

Lake Washington School District

Operational Expectations Monitoring Report
EL-12, Asset Protection
June 10, 2019

SUMMARY OF COMPLIANCE STATUS

CEO CERTIFICATION

With respect to Executive Limitation-12 (EL-12), Asset Protection, the Superintendent certifies the proceeding information is accurate and complete and is:

- In Compliance
- In Compliance, with Exceptions (as noted)
- Not in Compliance

Executive Summary: The attached report evaluates the primary components of EL-12, Asset Protection. The report provides information to the Board on six main areas that focus on how we use and maintain the assets of the district with a little risk as possible. The report addresses: insurance coverage, maintenance strategies, legal protections, storage, and basic descriptions of systems to carry out the assurances.

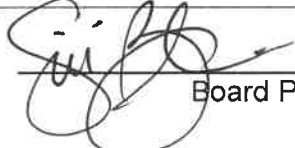
Signed:  Date: 6-11-19
Superintendent

BOARD ACTION

With respect to EL-14, Technology, the Board:

- Accepts the report as fully compliant
- Accepts the report as compliant, with noted exceptions
- Finds the report to be non-compliant

Additional comments based on board action:

Signed:  Date: 6/10/19
Board President

Report Highlights:

Section 1: This section focuses on the insurance coverage maintained by the district for asset protection from theft and casualty losses.

- **In Compliance with No Change** from last year on this section.

Section 2: This section focuses on liability coverage related to staff members.

- **In Compliance with No Change** from last year on this section.

Section 3: This section focuses on bonding of employees who interact with district funds.

- **In Compliance with No Change** from last year on this section.

Section 4: This section covers district protection from legal liability and the strategies in practice that reduce risk.

- **In Compliance with No Change** from last year on this section.

Section 5: This section covers the protection of intellectual property and items that are inventoried and considered tangible or fixed assets.

- **In Compliance with No Change** from last year on this section.

Section 6: This section covers the preservation and disposal of records related to district business in accordance with record retention requirements imposed by the State of Washington.

- **In Compliance with No Change** from last year on this section.

For the 2019-20 school year, the superintendent will conduct a review of existing records that require archival and arrange for appropriate actions.