243	HCC Construction, LLC	0566	100.2542.0322.591.000.000	Ceiling tile removal for water damage	Check Total: \$730.03 \$425.00
16597	02/20/2024	1260	HCC Construction, LLC	0567	100.2542.0322.591.000.000	Painting/labor for ceiling tiles	Check Total: \$425.00 \$415.00
NCB	02/14/2024	1257	Herff Jones, INC	7002996	244.3300.0410.590.000.000	Cap & Gown - MKV	Check Total: \$415.00 \$57.00
16575	02/07/2024	1243	Herff Jones, INC	1201565	100.2410.0355.591.000.000	Diploma w/ names	Check Total: \$57.00 \$23.86
16598	02/20/2024	1260	Herff Jones, INC	1203130	100.2410.0355.591.000.000	Diploma Covers (2)	Check Total: \$23.86 \$43.40
16576	02/07/2024	1243	Hunter Communications	532497	100.2660.0351.591.000.000	Telephone	Check Total: \$43.40 \$275.36
16576	02/07/2024	1243	Hunter Communications	532497	100.2660.0359.591.000.000	Internet	Check Total: \$275.36 \$440.00
16608	02/28/2024	1263	JAMF	367534	100.2660.0470.591.000.000	Jamf Education Enhanced	Check Total: \$440.00 \$715.36
NCB	02/29/2024	1267	Keith Howard	PDFB030124	100.1132.0342.591.230.000	Meals Nike Coach Clinic Portland 3/1 - 3/3	Check Total: \$715.36 \$900.00
16599	02/20/2024	1260	LehmanLectric	1237	100.2542.0322.591.000.000	Big Gym Fuse	Check Total: \$900.00 \$123.00
16599	02/20/2024	1260	LehmanLectric	1281	100.2542.0322.591.000.000	TV power install	Check Total: \$123.00 \$285.00
16599	02/20/2024	1260	LehmanLectric	1281	100.2542.0322.591.000.000	Additioanl Shot Clock Electrical	Check Total: \$285.00 \$380.00
16577	02/07/2024	1243	Linn Benton Lincoln ESD	23240159	100.1250.0390.591.320.000	Power School	Check Total: \$380.00 \$285.00
16577	02/07/2024	1243	Linn Benton Lincoln ESD	23240159	100.2410.0380.591.000.000	Apptegy	Check Total: \$285.00 \$1,014.40
16577	02/07/2024	1243	Linn Benton Lincoln ESD	23240159	100.2410.0386.591.000.000	Power School 504	Check Total: \$1,014.40 \$1,100.00
							\$250.00

PROSPECT SCHOOL DISTRICT 59

Disbursement Detail Listing

Bank Name: UMPQUA BANK

Date Range: 02/01/2024 - 02/29/2024

Sort By: Vendor

Fiscal Year: 2023-2024

Voucher Range: -

Dollar Limit: \$0.00

☒ Print Employee

Vendor Names Invoice

☒ Exclude Voids

Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
16577	02/07/2024	1243	Linn Benton Lincoln ESD	23240159	100.2410.0386.591.000.000	Prospect Student dashboard	\$1,100.00
16577	02/07/2024	1243	Linn Benton Lincoln ESD	23240159	100.2410.0386.591.000.000	Synergy SIS system	\$17,370.00
16577	02/07/2024	1243	Linn Benton Lincoln ESD	23240159	100.2660.0390.590.000.000	Clever	\$1,100.00
16577	02/07/2024	1243	Linn Benton Lincoln ESD	23240159	100.2660.0390.590.000.000	Erate	\$2,500.00
16578	02/07/2024	1243	Little Butte Donuts	V966182	217.2120.0410.591.000.000	Donuts - Career Expo	\$24,434.40
NCB	02/08/2024	1245	Liz Steward	V107448	100.2552.0342.591.000.000	Mileage Mini Bus to First Student & Athletic Lunches	\$108.00
NCB	02/08/2024	1245	Liz Steward	V107448	100.2552.0342.591.000.000	Mileage Drop off Mini Bus @ Brothers RV 2/5	\$59.63
16579	02/07/2024	1243	Lowe's	985269-MIAQAJ	100.2542.0460.591.000.000	Rhino Acoustic Panels - Counseling Office	\$52.93
16579	02/07/2024	1243	Lowe's	991367-MHDDQE	100.1131.0410.591.550.000	Fender washers	\$112.56
NCB	02/05/2024	1268	Napa Auto Parts	689999	100.2552.0410.591.000.000	Fluids & Wipers for Buses	\$535.44
NCB	02/05/2024	1268	Napa Auto Parts	689999	100.2552.0460.591.000.000	Shoemaker 40amp/225 Heavy Duty battery charger	\$190.77
NCB	02/21/2024	1272	Nike Coach of the Year Clinics	1445-3288	100.1132.0342.591.230.000	Nike Coaches Clinic Portland 3/1 - 3/3	\$241.99
NCB	02/27/2024	1264	Norma Miller	V376694	201.3100.0415.590.000.000	Non Food	\$400.00
NCB	02/27/2024	1264	Norma Miller	V376694	201.3100.0450.590.000.000	Food	\$27.14
16580	02/07/2024	1243	Pacific Power	V453126	100.2544.0325.590.000.000	160 Mill Creek	\$185.88
16580	02/07/2024	1243	Pacific Power	V514602	100.2544.0325.590.000.000	280 Mill Creek	\$1,045.78
16580	02/07/2024	1243	Pacific Power	V824270	100.2544.0325.590.000.000	340 Mill Creek	\$3,856.00
NCB	02/05/2024	1268	Prospect Store & Gas	V669445	100.2542.0410.591.000.000	Cases of Water - Gym	\$403.57
Check Total:							\$1,020.43
Check Total:							\$5,280.00
Check Total:							\$83.12
Check Total:							\$83.12

