



Longview School District No. 122
2715 Lilac Street, Longview, WA 98632 - (360) 575-7000

AGENDA FOR REGULAR BOARD MEETING

Date: April 26, 2021 **Time:** 6:30 p.m.

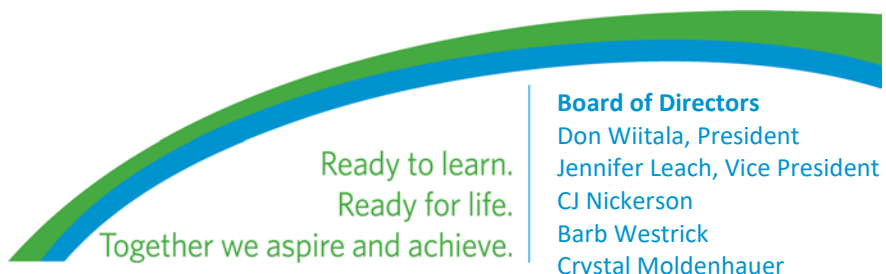
Place: Remote ZOOM Meeting

To join the remote ZOOM meeting, please dial 1-253-215-8782 or click on this link
<https://longview122.zoom.us/j/99433230243> and enter the codes below when prompted:

Meeting ID: 994 3323 0243

Passcode: 343426

- 4-26-1 Call Regular Meeting to Order
- 4-26-2 Flag Salute
- 4-26-3 Approval of Regular Meeting Agenda
- 4-26-4 Approval of Consent Agenda
 - a. Approval of April 12, 2021 Special Meeting Minutes
 - b. Approval of April 12, 2021 Regular Meeting Minutes
 - c. Personnel Report
 - d. Contracts and Personal Service Agreements
 - e. Mark Morris and R.A. Long Girls Wrestling Combine
 - f. Warrants
- 4-26-5 Superintendent's Report
- 4-26-6 Requests to address the Board (*three (3) minute limit per person please*)
- 4-26-7 Special Education Report
- 4-26-8 Mental Health Report
- 4-26-9 Approval of 2021 Preservation, Renovation and Maintenance (PRAM) List
- 4-26-10 Approval of Air Quality Projects Using Federal Elementary and Secondary School Emergency Relief Funds
- 4-26-11 Policy 3205 Sexual Harassment of Students Prohibited
- 4-26-12 Procedure 3205 Sexual Harassment of Students Prohibited
- 4-26-13 Superintendent's Contract
- 4-26-14 Set August Retreat Date
- 4-26-15 Information Items
 - A. April Enrollment Report
 - B. March Budget Status Report
 - C. Board



Subcommittee Reports

D. Legislative Updates

E. Possible Future Board Agenda Items

F. Other – Board Comments

4-26-16 Adjournment



Longview School District No. 122
Regular Meeting of the Board of Directors

Long Agenda
April 26, 2021, 6:30 p.m.
REMOTE ZOOM MEETING

To join the remote ZOOM meeting, please dial 1-253-215-8782 or click on this link <https://longview122.zoom.us/j/99433230243> and enter the codes below when prompted:

Meeting ID: 994 3323 0243
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4-26-1 **CALL REGULAR MEETING TO ORDER AND READING OF THE MISSION STATEMENT (1 MIN)**

The mission of the Longview School District is to ensure that every student learns the knowledge, skills, attitudes, and behaviors to become a responsible citizen in a rapidly changing world.

The Board recognizes the value of public comment on educational issues. Individuals wishing to make statements about items listed on the agenda are asked to raise their hand to be recognized by the President, after the staff report and board comments on that item have concluded. All comments are to be directed to the President. The Board also welcomes public comments on items not listed on the agenda and has set aside time early in the agenda for them.

4-26-2 **FLAG SALUTE (1 MIN)**

4-26-3 **APPROVAL OF REGULAR MEETING AGENDA (1 MIN)**

Recommended Motion: I move to approve the regular meeting agenda.

4-26-4 **APPROVAL OF CONSENT AGENDA (1 MIN)**

Recommended Motion: I move to approve the consent agenda.

- a. Approval of April 12, 2021 Special Meeting Minutes
- b. Approval of April 12, 2021 Regular Meeting Minutes
- c. Personnel Report
- d. Contracts and Personal Service Agreements
- e. Mark Morris and R.A. Long Girls Wrestling Combine
- f. Warrants

4-26-5 **SUPERINTENDENT'S REPORT (5 MIN)**

4-26-6 **REQUESTS TO ADDRESS THE BOARD (THREE (3) MINUTE LIMIT PER PERSON PLEASE)**

This item allows time for public comment on topics not included on the regular agenda. Although this is not a time for discussion, the Board appreciates public input and may refer such comments to administration for appropriate follow-up. The Board recognizes that public comment may include constructive criticism which the Board welcomes, but public comment that is directed to the Board or staff that is abusive, irrelevant, or inappropriate will be interrupted by the President.

4-26-7 **SPECIAL EDUCATION REPORT (5 MIN)**

Background/Executive Summary: Each year the board receives a report about the Special Education Programs at Longview School District. Dr. West has prepared a report, which is attached for board review. She will be available at the regular meeting to highlight information and answer questions.

Recommended Action: Information only.

4-26-8 **MENTAL HEALTH REPORT (5 MIN)**

Background/Executive Summary: The board has requested a report on the state of mental health services provided within the schools of the Longview School District. Dr. Karen Joy has provided a written report, which is attached to this memo. She will be available to highlight information and answer questions at the regular meeting.

Recommended Action: Information only.

4-26-9 **2021 PRESERVATION, RENOVATION AND MAINTENANCE (PRAM) LIST (5 MIN)**

Recommended Motion: I move to approve the 2021 PRAM list as submitted in attachment 4-26-9.

Background/Executive Summary: Each year the Facility Advisory Committee convenes to review the proposed PRAM projects and provides feedback. The committee met on April 19, 2021. The Facility, Finance and Technology board subcommittee also met to review the proposed projects. After collecting feedback from the two groups, the list of proposed projects has been reduced to create the 2021 PRAM List. The superintendent recommends the board review and approve the list.

4-26-10

APPROVE AIR QUALITY PROJECTS USING FEDERAL ELEMENTARY AND SECONDARY SCHOOL EMERGENCY RELIEF FUNDS (5 MIN)

Recommended Motion: I move to approve the Air Quality Projects as presented in attachment 4-26-10, utilizing Federal Elementary and Secondary Emergency Relief Funds made available to the district.

Background/Executive Summary: The federal government has made available COVID-19 Relief funds called the Elementary and Secondary School Emergency Relief Funds which may be used for a variety of purposes including but not limited to funding academic programs to remedy learning loss, purchasing personal protective equipment, and improving air quality in buildings. A list of air quality improvement projects has been developed that meet the eligibility requirements for use of the ESSER funds. Previous air quality upgrades focused on filtration have already been completed. These projects are focused upon the improvement of our HVAC controls and mechanical systems. This list is attached and ready for board review.

The superintendent recommends board approval of these projects and use of the federal funds, so the district may begin the procurement process.

4-26-11

POLICY 3205 SEXUAL HARASSMENT OF STUDENTS PROHIBITED (5 MIN)

Background/Executive Summary: Policy 3205 needs to be revised to reflect changes in federal regulations under the Title IX of the Education Amendments Act of 1972. The changes include the definition of sexual harassment, the standard for when a district must respond, the process of responding and grievance procedures. The revisions have been reviewed by the Policy Committee and are now before the board for a first reading.

Recommended Action: Review in a first reading. Refer for a second reading on May 10, 2021.

4-26-12

PROCEDURE 3205 SEXUAL HARASSMENT OF STUDENTS PROHIBITED (5 MIN)

Background/Executive Summary: Procedure 3205 needs to be revised to reflect changes in federal regulations under the Title IX of the Education Amendments Act of 1972. The changes include the definition of sexual harassment, the standard for when a district must respond, the process of responding and grievance procedures. The revisions have been reviewed by the Policy Committee and are now before the board for a first reading.

Recommended Action: Review in a first reading. Refer for a second reading on May 10, 2021.

4-26-13

SUPERINTENDENT'S CONTRACT (2 MIN)

Recommended Motion: I move to approve the superintendent's contract effective July 1, 2021 through June 30, 2024.

Background/Executive Summary: The superintendent's employment contract for years 2021-2024 is attached for board review and consideration.

4-26-14

SET AUGUST RETREAT DATE (3 MIN)

Recommended Motion: I move to set a special meeting on August _____, 2021 to hold a retreat, beginning at _____ a.m., in the Administration Building Board Room.

Background/Executive Summary: Each year the board holds a special meeting in August to have a retreat where the board and superintendent can work through policy matters. The board usually sets their retreat date in April.

Recommended Action: Consider dates and times in August to hold a special meeting for a board retreat.

4-26-15

INFORMATION ITEMS (5 MIN)

- A. April Enrollment Report
- B. March Budget Status Report
- C. Board Subcommittee Reports
- D. Legislative Updates
- E. Possible Future Board Agenda Items
- F. Other – Board Comments

4-26-16

ADJOURNMENT

MINUTES
Longview School District No. 122
Special Meeting of the Board of Directors
April 12, 2021

The special meeting of the Board of Directors of Longview School District No. 122 was held on Monday, April 12, 2021, at 5:30 p.m., remotely, using the ZOOM Meeting platform. Attending by ZOOM were:

BOARD MEMBERS:	Don Wiitala, President Jennifer Leach, Vice President Barb Westrick CJ Nickerson Crystal Moldenhauer
SUPERINTENDENT:	Dr. Dan Zorn
ASST. SECRETARY:	Holly Pfenniger

OTHERS PRESENT: No others were present.

CALL REGULAR MEETING TO ORDER

President Wiitala called the special meeting to order at 5:31 p.m.

RECESS

President Wiitala recessed the special meeting at 5:31 p.m. to enter into an executive session per RCW 42.30.110(1)(g) to evaluate the performance of an employee for a period of 20 minutes.

EXECUTIVE SESSION

Present: Don Wiitala, Jennifer Leach, Barb Westrick, CJ Nickerson, Crystal Moldenhauer, and Dan Zorn.

RECONVENE

President Wiitala reconvened the special meeting at 5:52 p.m. No action was taken as a result of the meeting.

ADJOURNMENT

President Wiitala adjourned the special meeting at 5:52 p.m.

Don Wiitala, President

Jennifer Leach

Barb Westrick

CJ Nickerson

Crystal Moldenhauer

Secretary

Date Minutes Approved

MINUTES
Longview School District No. 122
Regular Meeting of the Board of Directors
April 12, 2021

The regular meeting of the Board of Directors of Longview School District No. 122 was held on Monday, April 12, 2021, at 6:30 p.m., remotely, using the ZOOM Meeting platform. Attending by ZOOM were:

BOARD MEMBERS:	Don Wiitala, President Jennifer Leach, Vice President Barb Westrick CJ Nickerson Crystal Moldenhauer
CABINET:	Tony VanderMaas Dr. Elizabeth West Ann Valanzuolo Patti Bowen Rick Parrish
SUPERINTENDENT:	Dr. Dan Zorn
ASST. SECRETARY:	Holly Pfenniger

OTHERS PRESENT: Karen McNeal, Anne Jewell, Brian Robbins, Britney Brown, Chandra Peters, Chrystal, Danyel Paul, DeWolf, Diane, Susan Force, Tia Marie, Sherry, Ray Byers, Laurie Roberson, Kristin Hurse, Jeff Miller, Chelsea Williams, Brian Robbins, Leah Richards, Melissa Tonn, Rebecca Rodriguez, Rebecca Shaw, Tami Johnson, Holly Lindsey, J Rod, Brandi Walters, Brooks Cooper, Dana Murray, Laura Bingham, MacKenzie McCabe, Marissa Heffernan, Mr. Barker, Anik St. Martin, Anne Jewell, James Bryant, Kkelly, Kirkpatrick, Jo, Kristen, Kori, Lindsey Potter, Lisa Juntunen, Mike Kleiner, Miller, Lori Bashor, Lori Larson, Mason, Mrs. D-G, Wanda Forgy, Valarie Hiler, Eileen Goodwin, Goldie Valentine, Connie Noakes, Joan Carpenter, Shawn Nyman, Christie Hoskins, John Hancock, Sean Turpin, Ronni Hopper, Rich Reeves, Rebecca Shaw, Shannon Pithan, Wayne Keegan, Mr. Donaldson, Nikki Palm, Norene Rochte, Philip Kirkpatrick, Lise St. Martin, Trish West, Erin Gregory, Hanna Burleson, Amy, M Stone, Jamond Harris, Jarod Bishop, Sara DaSilva, Mittleider, Kat Holliman, Amy Richmond, Foye O’Neill, Brenda Carey, Crystal Tift, and Hillary Reid.

CALL REGULAR MEETING TO ORDER

President Wiitala called the regular meeting to order at 6:30 p.m. and read the mission statement.

FLAG SALUTE

Barb Westrick led the flag salute.

APPROVAL OF REGULAR MEETING AGENDA

Motion: I move to approve the regular meeting agenda.

Motion by: CJ Nickerson
Seconded by: Barb Westrick

Vice President Wiitala called for the vote. Carried.

APPROVAL OF CONSENT AGENDA

Motion: I move to approve the consent agenda. The consent agenda contained the following items:

- a. March 22, 2021 Special Meeting Minutes
- b. March 22, 2021 Regular Meeting Minutes
- c. Personnel Report
- d. Warrants

Motion by: CJ Nickerson
Seconded by: Barb Westrick

Vice President Wiitala called for the vote. Carried.

SUPERINTENDENT'S REPORT

Return to School Update

Dr. Zorn reported that on March 28, the district announced it would bring students back to in person learning full time on April 19. The governor also announced that he adopted the new CDC guidelines reducing social distancing in schools from six feet to three feet. Along with the change in student distancing, the state changed the high infection rate to 200 per 100,000 over a two week period. If the infection rate goes above 200, middle and high school students, must maintain 6 feet apart in classroom settings. The board authorized the superintendent to return students to school within the department of health guidelines.

The infection rate as of April 12, is 292.25. This past Friday, it peaked to 305 per 100,000. This data is based on daily report and looks at the previous 14 days. The date the specimen collected data is the official number the state uses. It is 10 days old and shows the county at 332 cases per 100,000.

Dr. Zorn reported the district will bring elementary students back to school full time, five days a week beginning April 19. Given the high infection rate, the district will postpone the return of middle and high school students until those numbers come down. With the vaccine becoming available on April 15, for all people 16 years or older, we hope more people get vaccinated and follow safety protocols to get infection rates down.

Summer School Preparation Update

The district is planning a summer school program for all levels. At the elementary level, the district will offer a summer school in June and August to focus on reading, writing and math. Lower Columbia School gardens will also participate. The district has begun to accept registrations. Transportation and meals will be provided.

At the middle school, the focus will be on science, technology, engineering and math. The middle school program will partner with Longview Parks and Recreation to incorporate recreation opportunities. Transportation and meals will be provided.

At the high school, the focus will be on credit recovery and single courses based on student interest to earn credit. Summer school will be provided at both R.A. Long and Mark Morris.

Elementary Principals Announcement

Dr. Zorn was pleased to announce that Brian Mitchell who is currently serving as an assistant principal at Mark Morris was selected to become the principal at Mint Valley Elementary. Bridget Piper who currently is the assistant principal at Monticello Middle School was selected to become the principal at Kessler Elementary and Kristie Wall who works as an associate principal at Evergreen School District was selected to fill the Robert Gray Principal position.

Mental Health Report

Dr. Zorn reported the district will share information about school based mental health on April 26.

REQUESTS TO ADDRESS THE BOARD

Kelly Johnsen, Mint Valley Teacher, questioned how elementary schools would handle lunch time safely, noting that all students eat in classrooms and would have to remove their masks. This would leave people in the class exposed to possible infection during lunch time.

Dr. Zorn noted the guidelines say that lunchtime without masks requires 6 feet of distance. Schools are still problem solving that issue.

Jerrod Bishop stated that children are not affected by COVID, questioning why the infection rates of the general population are used to determine when to send middle school students

back to school. Zorn stated the primary science indicates the older kids are more susceptible to COVID than younger children. Also, it is more difficult to cohort middle and high school students.

Jerrold Bishop asked at what point kids will not be wearing masks. Zorn indicated the district follows the Department of Health guidelines. Once those guidelines change, then the district will implement those changes.

