

**SCHOOL BOARD MEETING
KENNEWICK SCHOOL DISTRICT NO. 17**

Meeting Date: Wednesday, August 16, 2023
Time: 5:30 p.m.
Location: District Administration Building
Remote Viewing Access: <https://bit.ly/3KC0euj>
Remote Public Comment Sign-Up Form: <https://bit.ly/3dn9dyk>
Interpretación al español estará disponible.

AGENDA

1. **Call to Order** – 5:30 PM **MIKE CONNORS**

2. **Pledge of Allegiance**

3. **Communications from Parents, Staff, and District Residents**

4. **Consent Items**

Approval of Board Minutes
A. Minutes of School Board Meeting July 26, 2023

Human Resources Reports
A. Personnel Actions – Certificated, Classified, and Extracurricular
B. Out of Endorsement Teacher Plans (2023 – 2024)

Business Office Items
A. 2023-2024 Sodexo/KSD Food Management Service Contract
B. 2023-2024 Tri-Tech/Sodexo Culinary Arts Instructional Program Contract

5. **Superintendent/Board Member Report**

6. **Reports and Discussions**
A. Technology Operations Update **RON CONE**
B. Role of Student Board Representative **DR. TRACI PIERCE**

7. **Unfinished Business**
None

8. **New Business**
A. Policy No. 6100 ADMINISTRATION: Line-Staff Chart **DR. TRACI PIERCE**
B. Policy No. 2164 INSTRUCTION: Career & Technical Education

- C. Policy No. 2314 INSTRUCTION: Use of Outside Media Resources in the Classroom
- D. Policy No. 2414 INSTRUCTION: Alternative Learning Experience Programs
- E. Policy No. 2415 INSTRUCTION: Online Learning
- F. Policy No. 7430 FINANCIAL MANAGEMENT: Lease Capitalization Threshold

VIC ROBERTS

9. Next Meeting Agenda

- A. K-12 Student Goal Report: Academic Growth and Proficiency Targets
- B. Get to Know KSD

10. Other Business as Authorized by Law

11. Executive Session

- A. Per RCW 42.30.110 (1) (g) Superintendent and Cabinet Performance

12. Adjourn

**KENNEWICK SCHOOL DISTRICT NO. 17
DR. TRACI PIERCE
SECRETARY OF THE BOARD**

KENNEWICK SCHOOL DISTRICT NO. 17
SCHOOL BOARD MEETING
ADMINISTRATION BUILDING
July 26, 2023

MINUTES

MEMBERS PRESENT

Board Members: Michael Connors, President of the Board; Ron Mabry, Vice President of the Board; Diane Sundvik, Legislative Representative of the Board; Micah Valentine, Board Member; Gabe Galbraith, Board Member; and Dr. Traci Pierce, Superintendent and Secretary of the Board. (Board Members attended remotely, with Dr. Pierce attending in person.)

Cabinet Members: Matt Scott, Assistant Superintendent of K-12 (attending in person).

CABINET MEMBERS ABSENT

Dr. Doug Christensen, Associate Superintendent of Human Resources; Excused.
Robyn Chastain, Executive Director of Communications and Public Relations; Excused.
Ron Cone, Executive Director of Information Technology; Excused.
Alyssa St. Hilaire, Assistant Superintendent of Teaching & Learning; Excused.
Vic Roberts, Executive Director of Business Operations; Excused.

CALL TO ORDER

President Michael Connors called the meeting to order at 5:30 p.m. and led the Pledge of Allegiance with approximately ten online and in-person staff and guests in attendance.

CONSENT ITEMS

Motion by Diane Sundvik to approve the consent items as presented.

Seconded by Ron Mabry.

Roll call vote:	Mr. Connors	Yes
	Mr. Mabry	Yes
	Ms. Sundvik	Yes
	Mr. Valentine	Yes
	Mr. Galbraith	Yes

Motion carried 5-0.

The consent items were as follows:

- Minutes of Regular Board Meeting June 21, 2023
- Personnel Actions – Certificated, Classified, and Extracurricular
- Budget Status Report Ending May 31, 2023
- Budget Status Report Ending June 30, 2023
- Payroll and Vouchers Ending May 31, 2023
- Payroll and Vouchers Ending June 30, 2023

- Alternative Learning Experience (ALE) Annual Report

NEXT MEETING AGENDA

The Board reviewed items for the next meeting agenda:

A. Technology Operations Update

There being no further business, the Board adjourned at 5:32 p.m.

RECORDING SECRETARY

PRESIDENT OF THE BOARD

SECRETARY OF THE BOARD

Approved: August 16, 2023

**CERTIFICATED PERSONNEL
ELECTIONS, LEAVES OF ABSENCE, TRANSFERS AND TERMINATIONS**

Exhibit A: Lists new employment contracts, requests for leaves of absence, and terminations which have occurred for certificated employees since the last meeting of the Board of Directors.

DATE: August 16, 2023

EXHIBIT A

	<i>Name</i>	<i>School</i>	<i>Position</i>	<i>Justification</i>	<i>FTE</i>	<i>Date</i>
NEW POSITONS	Alexander Siekawitch	Amistad	Teacher - Elem Sp Srvcs	Program Need	1.0	2023-24
REHIRE	Crystal Mesina	Eastgate	Teacher - Elem	Hernandez move	1.0	2023-24
REPLACEMENT	Nancy Otte	Southgate	Counselor	Cravens resignation	1.0	2023-24
	Courtney Elizondo	Canyon View	Teacher - Elem	Collins resignation	1.0	2023-24
	Kyllinn Irwin	Hawthorne	Teacher - Elem	Gutierrez move	1.0	2023-24
	Garth Lind	Amistad	Teacher - Elem	Holton move	1.0	2023-24
	Zayry Ramos	Eastgate	Teacher - Elem	Garcia-Rodriguez move	1.0	Contingent on Certification
	Denisse Mora	Amistad	Teacher - Elem	Lora move	1.0	2023-24
	Emily Beck	Park	Teacher - MS	Pacheco move	1.0	2023-24
	Callie Gies	Fuerza	Teacher - Elem Sp Srvcs	Robledo move	1.0	2023-24
	Alexis Riensche	District	Nurse	Folk resignation	1.0	2023-24
	Andrew Spaniel	Tri Tech	Teacher - HS	Cutts resignation	1.0	Contingent on Certification
	Gabriela Castro	Fuerza	Teacher - Elem	McEachen move	1.0 NON	2023-24
	Sarah Skinner	Canyon View	Teacher - Elem Sp Srvcs	Martin move	1.0	2023-24
	DeAnne Peterson	Southgate	Teacher - Elem	Davis move	1.0 NON	2023-24
	Traci Lucas	Canyon View	Teacher - Elem	Krohn move	1.0	2023-24
	Sarah Skinner	Canyon View	Teacher - Elem Sp Srvcs	Martin move	1.0	2023-24
	Diana Castro Castrejon	Fuerza	Teacher - Elem	Medina move	1.0	2023-24
LEAVE OF ABSENCE						
LEAVE OF ABSENCE REPLACEMENT	Victoria Smith	Amistad	Teacher - Elem Sp Srvcs	Engebretson LOA	1.0 NON	2023-24