PROSPECT SCHOOL DISTRICT 59

Disbursement Detail Listing

Bank Name: UMPQUA BANK

Date Range: 02/01/2024 - 02/29/2024

Sort By: Vendor

Fiscal Year: 2023-2024

Voucher Range: -

Dollar Limit: \$0.00

☒ Print Employee Vendor Names

☒ Exclude Voids Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
16600	02/20/2024	1260	Prospect Store & Gas	815009	100.2542.0410.591.000.000	pvc	\$2.82
16600	02/20/2024	1260	Prospect Store & Gas	815010	100.2543.0410.591.000.000	ponchos	\$10.27
16600	02/20/2024	1260	Prospect Store & Gas	845983	100.2543.0410.591.000.000	Diesel (5.5 gal)	\$24.99
16600	02/20/2024	1260	Prospect Store & Gas	845986	100.2543.0410.591.000.000	Gas (4 gal.)	\$16.34
16600	02/20/2024	1260	Prospect Store & Gas	845994	100.2543.0410.591.000.000	Diesel Tractor (5 gal)	\$23.44
16600	02/20/2024	1260	Prospect Store & Gas	845998	100.2542.0410.591.000.000	Gas (10 gal)	\$40.01
Check Total:							\$117.87
NCB	02/08/2024	1247	Purchase Power	V183544	100.2410.0353.591.000.000	Postage	\$100.00
NCB	02/08/2024	1247	Purchase Power	V183544	100.2520.0353.590.000.000	Postage machine	\$62.97
Check Total:							\$162.97
16609	02/28/2024	1263	Ron Lacy Trucking LLC	810680	100.2543.0410.591.000.000	25yds 3/4 minus gravel	\$670.00
Check Total:							\$670.00
NCB	02/27/2024	1264	Sandra Walker	V919750	100.2320.0342.590.000.000	Mileage to pick up Board	\$58.96
Check Total:							\$58.96
16615	02/29/2024	1270	Scholastic Book Fairs	9818092405237223	242.1272.0410.591.000.000	K-5 Student Book Purchases	\$1,500.00
Check Total:							\$1,500.00
16610	02/28/2024	1263	Securitas Technology Corporaton	6003917354	100.2544.0390.590.000.000	Alarm Monitoring Business & Tech Buildings 3/24	\$37.00
Check Total:							\$37.00
NCB	02/27/2024	1264	Sheri Eary	V497382	100.2520.0342.590.000.000	Mileage & Meals Bonds & Ballots Workshop Salem	\$326.83
Check Total:							\$326.83
NCB	02/15/2024	1269	Sherms Food 4 Less	V730587	100.1132.0410.591.230.000	Sack Lunch N. Lake Game	\$82.24
Check Total:							\$82.24
16581	02/07/2024	1243	Sherms Food 4 Less	156802	100.1132.0410.591.230.000	North Lake lunches	\$188.20
16581	02/07/2024	1243	Sherms Food 4 Less	156993	100.2410.0410.591.000.000	Food for finals	\$335.60
Check Total:							\$409.07
16582	02/07/2024	1243	SOESD	1604	100.1111.0410.591.000.000	Office Closet Supplies	\$523.80
16582	02/07/2024	1243	SOESD	1604	100.1121.0410.591.050.000	Office Closet Supplies	\$266.23
16582	02/07/2024	1243	SOESD	1604	100.1131.0410.591.050.000	Office Closer Supplies	\$133.11
Check Total:							\$266.23

PROSPECT SCHOOL DISTRICT 59

Disbursement Detail Listing

Bank Name: UMPQUA BANK

Date Range: 02/01/2024 - 02/29/2024

Sort By: Vendor

Fiscal Year: 2023-2024

Voucher Range: -

Dollar Limit: \$0.00

☒ Print Employee Vendor Names ☒ Exclude Voided Checks ☐ Exclude Manual Checks ☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
16582	02/07/2024	1243	SOESD	1649	100.1250.0310.591.320.000	Choice & Equity 2nd quarter	\$7,988.00
16582	02/07/2024	1243	SOESD	1656	100.1111.0311.591.000.000	November substitutes	\$846.02
16582	02/07/2024	1243	SOESD	1656	100.1121.0311.591.050.000	November substitutes	\$1,852.98
16582	02/07/2024	1243	SOESD	1656	100.1131.0311.591.050.000	November substitutes	\$2,873.71
16582	02/07/2024	1243	SOESD	1656	100.1250.0311.591.320.000	November substitutes	\$321.03
16611	02/28/2024	1263	SOESD	1778	100.1111.0311.591.000.000	December Substitutes	\$14,547.31
16611	02/28/2024	1263	SOESD	1778	100.1121.0311.591.050.000	December Substitutes	\$1,721.21
16611	02/28/2024	1263	SOESD	1778	100.1131.0311.591.050.000	December Substitutes	\$694.06
16611	02/28/2024	1263	SOESD	1778	100.1250.0311.591.320.000	December Substitutes	\$2,763.49
16611	02/28/2024	1263	SOESD	1795	257.2110.0310.591.000.000	Skills Trainer (2 Days per Week)	\$642.04
16611	02/28/2024	1263	SOESD	1795	257.2140.0310.591.000.000	School Based Mental Health Interventionist (2 Days Per	\$17,500.00
16611	02/28/2024	1263	SOESD	1847	100.2660.0460.591.000.000	Voip Phones	\$35,000.00
16611	02/28/2024	1263	SOESD	5711	100.2660.0322.591.000.000	Chromebook repairs	\$215.52
16611	02/28/2024	1263	SOESD	5768	100.2660.0322.591.000.000	Drop for TV	\$53.84
NCB	02/15/2024	1269	Soundtrap for Education	V863089	217.1131.0420.591.000.000	Curriculum Support 50 seats/license	\$81.95
16612	02/28/2024	1263	Southern Oregon Sanitation, Inc.	0226202435201	100.2544.0328.590.000.000	Garbage Service	\$58,672.11
16613	02/28/2024	1263	Steward's Porta Potties	7001	100.2544.0324.590.000.000	ADA Porta potty rental	\$349.00
NCB	02/15/2024	1269	Swede and Sons Surplus	V525335	100.2543.0410.590.000.000	Grappling hook for tree snags & widow makers	\$873.20
NCB	02/08/2024	1244	Sysco Food Services of Portland	552812715	201.3100.0415.590.000.000	Non Food	\$150.00
NCB	02/08/2024	1244	Sysco Food Services of Portland	552812715	201.3100.0450.590.000.000	Food	\$22.95
NCB	02/08/2024	1244	Sysco Food Services of Portland	552826900	201.3100.0415.590.000.000	Non Food	\$36.99
							\$1,733.13
							\$106.71