Sean Turpin suggested the school board can take a different direction and elect to allow secondary students to go back to school four days a week. He expressed concern that the board's decision to follow the Department of Health guidelines is having a negative effect on the mental, emotional and social health of students. Turpin urged the board to put kids first, noting children are least likely to transmit the virus and all teachers were given the opportunity to get vaccinated.

Sherry Parsons thanked the board for following the Department of Health guidelines and listening to the science. Parsons noted there are a lot of people who appreciate what the board is doing.

Holly Lindsey stated that she has an in-home daycare center and has been open throughout the pandemic. Her daycare has not had a single case of COVID. She is exposed daily to the children and family members. She noted that she has a hard time understanding why kids cannot be in school. Students are struggling and need to get to school. Not all students learn well online.

Anik St. Martin, healthcare provider, who has a freshman and senior at Mark Morris thanked the board and Dr. Zorn for their efforts during the pandemic and acknowledged that they are doing their best. She noted that studies have shown that schools are not a primary source of transmission even in communities that have high risk assessments. The American Pediatric Association recommends that children be in school. The survival rate for people who get the virus is almost 100%. St. Martin suggested it would be much healthier to show our kids that we can go back to school safely, versus holding students out of school. She raised concerns about what we are teaching students by not allowing them to go to school for in-person instruction when studies prove it is safe.

Brenda DeWolf stated that she also has a daycare with over 60 children. She too has been open throughout the pandemic. She has a middle school student who is struggling and has lost faith that school will reopen to in person instruction. DeWolf suggested the board allow students to return due to the low risk and given the fact that school employees have been given the opportunity to be vaccinated.

President Wiitala recommended the parents contact the State Department of Health, because they are the ones who set the guidelines for our state.

Goldie Valentine who is an SEIU employee for the district stated that she is grateful the board is following the guidelines. The new variants of the virus are affecting kids and it is spreading.

Trish West, teacher and parent of a middle schooler and high schooler, asked what the plan is to return students to school. Dr. Zorn noted that he reviews the data daily. As soon as infection rates reach 200 or less, he will take action to bring students back to school.

Peter Marquez, Columbia Heights parent, suggested that educators who have not been vaccinated are putting children at risk.

Shannon Pitman, expressed frustration about other school districts in the county allowing students to continue in-person instruction despite the high infection rates, noting that it feels like Longview is being singled out.

Chelsea Williams asked if secondary students would be able to attend class on Friday, April 16, since those students will not be returning to in person as originally planned. Dr. Zorn confirmed that secondary schools will be open on April 16 for in-person instruction, but elementary schools will be closed to allow schools to prepare.

Stephanie Frost advocated for secondary students to return to school. She asked the board to let families and medical providers deal with the outcome, noting that if we do not test it, we will not know if it will work. Outbreaks will happen and can be dealt with.

Laura Bingham expressed concern over the "5 day agreement" with the union to allow schools time to prepare for the return of students. She noted the schools have had many months to prepare, questioning why they would need another 5 days. Dr. Zorn noted the district is working with the unions on this matter. One of the 5 days would include a day of readiness.

Hillary Reeves asked if the district was aware the CDC did not recommend schools shut down?

RESOLUTION NO. 788 EMERGENCY WAIVER OF HIGH SCHOOL GRADUATION CREDITS

Dr. Zorn reported that Resolution 788 provides grace for students who were on track to graduate in 2020 when the governor shut schools down. It allows the district to waive two of the 24 graduation requirements.

Motion: I move to adopt Resolution 788 emergency waiver of high school graduation credits.

Motion by: Crystal Moldenhauer
Seconded by: CJ Nickerson

Kristen Becker asked if this resolution would extend beyond the class of 2021. Dr. Zorn indicated it would not, but there is advocacy for this idea and the state board of education is addressing this matter by considering a rule. Schools will offer credit retrieval and expanded summer schools to help students catch up. Becker noted that this is why the public is losing faith in our school board. She noted she has a freshman and middle school student who are struggling, who have never struggled before.

With no further discussion, President Wiitala called for the vote. Carried.

Board Subcommittee Reports

Crystal Moldenhauer reported the Communications Committee met and discussed kindergarten registration, efforts to inform employees of COVID-19 vaccine opportunities, and website usage. Communications has been sending regular updates to families. The safety and security efforts are shifting to active threat training in the coming weeks.

Dr. Zorn noted that the Finance Facilities and Technology Committee, the Policy Committee and Curriculum & Instruction Committee will meet this week.

Legislative Updates

Dr. Zorn reported that HB 1162 which would have addressed graduation waivers due to COVID did not get heard by the Senate. The district continues to work on budget development and strategies to use ESSER dollars. A bill passed both the House and Senate that alters the ability for the district to collect certain high school fees.

Future Agenda Items

The board offered no future agenda items.



Memorandum

Date: April 26, 2021

To: Board of Directors of the Longview School District

From: Superintendent Dr. Daniel Zorn
(Prepared by Tony VanderMaas, Assistant Superintendent)

Subject: Personnel Report

CLASSIFIED PERSONNEL

The following items are recommended for Board approval:

New Employee	Position	Building	Date	Hourly Rate
Hayden, Jeanette	Server	Northlake	03.22.2021	\$16.03
Hedge, Brittany	Paraeducator	RA Long	04.22.2021	\$16.25
Sherman, Ashley	LPN	St. Helens	04.19.2021	\$25.15

Retired Employee	Position	Building	Effective	Hire Date
Kickabush, Karen	Lead Secretary	Mark Morris	08.31.2021	12.03.1984

Resigned Employee	Position	Building	Effective	Hire Date
Bailey, Addison	Paraeducator	Northlake	04.02.2021	09.16.2019
Blowers, Cynthia	Paraeducator	Mark Morris	04.15.2021	11.26.2018
Chapman, Jamie	Paraeducator	Columbia Heights	04.15.2021	03.16.2020

CERTIFICATED PERSONNEL

The following items are recommended for Board approval:

Resigned Employee	Position	Building	Effective	Hire Date
Allen, Crystal	Literacy Facilitator	St. Helens	06.30.2021	11.14.2006
Brown, Brooke	Counselor	Northlake	08.31.2021	08.30.2017
Ward, Haile	Music Specialist	St. Helens	08.17.2021	08.29.2018
Smith, W Morgen	SPED Teacher	Mark Morris	08.31.2021	12.04.2019
Shepherd, Stephen	Assistant Principal	Mt. Solo	06.30.2021	08.31.2011

Retired Employee	Position	Building	Effective	Hire Date
Kochis, Carolyn	Counselor	Columbia Heights	08.31.2021	08.31.2010
Johnson, Thomas	Counselor	Mark Morris	08.31.2021	09.01.1994

Certificated Substitutes

The following individuals have met all qualifications and certification requirements to be added to our list of certificated substitutes and are recommended for approval:

- Crystal Morrison
- Eva-Mari Vik
- Anne Rice
- Barella, Olivia

**LONGVIEW SCHOOL DISTRICT
CONTRACTS AND PERSONAL SERVICE AGREEMENTS
4/26/2021**

Contracts

Purchase Order No.	Vendor	Fund	Description	Department/ School		Amount	Start	Ends
1102200001	AVID	GEN	AVID Program	0174	AVID	\$14,177.94	09.01.2021	06.30.2021

Personal Service Agreements

Purchase Order No.	Agreement With	Fund	Description	Department/ School		Amount	Start	Ends
1102100255	Ducks & Lions	GEN	Trauma Sensitive Training	5100	Title 1	\$1,600.00	04.13.2021	04.13.2021
1102100259	Ochoa, Eduardo	GEN	Culturally Responsive Training	6500	Transitional Bilingual	\$1,000.00	03.30.2021	03.30.2021
1102100265	Layton, Sarah	GEN	District Wide MTSS Support	7942	WA Sch Climate Transformation	\$3,500.00	09.02.2021	06.20.2021
1102100272	Meissner, Whitney	GEN	CEL Framework Training	5821	TPEP-Teacher Training Grant	\$3,000.00	04.28.2021	05.10.2021



WASHINGTON INTERSCHOLASTIC
ACTIVITIES ASSOCIATION

Form Submission: Combine Agreement

The following WAA Combine form has been submitted for the 2020-2024 classification cycle. Combine agreements are approved for a classification cycle (4 years) and once approved, need not be submitted again until the new classification cycle. Please notify the WAA Office if the combine has been dissolved at any time during the classification cycle.

Primary Athletic Director	Email	Phone	Signature of Submitter
Robert Blackman	rblackman@longview.k12.wa.us	360.575-7668	

School Name - Level (HS, JH, MS)	Classification	Boys or Girls	Sport/Activity
Mark Morris HS	2A	Girls	Wrestling
R.A. Long HS	2A		

New Classification Will Be	Combined Enrollment	WIAA District	Verified by WIAA Staff:	Date:
2A	1214.59	4		

Combine School Name: (To be used in State Tournament Program and League Standings. All participating schools' names must be listed)	Longview
League Name in which the combine program will participate in:	GSHL 2A

SIGNATURES OF APPROVAL (all signatures required)				
School Name	School Board President Signature	Date	League President Signature	Date
Mark Morris HS			<i>[Signature]</i>	4/17/21
R.A. Long HS				
WIAA District Director Signature			WIAA District	Date
			4	

FOR WIAA OFFICE USE ONLY		
<input type="checkbox"/> Approved for school year(s) _____	<input type="checkbox"/> Denied	<input type="checkbox"/> Decision pending. Additional information is required
WIAA Assistant Executive Director Signature:	Date:	

WARRANT APPROVAL

LONGVIEW SCHOOL DISTRICT
Longview, Washington

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the service rendered claims described herein, and that the claims described below are just, due and unpaid obligations against Longview School District No. 122 and that I am authorized to authenticate and certify to said claim.

April 26, 2021

Auditing Officer

<u>GENERAL FUND 10</u>	<u>PAID ON</u>	<u>AMOUNT</u>	<u>WARRANTS</u>
Payroll Employee Warrants			through
Payroll Vendor Warrants			through
Payroll EFT Wire Transfers			through
A/P Regular Run 2020-21	4/30/2021	\$ 652,800.48	1081076 through 1081241
A/P Regular Run 2021-22	4/30/2021	\$ 14,177.94	1081242 through 1081242
<u>CAPITAL PROJECTS FUND 20</u>			
A/P Regular Run 2020-21	4/30/2021	\$ 11,581.92	14396 through 14399
<u>ASB FUND 40</u>			
A/P Regular Run 2020-21	4/30/2021	\$ 4,611.20	40654 through 40663
<u>PRIVATE PURPOSE TRUST FUND 70</u>			
A/P Regular Run 2020-21	4/30/2021	\$ 9,012.00	4782 through 4782
<u>TRANS. VEHICLE FUND 90</u>			
A/P Regular Run			through

We the undersigned Board of Directors of Longview School District No. 122, Cowlitz County, Washington, do hereby certify that the disbursements described above were approved the 26th day of April 2021.

Don Wiitala, President

Jennifer Leach, Vice-President

Barbara Westrick, Director

C J Nickerson, Director

Dr. Dan Zorn, Secretary

Crystal Moldenhauer, Director

**Attachment 4-26-7
Longview School District #122
Regular Meeting Date: 4/26/2021**

To: Longview School District Board of Directors

From: Dr. Dan Zorn, Superintendent
(Prepared by Dr. Elizabeth West, Exec. Dir. Of Special Education)

Subject: Special Education Report

Issue: Annual Special Education Report.

Background/Executive Summary: Each year the board receives a report about the Special Education Programs at Longview School District. Dr. West has prepared a report, which is attached for board review. Dr. West will be available at the regular meeting to provide highlights and answer questions.

Recommended Action: Information only. No action required.

Alternatives: None.

Budget Notes: None.

Strategic Framework Goals:

Increased Student Achievement

References:

Special Education

2020-2021 Annual Board Report



Overview

The Longview School District Special Education program serves students from birth through twenty-one years of age. Children from birth through two years of age are served through contracts with community agencies. Instructional and support services are delivered by special education teachers, school psychologists, speech language pathologists, occupational therapists, physical therapists, and para-educators.

Dr. Elizabeth West, Executive Director

Dr. Karen Joy, Director of Special Education

Kathy Wilcox, Secretary

Chelsea Collins, Secretary

In compliance with federal and state law, students with disabilities are served in the least restrictive environment to the maximum extent possible. All special education students at all district schools participate as appropriate in general education classrooms. Special education services include individualized specially designed instruction in academic skills, adaptive skills (e.g., self-help; self-advocacy, community, independent living), communication and language skills, motor skills, social skills, behavior and vocational skills.

Enrollment Data

Currently, 18.8% (or 1,149 students) of the total number of Longview School District students enrolled in grades Preschool -12 (6,103) are eligible for special education services, which is above the state's funding index of 13.5%.

Special Education Status During Pandemic:

- ✚ SPED guidelines established with re-opening plans that aligned to OSPI recommendations
- ✚ District sped programs: In-person, 5 days a week
- ✚ Prioritized implementation of IEPs and use of continuous learning plans
- ✚ Used Zoom and/or Google Meet as platforms for IEP and related meetings
- ✚ Sped Staff – trained in innovative technologies
- ✚ Grant funded – software and hardware

Special Education Staff	Number of Employees
Teachers	50
Paraeducators	121
Occupational Therapists	2.8
Physical Therapist	1
Speech & Language Pathologists (SLP)	11
SLP Assistants	4
School Psychologists	10
Vision Specialist	.5
Licensed Practical Nurse	4
Registered Nurse	2
ASL Interpreter	1
Interns: OT, SLP, Psych	3

2019 LRE Summary:	Reg. Early Childhood	Self-Contained	Reg EC Served Home/Other Elsewhere	
Broadway Learning Center	7.8%	68.1%	20.7%	3.4%
	80% - 100% Regular Class	40% - 79% Regular Class	0% - 39% Regular Class	LRE 28, 29, 8
Columbia Heights	50.0%	18.4%	31.6%	
Columbia Valley Gardens	50.0%	25.0%	21.7%	3.3%
Kessler	61.3%	18.7%	20.0%	
Mint Valley	68.3%	16.7%	15.0%	
Northlake	78.8%	18.2%	1.5%	1.5%
Olympic	40.0%	58.2%	1.8%	
Robert Gray	63.1%	24.6%	12.3%	
St. Helens	50.0%	32.3%	17.7%	
Cascade	32.3%	55.9%	9.7%	2.2%
Monticello	62.2%	26.7%	10.0%	1.1%
Mt. Solo	44.2%	51.2%	2.3%	2.3%
Discovery	72.7%	27.3%		
Mark Morris	23.6%	50.7%	18.1%	7.6%
RA Long	38.0%	54.5%	2.5%	5.0%

Special Education % by School March, 2021				
Building	Total Students	Sped Students	2020	2021
Broadway	119	119	98	100
MV	366	72	16	20
CVG	336	60	19	18
Kessler	277	77	31	28
Olympic	329	54	16	16
St. Helens	352	69	16	20
RG	429	66	22	15
Northlake	301	45	20	15
CH	339	60	14	18
Cascade	512	89	17	17
Monticello	570	85	15	15
Mt. Solo	420	52	10	12
RA Long	869	136	15	16
MM	847	140	16	17
Discovery	99	11	12	11
LVA	62	11	n/a	18

Three-Year Enrollment Data by Disability			
Disability	2018	2019	2020
Developmental Delays	211	202	176
Emotional/Behavioral Disability	47	45	50
Orthopedic Impairment	2	2	3
Health Impairment	181	188	209
Specific Learning Disability	368	346	338
Intellectual Disability	51	54	52
Multiple Disabilities	19	19	22
Deafness	2	1	1
Hearing Impairment	6	6	5
Visual Impairment	4	3	3
Deaf-Blindness	0	0	0
Communications Disorders	166	190	184
Autism	84	94	106
Traumatic Brain Injury	6	5	2
TOTALS:	1147	1155	1151

GOALS ACHIEVED 2020-2021

- Safety net award (2020): \$1,016,406
- Community impact award (2020): \$64,022
- OSPI inclusion grant award: \$222,000
 - Coaches, hardware, software and adaptive PE materials
- Recruited and supported internships in related service areas (i.e., School Psychologists, OT, SLP)
- Analyzed data – LRE and assessment by student characteristics
- Determining recovery services and start implementation
- SPED teacher and supports at Longview Virtual Academy (LVA)
- New primary extensive program at Robert Gray
- Ukeru training – trauma informed crisis management
- Improved Broadway to Kindergarten transitions and program placement
- Internal and external communications: Website, parent communications, Sped newsletter

PROPOSED GOALS 2021-2022

- Provide recovery services
- New Administrator orientation – SPED content
- Transition planning and services for 18-21 who are not candidates for STEPS
- Continue to analyze LRE and assessment data across buildings
- Professional development and coaching opportunities around:
 - Inclusion
 - Behavior
 - Universal Design for Learning (UDL)
- Curriculum Audit – academic, socio-emotional and behavioral
- Recruit and support internships in related service areas: SLP and Psychologists

**Attachment 4-26-8
Longview School District #122
Regular Meeting Date: 4/26/2021**

To: Longview School District Board of Directors

From: Dr. Dan Zorn, Superintendent
(Prepared by Dr. Karen Joy, Director of Special Education)

Subject: Mental Health Report

Issue: Mental Health Report

Background/Executive Summary: The board has requested a report on the state of mental health services provided within the schools of the Longview School District. Dr. Karen Joy has provided a written report, which is attached to this memo. She will be available to highlight information and answer questions at the regular meeting.