**CERTIFICATED PERSONNEL
ELECTIONS, LEAVES OF ABSENCE, TRANSFERS AND TERMINATIONS**

RETIREMENTS	Kim Lembeck	Washington	Principal	Date Correction	1.0	6/30/2023
RESIGNATIONS	Amy Jennings-Birch	Vista	Teacher - Elem		1.0	8/1/2023
	Christopher Hamilton	KaHS	Teacher - HS		1.0	8/1/2023
	Kristin Anderson	Amon Creek	Teacher - Elem Sp Srvc	Jundt resignation	1.0	2023-24
IN DISTRICT TRANSFERS	Chelsea Krohn	Canyon View	Teacher - Elem	Mendoza resignation	1.0	2023-24
	Natalija Cuevas	Park to Chinook	Teacher - MS	Capetillo move and prog. Need	1.0	2023-24
	Alexandra Bennett	Chinook to Amistad	Teacher - MS Sp Srvc to Elem Sp Srvc	Pentecost move	1.0	2023-24
	Janelle Klages	Edison to Cwood	Teacher - Elem	Clark move	1.0	2023-24
	Makenzie Gonzalez	Hawthorne	Teacher - Elem Sp Srvc to Elem	Weisert-Peatow retirement	1.0	2023-24
	Lacey Vidaurri	SrHS to Chinook	Teacher - HS to MS	Evans resignation	1.0	2023-24
	Alondra Espinzoa	SrHS	Migrant Grad Specialist	Rodriguez move	1.0	2023-24
	Kelsea Crandall	Cwood to A Creek	Teacher - Elem	Mars move	1.0	2023-24
	Emily Morgan	Vista	Teacher - Elem	Fann resignation	1.0	2023-24
	Gretchen McFadden	Chinook	Teacher - MS	Wills resignation	1.0	2023-24
	Rhonda MacLellan	Amistad	Teacher - Elem to MTSS Lrng Fac.	Program Need	1.0	2023-24
	Chris Fischer	DHMS to Spec Srvc	Teacher - Sp Srvc K-12	Program Need	1.0	2023-24
	Abby Mattson	Admin. Center	Dir College and Career Readiness	Anderson resignation	1.0	Eff. 8/16/23

**CLASSIFIED PERSONNEL
ELECTIONS, LEAVES OF ABSENCE AND TERMINATIONS**

EXHIBIT B: Lists new employment personnel actions and terminations for classified employees that have occurred since the last meeting of the Board of Directors

DATE: August 16, 2023

EXHIBIT B

	<i>Name</i>	<i>School</i>	<i>Position</i>	<i>Justification</i>	<i>Hours</i>	<i>Date</i>
NEW POSITONS	Berry Duty	K-12	School Safety Officer	Program Need	7.0	8/2/2023
	Stanton Howard	K-12	School Safety Officer	Program Need	7.0	8/2/2023
	Jeffrey Quackenbush	K-12	School Safety Officer	Program Need	7.0	8/2/2023
	Randy Hicks	K-12	School Safety Officer	Program Need	7.0	8/2/2023
REPLACEMENT	Ryley Kasma	Chinook	Para/SS/Tier II Autism	Replaces Keyston Aubrey	6.0	8/30/2023
	Samantha Griswold	K-12	K-12 Compliance & Data Alysis Assistant	Replaces Micala Tornow	8.0	8/1/2023
	Chatharina Hamson	Southridge	Para/SS/Resource Room	Replaces James Callaghan	6.0	8/30/2023
	Rene Carrillo Avila	Highlands	Para/SS/Resource Room	Replaces America Fonseca	6.0	8/30/2023
	Aurora Cox	Washington	Para/SS/Tier III Autism 1-1	Replaces Alexandra Karlsson	6.5	8/30/2023
	Cristina Gonzalez	Washington	Para/SS/Tier III Classroom	Replaces David Loucks	6.5	8/30/2023
	Mikayla Rodriguez	Highlands	Para/FP/BE	Replaces Elizabeth Diaz	6.0	8/30/2023
	Michelle Akiona	Kamiakin	Secretary/Data Processor	Replaces Denise Frantti	8.0	8/15/2023
	Shari Frazier	Washington	Para/FP/LAP/BE	Replaces Jodi Schupp	6.0	8/30/2023
	Ahlesha Fitzgerald	Kennewick	Para/SS/Tier III Autism 1-1	Replaces Marcus Dunnigan	6.5	8/30/2023
	Nia Ruvalcaba	Southridge	Para/SS/Tier III Autism 1-1	Replaces Tanya Young	6.5	8/30/2023
	Rachel Hall	Vista	Para/FP/LAP	Replaces Laura Meacham	6.2	8/30/2023
	Manreet Kaur	Kennewick/Park	Cook	Replaces Kelly Higgins	6.0	8/30/2023
	Renee Jahr	Sage Crest	Cook	Replaces Cierra Martinez	3.0	8/30/2023
	Jaime Smith	Lincoln	Para/SS/Tier III Autism	Replaces Karla Black	6.5	8/30/2023
	Allison Cook	Cascade	Cook	Replaces Sheila Hangartner	3.0	8/30/2023
	Lori Boyd	Ridge View	Elementary Secretary	Replaces Amanda Grandeen	6.0	8/15/2023
Jessica Pierce	Vista	Para/BE	Replaces Stacey Ostler	6.0	8/30/2023	

**CLASSIFIED PERSONNEL
ELECTIONS, LEAVES OF ABSENCE AND TERMINATIONS**

REPLACEMENT CONT.	Jayda Nolley	ECEAP	Para/ECEAP	Replaces Joceline Gallardo	8.0	8/30/2023
	Edid Meraz	Amistad	Cook	Replaces Vicki Westphal	6.0	8/30/2023
	Amita Thatsana	Canyon View	Para/SS/Tier II Behavior	Replaces Sofia Mellish Garcia	6.0	8/30/2023
	Tony Moran	Amistad	Para/SS/Tier II Behavior	Replaces Burgandy Langston	6.0	8/30/2023
	Adriana Barcenas	Edison	Para/SS/Resource Room	Replaces Heather Baltazar	6.0	8/30/2023
	Sara Steele	Amistad	Cook	Replaces Liliana Villasenor	6.0	8/30/2023
	Kelly Bryant	ECEAP	Para/ECEAP	Repalces Regan Potter	8.0	8/30/2023
REHIRE						
RESIGNATION	Angel Gutierrez Morfin	Transportation	Mechanic		8.0	8/18/2023
	Alyssa Harris	Sage Crest	Para/SS/LifeSkills		6.5	8/25/2023
	Emily DuBois	Vista	Para/SS/Tier II Behavior		6.0	6/14/2023
	Nathalie Garza	Amon Creek	Para/SS/Autism Classroom		6.5	8/31/2023
	Lynnde Bishop	Chinook	Para/SS/Autism 1-1		6.0	8/11/2023
	Shanon Sharp	Transportation	Bus Driver		5.08	8/29/2023
	Lindsay Litchfield	Canyon View	Para/FP/ELL/ESL	To sub para	6.0	8/7/2023
	Maya Mendoza	Fuerza	Para/FP/BE/Bilingual		6.0	8/24/2023
	Michael Fryer	Edison	Custodian/Swing		8.0	8/17/2023
	Stephanie Bybee	Cottonwood	Para/FP/LAP/BE	To sub teach	5.0	8/4/2023
	Brandon Cater	Southridge	Custodian/Swing		8.0	8/16/2023
	Deysi Contreras Chavez	ECEAP	Para/ECEAP		8.0	8/16/2023
	Aidanely Garibaldo-Hernandez	Eastgate	Para/FP/BE		6.5	8/28/2023
	Diana Smith	Transportation	Bus Attendant		3.5	8/15/2023
	Stephanie Packwood	Kamiakin	Para/SS/Tier II Autism		6.0	8/14/2023
Lisandra Farias	Eastgate	Para/FP/BE/Bilingual		7.0	8/15/2023	
Karen Anderson	Cottonwood	Para/SS/LifeSkills		6.5	8/11/2023	