PROSPECT SCHOOL DISTRICT 59

Disbursement Detail Listing

Bank Name: UMPQUA BANK

Date Range: 02/01/2024 - 02/29/2024

Sort By: Vendor

Fiscal Year: 2023-2024

Voucher Range: -

Dollar Limit: \$0.00

☒ Print Employee

☒ Vendor Names

☒ Exclude Voids

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
NCB	02/08/2024	1244	Sysco Food Services of Portland	552826900	201.3100.0450.590.000.000	Food	\$1,086.08
NCB	02/08/2024	1244	Sysco Food Services of Portland	552838373	201.3100.0415.590.000.000	Non Food	\$42.82
NCB	02/08/2024	1244	Sysco Food Services of Portland	552838373	201.3100.0450.590.000.000	Food	\$1,985.54
NCB	02/08/2024	1244	Sysco Food Services of Portland	552849550	201.3100.0450.590.000.000	Food	\$2,291.72
16565	02/05/2024	1125	The Children's Health Market, Inc.	50983-85	100.1111.0420.591.000.000	Great Body Shop student issues	Check Total: \$7,305.94
16565	02/05/2024	1125	The Children's Health Market, Inc.	50983-85	100.1111.0420.591.000.000	Great Body Shop teachers guide	\$3,003.00
16614	02/28/2024	1263	The Sign Dude	170504	100.2320.0410.590.000.000	Board Goal signs for each classrooms	Check Total: \$3,333.00
NCB	02/15/2024	1258	Umpqua Bank	16410	100.2520.0640.590.000.000	Stop Payment Fee - Ck#16410	Check Total: \$1,071.64
NCB	02/21/2024	1272	United Airlines	LSJ4X3	217.2240.0342.591.000.000	Flights AVID Denver July 24	\$20.00
NCB	02/21/2024	1272	United Airlines	LSJ4X3	217.2240.0342.591.000.000	Travel Insurance - Travel Guard	\$2,304.00
NCB	02/15/2024	1269	Walmart	V412879	217.2120.0410.591.000.000	6' folding tables	\$149.76
NCB	02/15/2024	1269	Walmart	V415661	217.2120.0410.591.000.000	Water, fruit, coffee, soda for Career Expo	\$94.47
16583	02/07/2024	1243	WEX Bank	94947285	100.2552.0410.591.000.000	Athletic Fuel - MSGBB	Check Total: \$2,664.75
NCB	02/05/2024	1268	Zazzle	131-57349029	100.2320.0410.590.000.000	Custom Cougar Thank you Cards	\$84.98
						Check Total:	\$256.46
						Bank Total:	\$152,513.51

PROSPECT SCHOOL DISTRICT 59

Disbursement Detail Listing

Bank Name: UMPQUA BANK

Date Range: 02/01/2024 - 02/29/2024

Sort By: Vendor

Voucher Range:

Dollar Limit: \$0.00

Fiscal Year: 2023-2024

☒ Print Employee

☒ Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
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Fund	Amount
100	\$82,572.41
201	\$7,496.01
217	\$8,039.16
242	\$1,848.93
244	\$57.00
257	\$52,500.00

Fund Totals: \$152,513.51

End of Report

Disbursements Grand Total: \$152,513.51

ESSER III ELIGIBLE USES OF FUNDS

Per Section 2001(e) of the ARP Act:

A local educational agency that receives funds under this section:

- (1) Shall reserve not less than 20 percent of such funds to address learning loss through the implementation of evidence-based interventions, such as summer learning or summer enrichment, extended day, comprehensive afterschool programs, or extended school year programs, and ensure that such interventions respond to students' academic, social, and emotional needs and address the disproportionate impact of the coronavirus on the student subgroups described in section 1111(b)(2)(B)(xi) of the Elementary and Secondary Education Act of 1965 (20 U.S.C. 6311(b)(2)(B)(xi)), students experiencing homelessness, and children and youth in foster care; and
- (2) Shall use the remaining funds for any of the following:
 - (A) Any activity authorized by the Elementary and Secondary Education Act of 1965.
 - (B) Any activity authorized by the Individuals with Disabilities Education Act.
 - (C) Any activity authorized by the Adult Education and Family Literacy Act.
 - (D) Any activity authorized by the Carl D. Perkins Career and Technical Education Act of 2006.
 - (E) Coordination of preparedness and response efforts of local educational agencies with State, local, Tribal, and territorial public health departments, and other relevant agencies, to improve coordinated responses among such entities to prevent, prepare for, and respond to coronavirus.
 - (F) Activities to address the unique needs of low-income children or students, children with disabilities, English learners, racial and ethnic minorities, students experiencing homelessness, and foster care youth, including how outreach and service delivery will meet the needs of each population.
 - (G) Developing and implementing procedures and systems to improve the preparedness and response efforts of local educational agencies.
 - (H) Training and professional development for staff of the local educational agency on sanitation and minimizing the spread of infectious diseases.
 - (I) Purchasing supplies to sanitize and clean the facilities of a local educational agency, including buildings operated by such agency.
 - (J) Planning for, coordinating, and implementing activities during long-term closures, including providing meals to eligible students, providing technology for online learning to all students, providing guidance for carrying out requirements under the Individuals with Disabilities

Education Act and ensuring other educational services can continue to be provided consistent with all Federal, State, and local requirements.