Recommended Action: Information only. No action required.

Alternatives:

Budget Notes:

Strategic Framework Goals:

Increased Student Achievement

References:

School Based Mental Health

2020-2021 Update



Dr. Karen Joy, Director of Special Services

Kerry Burluson, Secretary

Overview

The Longview Public Schools Mental Health program serves students in grades Kindergarten through high school as well as families through the Family Resource Center. Students are served through contracts with certain community agencies. These community agencies include, Columbia Wellness, CORE, and Community Integrated Health Services (CIHS). Columbia Wellness also administers the CARE program through a recent grant during the 2019-20 school year, for early assessment, early identification, and the early intervention of childhood behavioral, emotional, and social needs for children aged 0-8. The CARE therapists see children at Broadway as well as in several of the elementary schools. We have a brochure that provides the information on the partner agencies as well as other community agency options for students and families with mental or behavior health needs.

District school counselors at each school send referrals to the partner agencies based on concerns from teachers or parents. The partnership with the mental health agencies was created to allow student's ease of access in obtaining mental health services by providing therapy to students in the school buildings. During recent school closures and hybrid learning, mental health services were also delivered in the local agency offices, in student's homes and via tele-therapy (i.e. Zoom or Google Duo). Referrals have declined this year from last but with more students coming back to in person learning those referrals should increase with student visibility as well as more opportunity for providers to see students in the school buildings.

Each mental health provider accepts students for services based on the student's insurance coverage. Between the various agencies, insurance providers accepted are Medicaid insured's, Amerigroup (AMG), United Healthcare (UHC), Coordinated Care (CC), and Molina as well as a limited amount of Private Pay clients. The school counselors attempt to refer to the agency that accepts the student's insurance provider wherever possible.

Mental Health Services by Agency		
Agency	Students receiving MH services 20-21 SY to 4/19/21	19-20 SY
Columbia Wellness	65	136
CARE (Early Childhood)	13	n/a
CIHS	14	21
CORE	151	305
TOTALS	243	462

Based on data as collected from the community partners, they are getting less referrals as of this same time last year and seeing less students. We expect an increase to levels at or more than last year once all schools are back full time in person.

The providers were recently asked if there were any concerns noted with students this year as related to the pandemic and/or being out of school. The providers noted there was more incidence of depression and feelings of isolation. They also noted that since school has been hybrid they have seen some clients struggling more with their home life due to difficult family situations. School is a way for some students to get away or focus on things other than their home environment. They report that the decreased social aspect of being at school has impacted students and their mental well-being.

RESOURCES



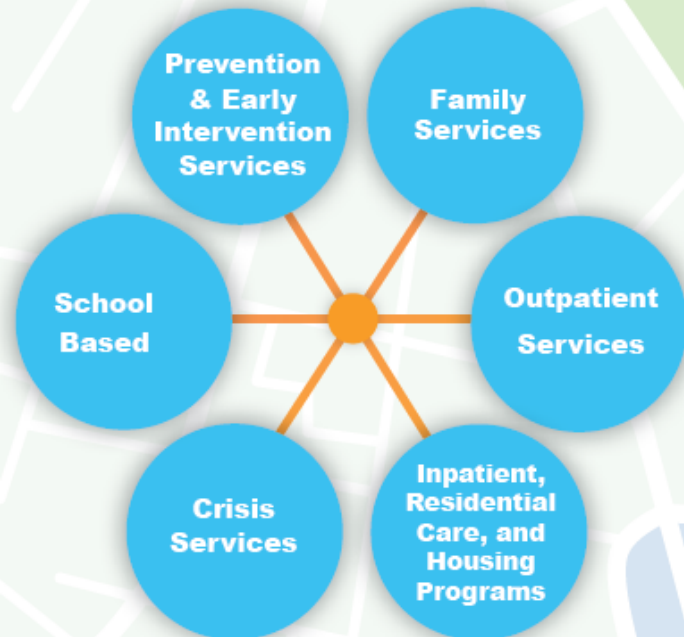
Longview
Public Schools

To prevent substance use and mental health disorders; when signs are present, to intervene early and appropriately; and when assessments indicate that treatment is required, to provide the right type of treatment, at the right place, by the right person/programs to help students achieve and maintain the highest quality of health and wellness.

ABOUT BEHAVIORAL HEALTH SERVICES

Behavioral Health Services (BHS) are available to Cowlitz County students seeking mental health and substance use treatment through the Great Rivers Behavioral Health Organizations Continuum of Care.

BEHAVIORAL HEALTH SERVICES CONTINUUM OF SERVICES:



24 HOUR MENTAL HEALTH CRISIS LINE

If there is a life-threatening emergency, please call 911. Crisis Response Services provides a cohesive response system 24 hours-a-day, 7 days-a-week, serving people of all ages and cultures who are experiencing a crisis.

360-425-6064 or 800-803-8833

GREAT RIVERS BEHAVIORAL CRISIS LINE

There are no eligibility requirements for utilizing the Crisis Line—anyone can use it.

360-425-6064 or 800-803-8833

COWLITZ COUNTY RESOURCES

Website containing the resources (medical, dental, housing, and many more) available in our community for students, parents and families.

<http://www.linkingcowlitzcounty.org>

211

Please contact 2-1-1 Info for comprehensive information and referral focused on health and social service. By Phone: simply dial 2-1-1 from any phone.

FREE TRANSPORTATION

If you have a current Provider One ID Card and are going to a covered medical service within your community, you may be eligible for Medical Transportation. Phone lines are open Monday—Friday from 8am - 5pm excluding the lunch hour and holidays. Please call at least 7-14 days in advance.

Cowlitz County

1-800-752-9422, Option 2

BEHAVIORAL HEALTH SERVICES NAVIGATION



COLUMBIA WELLNESS

We understand that many people try dealing with problems on their own. Turning to therapy can sometimes be a difficult decision. Columbia Wellness can help. Our caring professionals can assist with any difficulty that you or someone in your family may be experiencing. We will listen so that we can better understand. Because life is complex, we offer a full range of services. Our staff are professionally trained, highly skilled, and eager to serve you. Our organization has provided quality service to this community since 1953. **Most insurance plans accepted.**

Intake Phone: 360-423-0203

720 14th Avenue, Second Floor, Longview, WA

COMMUNITY INTEGRATED HEALTH SERVICES

CIHS is a Washington State-based behavioral health organization offering quality care to all communities we serve. Our team of dedicated, experienced professionals offer a variety of behavioral health services to people of all ages. CIHS' mission is to assist individuals with mental health and/or substance abuse disorders to obtain necessary skills, counseling, medication management, and support services to improve their quality of life and level of functioning. **Medicaid insurance accepted.**

Intake Phone: 360-261-6930 or 855-303-4834

1116 114th Ave, Longview, WA

CORE HEALTH

CORE Health's mission is to provide comprehensive, integrated behavioral health services that promote the health and quality of life of our community members. We strive to create and maintain an environment that is warm and welcoming, values diversity and difference, provides safety, and promotes whole health by supporting individual's and family's along their recovery journey. **Medicaid insurance accepted.**

Intake Phone: 360-200-5419

748 14th Ave, Longview, WA

PROVIDERS

COWLITZ TRIBE

The goal of the Cowlitz Indian Tribal Health Clinic is to provide a Holistic Approach to Health Care that promotes Disease Prevention, Treatment, and Education. Services include individual Counseling, Crisis Counseling, Grief Counseling, Psychological Evaluations, Medication Management, Youth Services, and Positive Indian Parenting Classes. Any enrolled American Indian / Alaskan Native (AI/AN) of a Federally Recognized Tribe is eligible for services. **Most insurance plans accepted.**

Intake Phone: 360-353-9422

922 Fir Street, Longview, WA

CSHCN

The Children with Special Health Care Needs program serves children with physical, behavioral, or emotional conditions that require health and related services beyond those required by children generally. Client referrals can be made by families, school, medical providers, and others to the CSHCN Coordinator in the County Health Department where the child lives.

Medicaid insurance accepted.

Intake Phone: 360-414-5599

1952 9th Ave, Longview, WA

A FIRST PLACE

A First Place's dedicated and caring and caring staff provide behavioral health services in a professional and friendly atmosphere. Our facility offers several different treatment options that work best for your student and your family. Call us for more details on how we can help.

Most insurance plans accepted.

Intake Phone: 360-577-7442

309 Oak St, Kelso, WA

NORTHWEST PSYCHOLOGICAL RESOURCES

Northwest Psychological Resources offers a wide range of mental health services provided by caring professionals with the highest qualifications. Each clinician is independent and sets his or her own fees without restriction or regulation by us.

Most insurance plans accepted.

Intake Phone: 360-414-8600

945 11th Ave, Suite B, Longview, WA

PEACE HEALTH A CHILDS PLACE

Please Health Medical Group has a comprehensive system of care that services children, adolescents, adults and seniors struggling with issues of chemical dependency and/or emotional distress. Our providers are experienced medical doctors, advance registered nurse practitioners, psychologists and social workers. **Most insurance plans accepted, not Medicaid.**

Intake Phone: 360-414-2222

600 Broadway, First Floor, Longview, WA

SEAMAR

Our providers use multidisciplinary practices to develop and maintain individualized treatment goals for each client. Our well-trained professional team consists of mental health therapists, chemical dependency counselors, psychiatric advanced registered nurse practitioners and psychiatrists. We specialize in providing culturally competent services, and our staff members have received intense training on evidence-based practices to ensure that we provide the best tools to help our patients lead healthy lives. **Medicaid insurance accepted.**

Intake Phone: 360-261-7020

1710 Allen Street, Kelso, WA

STRENGTHENING FAMILIES

Evidence based in-home high intensity services for youth and families needing extra support. **Most insurance plans accepted.**

Intake Phone: 360-577-5697

1338 Commerce Avenue, Longview, WA



**Attachment 4-26-9
Longview School District #122
Regular Meeting Date: 4/26/2021**

To: Longview School District Board of Directors

From: Dr. Dan Zorn, Superintendent
(Prepared by Director of Communications & Operations Rick Parrish)

Subject: Approval of 2021 PRAM List

Issue: Approval of 2021 PRAM list.

Background/Executive Summary: Each year the Facility Advisory Committee convenes to review the proposed PRAM projects and provides feedback. The committee met on April 19, 2021. The Facility, Finance and Technology board subcommittee also met to review the proposed projects. After collecting feedback from the two groups, the list of proposed projects has been reduced to create the 2021 PRAM List. The superintendent recommends the board review and approve the list.

Recommended Motion: I move to approve the 2021 PRAM list as submitted in attachment 4-26-9.

Alternatives: Delay the approval of the PRAM list to a later day, which would delay the process of securing bids and ultimately beginning work on these projects.

Budget Notes:

Strategic Framework Goals:

Increased Student Achievement

References:

Planned Projects

Replace Flooring at **Kessler** Elementary
 Overlay Flooring at **Broadway** Elementary
 Remove Lead Paint and repaint **Northlake** Elementary
 Replace roof at **Northlake** Elementary
 Remove Lead Paint and repaint **Olympic** Elementary
 Add window coverings in classrooms at **Broadway** to control temperature
 Upgrade **Kessler** security fencing
 Install new security fencing at **Olympic** Elementary
 Install new security fencing at **Columbia Heights**
 Install new security fencing at **Mint Valley**
 Purchase Storage Container for **Northlake** Gym Equipment
 Upgrade parking lot lighting at **Monticello** and **Columbia Heights**
 Complete Refinish of Gym Floor at **R A Long**
 Complete Refinish of Gym Floor and mezzanine at **MM**
 Refinish remaining classroom wood floors at **R A Long**
 Clean and restore **RA Long** clock tower
R A Long cafeteria & gym bathroom birdbath sink replacements
 Replace Sprinkler system at **R A Long** Baseball Field
 Add sprinkler system to **R A Long** JV/slow pitch softball field
 Replace Sprinkler System at **MM** Baseball Field
MM girls and boys locker room remodel
 Replace existing lighting with LED at **RA Long and Mark Morris**
 Install front door security vestibules at **all schools**
 Install new boiler in **Central Kitchen**

Sub-total

Cost contingency (10% of estimated project cost)
 Engineering Fees (5% of estimated project cost)

Total Estimated Project Costs

Estimated PRAM budget
 Dollars remaining to allocate

Adjusted

Cost Estimate Notes

\$56,000 New flooring in the corridors and the library.
 \$125,000 Install flooring over the top of the existing flooring
 \$45,000 Building needs to be repainted, but lead paint must be remediated.
 \$220,000 Replace roof and gutters.
 \$45,000 Building needs to be repainted, but lead paint must be remediated.
 \$18,500 Classrooms with east facing windows.
 \$12,500 Increase height of fence between the playground and the blacktop for added security.
 \$15,000 Add new fencing and gates for added security.
 \$26,000 Add security fencing in the front area of the school.
 \$40,000 Manage foot traffic for security reasons.
 \$5,000
 \$65,000 Adding more lights for safety.
 \$38,000 Floor starting to delaminate underneath, needs a full refinish.
 \$55,000 Floor starting to delaminate underneath, needs a full refinish.
 \$10,000 Four more classrooms with wood floors need refinishing.
 \$50,000 District flagship building needs cleaning and restoration.
 \$16,000 The old sinks are cracked stained and replacement parts are no longer made.
 \$28,000 Poor infield sprinkler system needs to be replaced. Add outfield sprinkler system.
 \$26,000 Install a sprinkler system where there is no system now.
 \$28,000 Existing system does not work well and needs to be replaced.
 \$325,000 Replace lockers, flooring in boys locker room, remodel/update girls locker room off gym.
 \$100,000 Replace existing flourescent lighting with new LED in classrooms and corridors.
 \$525,000 Upgrade security at 15 schools at an average estimated cost of \$35,000 per site.
 \$25,000 Project pulled forward from 2019-20 PRAM list with increased funds due to scope of work.
 (Total project \$185,000; \$160,000 approved on the 2019-20 PRAM list will be pulled forward)

\$1,899,000

\$189,900

\$94,950

\$2,183,850

\$2,187,000

\$3,150

Longview Public Schools**Alternate PRAM projects 2020-21**

Replace/refinish gym floor at St Helens Elementary	\$65,000	Replace the existing worn surface.
Repair asphalt at MOTF	\$75,000	Crack sealing and a seal coat. Extend life 2 to 3 more years.
Replace drop down ceiling in corridors at Monticello Middle School	\$125,000	Facilities to re-affix ceiling tiles with white head screws.
Install parking lot gates at Mark Morris	\$24,000	Keep vehicles off school grounds to minimize vandalism and neighborhood disruption.
Install parking lot gates at Mint Valley	\$24,000	Keep vehicles off school grounds to minimize vandalism and neighborhood disruption.
Repair low spot in asphalt at Mt. Solo where water collects near crosswalk	\$17,500	Makes crosswalk from parking lot to main school building safer.
Replace broken concrete at Olympic Elementary	\$32,000	Reduce trip hazards in the playground area in between the annex and the main building.
Replace R A Long and MM Varsity baseball field pitchers mounds and home plate circles with artificial turf	\$29,000	Artificial turf material to make field playable in the wet conditions.
Add Parking Spots in Back Parking Lot of MM near Dick Mealy pool	\$24,500	Additional 15 more parking spots to support pool spectators.
Install new floor in RA Long annex gym	\$75,000	Replace existing floor with new composite material flooring.
Add Sprinkler System to MM JV Baseball Field	\$28,000	Install a sprinkler system where there is no system now.
Sub-Total Alternate PRAM projects	\$519,000	
Cost contingency (10% of estimated project cost)	\$51,900	
Engineering Fees (5% of estimated project cost)	\$25,950	
Total Estimated Alternate PRAM projects	\$596,850	

**Attachment 4-26-10
Longview School District #122
Regular Meeting Date: 4/26/2021**

To: Longview School District Board of Directors

From: Dr. Dan Zorn, Superintendent

Subject: Approve Air Quality Projects Using Federal Elementary and Secondary School Emergency Relief Funds (ESSER)

Issue: Approve Air Quality Projects Using Federal Elementary and Secondary School Emergency Relief Funds

Background/Executive Summary: The federal government has made available COVID-19 Relief funds called the Elementary and Secondary School Emergency Relief Funds which may be used for a variety of purposes including but not limited to funding academic programs to remedy learning loss, purchasing personal protective equipment, and improving air quality in buildings. A list of air quality improvement projects has been developed that meet the eligibility requirements for use of the ESSER funds. Previous air quality upgrades focused on filtration have already been completed. These projects are focused upon the improvement of our HVAC controls and mechanical systems. This list is attached and ready for board review.