**CLASSIFIED PERSONNEL
ELECTIONS, LEAVES OF ABSENCE AND TERMINATIONS**

RESIGNATION CONT.	Galilea Mendoza	Fuerza	Para/FP/BE/Bilingual		6.0	8/24/2023
	Nesreen Al Muzayen	Federal Programs	Multilingual and Migrant Program Coordinator		8.0	8/18/2023
	Tammy Fryer	Transportation	Bus Driver		5.0	8/17/2023
	Hannah Carlisle	Canyon View	Para/FP/LAP		6.0	6/14/2023
	Vanessa Alviso	Phoenix	Para/Success Coordinator		7.5	8/11/2023
	Heidi Pace	Kamiakin	Para/SS/LifeSkills		6.5	8/29/2023
	Denise Morgan	Cascade	Library Secretary		6.0	8/28/2023
	Brittany Cater	Washington	Custodian/Swing		8.0	8/18/2023
LEAVE OF ABSENCE	Brianna Lynch	Special Services	Intervention Para	To student teach	6.5	8/30/2023
RESIGNED FROM LOA	Kellan Hubschman	N/A	Para		N/A	8/1/2023
	Phillip Smith	N/A	Para	To sub teach	N/A	6/14/2023
	Tanya Romero	N/A	Para		N/A	8/9/2023
LAYOFF						
RETIREMENT						
RETURN FROM LOA						
TERMINATION						



DOUG CHRISTENSEN- ASSISTANT SUPERINTENDENT- HUMAN RESOURCES
1000 W. 4TH AVE. • KENNEWICK, WA 99336-5601
P: (509) 222-5010 • F: (509) 222-5051
doug.christensen@ksd.org

To: School Board Members

From: Doug Christensen 

CC Traci Pierce, Superintendent

Date: August 16, 2023

Re: Out of Endorsement Teacher Plans (2023-24)

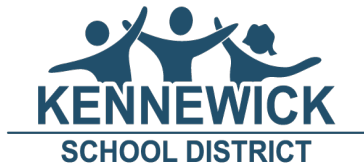
OSPI requires that school districts keep support plans on file for teachers who may be teaching one or more classes outside of their endorsement area(s). WAC 181-82-110 states that these plans must be approved by the school board. This memo serves as the approval request to the School Board for the current "Out of Endorsement" plans that have been developed between the teachers and their principals. The Human Resources Department has also signed off and approved all plans. (See page 2)

RECOMMENDATION: Approve the Out of Endorsement Plans of Support developed by the KSD via principals and teachers. (See page 2)

Additionally, this memo also serves as notification to the school board that the following special education teachers during this past 22-23 school year have had a few regular education students show up on their instructional reports. This is due to a lapse between the students' IEP/evaluation paperwork being reported to the state and the date when the student started or stopped being served in special education classes. It is the District's duty to report this to the school board. There is no board recommendation needed for this issue.

Rhonda Schell	Alex Kohan	Oliver Browning	Alexander James
Andrew Daves	Adrian Drozd	Crystal Green	Sara Rodgers
Derrick Lete	Chris Neese	Blackman	Mary Nett

NAME	CERT #	ENDORSEMENTS	BUILDING	SUBJECT(s)
Barrett, Sara	489688B	Eng. Lang. Arts, Social Studies	Chinook	Art
Freitag, Sherri	442247C	Elem Ed	Chinook	Algebra I
Eccleston, Vicki	387885G	Music	DHMS	Exploratory
Brotka, Joshua	520592G	Social Studies	HHHMS	Lng Arts
Gaumer, Ryan	420765J	Elem Ed, ECE	HHHMS	Phys Ed, Hlth/Fitn
Martin, Lisa	475766B	CTE - Computer Tech, Comp Appl, Residency - Health/Fitness	HHHMS	Exploratory
Mobley, Stuart	434250G	Spanish, Music	HHHMS	Exploratory
Murillo, Emma	525976G	Spanish, ELL	HHHMS	Exploratory
Williamson, Ryan	572336F	Gen Music, Instrumental Music	HHHMS	Exploratory (music appr)
Wilkinson, Megan	587079E	Elem Ed, ML Science	HMS	US History, State Spec Studies
Kopriva, Joanne	393658J	Elem Ed, Chemistry	KaHS	Alg II, Geometry
Holbrook, Jeremy	456644D	Science	KeHS	Astronomy
Rannow, John	316012D	Business Ed, Mktg Ed, Sped	KeHS	Social Studies, Language Arts
Sparhawk, Alexandra	591381R	Sped (Conditional Certification)	KeHS	Sped
Stoker, Jessica	588340J	Visual Arts	KeHS	Art
Coleman, Ronny	319131R	Biology, Health, Inst. Technology	Legacy	Art, PE
Downing, Jamie	374821G	English	Legacy	Wld Hist, Geog, Life Fitness
Downing, Ryan	399547R	Mathematics	Legacy	Art, Health, Music, PE
McInturf, Julie	457981R	Business Ed, Marketing Ed	Legacy	Health, Music, PE, Art
Mezger, Vernica	541916C	Sped, Eng Lng Arts	Legacy	W Hist, Geog, Psych, Music Hist, Lifetime Fitness, SS
Partlow, Krystal	556292A	English Language Arts	Legacy	Health, Music, PE, Art, Psychology
Canada, Brooke	374997E	Reading, Elem Ed	MCP	Writing, Math
Child, Isabel	424122J	Elem Ed	MCP	Spanish
Freeze, Cody	382538G	Elem Ed, Soc St, History	MCP	PE, Cmptr Prgr, Math, Geometry
Howland, Sandi	279728J	Elem Ed, Anthro, Psych, Soc	MCP	ECE - Rdg, Math, Sci, Soc St
Hulvey, Jacquelyn	508903B	Elem Ed, ML Math	MCP	PE, Computer Programming
Rheinschmidt, Julie	354444B	Reading, Elem Ed	MCP	Computer Programming
Schneider, Melissa	375269H	Elem Ed, Speech	MCP	Rdg, Math, Sci, Soc St
Williams, Michelle	486289B	Soc St, History	MCP	ELA, Health, Lifetime Fitness
Greer, Crystal	442206R	Elem Ed, Sped	Park	Health & Fitness
Pierce, Dave	271789J	Elem Ed	Park	Phys Ed, Hlth/Fitn
Razo, Diana	552033C	Spanish	Park	State Spec Studies, Lng Arts
Pickett, Marnie	356760R	Health	Reach	Asst Rdg, Lng Arts, State Spec St
Gann, Danielle	591017R	Sped (Conditional Certification)	Ridge View	Special Education
Barnes, Annette	433215A	Elem Ed, Chemistry	SrHS	Anatomy
Evans, Laurie	514271F	Music - Choral	SrHS	Theater
Hocking, Kristina	388259D	English, ELL	SrHS	General Math