- (K) Purchasing educational technology (including hardware, software, and connectivity) for students who are served by the local educational agency that aids in regular and substantive educational interaction between students and their classroom instructors, including low-income students and children with disabilities, which may include assistive technology or adaptive equipment.
- (L) Providing mental health services and supports, including through the implementation of evidence-based full-service community schools.
- (M) Planning and implementing activities related to summer learning and supplemental afterschool programs, including providing classroom instruction or online learning during the summer months and addressing the needs of low-income students, children with disabilities, English learners, migrant students, students experiencing homelessness, and children in foster care.
- (N) Addressing learning loss among students, including low-income students, children with disabilities, English learners, racial and ethnic minorities, students experiencing homelessness, and children and youth in foster care, of the local educational agency, including by—
 - (i) administering and using high-quality assessments that are valid and reliable, to accurately assess students' academic progress and assist educators in meeting students' academic needs, including through differentiating instruction;
 - (ii) implementing evidence-based activities to meet the comprehensive needs of students;
 - (iii) providing information and assistance to parents and families on how they can effectively support students, including in a distance learning environment; and
 - (iv) tracking student attendance and improving student engagement in distance education.
- (O) School facility repairs and improvements to enable operation of schools to reduce risk of virus transmission and exposure to environmental health hazards, and to support student health needs.
- (P) Inspection, testing, maintenance, repair, replacement, and upgrade projects to improve the indoor air quality in school facilities, including mechanical and non-mechanical heating, ventilation, and air conditioning systems, filtering, purification and other air cleaning, fans, control systems, and window and door repair and replacement.
- (Q) Developing strategies and implementing public health protocols including, to the greatest extent practicable, policies in line with guidance from the Centers for Disease Control and Prevention for the reopening and operation of school facilities to effectively maintain the health and safety of students, educators, and other staff.

(R) Other activities that are necessary to maintain the operation of and continuity of services in local educational agencies and continuing to employ existing staff of the local educational agency.

Renewal/Non-Renewal of Licensed Teachers

Contract Teachers (2024-2025 & 2025-2026)

Bliss, Kristen
Capello, Marsha
Knapp, Debra
Lonning, Kaytee
Morton-Stearns, Cathy
Newcomb, Carroll
Witham, Nicole
Wood, Janice
Wolfe, Payton
Yakopatz, Janet

3rd Year Probationary (2024-2025)

Hartley, Kellsie
Heaven, Amanda
Howard, Keith
Larsen, Stephen
O'Neal, Sheryl
Shallenberger, Megan

2nd Year Probationary (2024-2025)

Hansen, Amanda
Little, Jesse
Mattos, Stacie

Non-Renewal

n/a

EMPLOYMENT CONTRACT

between

The Board of Directors of Prospect School District #59

and

Greg Bryant

Administrator 1.0 FTE - July 1, 2024 - June 30, 2027

It is hereby agreed between the District School Board of Prospect School District #59, Jackson County, State of Oregon and the undersigned administrator that:

1. The Administrator shall perform assigned duties, as Principal 6-12, in the schools of the school district for the period indicated above.
2. As a condition precedent to any obligation of the school district to pay for or accept the services of the administrator, the administrator shall make the required reports and possess the proper license(s) and qualifications required by law.
3. For such services, lawfully and properly performed, the school district shall pay to the administrator, at the times specified herein, the amount that may be due, according to this contract, pursuant to the school district payment plan.
4. This contract is subject to the limitations imposed by the provisions of the local budget law.
5. This contract is binding unless the administrator gives sixty (60) days written notice of termination to the district superintendent. Failure of the administrator to give sixty (60) days written notice of termination to the district superintendent subjects the administrator to possible loss of licensure as set forth under ORS 342.553(1).
6. This contract is subject to the laws of the State of Oregon including ORS 342.845(5) and (6).

DUTIES

Duties shall be assigned by the district superintendent. The administrator shall devote full time, skill, labor and attention to district assignments. The administrator and the superintendent will mutually establish and agree on any outside employment or consulting work for the administrator. The administrator shall perform assigned responsibilities in accordance with the laws of the State of Oregon, the Oregon Administrative Rules and written school district policies and school district administrative regulations, procedures, and directives. The administrator may be reassigned or transferred at any time. Administrators are expected to work on policy, procedure, curriculum, negotiations, budget, and other duties as assigned.

HOURS

The administrator shall maintain sufficient on-site hours consistent with the needs of the particular building and general operations of the school district. Administrators are required to attend school board, budget committee, and other meetings and activities at the direction of the superintendent and Board.

WORK YEAR

The work year calendar for the administrator shall be defined annually by the superintendent. The work calendar shall identify specific workdays.

186 work days per contract year (July 1st – June 30th) of which 5 days will be paid holidays – Labor Day, Thanksgiving, Martin Luther King Day, President's Day, and Memorial Day.