The superintendent recommends board approval of these projects and use of the federal funds, so the district may begin the procurement process.

Recommended Motion: I move to approve the air quality projects as presented in attachment 4-26-10, utilizing the ESSER funds made available to the district.

Alternatives: Delay the approval of the projects, which will delay procurement at a time when school districts around the country are lining up to purchase and install air quality systems, using these one-time federal funds.

Budget Notes: see attached list

Strategic Framework Goals:

Increased Student Achievement

References:

Air Quality Projects Using ESSER Funds 4.26.2021

Longview Public Schools DRAFT ESSER Funds Projects	Adjusted Cost Estimate	Notes
CVG – Replace entire HVAC System		
HVAC controls	\$52,000	
HVAC system	\$273,000	
HVAC portables	\$16,000	
Northlake – Replace HVAC Controls, replace chiller		
HVAC controls	\$70,000	
HVAC system	\$160,000	
HVAC portables	\$48,000	
Mint Valley – Replace HVAC Controls	\$70,000	
Columbia Heights – Replace Controls	\$70,000	
Olympic – Replace HVAC Controls	\$70,000	
HVAC controls - portables	\$24,000	
St. Helens – Replace Controls	\$75,000	
Kessler – Replace Gymnasium and Auditorium HVAC	\$210,000	
Cascade – Replace Chiller	\$230,000	
Mt. Solo – Replace HVAC Controls and consolidate chillers		
HVAC controls	\$83,000	
HVAC chillers	\$260,000	
Monticello – Replace Windows in Science Wing and Replace Fan Coil Units in Hallways		
Windows	\$150,000	
HVAC	\$56,000	
R A Long Science Wing – Replace HVAC System & Controls		
HVAC controls	\$8,000	
HVAC system	\$100,000	
R A Long – Replace HVAC Controls	\$107,000	
HVAC portables	\$16,000	
Mark Morris AA Wing – Replace HVAC System and add to controls		
HVAC controls	\$10,000	
HVAC system	\$75,000	
Temporary HVAC at Dick Mealy Pool (board approved and in process)	\$95,000	Emergency efforts to avoid damage to building from moisture
Rebuild Dehumidifier at Dick Mealy Pool (board approved and in process)	\$152,800	Much lower cost than replacing and much shorter timeline
Mark Morris Shops – Replace Windows and HVAC System		
Replace windows*	\$160,000	
HVAC system*	\$260,000	
Business Office – Replace HVAC Controls and Unit Servicing Server Room		
HVAC controls	\$40,000	
HVAC system	\$15,000	
HVAC main building	\$24,000	
Admin Building – Replace HVAC System and Add Controls		
HVAC controls	\$52,000	
HVAC system	\$180,000	
Discovery - add controls or replace system w/ductless HVAC		
Add controls (no controls needed if ductless system installed.)	\$0	\$60,000 if no ductless system installed.
Ductless system	\$128,000	
Sub-Total Estimated Expenditures	\$3,339,800	
Cost contingency (10% of estimated project cost)	\$333,980	
Engineering Fees (5% of estimated project cost)	\$166,990	
Estimated Total Expenditures	\$3,840,770	

Note- MM Shops window and HVAC replacement to support CTE remodel project.

**Attachment 4-26-11
Longview School District #122
Regular Meeting Date: 4/26/2021**

To: Longview School District Board of Directors

From: Dr. Dan Zorn, Superintendent
(Prepared by Holly Pfenniger, Exec. Asst. to the Superintendent)

Subject: Policy 3205 Sexual Harassment of Students Prohibited (first reading)

Issue: Revisions to Policy 3205 Sexual Harassment of Students Prohibited

Background/Executive Summary: Policy 3205 needs to be revised to reflect changes in federal regulations under the Title IX of the Education Amendments Act of 1972. The changes include the definition of sexual harassment, the standard for when a district must respond, the process of responding and grievance procedures. The revisions have been reviewed by the Policy Committee and are now before the board for a first reading.

Recommended Action: Review in a first reading. Refer for a second reading on May 10, 2021.

Alternatives:

Budget Notes:

Strategic Framework Goals:

Increased Student Achievement

References:

SEXUAL HARASSMENT OF STUDENTS PROHIBITED

The district is committed to a positive and productive education free from discrimination, including sexual harassment. This commitment extends to all students involved in academic, educational, extracurricular, athletic, and other programs or activities of the school, whether that program or activity is in a school facility, on school transportation or at a class or school training held elsewhere.—

Definitions

For purposes of this policy, sexual harassment means unwelcome conduct or communication of a sexual nature.- Sexual harassment can occur adult to student, student to student or can be carried out by a group of students or adults and will be investigated by the District even if the alleged harasser is not a part of the school staff or student body.- The district prohibits sexual harassment of students by other students, employees, or third parties involved in school district activities.

~~Under federal and state law, the~~ The term “sexual harassment” may include:

- acts of sexual violence;
- unwelcome sexual or gender-directed conduct or communication that interferes with an individual’s educational performance or creates an intimidating, hostile, or offensive environment;
- unwelcome sexual advances;
- unwelcome requests for sexual favors;
- sexual demands when submission is a stated or implied condition of obtaining an educational benefit;
- sexual demands where submission or rejection is a factor in an academic, or other school-related decision affecting an individual.

A “hostile environment” has been created for a student when sexual harassment is sufficiently serious to interfere with or limit the student’s ability to participate in or benefit from the school’s program. The more severe the conduct, the less need there is to demonstrate a repetitive series of incidents.- In fact, a single or isolated incident of sexual harassment may create a hostile environment if the incident is sufficiently severe, violent, or egregious.-

Under Title IX, the term “sexual harassment” means:

- an employee of the district conditioning the provision of an aid, benefit, or service on an individual’s participation in unwelcome sexual conduct;
- conduct that creates a “hostile environment,” meaning unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the education program or activity; or
- “sexual assault,” as defined in 20 U.S.C. 1092(f)(6)(A)(v), “dating violence” as defined in 34 U.S.C. 12291(a)(10), “domestic violence” as defined in 34 U.S.C. 12291(a)(8), or “stalking” as defined in 34 U.S.C. 12291(a)(30).

Investigation and Response

If the district knows, or reasonably should know, that sexual harassment has created a hostile environment, it will promptly investigate to determine what occurred and take appropriate steps to resolve the situation. If an investigation reveals that sexual harassment has created a hostile environment, the district will take prompt and effective steps reasonably calculated to end the sexual harassment, eliminate the hostile environment, prevent its recurrence and as appropriate, remedy its effects. The district will take prompt, equitable and remedial action within its authority on reports, complaints and grievances alleging sexual harassment that come to the attention of the district, either formally or informally. The district will take these steps every time a complaint, alleging sexual harassment comes to the attention of the district, either formally or informally.

Allegations of criminal misconduct will be reported to law enforcement and suspected child abuse will be reported to law enforcement or Child Protective Services. Regardless of whether the misconduct is reported to law enforcement, school staff will promptly investigate to determine what occurred and take appropriate steps to resolve the situation, to the extent that such investigation does not interfere with an ongoing criminal investigation. A criminal investigation does not relieve the district of its independent obligation to investigate and resolve sexual harassment.

Engaging in sexual harassment will result in appropriate discipline or other appropriate sanctions against offending students, staff or other third parties involved in school district activities.-_Anyone else who engages in sexual harassment on school property or at school activities will have their access to school property and activities restricted, as appropriate.

Retaliation and False Allegations

Retaliation against any person who makes or is a witness in a sexual harassment complaint is prohibited and will result in appropriate discipline.-_The district will take appropriate actions to protect involved persons from retaliation.

It is a violation of this policy to knowingly report false allegations of sexual harassment.-_Persons found to knowingly report or corroborate false allegations will be subject to appropriate discipline.

Staff Responsibilities

The superintendent will develop and implement formal and informal procedures for receiving, investigating and resolving complaints or reports of sexual harassment.-_The procedures will include reasonable and prompt time lines and delineate staff responsibilities under this policy. -

Any school employee who witnesses sexual harassment or receives a report, informal complaint, or written complaint about sexual harassment is responsible for informing the district Title IX or Civil Rights Compliance Coordinator.-_All staff are also responsible for directing complainants to the formal complaint process.

Reports of discrimination and discriminatory harassment will be referred to the district's Title IX/Civil Rights Compliance Coordinator. Reports of disability discrimination or harassment will be referred to the district's Section 504 Coordinator.

~~No district~~

District/school staff, including employees, contractors, and agents shall not provide a recommendation of employment for ~~current an employee, contractor, or former employees who they know~~ agent that the district/school, or the individual acting on behalf of the district/school, knows or has probable cause to have believe, has engaged in sexual misconduct with a student or minor in violation of the law.

Notice and Training

The superintendent will develop procedures to provide age-appropriate information and education to district staff, students, parents/guardians and volunteers regarding this policy and the recognition and prevention of sexual harassment.-_At a minimum sexual harassment recognition and prevention and the elements of this policy will be included in staff, student, and regular volunteer orientation.-_This policy and the procedure, which includes the complaint process, will be posted in each district building in a place available to staff, students, parents/guardians, volunteers, and visitors.-_Information about the policy and procedure will be clearly stated and conspicuously posted throughout each school building, provided to each employee and reproduced in each student, staff, volunteer, and parent handbook. Such notices will identify the District's Title IX coordinator and provide contact information, including the coordinator's email address.

Policy Review

The superintendent will make an annual report to the board reviewing the use and efficacy of this policy and related procedures. Recommendations for changes to this policy, if applicable, will be included in the report.-_The superintendent is encouraged to involve staff, students, volunteers, and parents/guardian in the review process.

-

Cross References: 3207 - Prohibition of Harassment, Intimidation, and Bullying
 3210 - Nondiscrimination
 3211 - ~~Transgender Students~~ Gender-Inclusive Schools
 ~~3240 - Student Conduct Expectations and Reasonable Sanctions~~
 3241 - ~~Classroom Management,~~ Student Discipline and
 ~~Corrective Action~~
 5010 - Nondiscrimination and Affirmative Action
 5011 - Sexual Harassment of District Staff Prohibited
 ~~5281 - Disciplinary Action and Discharge~~

Legal References: ~~20 U.S.C. § 7926~~
20 U.S.C. 1681-1688
WAC 392-190-058 Sexual harassment
RCW 28A.640.020 Regulations, guidelines to eliminate
discrimination — Scope — Sexual harassment policies
34 C.F.R. 106

Management Resources: ~~2019 — March~~2020 - August Issue
~~2015 — July Policy Alert~~
2015 - July Policy Alert
2014 - December Issue
2010 - October Issue

Initially adopted February 13, 2012
Amended: July 14, 2014
Amended: February 27, 2017
Amended: May 28, 2019
Amended: (date)

**Attachment 4-26-12
Longview School District #122
Regular Meeting Date: 4/26/2021**

To: Longview School District Board of Directors

From: Dr. Dan Zorn, Superintendent
(Prepared by Holly Pfenniger, Exec. Asst. to the Superintendent)

Subject: Procedure 3205 Sexual Harassment of Students Prohibited (first reading)

Issue: Revisions to Procedure 3205 Sexual Harassment of Students Prohibited

Background/Executive Summary: Procedure 3205 needs to be revised to reflect changes in federal regulations under the Title IX of the Education Amendments Act of 1972. The changes include the definition of sexual harassment, the standard for when a district must respond, the process of responding and grievance procedures. The revisions have been reviewed by the Policy Committee and are now before the board for a first reading.

Recommended Action: Review in a first reading. Refer for a second reading on May 10, 2021.

Alternatives:

Budget Notes:

Strategic Framework Goals:

Increased Student Achievement

References:

Sexual Harassment of Students Prohibited

The procedure is intended to set forth the requirements of Policy 3205, including the process for a prompt, thorough, and equitable investigation of allegations of sexual harassment and the need to take appropriate steps to resolve such situations.- If sexual harassment is found to have created a hostile environment, staff must take immediate action to eliminate the harassment, prevent its reoccurrence, and address its effects.—

This procedure applies to sexual harassment (including sexual violence) targeted at students carried out by other students, employees or third parties involved in school district activities.- Because students can experience the continuing effects of off-campus harassment in the educational setting, the district will consider the effects of off-campus conduct when evaluating whether there is a hostile environment on campus. The district has jurisdiction over these complaints pursuant to Title IX of the Education Amendments of 1972, Chapter 28A.640, RCW and Chapter 392-190 WAC.

Notice

Title IX Coordinator, Investigator, and Decision-maker

The district will designate and authorize one employee to act as “Title IX Coordinator” to coordinate the district’s state and federal sex discrimination and sexual harassment regulation compliance efforts. The decision-maker who reaches the final determination of responsibility for alleged Title IX sexual harassment will be the Superintendent or designee. The decision-maker cannot be the same person who serves as the Title IX Coordinator or the investigator of the Title IX complaint.

The Title IX coordinator’s name, title, office address, telephone number, and email address must be available on the district website; in handbooks/catalogs that are made available to staff, students, and parents; and in the district’s nondiscrimination statement.

Any individual designated as Title IX Coordinator, an investigator, or decision-maker, and any person who facilitates an informal resolution process must not have a conflict of interest or bias for or against the individual(s) who made the complaint (“complainant(s)”) or the individual(s) reported to be the perpetrator of the conduct that could constitute sexual harassment (“respondent(s)”) in general or individually, and must receive training on the following:

- The definition of sexual harassment under Title IX and state law;
- The scope of the district’s education program or activity;
- How to conduct an investigation and grievance process and informal resolution process;
- How to serve impartially;
- Their responsibilities chapter WAC 392-190 WAC; and
- How to raise awareness of and eliminate bias based on sex, race, creed, religion, color, national origin, honorably discharged veteran or military status, sexual orientation, gender expression, gender identity, the presence of any sensory, mental or physical disability, or the use of a trained dog guide or service animal.

District investigators must also receive training on issues of relevance to create an investigative report that fairly summarizes relevant evidence.

District decision-makers must also receive training on any technology to be used during hearings if the district provides for a hearing, and on issues of relevance of questions and evidence, including the requirement that questions and evidence about a complainant's sexual predisposition or prior sexual conduct are not relevant unless 1) such questions and evidence is offered to prove that someone other than the respondent committed the alleged conduct or 2) questions and evidence concerning specific incidents of the complainant's prior sexual behavior with respect to the respondent is offered to prove consent..

Any training materials used to train Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process must not rely on sex stereotypes and must promote impartial investigations and adjudications of complaints. The district shall maintain for a period of seven years records of any informal resolution and the result; and all materials used to train Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process, and make such materials available on the district's website .

Notice of Sexual Harassment Policy and Procedure

- Information about the district's sexual harassment policy and complaint procedure will be easily understandable and conspicuously posted throughout each school building, be reproduced in each student, staff, volunteer and parent handbook.— This notice will be provided in a language that each parent and guardian can understand.
- In addition to the posting and reproduction of this procedure and Policy 3205, the district will provide annual notice to employees that complaints pursuant to this procedure may be filed at 2715 Lilac Street, Longview, WA 98632.