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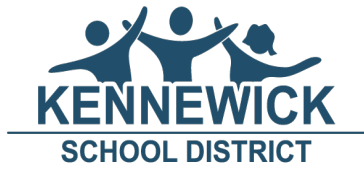
DATE: August 11, 2023
TO: Board of Directors
FROM: Vic Roberts, Executive Director of Business Operations
RE: **KSD/Sodexo Food Services Management Contract For 2023-24**

The current Food Service Management Contract with Sodexo was initially entered into for the 2022-23 school year. The District is allowed to renew the contract for four years. Year one of the renewal is for the 2023-24 term. The proposed renewal contract has been amended to align with updated federal/USDA requirements in addition to changes noted below.

- References to the “2022-23” school year are changed to “2023-2024” school year.
- Revised the term of the agreement to August 22, 2023, through August 21, 2024.
- Fixed price per meal is increased by 8.8% from \$1.78 to \$1.936. The maximum allowed increase is limited to the CPI index increase of 8.8%.
- Updated Contract Attachments Reflecting 2023-2024 Information
 - School/Site Locations Listing
 - Updated School Calendar
 - Updated Accounts Payable Schedule
 - Updated Pro Forma Financial Statement

The financial pro forma for school year 2023-24 shows and estimated revenues exceeding expenses by \$176,510 based on revenues of \$13,082,542 and expenses of \$12,906,032. The goal is for the program to achieve a minimum financial break-even level.

Recommendation: Approve



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P: (509) 222-5040
Vic.Roberts@ksd.org WWW.KSD.ORG

DATE: August 11, 2023
TO: Board of Directors
FROM: Vic Roberts, Executive Director of Business Operations
RE: **Tri Tech/Sodexo Culinary Arts Instruction Contract 2023-24**

The District contracts with Sodexo for the overall management and instructional training of the Culinary Arts Program that includes providing a certified instructor for the Program. The current Tri Tech Culinary Arts Contract with Sodexo was initially entered into for the 2022-23 school year. The District is allowed to renew the contract for four years. Year one of the renewal is for the 2023-24 term. The proposed renewal contract has been amended for the following changes.

- References to the “2022-23” school year are changed to “2023-2024” school year.
- Revised the term of the agreement to August 22, 2023, through August 21, 2024.
- Sodexo to provide only one instructor rather than two.
 - The 2021-22 contract referenced one instructor and was changed to two instructors for 2022-23 as the lead instructor was new and additional support was deemed necessary. A combination of lower program enrollment and the new instructor having a year of experience with the program have resulted in the contract change to one instructor.
- Change summer school instructional hours per day from 7.5 hours to 8.0 hours.
- Change contract amount from \$234,600 to \$126,000.

Recommendation: Approve



Technology Operations

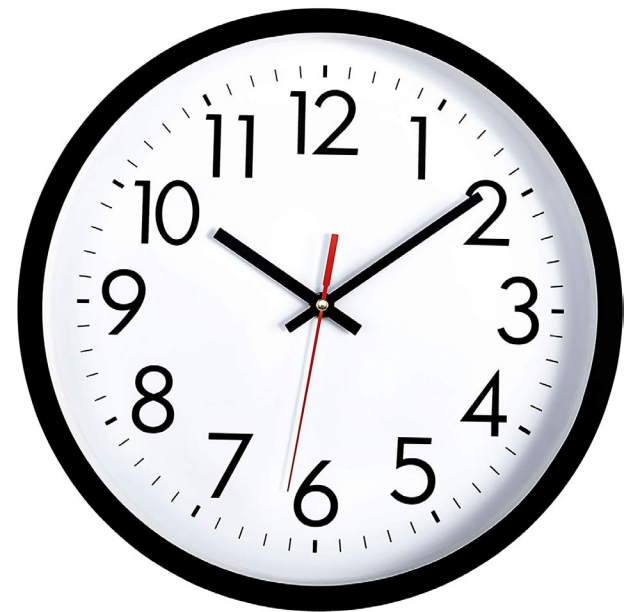
Annual Report



Information Technology (IT) Department

- Executive Director of Information Technology
- Director of Information Technology and Seven Supporting Staff
- Lead Computer / Application Support and Seven Supporting Staff
- Network Engineer and Network Administrator
- PowerSchool Team with Four Staff
- Web Application / Developer
- Six Interns August 15th to October 31st

Increased Support for Staff and Students



Helpdesk Tickets and Survey

Surveys at Close of Helpdesk Tickets – rating 1 to 5
Email score of 3 or less to IT Management Team