COMPENSATION & INSURANCE

Base salary for July 1, 2024 - June 30, 2025 shall be Step 3 of the Exempt Salary Schedule for Principal. The Exempt Salary Schedule will be adjusted to reflect the same COLA increases as the Licensed Salary Schedule of the Prospect Education Association Collective Bargaining Agreement for 2024-2027. Salary will be paid in twelve (12) equal payments July through June of each respective year. Any increase to the base annual salary for subsequent years of this contract will be determined by negotiation between the School Board and Superintendent, completed not later than March 30th of each year, but in no case shall the base salary be less than the 2024-2025 salary. Any salary increases will be reduced into writing, signed by both parties and appended hereto as an addendum to this Contract.

Approved travel and related costs incurred by the administrator will be reimbursed by the district at the standard, prevailing federal rate. The District will pick up the employees contribution to the Public Employees Retirement Fund. District will provide 80% reimbursement for tuition up to \$4,000. The Administrator will receive a cell phone stipend of \$100 per month.

District shall, during the term of this agreement, pay the negotiated cap per the Prospect Education Association Collective Bargaining Agreement towards the premiums for medical, dental and vision insurance. The specific benefits provided are described in the master agreement between the District and insurance carrier. Administrator can enroll, waive or opt-out of district benefits. Choosing to opt-out of coverage will entitle the Administrator to a cash payment of \$600 per month.

MEMBERSHIP

The district shall pay the administrator's dues for COSA.

LEAVE

The following number of days will be awarded annually:

Sick Days	11
Vacation	8
Bereavement	Up to four (4) days' leave at any one time in the event of the death of a teacher's immediate family as defined.

Unused vacation days may be cashed out in the June payroll at the daily per diem rate for that contract year.

CLOSURE AND/OR REDUCTION OF THE NUMBER OF DAYS IN A SCHOOL YEAR

If the school board closes one or more schools due to fire, flood, earthquake, or for any other reason, affected administrators, if not reassigned, will not receive salary or fringe benefits while the school(s) are closed. Notwithstanding the work day requirements of the contract, the District has the right to unilaterally reduce the number of paid days of the contract due to budget and/or resource shortfalls. In the event of such action, the employee's salary will be reduced by 1/186th for every day the contract year is reduced.

Greg Bryant

Date

Superintendent

Date

Board Chair

Date

EMPLOYMENT CONTRACT ADDENDUM

to Employment Contract Approved April 11, 2023

between

The Board of Directors of Prospect School District #59

and

Sheri Eary

It is hereby agreed between the District School Board of Prospect School District #59, Jackson County, State of Oregon and the undersigned confidential employee that:

Base salary for July 1, 2024 - June 30, 2025 shall be Step 5 of the Exempt Salary Schedule for Business Manager/HR Manager. The Exempt Salary Schedule will be adjusted to reflect the same COLA increases as the Licensed Salary Schedule of the Prospect Education Association Collective Bargaining Agreement for 2024-2027.

Sheri Eary

Date

Superintendent

Date

Board Chair

Date

EMPLOYMENT CONTRACT

between

The Board of Directors of Prospect School District #59

and

Sheri Eary

This constitutes the agreement made April 11, 2023, between Sheri Eary and Prospect School District Board of Directors.

TERMS OF AGREEMENT

In consideration of the mutual promises of Sheri Eary and the Prospect School District, the Prospect School District employs and Sheri Eary accepts employment as Business Manager/Human Resource Director for a three-year term commencing July 1, 2023 and ending June 30, 2026, unless extended by mutual agreement of the parties. The term of employment shall be twelve months (200 Days), excluding Thanksgiving, Winter, and Spring Breaks of each year. Eight days will be considered paid vacation days and seven days will be paid holidays per year. Sick leave will be accumulated at the rate of twelve days per year. Vacation and sick leave will be front loaded on the first contract day of each year.

This position is subject to call beyond the regular work day and week when situations arise which require immediate attention. Flex time may be granted by the Administration for pre-approved situations that require work during weekends.

DUTIES

Sheri Eary agrees to the duties and job responsibilities as outlined in the job description for the Business Manager/Human Resource Director.

COMPENSATION

This District shall pay to Sheri Eary the amount of \$79,523 for the term July 1, 2023 - June 30, 2024 (Step 4 of Confidential Salary Schedule). Any increase to the annual base salary for subsequent years of this contract will be determined by negotiation between the School Board and Superintendent, completed not later than March 30th of each year, but in no case shall the salary be less than base salary stated above. Any base salary increase will be reduced into writing, signed by both parties and appended hereto as an addendum to this Contract. The annual salary will be paid in twelve equal installments.

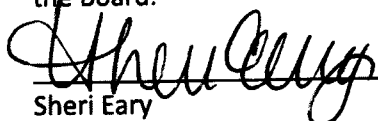
The District will pick up the employee's contribution to the Public Employees Retirement Fund; travel expenses for the District at the federal allowable rate per mile; an insurance cap that matches the licensed negotiated amount towards the premiums for family medical, dental, and vision insurance or the opt out rate of \$600 per month; and full payment of OASBO dues.

TERMINATION OR RESIGNATION

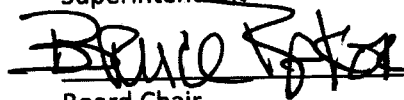
In the event the District intends to act to terminate this employment contract prior to its termination date without Sheri Eary's written concurrence, she shall be entitled to a due process hearing before the Board prior to the occurrence of termination. Due process shall consist of a written notice of the reasons why the District intends to terminate this employment contract, the right to appear before the Board in closed executive meeting or public hearing, at the option of Sheri Eary, the right to be represented at the hearing by a representative of her choice, and the right to a written decision describing the results of the hearing. The decision of the Board is final and binding. This provision does not constitute a waiver of any rights the District or Sheri Eary may have to enforce this employment contract in the courts under contract or other applicable law.