Staff Responsibilities

Responding to Notice of Sexual Harassment

The district is on notice and required to take action when any employee knows, or in the exercise of reasonable care should know, about possible sexual harassment. This includes informal and formal reports made to any staff member.

- Upon notice of possible sexual harassment, staff will always notify the Title IX Coordinator. In addition, in the event of an alleged sexual assault, the school principal will immediately inform: 1) the Title IX/Civil Rights Compliance Coordinator so that the district can appropriately respond to the incident consistent with its own grievance procedures; and 2) law enforcement.
- The principal will and notify the targeted student(s) and their parents/guardians of their right to file a criminal complaint and a sexual harassment complaint simultaneously.

Once the district is on notice of possible sexual harassment, the Title IX Coordinator will promptly contact the complainant to discuss the availability of supportive measures, consider the complainant's wishes with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint. Additionally, staff will also inform an appropriate supervisor or professional staff member when they receive complaints of sexual harassment, especially when the complaint is beyond their training to resolve or alleges serious misconduct.

Supportive measures must be offered to the complainant, before or after the filing of a formal complaint, or where no formal complaint has been filed. Supportive measures may also be provided to the respondent. Supportive measures are non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or respondent. Supportive measures should be designed to restore or preserve access to the District's education program or activity without unreasonably burdening the other party.

- Supportive measures may include:

- An opportunity for the complainant to explain to the alleged harasser that his or her conduct is unwelcome, offensive or inappropriate, either in writing or face-to-face;
- A statement from a staff member to the alleged harasser that the alleged conduct is not appropriate and could lead to discipline if proven or repeated;
- A general public statement from an administrator in a building reviewing the district sexual harassment policy without identifying the complainant;
- Developing a safety plan;
- Modifications of work or class schedules;
- Mutual restrictions on contact between the parties;
- Increased security and monitoring of certain areas of the campus or school building, or
- Providing staff and/or student training.

- In response to notice of sexual harassment, the district will take prompt and appropriate action to investigate and take prompt and effective steps reasonably calculated to end harassment, eliminate the hostile environment, prevent its recurrence, and as appropriate, remedy its effects

- The district will inform the complainant and their parent/guardian how to report any subsequent problems. Additionally, the district will conduct follow-up inquiries to see if there have been any new incidents or instances of retaliation, and to promptly respond and appropriately address continuing or new problems. Follow-up inquiries will follow a timeline agreed to by the district and complainant.

- A complainant may file a formal complaint at any time while receiving supportive measures. A complainant, their parent or guardian, or the Title IX Coordinator may file a formal complaint because, for example, they feel the complaint needs to be more thoroughly investigated or discipline may be warranted for individual alleged to have engaged in sexually harassing conduct.

Confidentiality

- The district will maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the ability of the district to provide the supportive measures.
- If a complainant requests that his or her name not be revealed to the alleged perpetrator or asks that the district not investigate or seek action against the alleged perpetrator, the request will be forwarded to the Title IX Coordinator.
- The Title IX Coordinator should inform the complainant that honoring the request may limit its ability to respond fully to the incident, including pursuing disciplinary action against the alleged perpetrator.

- If the complainant still requests that his or her name not be disclosed to the alleged perpetrator or that the district not investigate or seek action against the alleged perpetrator, the district will need to determine whether or not it can honor such a request while still providing a safe and nondiscriminatory environment for all students, staff, and other third parties engaging in district activities, including the person who reported the sexual harassment. Although a complainant's request to have his or her name withheld may limit the district's ability to respond fully to an individual allegation of sexual harassment, the district will use other appropriate means available to address the sexual harassment.

Retaliation

Title IX prohibits and state law prohibit retaliation against any individual who files a complaint under these laws or participates in a complaint investigation. When an informal or formal complaint of sexual harassment is made, the district will take steps to stop further harassment and prevent any retaliation against the person who made the complaint, was the subject of the harassment, or against those who provided information as a witness. The district will investigate all allegations of retaliation and take actions against those found to have retaliated.

Informal Complaint Process

Anyone may use informal procedures to report and resolve complaints of sexual harassment. Informal reports may be made to any staff member, although staff will always inform complainants of their right to and the process for filing a formal complaint. Staff will also direct potential complainants to the H.R. Director who can explain the informal and formal complaint processes and what a complainant can expect. Staff shall also inform an appropriate supervisor or professional staff member when they receive complaints of sexual harassment, especially when the complaint is beyond their training to resolve or alleges serious misconduct.

During the course of the informal complaint process, the district will take prompt and effective steps reasonably calculated to end any harassment and to correct any discriminatory effects on the complainant. If an investigation is needed to determine what occurred, the district will take interim measures to protect the complainant before the final outcome of the district's investigation (e.g., allowing the complainant to change academic or extracurricular activities or break times to avoid contact with the alleged perpetrator).

Informal remedies may include:

- an opportunity for the complainant to explain to the alleged harasser that his or her conduct is unwelcome, offensive or inappropriate, either in writing or face-to-face;
- a statement from a staff member to the alleged harasser that the alleged conduct is not appropriate and could lead to discipline if proven or repeated;
- a general public statement from an administrator in a building reviewing the district sexual harassment policy without identifying the complainant;
- developing a safety plan;
- separating students; or
- providing staff and/or student training.

~~Informal complaints may become formal complaints at the request of the complainant, parent, guardian, or because the district believes the complaint needs to be more thoroughly investigated.~~

~~The district will inform the complainant and their parent/guardian how to report any subsequent problems. Additionally, the district will conduct follow-up inquiries to see if there have been any new incidents or instances of retaliation, and to promptly respond and appropriately address continuing or new problems. Follow-up inquiries will follow a timeline agreed to by the district and complainant.~~

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Formal Complaint Process

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Level One – Complaint to District

~~Anyone may initiate a formal complaint of sexual harassment, even if the informal complaint process is being utilized. At any level in the formal complaint process, the district will take interim measures to protect the complainant before the final outcome of the district's investigation.~~

~~The following process will be followed:~~

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Filing of Complaint

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- All formal complaints will be in writing and will set forth the specific acts, conditions or circumstances alleged to have occurred and to constitute sexual harassment. The Title IX Coordinator may draft the complaint based on the report of the complainant for the complainant to review and approve. ~~The superintendent or~~ Title IX Coordinator may also conclude that the district needs to conduct an investigation based on information in his or her possession, regardless of the complainant's interest in filing a formal complaint.
- The time period for filing a complaint is one year from the date of the occurrence that is the subject matter of the complaint.- However, a complaint filing deadline may not be imposed if the complainant was prevented from filing due to: 1) Specific misrepresentations by the district that it had resolved the problem forming the basis of the complaint; or 2) Withholding of information that the district was required to provide under WAC 392-190-065 or WAC 392-190-005.
- Complaints may be submitted by mail, fax, e-mail or hand-delivery to the district Title IX Coordinator, ~~Tony Vandermaas, Assistant Superintendent, Ronald K Kramer, H.R. Director~~ at 2715 Lilac Street, Longview, WA 98632, 360-575-7004 and tvandermaas@longview.k12.wa.us. ~~r.kramer@longview.k12.wa.us~~. Any district employee who receives a complaint that meets these criteria will promptly notify the Coordinator.

Investigation and Response

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Determining Whether to Incorporate Additional Title IX Complaint Procedures

~~The Title IX Coordinator will receive and investigate all assess whether a formal, written complaints complaint of sexual harassment or information in meets the coordinator's possession that they believe requires further criteria for a Title IX complaint. If so, the district~~

will implement investigation. The and response procedures under state law, as well as the following additional procedures as required by Title IX regulations.

Under Title IX, the term “sexual harassment” means:

- an employee of the district conditioning the provision of an aid, benefit, or service on an individual’s participation in unwelcome sexual conduct;
- conduct that creates a “hostile environment,” meaning unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the education program or activity; or
- “sexual assault,” as defined in 20 U.S.C. 1092(f)(6)(A)(v), “dating violence” as defined in 34 U.S.C. 12291(a)(10), “domestic violence” as defined in 34 U.S.C. 12291(a)(8), or “stalking” as defined in 34 U.S.C. 12291(a)(30).

The district will implement additional Title IX procedures in response to a sexual harassment complaint when the alleged conduct constitutes sexual harassment as defined by Title IX regulations, and:

- The written complaint is filed by the complainant of the alleged sexual harassment, by the complainant’s legal guardian, or by the Title IX Coordinator ~~will delegate his or her authority;~~
- The complaint requests that the district investigate the allegation(s) of sexual harassment, as defined under Title IX regulations;
- The complaint is against a named respondent who, at the time of the alleged harassment, was under the control of the school district (such as a student, employee, or volunteer);
- The alleged sexually harassing conduct occurred in the United States; and
- The complainant is participating in or attempting to participate in this process if such action is necessary to avoid any potential conflicts of interest. ~~the district’s~~ educational program or activity at the time.

If the formal complaint is determined to meet the criteria for a Title IX complaint, the district will conduct the investigation implementing the additional Title IX procedures. **Skip to *Standard Complaint Process with Additional Title IX Requirements.***

If the formal complaint is determined not to meet the criteria for a Title IX complaint, the district will conduct the investigation without implementing the additional Title IX procedures. **Continue to *Standard Complaint Process.***

STANDARD COMPLAINT PROCESS

Acknowledging a Complaint - *Standard Complaint Process*

- Upon receipt of a complaint, the Coordinator will provide the complainant a copy of this procedure. ~~in a language the complainant can understand.~~

Investigating a Formal Complaint - *Standard Complaint Process*

- Investigations will be carried out in a manner that is ~~adequate in scope~~ prompt, thorough, reliable, and impartial. ~~During the investigation process, the complainant and accused party or parties, respondent(s), if the complainant has identified an accused harasser(s), will have an equal opportunity to present witnesses and relevant evidence. Complainants, respondents, and witnesses may have a trusted adult with them during any district-initiated investigatory activities. The school district and complainant may also agree to~~

resolve the complaint in lieu of an investigation. ~~When the investigation is completed, the Coordinator will compile a full written report of the complaint and the results of the investigation.~~

Superintendent Response

- When the investigation is completed, the investigator will compile a full written report of the complaint and the results of the investigation.

Mediation - Standard Complaint Process

At any time during the complaint procedure set forth in WAC 392-190-065 through 392-190-075, a district may, at its own expense, offer mediation. The complainant and the district may agree to extend the complaint process deadlines in order to pursue mediation.

The purpose of mediation is to provide both the complainant and the district an opportunity to resolve disputes and reach a mutually acceptable agreement through the use of an impartial mediator. Mediation must be voluntary and requires the mutual agreement of both parties. It may be terminated by either party at any time during the mediation process. It may not be used to deny or delay a complainant's right to utilize the complaint procedures.

Mediation must be conducted by a qualified and impartial mediator who may not:

1) Be an employee of any school district, public charter school, or other public or private agency that is providing education related services to a student who is the subject of the complaint being mediated; or 2) Have a personal or professional conflict of interest. A mediator is not considered an employee of the district or charter school or other public or private agency solely because he or she serves as a mediator.

If the parties reach agreement through mediation, they may execute a legally binding agreement that sets forth the resolution and states that all discussions that occurred during the course of mediation will remain confidential and may not be used as evidence in any subsequent complaint, due process hearing or civil proceeding. The agreement must be signed by the complainant and a district representative who has authority to bind the district.

Superintendent's Response to a Formal Complaint - Standard Complaint Process

- The superintendent or their designee will respond in writing to the complainant and the ~~alleged perpetrator~~ respondent within thirty (30) calendar days of receipt of the complaint, unless otherwise agreed to by the complainant or if exceptional circumstances related to the complaint require an extension of the time limit. ~~In the event an extension is needed, the district will notify the complainant parties in writing of the reason for the extension and the anticipated response date.~~ ~~At the time the district responds to the complainant, the district must send a copy of the response to the office of the superintendent of public instruction.~~
- The response of the superintendent or designee will include: 1) a summary of the results of the investigation; 2) a statement as to whether a preponderance of the evidence establishes that the complainant was sexually harassed; 3) if sexual harassment is found to have occurred, the corrective measures the district deems necessary, including assurance that the district will take steps to prevent recurrence and remedy its effects on the complainant and others, if appropriate; 4) notice of the complainant's right to appeal

to the school board and the necessary filing information; and 5) any corrective measures the district will take, remedies for the complainant (e.g., sources of counseling, advocacy and academic support), and notice of potential sanctions for the perpetrator(s) (e.g., discipline).-

- The superintendent's or designee's response will be provided in a language the complainant can understand and may require language assistance for complainants with limited English proficiency in accordance with Title VI of the Civil Rights Act of 1964. If the complaint alleges discriminatory harassment by a named ~~party~~respondent or ~~parties~~respondent(s), the coordinator will provide the ~~accused party or parties~~respondent(s) with notice of the outcome of the investigation and notice of their right to appeal any discipline or corrective action imposed by the district.
- Any corrective measures deemed necessary will be instituted as quickly as possible, but in no event more than thirty (30) days after the superintendent's mailing of a written response, unless the accused is appealing the imposition of discipline and the district is barred by due process considerations or a lawful order from imposing the discipline until the appeal process is concluded. Staff may also pursue complaints through the appropriate collective bargaining agreement process or anti-discrimination policy.
- The district will inform the complainant and their parent/guardian how to report any subsequent problems.- Additionally, the district will conduct follow-up inquiries to see if there have been any new incidents or instances of retaliation, and to promptly respond and appropriately address continuing or new problems.- Follow-up inquiries will follow a timeline agreed to by the district and complainant.

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Resume "Standard Complaint Process" at Level Two - Appeal to Board of Directors.

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STANDARD COMPLAINT PROCESS WITH ADDITIONAL TITLE IX REQUIREMENTS

The following sections outline the process the district will take to respond to complaints of sexual harassment under state law and Title IX.

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Acknowledging a Formal Title IX Complaint

The Title IX Coordinator will receive and investigate all formal, written complaints of sexual harassment or information in the coordinator's possession that they believe requires further investigation. The Coordinator will delegate his or her authority to participate in this process if such action is necessary to avoid any potential conflicts of interest. Upon receipt of a complaint, the Coordinator will offer supportive measures to both parties.

The district will acknowledge receipt of the formal complaint by providing the following written notice to the respondent(s) and complainant:

- A copy of the school's discrimination complaint procedure in a language the parties can understand.
- Notice of the allegations of sexual harassment with sufficient time for the parties to prepare a response before any initial interview and with sufficient detail. Such sufficient

detail includes the identities of the parties involved in the incident if known, the conduct allegedly constituting sexual harassment, and the date and location of the alleged incident if known.

- Notice that the parties may have an advisor of their choice who may be an attorney or non-attorney, and who may inspect and review evidence of the alleged sexual harassment.
- Notice that the respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility for alleged sexual harassment is made at the conclusion of the grievance process.
- Notice of any provision in student conduct policies and procedures that prohibits false statements or submitting false information.

Investigation of a Title IX Formal Complaint

The district must investigate allegations contained in a formal complaint. If the conduct alleged would not constitute sexual harassment under Title IX regulations even if proved, did not occur in the district's education program or activity, or did not occur against a person in the United States, then the district must dismiss the formal complaint under Title IX. Such dismissal does not preclude action under another provision of district policy or procedure or under sexual harassment investigation procedures as required by state law (See Standard Complaint Process).

The district adopts preponderance of the evidence/clear and convincing evidence as the standard or proof it will use in reaching decisions regarding complaints.

The district's investigation of a Title IX complaint must:

- Include a prompt and thorough investigation into the allegations in the complaint.
- Ensure that the district bears the burden of proof and the burden of gathering evidence sufficient to reach a determination regarding responsibility for the alleged sexual harassment. The district may not access, consider, disclose, or otherwise use a party's records that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting or assisting in their professional capacity and made and maintained in connection with the provision of treatment to the party unless the district obtains the party's voluntary, written consent to do so.
- Provide an equal opportunity for the parties to present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence;
- Not restrict the ability of either party to discuss the allegations under investigation or to gather and present relevant evidence;
- Provide the parties with the same opportunities to have others present during any grievance proceeding; including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice, who may be an attorney or non-attorney. The district will apply any restrictions regarding the extent to which an advisor may participate equally to both parties;
- Provide to a party whose participation is invited or expected written notice of the date, time, location, participants, and purpose of all hearings, interviews, or other meetings, with sufficient time for the parties to prepare to participate;
- Prior to the completion of an investigative report, provide an equal opportunity for the parties to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in the formal complaint so that each party can meaningfully respond to the evidence prior to the conclusion of the investigation. This

includes evidence that the district does not intend to rely on in reaching a determination of responsibility for the alleged sexual harassment, regardless of the source of the evidence. The parties will have at least ten (10) days to submit a written response for the investigator to consider prior to completion of the investigative report.