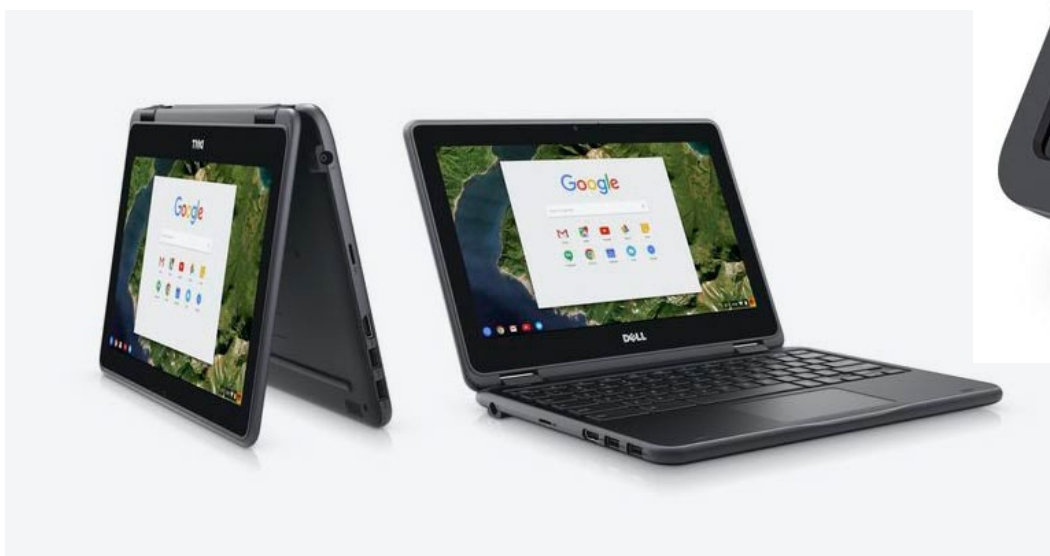


Tech - Cloud

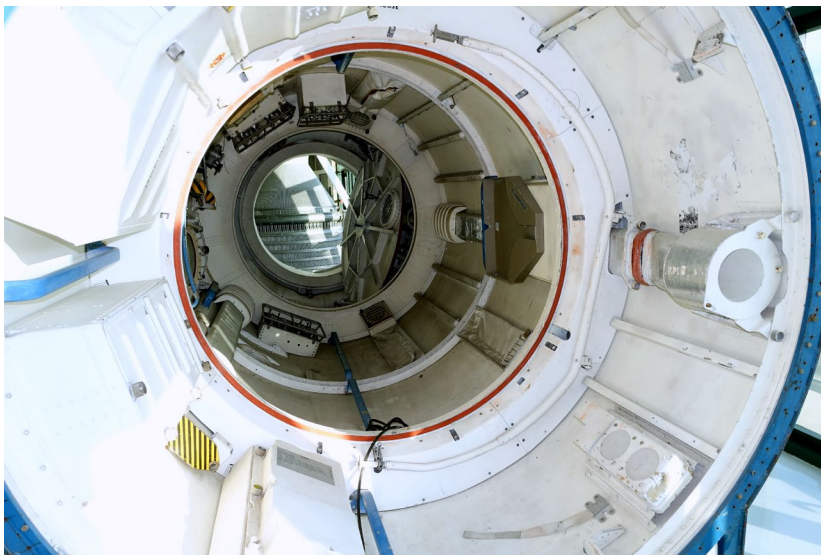
KSD Strategy



Lower Cost Devices



Backups – Air Gap



Safety and Security

Firewall
Content Filter
Cloud Firewall

Virus
Malware
Ransomware



ESCALATED ALERT: Potential Weapon Detected! A weapon has been detected by camera Admin IT Doorbell Camera (IP: 10.60.110.73) with high probability.
This alert has been escalated and immediate action is needed.



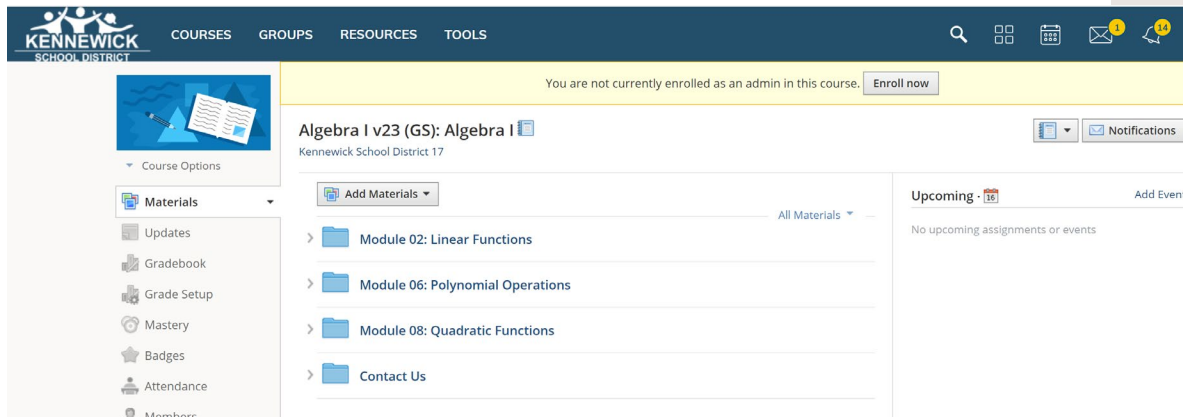
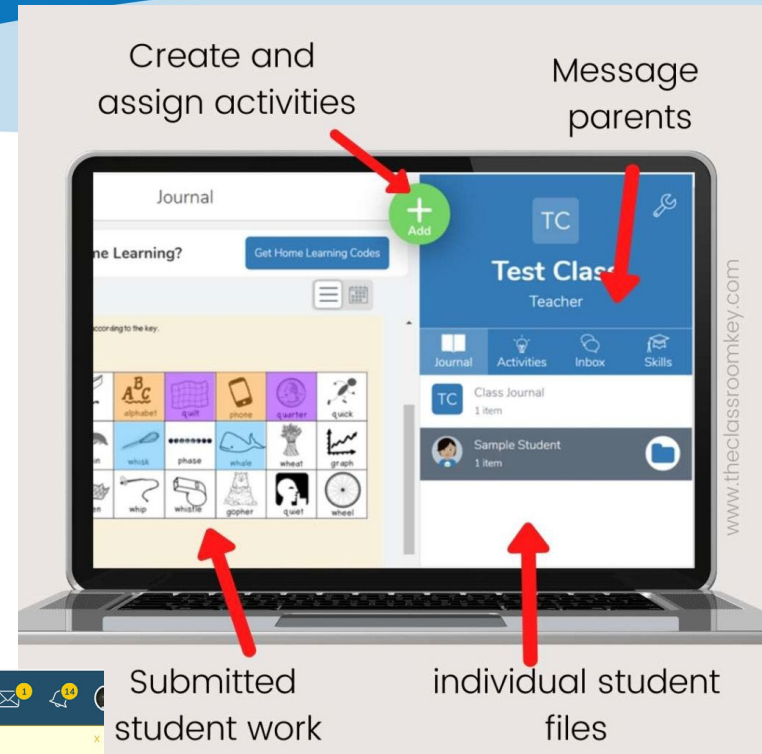
1:1 Program

- Total Chromebooks: 20,000
- Total iPads: 4800



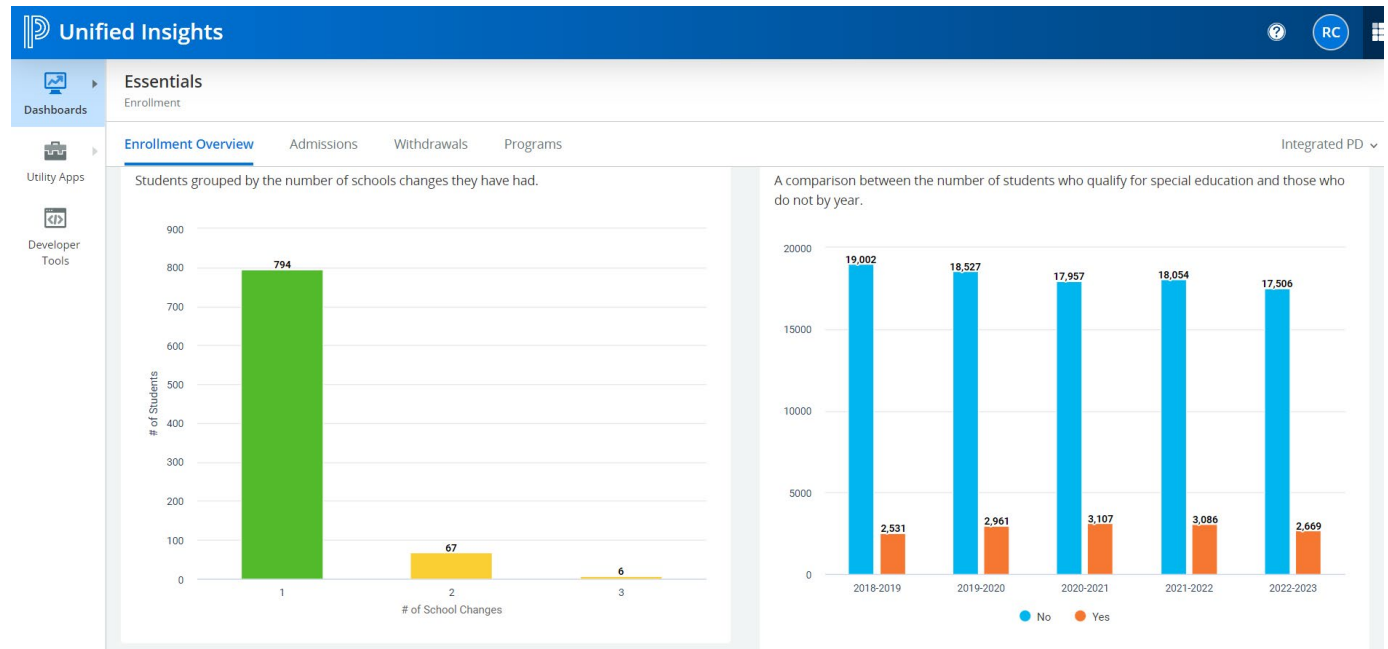
Learning Management System (LMS)