Upon a determination by the Board that the District will terminate her employment contract, after a hearing as above provided, the District may terminate this agreement effective as of the Board's decision without further compensation or payment.

Sheri Eary may resign for any reason without penalty upon at least sixty (60) days prior written notice to the Board.

 4/12/23
Sheri Eary Date

 4-17-23
Superintendent Date

 4-11-23
Board Chair Date

EMPLOYMENT CONTRACT

between

The Board of Directors of Prospect School District #59

and

Elizabeth Steward

This constitutes the agreement made March 12, 2024, between Elizabeth Steward and Prospect School District Board of Directors.

TERMS OF AGREEMENT

In consideration of the mutual promises of Elizabeth Steward and the Prospect School District, the Prospect School District employs and Elizabeth Steward accepts employment as Executive Assistant/Board Secretary commencing July 1, 2024 and ending June 30, 2025 unless extended by mutual agreement of the parties. The term of employment shall be twelve months (200 days), excluding Thanksgiving, Winter, and Spring Break. Eight days will be considered paid vacation days and seven days will be paid holidays. Sick leave will be accumulated at the rate of twelve days for the contract term. Vacation and sick leave will be front loaded on the first contract day.

This position is subject to call beyond the regular work day and week when situations arise which require immediate attention. Flex time may be granted by the Administration for pre-approved situations that require work during weekends.

DUTIES

Elizabeth Steward agrees to the duties and job responsibilities as outlined in the job description for the Executive Assistant/Board Secretary.

COMPENSATION

Base salary for July 1, 2024 - June 30, 2025 shall be Step 4 of Executive Assistant/Board Secretary Exempt Salary Schedule. The Exempt Salary Schedule will be adjusted to reflect the same COLA increase as the Licensed Salary Schedule of the Prospect Education Association Collective Bargaining Agreement for 2024-2025.

The annual salary will be paid in twelve equal installments. The District will pick up the employee's contribution to the Public Employees Retirement Fund; travel expenses for the District at the federal allowable rate per mile; an insurance cap that matches the licensed negotiated amount towards the premiums for family medical, dental, and vision insurance or the opt out rate of \$600 per month.

TERMINATION OR RESIGNATION

In the event the District intends to act to terminate this employment contract prior to its termination date without Elizabeth Steward's written concurrence, she shall be entitled to a due process hearing before the Board prior to the occurrence of termination. Due process shall consist of a written notice of the reasons why the District intends to terminate this employment contract, the right to appear before the Board in closed executive meeting or public hearing, at the option of Elizabeth Steward, the right to be represented at the hearing by a representative of her choice, and the right to a written decision describing the results of the hearing. The decision of the Board is final and binding. This provision does

Upon a determination by the Board that the District will terminate her employment contract, after a hearing as above provided, the District may terminate this agreement effective as of the Board's decision without further compensation or payment.

Elizabeth Steward Date

Superintendent

Date

Board Chair	Date
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Prospect School District
Salary Schedule 2023-2024
Exempt Administration & Confidential

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
Principal	\$95,000	\$97,974	\$101,040	\$104,203	\$107,464	\$110,828
Business Manager/HR Manager	\$72,500	\$74,769	\$77,110	\$79,523	\$82,012	\$84,579
Executive Assistant	\$45,000	\$46,409	\$47,861	\$49,359	\$50,904	\$52,497

Increase per step = 3.13%

Approved 3/12/2023

**EMPLOYMENT CONTRACT BETWEEN
DAYE STONE
AND
THE GOVERNING BOARD OF PROSPECT SCHOOL DISTRICT**

THIS EMPLOYMENT CONTRACT made and entered into between Prospect School District, hereinafter referred to as District, and Daye Stone, hereinafter referred to as Superintendent.

WITNESSETH:

WHEREAS, Superintendent is desirous of serving as the chief executive officer of the District and performing all duties required by that office; and

WHEREAS, the District is desirous of securing a Superintendent of Schools to supervise and direct the schools and the educational program of the District under the general supervision of the District's Board of Directors ("Board"); and,

WHEREAS, the District and Superintendent believe that a written employment contract is necessary to describe specifically their relationship and to serve as the basis of effective communication between them as they fulfill their governance and administrative functions in the operation of the educational programs of the schools;

NOW THEREFORE, in consideration of the mutual promises contained herein, the District hereby employs Superintendent as Superintendent of Schools in and for said District, and Superintendent hereby accepts such employment upon the terms and conditions following:

1. TERM.

The District hereby employs Superintendent for a period of three (3) years. Said employment is for the period commencing July 1, 2023 and ending June 30, 2026. This Employment Contract may not be extended beyond a term of three (3) years. The section constitutes notice of nonrenewal under ORS 342.513. However, the Board may elect to issue a subsequent or a new contract for up to an additional one (1) year at any time. Any such notice shall be in writing and given to the Superintendent by March 15 of the particular year.

2. SALARY.

For the period, July 1, 2023 through June 30, 2024, Superintendent's annual base salary will be \$116,451. The annual salary will be paid in twelve (12) equal monthly payments. Any increase to the annual base salary for subsequent years of this contract will be determined by negotiation between the School Board and Superintendent, completed no later than the March Board meeting each year, but in no case shall the salary be less than base salary stated above. Any base salary increase will be reduced into writing, signed by both parties to this Employment Contract and appended hereto as an addendum to this Employment Contract.

3. SUPERINTENDENT AND BOARD RESPONSIBILITY.

The School Board shall have the legislative and judicial power of the school district and will formulate and adopt school district policy. Superintendent shall be the chief executive officer of the school district and shall execute school district policy as set by the School Board.