- At least ten (10) days prior to a determination regarding responsibility, create an investigative report that fairly summarizes relevant evidence, and send the investigative report in an electronic or hard copy format to each party and each party's advisor for their review and written response.
- After transmitting the investigative report to the parties, but before reaching a final determination regarding responsibility, the decision maker must give each party the opportunity to submit written, relevant questions that a party wants asked of any party or witness, provide each party with the answers, and allow for additional, limited follow-up questions from each party. Questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant unless they are offered to prove that someone other than the respondent committed the conduct alleged by the complainant or unless they concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent. The decision-maker must explain to the party proposing the questions any decision to exclude a question as not relevant.

The district's Title IX investigative and grievance process is not required to include investigative hearings.

Discipline and Emergency Removals for Alleged Sexual Harassment under Title IX

A respondent who is accused of sexual harassment under Title IX is presumed not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process. The district may not impose any disciplinary sanctions, or other actions that are not supportive measures, against the respondent until the district has determined the respondent was responsible for the sexual harassment at the conclusion of the grievance process.

These additional Title IX sexual harassment procedures do not preclude a school district from removing a student from school on an emergency basis consistent with Policy and Procedure 3241 – **Discipline for Student Misconduct** and the associated student discipline regulations for emergency expulsion.

Title IX Informal Resolution Process

At any time prior to a determination in a formal Title IX complaint, the district may permit a complainant to waive the formal complaint grievance process in favor of an informal resolution process not involving a full investigation and adjudication, provided that the district obtains the parties' voluntary, written consent; the district does not offer informal resolution of sexual harassment allegations against a respondent who is an employee of the district, the district provide reasonably prompt time frames for the informal resolution process; and the district provides the parties with written notice disclosing the allegations, the requirements for the informal resolution process, and the circumstances in which the parties would be precluded from continuing with a formal resolution process for the same allegations.

A party has the right to withdraw from the informal resolution process and resume the formal Title IX grievance process at any time prior to agreeing to a resolution. The district may not require the waiver of the right to an investigation and adjudication of formal complaints of sexual harassment under Title IX as a condition of enrollment, employment, or enjoyment of any other right, nor may the district require the parties to participate in an informal resolution process. The district will not offer an information resolution process unless a formal complaint is filed.

Superintendent's Response to a Formal Title IX Complaint

At the conclusion of the investigation, the decision-maker (superintendent or designee) must issue a written determination of responsibility regarding the alleged sexual harassment within thirty (30) calendar days of receipt of the complaint, unless otherwise agreed to by the complainant or if exceptional circumstances related to the complaint require an extension of the time limit. In the event an extension is needed, the district will notify the parties in writing of the reason for the extension and the anticipated response date.

The superintendent's written determination must be issued to the parties simultaneously and must include the following:

- Identification of the allegations potentially constituting sexual harassment under Title IX regulations;
- A description of the procedural steps taken from the time of the district's receipt of the formal complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held;
- Findings supporting the determination;
- A summary of the results of the investigation;
- Conclusions regarding the application of the district's code of conduct policies to the facts;
- A statement as to whether a preponderance of the evidence establishes that the complainant was sexually harassed;
- A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary or other sanctions imposed on the respondent, and whether remedies designed to restore or preserve equal access to the education program or activity will be provided to the complainant; and
- If sexual harassment is found to have occurred, the corrective measures the district deems necessary, including assurance that the district will take steps to prevent recurrence and remedy its effects on the complainant and others, if appropriate; and
- Notice of the parties' right to appeal to the school board and the necessary filing information.

The superintendent's or designee's response will be provided in a language the complainant can understand and may require language assistance for complainants with limited English proficiency in accordance with Title VI of the Civil Rights Act of 1964.

At the time the district responds to the parties, the district must send a copy of the response to the office of the superintendent of public instruction.

Any corrective measures deemed necessary will be instituted as quickly as possible, but in no event more than thirty (30) days after the superintendent's mailing of a written response.

unless the accused is appealing the imposition of discipline and the district is barred by due process considerations or a lawful order from imposing the discipline until the appeal process is concluded. Staff may also pursue complaints through the appropriate collective bargaining agreement process or anti-discrimination policy. **Continue “State Complaint Process with Additional Title IX Requirements” at Level Two - Appeal to Board of Directors.**

Level Two - Appeal to Board of Directors

Notice of Appeal and Hearing

- If ~~at the~~ complainant ~~disagrees or~~ respondent(s) with the superintendent’s or designee’s written decision, the ~~complainant~~ disagreeing party may appeal the decision to the district board of directors-, by filing a written notice of appeal with the secretary of the board within ten (10) -calendar days following the date upon which the complainant received the response.
- If the complaint involves a named respondent, the District will implement appeal procedures equally for both parties and provide written notice to the other party when an appeal is filed.
- The district will ensure that the decision-maker for the appeal is not the same decision-maker who reached the determination regarding responsibility or dismissal, the investigator, or the Title IX Coordinator;
- The district will ensure that the decision-maker for the appeal has received the training required for decision-makers as required by this procedure.
- The board will schedule a hearing to commence by the twentieth (20th) calendar day following the filing of the written notice of appeal, unless otherwise agreed to by the complainant and the superintendent or for good cause.—
- Both parties will be allowed a reasonable, equal opportunity to present such witnesses and testimony as submit a written statement in support of or challenging the board deems relevant and material outcome of the initial determination.

Board Decision

- Unless otherwise agreed to by the complainant, the board will render a written decision within thirty (30) calendar days following the filing of the notice of appeal and provide the complainant with a copy of the decision.
- ~~The decision will be provided in a language that the complainant can understand which may require language assistance for complainants with limited English proficiency in accordance with Title VI of the Civil Rights Act.~~
- The written decision will describe the result of the appeal and the rationale for the result.
- The decision will include notice of the complainant’s right to appeal to the Superintendent of Public Instruction and will identify where and to whom the appeal must be filed. The district will send a copy of the appeal decision to the office of the superintendent of public instruction.-
- The decision will be provided in a language that the complainant can understand, which may require language assistance for complainants with limited English proficiency in accordance with Title VI of the Civil Rights Act.

Level Three - Complaint to the Superintendent of Public Instruction

Filing of Complaint

- If a complainant disagrees with the decision of the board of directors, or if the district fails to comply with this procedure, the complainant may file a complaint with the superintendent of public instruction.
- A complaint must be received by the Superintendent of Public Instruction on or before the twentieth (20) calendar day following the date upon which the complainant received written notice of the board of directors' decision, unless the Superintendent of Public Instruction grants an extension for good cause. -Complaints may be submitted by mail, fax, electronic mail, or hand delivery.
- A complaint must be in writing and include: 1) A description of the specific acts, conditions or circumstances alleged to violate applicable anti-sexual harassment laws; 2) The name and contact information, including address, of the complainant; 3) The name and address of the district subject to the complaint; 4) A copy of the district's complaint and appeal decision, if any; and 5) A proposed resolution of the complaint or relief requested. If the allegations regard a specific student, the complaint must also include the name and address of the student, or in the case of a homeless child or youth, contact information.

Investigation, Determination and Corrective Action

- Upon receipt of a complaint, the Office of the Superintendent of Public Instruction may initiate an investigation, which may include conducting an independent on-site review. OSPI may also investigate additional issues related to the complaint that were not included in the initial complaint or appeal to the superintendent or board.
- Following the investigation, OSPI will make an independent determination as to whether the district has failed to comply with RCW 28A.642.010 or Chapter 392-190, WAC and will issue a written decision to the complainant and the district that addresses each allegation in the complaint and any other noncompliance issues it has identified.- The written decision will include corrective actions deemed necessary to correct noncompliance and documentation the district must provide to demonstrate that corrective action has been completed.
- All corrective actions must be completed within the timelines established by OSPI in the written decision unless OSPI grants an extension.- If timely compliance is not achieved, OSPI may take action including but not limited to referring the district to appropriate state or federal agencies empowered to order compliance.

A complaint may be resolved at any time when, before the completion of the investigation, the district voluntarily agrees to resolve the complaint.- OSPI may provide technical assistance and dispute resolution methods to resolve a complaint.

Level Four - Administrative Hearing, State Requirement

A complainant or school district that desires to appeal the written decision of the Office of the Superintendent of Public Instruction may file a written notice of appeal with OSPI within thirty (30) calendar days following the date of receipt of that office's written decision. OSPI will

conduct a formal administrative hearing in conformance with the Administrative Procedures Act, Chapter 34.05, RCW.

Other Complaint Options

Office for Civil Rights (OCR), U.S. Department of Education

OCR enforces several federal civil rights laws, which prohibit discrimination in public schools on the basis of race, color, national origin, sex, disability, and age. File complaints with OCR within 180 calendar days of the date of the alleged discrimination.
206-607-1600 | TDD: 1-800-877-8339 | OCR.Seattle@ed.gov | www.ed.gov/ocr-

Washington State Human Rights Commission (WSHRC)

WSHRC enforces the Washington Law Against Discrimination (RCW 49.60), which prohibits discrimination in employment and in places of public accommodation, including schools. File complaints with WSHRC within six months of the date of the alleged discrimination.
1-800-233-3247 | TTY: 1-800-300-7525 | www.hum.wa.gov-

Mediation

~~At any time during the complaint procedure set forth in WAC 392-190-065 through 392-190-075, a district may, at its own expense, offer mediation. The complainant and the district may agree to extend the complaint process deadlines in order to pursue mediation.~~

~~The purpose of mediation is to provide both the complainant and the district an opportunity to resolve disputes and reach a mutually acceptable agreement through the use of an impartial mediator. Mediation must be voluntary and requires the mutual agreement of both parties. It may be terminated by either party at any time during the mediation process. It may not be used to deny or delay a complainant's right to utilize the complaint procedures.~~

~~Mediation must be conducted by a qualified and impartial mediator who may not: 1) Be an employee of any school district, public charter school, or other public or private agency that is providing education related services to a student who is the subject of the complaint being mediated; or 2) Have a personal or professional conflict of interest. A mediator is not considered an employee of the district or charter school or other public or private agency solely because he or she serves as a mediator.~~

~~If the parties reach agreement through mediation, they may execute a legally binding agreement that sets forth the resolution and states that all discussions that occurred during the course of mediation will remain confidential and may not be used as evidence in any subsequent complaint, due process hearing or civil proceeding. The agreement must be signed by the complainant and a district representative who has authority to bind the district.~~

Investigation Recordkeeping

The district will maintain, for a period of 7 years, records of all sexual harassment investigations.

The district will maintain, for a period of seven years, records of each Title IX sexual harassment investigation, including any determination regarding responsibility and any audio or audiovisual

recording or transcript; any disciplinary sanctions imposed on the respondent, and any remedies provided to the complainant; and any appeal from the result of a determination regarding responsibility.

The district will maintain, for a period of seven years, records of any actions, including supportive measures, taken in response to a report or formal complaint of sexual harassment under Title IX.

Investigative records will be stored in the investigative files of the district's Human Resources department.

Training and Orientation

A fixed component of all district orientation sessions for staff, students and regular volunteers will introduce the elements of this procedure and the corresponding policy. Staff will be provided information on recognizing and preventing sexual harassment. Staff will be fully informed of their responsibilities when on notice of sexual harassment, of the formal and informal complaint processes/procedures, and their roles and responsibilities under the policy and procedure.

Certificated staff will be reminded of their legal responsibility to report suspected child abuse, and how that responsibility may be implicated by some allegations of sexual harassment. Regular volunteers will get the portions of this component of orientation relevant to their rights and responsibilities.

Students will be provided with age-appropriate information on the recognition and prevention of sexual harassment and their rights and responsibilities under this and other district policies and rules at student orientation sessions and on other appropriate occasions, which may include parents. -

As part of the information on the recognition and prevention of sexual harassment staff, volunteers, students and parents will be informed that sexual harassment may include, but is not limited to:

- Demands for sexual favors in exchange for preferential treatment or something of value;
- Stating or implying that a person will lose something if he or she does not submit to a sexual request;
- Penalizing a person for refusing to submit to a sexual advance, or providing a benefit to someone who does;
- Making unwelcome, offensive or inappropriate sexually suggestive remarks comments, gestures, or jokes; or remarks of a sexual nature about a person's appearance, gender or conduct;
- Using derogatory sexual terms for a person;
- Standing too close, inappropriately touching, cornering or stalking a person; or
- Displaying offensive or inappropriate sexual illustrations on school property.

Policy and Procedure Review

Annually, the superintendent or designee will convene an ad hoc committee composed of representatives of certificated and classified staff, volunteers, students and parents to review the

use and efficacy of this policy and procedure. The compliance officer will be included in the committee. Based on the review of the committee, the superintendent will prepare a report to the board including, if necessary, any recommended policy changes. The superintendent will consider adopting changes to this procedure if recommended by the committee.

Adopted: February 13, 2012

Amended: July 14, 2014

Amended: February 27, 2107

**Attachment 4-26-13
Longview School District #122
Regular Meeting Date: 4/26/2021**

To: Longview School District Board of Directors

From: Dr. Dan Zorn, Superintendent
(Prepared by Holly Pfenniger, Exec. Asst. to the Superintendent)

Subject: Superintendent's Contract

Issue: Approve the Superintendent's employment contract.

Background/Executive Summary: The superintendent's employment contract for years 2021-2024 is attached for board review and consideration.

Recommended Motion: I move to approve the superintendent's contract effective July 1, 2021 through June 30, 2024.

Alternatives:

Budget Notes:

Strategic Framework Goals:

Increased Student Achievement

References:

SUPERINTENDENT'S CONTRACT

This Contract is made effective July 1, 2021 and supersedes the previous contract, by and between the Board of Directors (the 'Board' herein) of Longview School District No. 122, Cowlitz County, Washington (the 'District' herein), and Dr. Daniel Zorn (the "Superintendent" herein).

1. In accordance with the action of the Board taken at an open public meeting hereof held on April 26, 2021 the Superintendent is hereby employed under this contract by the District as a Superintendent of Schools from July 1, 2021 through June 30, 2024
2. Superintendent shall perform the duties of the Superintendent of Schools of the District and Secretary of the Board of Directors as prescribed by the laws of the State of Washington, the Rules and Regulations of the State Board of Education and of the Board of Directors of the District, and the Codes of Ethics of the State and National Associations of School Administrators. Superintendent shall also perform such duties as the Board may from time to time prescribe.
3. Superintendent's annual base salary for the 2021-22 contract year (effective July 1, 2021) shall be \$179,542. Superintendent's salary shall be paid in twelve (12) monthly installments.
4. Effective July 1, 2021 and each year of this contract, the Superintendent's annual salary shall be adjusted to reflect an annual salary equal to the preceding year's salary plus the percentage cost of living allowance (IPD) applied in the state funding model for certified staff.
5. In addition to annual salary, Superintendent shall be entitled to benefits and reimbursements generally provided under the Management Team Agreement to a 12-month employee in Section 2 and Section 4, paragraphs A, B, C, D, E, F, G, I, and P.
6. The District shall pay into the Superintendent's plan account under the District's IRC § 403(b) plan or IRC § 457(b) plan an employer-provided non-elective contribution of \$6,000 each year with the cost of living (IPD) applied to it. Both parties intend, but neither assures the other, that those contributions be excluded from the Superintendent's gross income for federal income tax purposes. The Superintendent shall direct investment of the non-elective contributions and amounts attributable to them, but shall direct investment subject to the plan's terms, including the District's selection of the plan's investment alternatives.
7. For work related travel outside of Cowlitz County, the superintendent shall be entitled to mileage and other travel related expense reimbursements. Mileage will be determined by the driving distance from the district office to the out-of-county destination.