- Seesaw K-2
- Schoology 3-12
- Special Education Classes



Unified Insights

- Data Visualization
- Graphing Info on Students Performance
- Configurable Dashboards



The image features a background of several overlapping, wavy bands of blue in various shades, ranging from a deep navy to a light sky blue. The waves flow from the top left towards the bottom right. Centered in the middle of these waves is the word "Questions?" in a bold, white, sans-serif font.

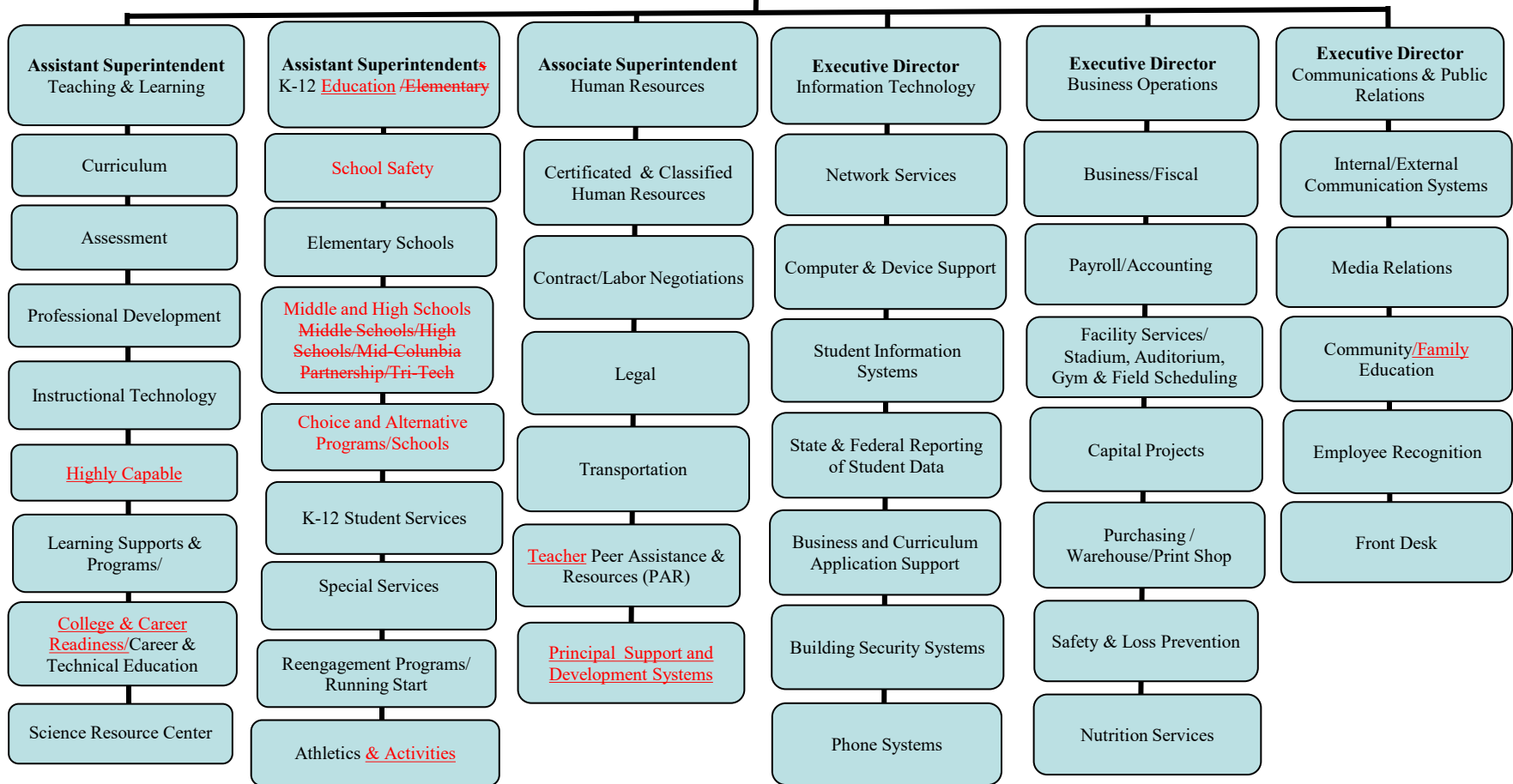
Questions?

Students — Parents — Community

Policy No. 6100
 Adopted 10/11/93
 Amended 09/10/08
 Amended 05/10/17
 Amended 12/11/19
 Amended 9/14/22
 Amended 8/16/23