4. DUTIES.

As chief executive officer of the District, Superintendent shall perform the duties of Superintendent as prescribed by the laws of the State of Oregon and Board Policy CBA - Qualifications and Duties of the Superintendent. In addition to the powers and duties set forth in the Oregon Revised Statutes and Oregon Administrative Rules, Superintendent shall have the powers and duties set forth in the position description of Superintendent, as may be clarified from time to time by way of Board(s) adopted goals and objectives.

Superintendent shall devote skill, labor, and attention to the operation of the District.

Superintendent shall have responsibility, within Board policy, to organize, reorganize, and arrange the administrative staff, including instruction and business affairs; which, in Superintendent's judgment, best serves the District. Superintendent shall have the responsibility for all personnel matters, including selection, assignment, transfer, and termination of classified personnel and recommendation for non-extension, renewal, non-renewal, and dismissal of licensed personnel subject to the approval of the Board. Superintendent shall have the authority to accept the resignation of any licensed staff member and, on behalf of the Board, to waive the 60-day notice provision set forth in ORS 342.553.

Superintendent shall:

- A. Periodically evaluate all District employees as provided for by Oregon law and Board policy;
- B. Establish and maintain an appropriate community relations program;
- C. Endeavor to maintain and improve Superintendent's professional competence by all available means, including subscribing to and reading appropriate periodicals, joining appropriate professional associations, and participating in activities of such associations; and
- D. Be entitled to:
 - 1. Present Superintendent's recommendation to the Board on any subject under consideration by the Board prior to action taken on the subject by the Board;
 - 2. Attend each meeting of the Board, unless excused by the Board; and
 - 3. Serve as an *ex officio* member of each committee established by the Board.

5. ADDITIONAL DUTIES

Superintendent shall perform the duties and responsibilities of Principal for grades Pre-K to 5th grade as stated in the Principal job description. These duties may be reassigned by the Board of Directors.

6. PROFESSIONAL GROWTH OF SUPERINTENDENT.

The District encourages the continuing professional growth of Superintendent through participation, as Superintendent might decide in light of the duties of Superintendent, in:

- A. The operations, programs, and other activities conducted or sponsored by local, state, and national school administrator and school board associations;
- B. Seminars and courses offered by public or private educational institutions; and
- C. Informational meetings with other persons whose particular skills or backgrounds would serve to improve the capacity of Superintendent to perform Superintendent's professional responsibilities for the District.

In its encouragement, the District shall permit a reasonable amount of release time for Superintendent, as Superintendent deems appropriate, to attend to such matters; and the District shall pay for the necessary membership, tuition, travel, and subsistence expenses. Such professional growth expenses shall be limited to amounts budgeted for that purpose in Superintendent's budget. Superintendent shall report to the Board on Superintendent's activities upon return to the District.

The District will pay Superintendent's professional dues to one state professional association and to one local service organization.

7. SUPERINTENDENT'S LICENSE.

Superintendent shall maintain throughout the life of this Employment Contract a valid and appropriate license to act as Superintendent of Schools as required by the State of Oregon. Should Superintendent fail to maintain such a license in good standing, the District may terminate this Employment Contract without recourse.

8. EVALUATION.

The Board shall devote a portion of at least two (2) meetings annually, one before January 30, to discuss the working relationship between Superintendent and the Board. The Board shall evaluate and assess in writing, using a mutually agreed upon format, the performance of Superintendent at least once a year, prior to March 1. The meeting shall be held in executive session unless the Superintendent requests in advance that the meeting be held in open, public session. The evaluation and assessment shall be related to the goals and objectives of the District for the year in question and Superintendent's leadership and administrative abilities.

9. PROFESSIONAL ACTIVITIES.

With prior written or documented approval of the Board, Superintendent may undertake consultative work, speaking engagements, writing, and other professional activities for honoraria and expenses, provided such activities do not interfere with Superintendent's normal duties.

10. WORK YEAR.

Superintendent shall be required to render twelve (12) months of full and regular service to the District during each annual period covered by this agreement, except that Superintendent shall be entitled to twenty (20) days vacation in addition to the following holidays:

- Independence Day
- Labor Day
- Veterans Day
- Thanksgiving Day
- Day after Thanksgiving
- Day before Christmas
- Christmas Day
- New Year's Day
- President's Day
- Martin Luther King Jr.'s Birthday
- Memorial Day

Any time taken off during the summer break period that is not a paid holiday must be counted among the twenty (20) days of vacation.

Up to eight (8) days of unused vacation may be carried forward from one contract year to another. Upon termination of this Employment Contract up to eight (8) days of unused but accrued vacation will be paid out to Superintendent.

11. FRINGE BENEFITS.

Superintendent shall be entitled to participate in the following fringe benefits:

- A. *PERS*: The District shall pay the employer's contribution to the Public Employees Retirement Systems (PERS), as required by law. In addition, the District shall pay the employee's contribution to the Public Employees Retirement Systems (PERS).
- B. *Mileage Reimbursement*: Superintendent shall be paid all reimbursement of costs, at the IRS designated mileage rate, incurred directly as a result of travel by personal automobile for School District purposes.
- C. *Insurance*: District shall, during the term of this Agreement, pay the negotiated cap per the Prospect Education Association Collective Bargaining Agreement towards the premiums for medical, dental, and vision insurance. The specific benefits provided are described in the master agreement between the District and the insurance carrier. Superintendent can enroll, waive or opt-out of district benefits. Choosing to opt-out of coverage will entitle Superintendent to a cash payment of \$550 per month. In addition, if Superintendent opts-out of insurance coverage a sum of \$550.00 per month will be deposited in the Superintendent's name into a 403B account.

The District will contribute a maximum of \$110 per month towards long term disability and/or short term disability insurance.