8. Superintendent shall organize, reorganize, and arrange the administrative and supervisory staff of the District in a manner which, in his judgment, best serves the District and its students. The administration of instruction and business affairs will be the responsibility of the Superintendent and administered by him with the assistance of his staff in accordance with Washington laws, Washington Administrative Code Regulations, and the policies of the Board. Selection, assignment, and transfer of District personnel shall be vested in the Superintendent, who shall prepare and submit to the Board specific recommendations therefore in accordance with Washington law.
9. The Board and the individual members thereof shall promptly refer to the Superintendent for study and action or recommendation, all material criticisms, complaints, and suggestions called to the attention of the Board or any member thereof.
10. The contract of the Superintendent will be reviewed by the Board annually on or before April 1, to consider whether a new three (3) year contract shall be awarded in lieu of the remaining portion of this contract, or whether this contract, for expressed reasons, shall continue toward its maturity. The Superintendent shall remind the Board President to place consideration of this matter on the Board agenda prior to the April 1 deadline. During the term of this agreement, the Superintendent will be subject to discharge for cause.
11. The Board may terminate this contract at any time after the Superintendent has been absent from his employment for whatever cause for a continuous period of three (3) months by written notice, provided however the Board will not terminate the contract when the Superintendent's absence is legally protected. Any further obligations of the Board shall cease upon such termination. The Board reserves the right to require the Superintendent to submit to a medical or psychological examination when the Board deems the Superintendent disabled. The physician shall be selected and paid for by the Board. If the Superintendent is disabled such that he cannot perform his duties, with or without a reasonable accommodation, the Board may terminate this contract, whereupon any further obligations of the Board shall cease. In the event of termination due to extended absence or disability, the Board shall permit the Superintendent to utilize his accumulated vacation and sick leave to the extent appropriate in the circumstances.
12. The Superintendent may attend appropriate professional meetings at the local, state, and national level, the expenses of said attendance shall be reimbursed in accordance with District policy. In addition to one membership in a professional organization as stated in the Management Team Agreement, the Superintendent also agrees to maintain membership and active participation in the Washington Association of School

Administrators (WASA), and the American Association of School Administrators (AASA), and do so at District expense.

13. The Board agrees, as a farther condition of the Superintendent's employment contract, that it will defend, hold harmless, and indemnify the Superintendent, and to the extent allowed by law, his community property, from any and all third party demands, claims, suits, actions, damages, costs, charges and expenses, including court costs and attorney's fees; provided that the incident out of which such demands, claims, suits, actions, damages, costs, charges, and expenses arise has occurred while the Superintendent is acting within the scope of his employment and during the good faith performance of his contract.

14. Any exceptions or modifications to this contract shall be by mutual consent of the Board and Superintendent and shall be committed to writing and signed by the parties.

Executed the 26th day of April, 2021

BOARD OF DIRECTORS OF LONGVIEW SCHOOL
DISTRICT NO. 122
COWLITZ COUNTY, WASHINGTON

Superintendent

Daniel R. Zorn, Ed.D

Board President

Don Wiitala

**Attachment 4-26-13
Longview School District #122
Regular Meeting Date: 4/26/2021**

To: Longview School District Board of Directors

From: Dr. Dan Zorn, Superintendent
(Prepared by Holly Pfenniger, Exec. Asst. to the Superintendent)

Subject: Set August Board Retreat Date

Issue: Set August Board Retreat Date

Background/Executive Summary: Each year the board holds a special meeting in August to have a retreat where the board and superintendent can work through policy matters. The board usually sets their retreat date in April.

Recommended Action: Consider dates and times in August to hold a special meeting for a board retreat.

Recommended Motion: I move to set a special meeting on August _____, 2021 to hold a retreat, beginning at _____ a.m., in the Administration Building Board Room.

Alternatives:

Budget Notes:

Strategic Framework Goals:

Increased Student Achievement

References:

**Average Annual Full Time Equivalent (AAFTE) Enrollment
History, Budget and Current Actual
As of April 01, 2021- Official Count Day and Subsequent Months AAFTE**

		Actual AAFTE's*								Revised	Revised				
		14-15	15-16	16-17	17-18	18-19	19-20	Budgeted FTE (F203)	Oct 1 2020 Count Date	Nov AAFTE	Dec AAFTE	Jan AAFTE	Feb AAFTE	Mar AAFTE	Apr AAFTE
Kinder 1/2 Day		92.15					0	0.00							0.00
Kinder All Day		346.64	462.22	522.82	476.38	522.15	512.27	516.64	423.50	423.67	424.50	424.60	424.17	423.14	422.09
Total Kinder		438.79	462.22	522.82	476.38	522.15	512.27	516.64	423.50	423.67	424.50	424.60	424.17	423.14	422.09
Grade	1	557.61	521.43	463.73	498.05	469.17	506.22	494.29	454.05	457.05	461.30	463.05	464.89	466.48	467.17
Grade	2	516.24	569.42	521.76	461.19	494.78	482.47	500.97	469.00	470.00	469.50	469.80	470.00	470.14	470.38
Grade	3	522.04	526.49	543.72	509.88	468.50	499.21	474.32	450.50	448.67	447.00	445.80	445.50	444.57	444.25
Grade	4	484.40	553.69	518.18	539.30	507.88	470.47	483.57	467.23	467.90	467.73	468.03	468.06	468.29	468.38
Grade	5	501.13	471.96	542.12	519.02	556.77	494.15	460.39	448.00	448.33	448.00	447.80	448.50	449.14	450.06
Grades K-5		3,020.21	3,105.21	3,112.33	3,003.82	3,019.25	2964.79	2,930.18	2,712.28	2,715.62	2,718.03	2719.08	2,721.12	2,721.76	2,722.33
Grade	6	464.14	497.77	462.20	541.04	540.39	551.94	492.44	470.08	468.93	468.39	467.88	467.21	466.54	465.77
Grade	7	488.31	479.17	480.97	468.75	538.19	541.05	546.31	517.40	516.90	518.09	518.60	518.61	519.06	519.46
Grade	8	483.24	495.70	478.05	473.67	473.60	523.76	525.99	536.10	535.43	534.66	534.74	533.13	532.69	532.74
Grades 6-8		1,435.69	1,472.64	1,421.22	1,483.46	1,552.18	1616.75	1,564.74	1,523.58	1,521.26	1,521.14	1521.22	1,518.95	1,518.29	1,517.97
Grade	9	520.41	500.44	493.31	485.68	461.78	498.6	534.53	519.78	518.83	517.57	516.68	514.90	513.61	512.20
Grade	10	498.85	508.80	495.50	480.04	474.62	447.4	475.20	478.18	479.35	478.28	477.42	475.59	475.12	474.47
Grade	11	433.19	429.00	427.65	425.94	381.15	375.26	389.75	369.14	367.58	366.73	364.28	362.07	360.34	358.64
Grade	12	432.85	469.13	459.72	433.75	435.43	396.24	387.39	405.52	403.61	401.94	399.45	397.28	394.46	390.78
Grades 9-12		1,885.30	1,907.37	1,876.18	1,825.41	1,752.98	1717.5	1,786.87	1,772.62	1,769.37	1,764.52	1757.83	1,749.84	1,743.53	1,736.09
K-12 AAFTE		6,341.20	6,485.22	6,409.73	6,312.69	6,324.41	6299.04	6,281.79	6,008.48	6,006.25	6,003.69	5998.13	5,989.91	5,983.58	5,976.39
Running Start		108.32	105.85	114.92	125.57	137.45	180.47		171.82	170.35	167.85	168.02	167.48	166.11	164.32
Open Doors/ALE		0	0	7	25.86	24.54	25.14		30.00	30.33	31.25	29.40	29.00	27.43	26.63
Grand Total		6,355.04	6,447.05	6,607.14	6,561.16	6,474.68	6,530.02	6,474.79	6,210.30	6,206.93	6,202.79	6195.55	6,186.39	6,177.12	6,167.34

Longview School District
2020-21
School Level Reporting

April 01, 2021

Total by School Level			Total by Grade Level								
Schools	Head Count	FTE	Grade	HC	FTE						
Elementary			K	417	415.68						
Columbia Heights	348	348.00	1	476	474.04						
CVG	335	334.23	2	472	472.00						
Kessler	276	274.90	3	441	441.00						
Mint Vally	365	364.54	4	471	468.95						
Northlake	304	303.02	5	455	454.45						
Olympic	324	323.14	6	462	459.39						
Robert Gray	430	428.29	7	525	522.24						
St.Helens	350	350.00	8	538	533.07						
TOTAL	2,732	2726.12	9	504	502.01						
Middle School			10	471	469.91						
Longview Virtual	23	23.34	11	412	348.76						
Cascade	508	505.17	12	444	366.00						
Monticello	571	565.63	Total	6,088	5,927.50						
Mt. Solo	422	420.20									
Total	1,524	1514.34	Running Start			Longview Virtual ALE					
High School				HC	Full RS	Non Voc	Voc	Grade	HC	FTE	
Longview Virtual	39	38.66	Discovery					6	7	7.00	
Discovery	91	79.94	Mark Morris	98	12	79.06	7.36	7	9	9.00	
Mark Morris	839	754.21	RA Long	74	12	60.76		8	9	7.34	
RA Long	863	814.23						9	13	13.00	
Total	1,832	1687.04	Total	172	24	139.82	7.36	10	11	10.66	
District Report	6,088	5927.50							11	10	10.00
Non-Resident									12	5	5.00
Report Totals	6088	5927.50							Total	64	62.00

Running Start (RS/OD/Renaissance) Enrollments		
Headcount of Total RS Students		172
Headcount of College Only RS Students		24
FTE Students Nonvocational RS		139.82
FTE Students Vocational RS		7.36
Open Doors Students Nonvocational	28	27.80
Open Doors Students Vocational	0	0.20

Enhancement Program Enrollments					
Headcount of Bilingual Students K-6		286			
Headcount of Bilingual Students 7-12		113			
Headcount of Bilingual Students - Exited		73			
FTE Students Vocational Secondary		324.88			
FTE Students Vocational Middle Schl		63.75			
	BEA	RS	Open Door	ALE	Total
April 01, 2021	5865.50	147.18	28.00	62.00	6102.68
Budget	6281.79	160.00	25.00	8.00	6474.79
Over/Under	-416.29	-12.82	3.00	54.00	-372.11

BEA = BEA-ALE

**LONGVIEW SCHOOL DISTRICT
MONTHLY BUDGET STATUS REPORT
AS OF March 31, 2021**

		ADOPTED BUDGET	ACTUAL THRU MARCH	BUDGET LESS ACTUAL*	PERCENT RECEIVED/ EXPENDED	PERCENT OF YEAR COMPLETED
GENERAL FUND						
BALANCE SEPTEMBER 1	\$9,846,489					
REVENUES		\$98,626,085	\$49,770,784	\$48,855,301	50.46%	58.33%
EXPENDITURES		\$100,661,546	\$51,573,764	\$49,087,782	51.23%	58.33%
TRANSFERS TO OTHER FUNDS		\$0	\$0	\$0	0.00%	58.33%
BALANCE March 31	<u>\$8,043,510</u>					
CAPITAL PROJECTS FUND						
BALANCE SEPTEMBER 1	\$2,916,766					
REVENUES		\$3,208,869	\$1,602,219	\$1,606,650	49.93%	58.33%
TRANSFERS FROM OTHER FUNDS		\$0	\$0	\$0	0.00%	58.33%
EXPENDITURES		\$3,250,000	\$1,235,311	\$2,014,689	38.01%	58.33%
TRANSFERS TO OTHER FUNDS		\$112,310	\$11,970	\$100,340	10.66%	58.33%
BALANCE March 31	<u>\$3,271,704</u>					
DEBT SERVICE FUND						
BALANCE SEPTEMBER 1	\$3,409,673					
REVENUES		\$4,317,479	\$2,113,580	\$2,203,899	48.95%	58.33%
OTHER FINANCING SOURCES		\$112,310	\$11,970	\$100,340		
TRANSFERS FROM OTHER FUNDS		\$0	\$0	\$0	0.00%	58.33%
EXPENDITURES		\$4,088,760	\$3,821,397	\$267,363	93.46%	58.33%
OTHER FINANCING USES		\$0	\$0	\$0		
BALANCE March 31	<u>\$1,713,825</u>					
ASB FUND						
BALANCE SEPTEMBER 1	\$212,917					
REVENUES		\$1,097,022	\$58,790	\$1,038,232	5.36%	58.33%
EXPENDITURES		\$1,066,649	\$81,000	\$985,649	7.59%	58.33%
BALANCE March 31	<u>\$190,708</u>					
TRANSPORTATION VEHICLE FUND						
BALANCE SEPTEMBER 1	\$495,048					
REVENUES		\$271,207	\$430	\$270,777	0.16%	58.33%
EXPENDITURES		\$450,000	\$257,437	\$192,563	57.21%	58.33%
BALANCE March 31	<u>\$238,041</u>					

* Budget Less Actual = Revised Budget - Actual (as reported on the Budget Status Report)

Monthly Financial Report

March 31, 2021

General Fund

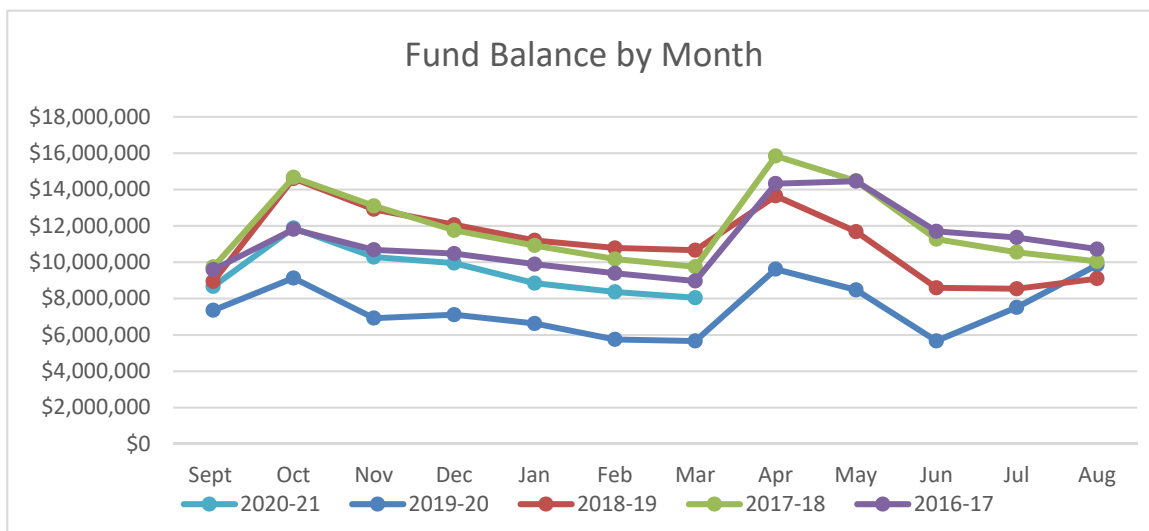
The General Fund is used to account for all financial resources except those required to be accounted for in another fund. The General Fund is financed from local, county, state, and federal resources. The revenues are generally used for financing the current ordinary normal and recurring operations of the school district such as programs of instruction for the students, food services, maintenance, data processing, printing, and pupil transportation.

The 2020-21 budget was established based on known information, not speculation, as it relates to potential impacts due to the COVID-19 pandemic. As we move through 2020-21, there continue to be three main budget areas of concern for anticipated reduced revenues: 1) enrollment, 2) transportation funding, and 3) food service revenue. Enrollment follows the prototypical model whereas transportation and food service follow other funding methodologies. The district is committed to monitoring budget impacts and making the necessary adjustments throughout the year. Fiscal staff are working with the administrative staff to keep them apprised of the status of the changes.

Currently, revenues are down as anticipated. Apportionment is based on our budgeted enrollment during the months of September through December, and is adjusted to our actual annual average FTE (AAFTE) in January and all months thereafter. The January apportionment adjustments reflected 1) an increase to Alternative Learning Experience (ALE), Dropout Reengagement, special program Career and Technical (CTE) student FTE, but 2) a decrease in Basic ED K-12 and Special Education for both K-12 and preschool programs. In addition, Transportation funding revenues are down; decline of \$1.2 million compared to budget. The decline in revenue is based on a drop in student ridership due to COVID-19 operation impacts. Fiscal staff are working with program directors to keep them apprised of the status of the changes.

Contract salaries and benefits have been encumbered to present a more accurate picture of annual payroll expenditures. All known large contracts for educational and support services, utilities and fuel have been encumbered as well. Expenditures in Support Services are especially high in September due to payment of several large annual commitments, including our annual insurance payments.