Board of Directors

Superintendent

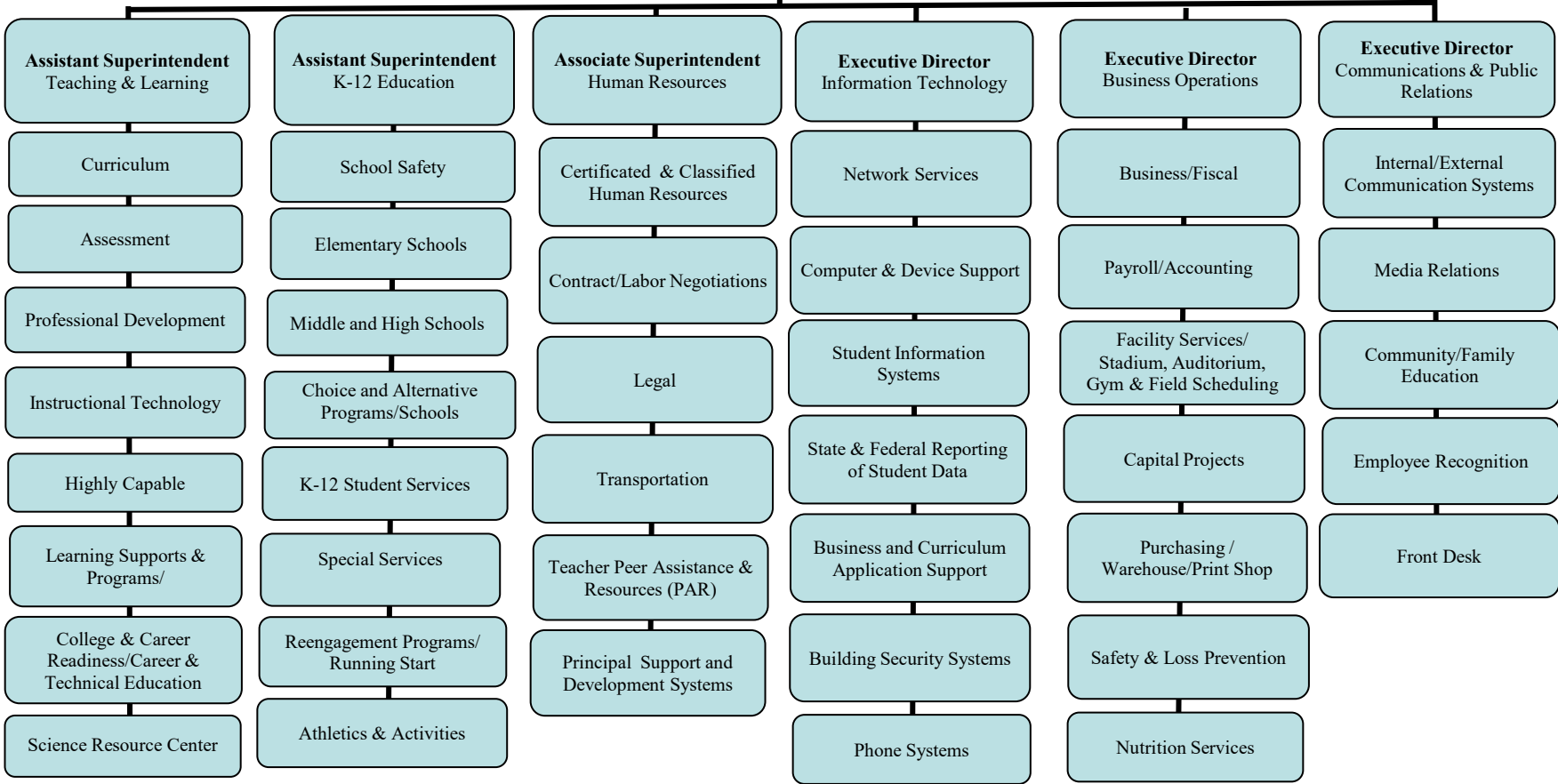


Students — Parents — Community

Policy No. 6100
 Adopted 10/11/93
 Amended 09/10/08
 Amended 05/10/17
 Amended 12/11/19
 Amended 9/14/22
 Amended 8/16/23

Board of Directors

Superintendent



INSTRUCTION

Career & Technical Education

The ~~District~~ district shall provide a program of career & technical education to assist students in ~~the making of~~ informal and meaningful occupational choices and to prepare students for enrollment in advanced or skilled career and technical education programs. ~~Such programs shall be included as a part of the regular curriculum of the school. Career program development shall be related to employment demands, current and future, and to the needs and interests of students.~~

The district's career and technical education is a planned program of courses and learning experiences that begins with exploration of career options. Additionally, the district's career and technical education program supports basic academic and life skills, enables achievement of high academic standards, incorporates leadership training, provides options for high skill development and high-wage employment preparation, and includes advanced and continuing education courses. The district will include the program and its courses as part of the regular curriculum of the district.

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The district will establish local career and technical advisory committees to assist in the design and delivery of the district's career and technical education program. Committees will advise the district on current labor market needs and the programs necessary to meet those needs. The district will relate its career and technical education program to employment demands, current and future, and to the needs and interests of students.

The Board will annually review and approve the district plan for the design and delivery of its career and technical education program. The plan will ensure academic rigor, align with education reform, establish program performance targets, address the skill gaps of Washington's economy, and provide opportunities for dual credit.

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The superintendent or designee will develop procedures to ensure that the district operates all programs and courses in conformity with the district's plan for career and technical education. Further, the associated procedures will conform to all federal and state laws prohibiting discrimination based on race, creed, color, national origin, sex, sexual orientation, gender expression, gender identity, disability (including any sensory, mental, physical disability, the use of a trained dog guide, and use of service animal), religion, and honorably discharged veteran or military status. Additionally, the superintendent or designee will seek and utilize all available state and federal sources of revenue for the financial support of career and technical education in the district.

If the district receives funds through the work-integrated learning initiative to provide experiences for its students, it will comply with the conditions of receiving such funds.

Legal Reference: RCW 28A.150.500 Educational agencies offering vocational educational programs — Local advisory committees — Advice on current job needs.
 RCW 28A.230.130 Program to help students meet minimum entrance requirements at baccalaureate-granting institutions or to pursue career or other

opportunities — High school course offerings for
postsecondary credit.

Ch. 28A.700 RCW Secondary Career and Technical Education
20 U.S.C. Ch. 44: Career and Technical Education

Adopted: April 28, 1993
Revised November 9, 2011
Amended: June 21, 2023
Amended: August 16, 2023

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INSTRUCTIONCareer and Technical Education

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The district's career and technical education is a planned program of courses and learning experiences that begins with exploration of career options. Additionally, the district's career and technical education program supports basic academic and life skills, enables achievement of high academic standards, incorporates leadership training, provides options for high skill development and high-wage employment preparation, and includes advanced and continuing education courses. The district will include the program and its courses as part of the regular curriculum of the district.

The district will establish local career and technical advisory committees to assist in the design and delivery of the district's career and technical education program. Committees will advise the district on current labor market needs and the programs necessary to meet those needs. The district will relate its career and technical education program to employment demands, current and future, and to the needs and interests of students.

The Board will annually review and approve the district plan for the design and delivery of its career and technical education program. The plan will ensure academic rigor, align with education reform, establish program performance targets, address the skill gaps of Washington's economy, and provide opportunities for dual credit.

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If the district receives funds through the work-integrated learning initiative to provide experiences for its students, it will comply with the conditions of receiving such funds.

Legal Reference:	RCW 28A.150.500	Educational agencies offering vocational educational programs — Local advisory committees — Advice on current job needs.
	RCW 28A.230.130	Program to help students meet minimum entrance requirements at baccalaureate-granting institutions or to pursue career or other opportunities — High school course offerings for postsecondary credit.
	Ch. 28A.700 RCW	Secondary Career and Technical Education

[20 U.S.C. Ch. 44:](#) Career and Technical Education

Adopted: April 28, 1993
Revised November 9, 2011
Amended: June 21, 2023
Amended: August 16, 2023

Policy 2314

Use of Outside Media in the Classroom

August 16, 2023



Current Wording

B. Elementary students in grades K-5 will be shown only "G" rated films. "PG" rated films may be shown to students in grades 6-12 if they are previewed completely, approved by parents and principal, and permission received from parents. "PG-13" rated films may be shown to students in grades 9-12 if they are previewed completely, approved by the principal, and permission is received from parents. No "R," or "X" rated films may be shown at any time to any student.

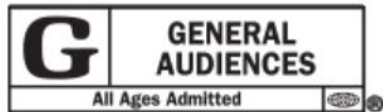
Proposed Changes

- B. Elementary students in grades K-5 will be shown only "G" rated films. "PG" rated films may be shown to students in grades 6-12 if they are previewed completely, approved by parents and principal, and permission received from parents. "PG-13" rated films may be shown to students in grades 9-12 if they are previewed completely, approved by the principal, and permission is received from parents. No "R," or "X" rated films may be shown at any time to any student.