- D. *Cell Phone Stipend*: The District will contribute \$100 per month equaling \$1,200 annually for cell phone coverage.
- E. *Leaves*: Superintendent shall be entitled to the following leaves:
 - a. Sick Leave with pay of twelve (12) days shall be granted per year to be accumulated from year to year in accordance with ORS 332.507. Sick Time with pay shall be granted per

year in accordance with ORS 653.601 to 653.661.

- b. Family Emergency/Bereavement Leave in accordance with Prospect Education Association Collective Bargaining Agreement.
- c. Jury Duty shall be paid leave. Any monies reimbursed Superintendent shall be returned to the District.

12. TERMINATION OF EMPLOYMENT CONTRACT.

- A. Termination for Cause. Termination for cause shall be for conduct which is in material breach of Superintendent's duties and responsibilities as set forth in the job description for Superintendent and as set forth by the policies of the Board.

In the event the District intends to act to terminate this Employment Contract for cause, Superintendent shall be entitled to a due process hearing before the Board prior to the occurrence of any purported act of termination. Due process shall include at least a written notice of the reasons why the District is considering termination of this Employment Contract, the right to appear before the Board in closed executive meeting or public hearing, at the option of Superintendent, the right to be represented at the hearing by a representative of Superintendent's choice, and the right to a written decision describing the results of the hearing. The District shall give Superintendent no less than ten (10) days' written notice in advance of termination. This provision does not constitute a waiver of any rights the District or Superintendent may have to enforce this Employment Contract in the courts under contract or other applicable law.

- B. Termination without Cause. The Prospect School Board may dismiss Superintendent as Superintendent and terminate this Employment Contract without any showing of cause upon twelve (12) months' written notice. In the event the District elects to terminate this Employment Contract without any showing of cause, the District will make a severance payment of twelve (12) months of Superintendent's salary and insurance benefits or the balance of such payments due under this Agreement, whichever are less, for the Superintendent to provide consulting services to the District during the term of payment. Thereupon, Superintendent will exercise reasonable due diligence to secure comparable replacement employment. Should Superintendent find comparable employment after commencement of the District's twelve (12) month's salary and insurance benefit obligation, the District's obligation to continue the insurance benefit shall cease on the first of the month following the commencement of Superintendent's new employment.
- C. Termination at the Request of Superintendent. In the event Superintendent intends to act to terminate this Employment Contract prior to its termination day, Superintendent will notify the Board immediately when Superintendent intends to resign and shall give the District no less than sixty (60) days written notice in advance of the date of resignation. It is agreed that such a resignation will be accepted by the District. Superintendent will be paid for days actually worked and holidays that occur prior to contract termination.
- D. Disability. Should Superintendent be unable to perform the essential functions of this position, with or without an accommodation, because of illness, accident, or other causes, the District

may, at its option and only as such is consistent with state and federal law, terminate this Employment Contract, whereupon the respective duties, rights, and obligations of the parties shall terminate. If such an event should occur, the District will utilize all best efforts to assist Superintendent in obtaining medical disability status and related payments.

13. PROFESSIONAL LIABILITY.

The District shall hold harmless and indemnify Superintendent from any and all demands, claims, suits, and legal proceedings, of any name, nature or kind, brought against Superintendent in Superintendent's individual capacity or in Superintendent's official capacity as agent and employee of the District, provided the incident arose while Superintendent was acting within the scope of employment. In no case will individual Board members be considered personally liable for indemnifying Superintendent against such demands, claims, suits, actions, and legal proceedings.

14. CRITICISMS/COMPLAINTS.

The Board, individually and collectively, agrees that any criticism or complaint about an employee other than Superintendent, or about a program of the District, that the Board is made aware of, shall be promptly forwarded to Superintendent for investigation and resolution, subject to compliance with Board Policy KL and KL-AR. Any complaints made individually or collectively or for which the Board is made aware of regarding the Superintendent shall be communicated by the Board to the Superintendent subject to compliance with Board Policy KL and KL-AR, so that such matter can be addressed, corrected or clarified.

15. BREACH OF AGREEMENT.

Failure by Superintendent to fulfill the obligations set forth in this Employment Contract shall be considered a breach of this contract and will terminate the contract immediately.

16. APPLICABLE LAW.

This Employment Contract is subject to all applicable laws of the State of Oregon.

17. SAVINGS CLAUSE.

If it is found that any specific clause of this Employment Contract is or becomes illegal under either federal or state law, such illegal clause will be excised from this Employment Contract, with all remaining clauses to remain in full force and effect.

18. NOTICES.

Any notices that are required under the terms of this Employment Contract shall be first class mailed or hand-delivered to the parties at the following addresses:

District:

Prospect School District
PO Box 40
Prospect, OR 97536-0040

Superintendent:

Daye Stone
9511 Tiller Trail Hwy
Canyonville, OR 97417

19. MODIFICATION.

This Employment Contract supersedes all prior agreements and understanding between the parties. The parties may, during the term of this Employment Contract, mutually agree to modify any of its terms. Any modifications will be in writing, signed by both parties, and attached to this document.

20. ATTORNEY FEES.

In the event of any suit or action hereon, the prevailing party in such suit or action shall be entitled to reasonable attorney fees to be fixed by the trial court, and, if any appeal is taken from the decision of the trial court, such further sum as may be fixed by the appellate court as reasonable attorney fees in the appellate court, together with the prevailing party's costs and disbursements incurred therein.

IN WITNESS WHEREOF, the District, pursuant to the authority of its Board of Directors, has caused two originals of this Agreement to be signed in the name of the District by the Chairperson, and Superintendent has hereunto affixed Superintendent's band and seal the day and year herein above mentioned.

Prospect School District

By: 
Chair, Board of Directors

Date: 2-15-23

By: 
Superintendent of Schools

Date: 2-15-23