In a typical school year, the total General Fund balance is at its highest at the time of the Spring tax collections (April and May) and declines with the monthly payments of budgeted expenditures until bolstered with the Fall collections in October. The graph below shows the trends for the past several years. Total fund balance at March 31, 2021 is \$8,043,509.64.



Within the total General Fund balance are several subcategories:

\$ 146,826.94 Nonspendable: Warehouse and Food Service Inventory, Prepaid Items
\$ 902,262.98 Assigned for Other Purposes: Carryover, Food Service Equipment, CBA Prof Dev. Pool, etc.
\$5,033,077.30 Unassigned: Minimum Fund Balance Policy (5% of 2020-21 Appropriations and Transfers)
\$1,961,342.42 Unassigned: Available For Budgeted Expenditures

Capital Projects Fund

This fund is used to account for financial resources to be used for the acquisition or construction of major capital facilities. Specifically this fund is used for the acquisition of land or existing facilities, construction of buildings, purchase of equipment, conducting energy audits, making capital improvements, which are cost effective as determined by energy audits, and implementing technology systems. In addition, this fund accounts for improvements to buildings and/or grounds, remodeling of buildings and the replacement of roofs, carpets, and service systems.

Tax receipts and other collections are within expected ranges. The major expenditures in this fund are for costs related to PRAM, classroom replacement, expansion and refreshes.

Debt Service Fund

This fund accounts for the accumulation of resources for, and the payment of, general long-term debt principal and interest (bonds). Non-voted bonds are also serviced in the Debt Service Fund rather than the fund that received the debt proceeds. To service non-voted bonds, operating transfers are made from the General Fund, Capital Projects Fund or Transportation Vehicle Fund to provide resources to the Debt Service Fund to service the debt.

Our semi-annual bond and LOCAL (State Energy Loan) payments are due in December and June. Current fund balance plus tax collections are sufficient to support the payments.

ASB Fund

The ASB Fund is a Special Revenue Fund used to account for the proceeds of revenue sources that are legally restricted for Associated Student Body purposes. The ASB Fund is under the control, supervision, and approval of the board of directors, and the school district legally owns the resources accounted for in the ASB Fund. The rules and regulations governing associated student body program financial resources require the board provide for associated student body participation in "the determination of the purposes for which associated student body financial resources shall be budgeted and disbursed".

As typical for this fund, both revenue and expenditure activity is high at the beginning of the school year. ASB expenditures are expected to stay well within the authorized budget.

Transportation Vehicle Fund

This is a Capital Projects Fund used specifically for the purchase and related debt service incurred for pupil transportation equipment (school buses). In addition, major repair and rebuilding of school buses is permitted.

Our depreciation allotment from OSPI is estimated to be \$350,397.45 and will be received in August 2021.

Private Purpose Trust Fund

These funds are used to report trust arrangements under which the income and /or principal benefits individuals, private organizations, or other government s. Examples are moneys donated to school districts for scholarships, student aid, charitable and other like uses. The authority to use the resources comes from the donor who specifies a use or range of allowed uses for assets to be held in trust and, accordingly, the school board has authority to determine use of the assets only within the confines of the original trust agreement.

Current balance in the Private Purpose Trust Fund as of March 31, 2021 is \$436,565.82. During the month of March we received contributions of \$23,564.59 and disbursed scholarships and student aid of \$2,271.83.

10--General Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2020 (September 1, 2020 - August 31, 2021)

For the LONGVIEW SCHOOL DISTRICT 122 School District for the Month of March, 2021

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 LOCAL TAXES	11,645,172	981,901.38	5,009,982.33		6,635,189.67	43.02
2000 LOCAL SUPPORT NONTAX	1,791,127	18,027.06	160,391.41		1,630,735.59	8.95
3000 STATE, GENERAL PURPOSE	58,041,223	4,797,187.01	31,629,217.13		26,412,005.87	54.49
4000 STATE, SPECIAL PURPOSE	17,561,926	1,173,597.90	8,485,068.22		9,076,857.78	48.32
5000 FEDERAL, GENERAL PURPOSE	50,000	.00	.00		50,000.00	0.00
6000 FEDERAL, SPECIAL PURPOSE	9,342,252	734,664.99	4,453,928.57		4,888,323.43	47.68
7000 REVENUES FR OTH SCH DIST	95,385	487.22	11,935.69		83,449.31	12.51
8000 OTHER AGENCIES AND ASSOCIATES	99,000	2,444.03	20,261.02		78,738.98	20.47
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
Total REVENUES/OTHER FIN. SOURCES	98,626,085	7,708,309.59	49,770,784.37		48,855,300.63	50.46
B. EXPENDITURES						
00 Regular Instruction	52,572,882	4,377,060.58	27,521,424.54	19,570,016.93	5,481,440.53	89.57
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	15,110,167	1,358,861.06	8,313,949.58	5,664,574.04	1,131,643.38	92.51
30 Voc. Ed Instruction	3,755,082	316,879.64	1,792,330.45	1,265,818.76	696,932.79	81.44
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	7,745,196	494,157.50	3,575,224.35	2,378,218.28	1,791,753.37	76.87
70 Other Instructional Pgms	1,301,761	14,475.90	125,544.37	62,426.24	1,113,790.39	14.44
80 Community Services	101,698	24.20	2,571.03	1,212.26	97,914.71	3.72
90 Support Services	20,074,763	1,467,666.83	10,242,719.73	6,656,817.61	3,175,225.66	84.18
Total EXPENDITURES	100,661,549	8,029,125.71	51,573,764.05	35,599,084.12	13,488,700.83	86.60
C. OTHER FIN. USES TRANS. OUT (GL 536)						
	0	.00	.00			
D. OTHER FINANCING USES (GL 535)						
	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES						
OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)	2,035,464-	320,816.12-	1,802,979.68-		232,484.32	11.42-
F. TOTAL BEGINNING FUND BALANCE						
	8,974,199		9,846,489.32			
G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)						
	XXXXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE						
(E+F + OR - G)	6,938,735		8,043,509.64			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 815 Restrict Unequalized Deduct Rev	0	.00
G/L 821 Restrictd for Carryover	240,000	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 828 Restricted for C/O of FS Rev	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB-Invent/Prepd Itms	1,165,000	146,826.94
G/L 845 Restricted for Self-Insurance	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 870 Committed to Other Purposes	0	.00
G/L 872 Committed to Econmc Stabilizatn	0	.00
G/L 875 Assigned Contingencies	0	.00
G/L 884 Assigned to Other Cap Projects	0	.00
G/L 888 Assigned to Other Purposes	500,000	902,262.98
G/L 890 Unassigned Fund Balance	658	1,961,342.42
G/L 891 Unassigned Min Fnd Bal Policy	5,033,077	5,033,077.30
<u>TOTAL</u>	6,938,735	8,043,509.64

20--Capital Projects-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2020 (September 1, 2020 - August 31, 2021)

For the LONGVIEW SCHOOL DISTRICT 122 School District for the Month of March, 2021

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 Local Taxes	3,073,969	222,027.87	1,590,484.96		1,483,484.04	51.74
2000 Local Support Nontax	104,400	1,518.86	11,725.44		92,674.56	11.23
3000 State, General Purpose	30,000	.00	8.65		29,991.35	0.03
4000 State, Special Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	500	.00	.00		500.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
7000 Revenues Fr Oth Sch Dist	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
Total REVENUES/OTHER FIN. SOURCES	3,208,869	223,546.73	1,602,219.05		1,606,649.95	49.93
B. EXPENDITURES						
10 Sites	500,000	943.63	91,383.16	0.00	408,616.84	18.28
20 Buildings	1,250,000	6,661.75	566,494.45	54,232.66	629,272.89	49.66
30 Equipment	1,250,000	154,748.40	577,433.00	258,579.50	413,987.50	66.88
40 Energy	250,000	.00	.00	14,231.92	235,768.08	5.69
50 Sales & Lease Expenditure	0	.00	.00	0.00	.00	0.00
60 Bond Issuance Expenditure	0	.00	.00	0.00	.00	0.00
90 Debt	0	.00	.00	0.00	.00	0.00
Total EXPENDITURES	3,250,000	162,353.78	1,235,310.61	327,044.08	1,687,645.31	48.07
C. OTHER FIN. USES TRANS. OUT (GL 536)	112,310	.00	11,970.33			
D. OTHER FINANCING USES (GL 535)	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN. SOURCES OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)	153,441-	61,192.95	354,938.11		508,379.11	331.32-
F. TOTAL BEGINNING FUND BALANCE	1,990,431		2,916,766.00			
G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)	XXXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)	1,836,990		3,271,704.11			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 830 Restricted for Debt Service	441,301	541,640.48
G/L 835 Restricted For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 861 Restricted from Bond Proceeds	0	.00
G/L 862 Committed from Levy Proceeds	0	1,567,740.89
G/L 863 Restricted from State Proceeds	0	.00
G/L 864 Restricted from Fed Proceeds	0	.00
G/L 865 Restricted from Other Proceeds	0	.00
G/L 866 Restricted from Impact Proceeds	0	.00
G/L 867 Restricted from Mitigation Fees	0	.00
G/L 869 Restricted fr Undistr Proceeds	0	.00
G/L 870 Committed to Other Purposes	0	.00
G/L 889 Assigned to Fund Purposes	1,395,689	1,162,322.74
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	1,836,990	3,271,704.11

30--Debt Service Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2020 (September 1, 2020 - August 31, 2021)

For the LONGVIEW SCHOOL DISTRICT 122 School District for the Month of March, 2021

	ANNUAL	ACTUAL	ACTUAL			
<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>BUDGET</u>	<u>FOR MONTH</u>	<u>FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 Local Taxes	4,284,479	326,591.69	2,110,750.21		2,173,728.79	49.27
2000 Local Support Nontax	18,000	129.94	2,817.75		15,182.25	15.65
3000 State, General Purpose	15,000	.00	11.23		14,988.77	0.07
5000 Federal, General Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	112,310	.00	11,970.33		100,339.67	10.66
<u>Total REVENUES/OTHER FIN. SOURCES</u>	<u>4,429,789</u>	<u>326,721.63</u>	<u>2,125,549.52</u>		<u>2,304,239.48</u>	<u>47.98</u>
<u>B. EXPENDITURES</u>						
Matured Bond Expenditures	3,693,369	.00	3,605,000.00	0.00	88,369.00	97.61
Interest On Bonds	385,391	.00	215,670.33	0.00	169,720.67	55.96
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	10,000	.00	726.58	0.00	9,273.42	7.27
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	<u>4,088,760</u>	<u>.00</u>	<u>3,821,396.91</u>	<u>0.00</u>	<u>267,363.09</u>	<u>93.46</u>
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>D. OTHER FINANCING USES (GL 535)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER(UNDER) EXPENDITURES (A-B-C-D)</u>	<u>341,029</u>	<u>326,721.63</u>	<u>1,695,847.39-</u>		<u>2,036,876.39-</u>	<u>597.27-</u>
<u>F. TOTAL BEGINNING FUND BALANCE</u>	<u>3,325,384</u>		<u>3,409,672.84</u>			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	<u>XXXXXXXX</u>		<u>.00</u>			
<u>H. TOTAL ENDING FUND BALANCE</u>	<u>3,666,413</u>		<u>1,713,825.45</u>			
<u>(E+F + OR - G)</u>						
<u>I. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted for Other Items	0		.00			
G/L 830 Restricted for Debt Service	3,666,413		1,713,825.45			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	<u>3,666,413</u>		<u>1,713,825.45</u>			

40--Associated Student Body Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2020 (September 1, 2020 - August 31, 2021)

For the LONGVIEW SCHOOL DISTRICT 122 School District for the Month of March, 2021

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES						
1000 General Student Body	283,450	5,741.19	18,039.68		265,410.32	6.36
2000 Athletics	381,592	15,346.86	28,553.16		353,038.84	7.48
3000 Classes	34,000	.00	120.00		33,880.00	0.35
4000 Clubs	368,980	3,149.12	10,768.19		358,211.81	2.92
6000 Private Moneys	29,000	.00	1,309.38		27,690.62	4.52
<u>Total REVENUES</u>	<u>1,097,022</u>	<u>24,237.17</u>	<u>58,790.41</u>		<u>1,038,231.59</u>	<u>5.36</u>
B. EXPENDITURES						
1000 GENERAL STUDENT BODY	221,477	11,608.90	21,509.28	1,332.49	198,635.23	10.31
2000 ATHLETICS	427,503	5,492.29	50,250.83	11,970.37	365,281.80	14.55
3000 CLASSES	27,550	.00	205.52	445.20	26,899.28	2.36
4000 CLUBS	363,620	1,205.26	8,408.71	1,940.09	353,271.20	2.85
6000 Private Moneys	26,500	.00	625.19	0.00	25,874.81	2.36
<u>Total EXPENDITURES</u>	<u>1,066,650</u>	<u>18,306.45</u>	<u>80,999.53</u>	<u>15,688.15</u>	<u>969,962.32</u>	<u>9.06</u>
C. EXCESS OF REVENUES						
<u>OVER(UNDER) EXPENDITURES (A-B)</u>	<u>30,372</u>	<u>5,930.72</u>	<u>22,209.12-</u>		<u>52,581.12-</u>	<u>173.12-</u>
D. TOTAL BEGINNING FUND BALANCE						
	247,529		212,917.08			
E. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)						
	XXXXXXXXXX		.00			
F. TOTAL ENDING FUND BALANCE						
<u>C+D + OR - E)</u>	277,901		190,707.96			
G. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted for Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	237,901		190,707.96			
G/L 840 Nonspnd FB - Invent/Prepd Itms	40,000		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	<u>277,901</u>		<u>190,707.96</u>			

90--Transportation Vehicle Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2020 (September 1, 2020 - August 31, 2021)

For the LONGVIEW SCHOOL DISTRICT 122 School District for the Month of March, 2021

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	5,000	48.23	429.76		4,570.24	8.60
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	261,207	.00	.00		261,207.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	5,000	.00	.00		5,000.00	0.00
A. TOTAL REV/OTHER FIN.SRCS(LESS TRANS)	271,207	48.23	429.76		270,777.24	0.16
B. 9900 TRANSFERS IN FROM GF	0	.00	.00		.00	0.00
C. Total REV./OTHER FIN. SOURCES	271,207	48.23	429.76		270,777.24	0.16
D. EXPENDITURES						
Type 30 Equipment	450,000	257,436.98	257,436.98	0.00	192,563.02	57.21
Type 60 Bond Levy Issuance	0	.00	.00	0.00	.00	0.00
Type 90 Debt	0	.00	.00	0.00	.00	0.00
Total EXPENDITURES	450,000	257,436.98	257,436.98	0.00	192,563.02	57.21
E. OTHER FIN. USES TRANS. OUT (GL 536)	0	.00	.00			
F. OTHER FINANCING USES (GL 535)	0	.00	.00			
G. EXCESS OF REVENUES/OTHER FIN SOURCES OVER(UNDER) EXP/OTH FIN USES (C-D-E-F)	178,793-	257,388.75-	257,007.22-		78,214.22-	43.75
H. TOTAL BEGINNING FUND BALANCE	485,881		495,047.87			
I. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)	XXXXXXXX		.00			
J. TOTAL ENDING FUND BALANCE (G+H + OR - I)	307,088		238,040.65			
K. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted For Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	307,088		238,040.65			
G/L 830 RESERVE FOR DEBT SERVICE	0		.00			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
TOTAL	307,088		238,040.65			

**Private Purpose Trust Fund
Budget Status Report**

MONTH: March-21

REVENUE				
		Actual for Month	Actual for Year	Actual + Encumbered
Scholarships	(3000's)	\$14,234.00	\$57,878.45	\$57,878.45
Student Aid	(2000's)	\$9,330.59	\$23,758.73	\$23,758.73
Other				\$0.00
TOTAL		\$23,564.59	\$81,637.18	\$81,637.18

EXPENDITURE					
		Actual for Month	Actual for Year	Encumbered	Actual + Encumbered
Scholarships	(3000's)	\$2,000.00	\$40,650.00	\$0.00	\$40,650.00
Student Aid	(2000's)	\$271.83	\$1,791.83	\$0.00	\$1,791.83
Other					\$0.00
TOTAL		\$2,271.83	\$42,441.83	\$0.00	\$42,441.83

TRANSFERS	
Scholarships	\$0.00
Student Aid	\$0.00
Other	\$0.00
TOTAL	\$0.00

Beginning Fund Balance *****	\$397,370.47
Ending Fund Balance *****	\$436,565.82