Motion Picture Association Ratings

THE FILM RATING SYSTEM

GENERAL AUDIENCES



Nothing that would offend parents for viewing by children.

PARENTAL GUIDANCE SUGGESTED



Parents urged to give "parental guidance." May contain some material parents might not like for their young children.

PARENTS STRONGLY CAUTIONED



Parents are urged to be cautious. Some material may be inappropriate for pre-teenagers.

INSTRUCTION

Alternative Learning Experience Courses ~~ALTERNATIVE LEARNING EXPERIENCE PROGRAMS~~

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The Board authorizes the creation of alternative learning experience (ALE) courses, as defined in the procedure which accompanies this policy.

The district will make available to students enrolled in an ALE courses educational opportunities designed to meet their individual needs. The district will comply with all program requirements necessary to count an ALE as a course of study and ensure state funding for ALE students.

ALE programs may include the following types of courses as defined in RCW 28A.232.010:

- 1. Online courses;
- 2. Remote courses; and
- 3. Site-based courses.

Reporting Requirements

A. Annual Report to the Board of Directors

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The school district official responsible for overseeing each ALE course will report at least annually to the Board. This annual report will include at least the following;

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- 1. Documentation of ALE student headcount and full-time equivalent enrollment claimed for basic education funding;
- 2. Identification of the overall ratio of certificated instructional staff to full-time equivalent students enrolled in each ALE course; the number of certificated staff in each ALE course; and
- 3. A description of how the course supports the district's overall goals and objectives for student academic achievement.

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B. Monthly Report to the Superintendent of Public Instruction

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The district must report monthly to the Superintendent of Public Instruction:

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- 1. Accurate monthly headcount and full-time equivalent enrollment for students enrolled in alternative learning experiences; and
- 2. Information about the resident and serving districts of such students.

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C. Regular Submissions to CEDARS

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- 1. The district must report all required information to the office of superintendent of public instruction's Comprehensive Education Data and Research System under RCW 28A.300.500, including designating alternative learning experience courses as such when reporting course information to the Comprehensive Education Data and Research System.

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D. Annual Report to the Superintendent of Public Instruction

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The district must report annually to the Superintendent of Public Instruction:

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- 1. the number of certificated instructional staff full-time equivalent assigned to each alternative learning experience program; and
- 2. enrollment of students (separately identified) where ALE instruction is provided entirely under contract pursuant to RCW 28A.150.305 and WAC 392-121-188.

3. the costs and purposes of any expenditures made to purchase or contract for instructional or co-curricular experiences and services that are included in an ALE written student learning plan, along with the substantially similar experiences or services made available to students enrolled in the district's regular instructional program.

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Assessment Requirements

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All students enrolled in alternative learning experience courses or course work must be assessed at least annually, using, for full-time students, the state assessment for the student's grade level and using any other annual assessments required by the district.

Part-time students whose ALE enrollment is claimed as greater than 0.8 FTE in any one month through the January count date must be included by the district in any required state or federal accountability reporting for that school year. However, part-time students who are either receiving home-based instruction under Chapter 28A.200, RCW or who are enrolled in an approved private school under Chapter 28A.195, RCW are not required to participate in the assessments required under Chapter 28A.655, RCW.

Students enrolled in nonresident district alternative learning experience courses or course work who are unable to participate in required annual state assessments at the nonresident district must have the opportunity to participate in such required annual state assessments at the district of physical residence, subject to that district's planned testing schedule. It is the responsibility of the nonresident enrolling district to establish a written agreement with the district of physical residence that facilitates all necessary coordination between the districts and with the student and, where appropriate, the student's parent(s) to fulfill this requirement. Such coordination may include:

1. arranging for appropriate assessment materials;
2. notifying the student of assessment administration schedules;
3. arranging for the forwarding of completed assessment materials to the enrolling district for submission for scoring and reporting; and
4. arranging for any allowable testing accommodations, and other steps as may be necessary.

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The agreement may include rates and terms for payment of reasonable fees by the enrolling district to the district of physical residence to cover costs associated with planning for and administering the assessments to students not enrolled in the district of physical residence. Assessment results for students assessed according to these provisions must be included in the enrolling district's accountability measurements, and not in the district of physical residence's accountability measurements.

Valid Justification for Missed Contact

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Valid justifications why a student may miss the weekly contact requirements of ALE for the purpose of truancy include those outlined in Excused absences WAC 392-401-020.

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Students who drop out of ALE courses

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A school district offering or contracting to offer an alternative learning experience course to a nonresident student must inform the resident school district if the student un-enrolls from the course or is otherwise no longer enrolled.

Procedures

The superintendent is directed to develop procedures consistent with Chapter 392-550 WAC to govern the administration of the district's ALE courses.

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District approved Alternative Learning Experience Programs shall be FTE generating as defined in Washington Administrative Code WAC 392-121-182.

- ~~I. Every student enrolled in the Alternative Learning Experience Program shall have a written individual plan developed in collaboration with the student, the student's parent(s) or guardian, and other interested parties. The student's supervisor, who must be certificated instructional staff or a contractor as defined in WAC 392-121-188, must approve the plan and has primary responsibility and accountability for the plan. The student learning plan must meet the following minimum criteria. The plan must:
 - ~~A. Include a schedule of the duration of the program, including the beginning and ending dates;~~
 - ~~B. Describe the specific learning goals and performance objectives of the Alternative Learning Experience Program. This requirement may be met through course syllabi or other detailed descriptions of learning requirements;~~
 - ~~C. Describe the average number of hours per week that the student will engage in learning activities to accomplish the objectives of the plan;~~
 - ~~D. Describe how weekly contact requirements will be fulfilled;~~
 - ~~E. Identify instructional materials essential to successful completion of the learning plan;~~
 - ~~F. Include a timeline and method for evaluating student progress toward the learning goals and performance objectives specified in the learning plan;~~
 - ~~G. Identify whether the Alternative Learning Experience Program meets one or more of the State essential academic learning requirements defined by the District. High school Alternative Learning Experience Program plans must identify whether the experience meets State and District graduation requirements; and~~
 - ~~H. Specify full or part time enrollment.~~~~
- ~~II. Annually, during a public meeting, the Board will approve the ratio of certificated instructional staff to full-time equivalent students enrolled in Alternative Learning Experience Programs and courses.~~
- ~~III. Student performance will be supervised, monitored, assessed, evaluated, and recorded by school staff.~~
- ~~IV. Each student enrolled in an Alternative Learning Experience Program shall have direct contact with school staff at least weekly, until completion of the course objectives or the requirements of the learning plan. Direct contact means a face-to-face meeting or may be accomplished through the use of telephone, e-mail, instant messaging, interactive video communication, or other means of digital communication.~~
- ~~V. Each student's educational progress will be reviewed at least monthly. The results of the reviews shall be shared with the students (K-12) and with the parents or guardians of students in K-8 programs. If a student does not make satisfactory progress in the activities identified in his or her plan, a revised plan may be implemented.~~

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~~_____~~
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~~_____~~

~~VI. Parent(s) or Guardian Responsibilities:~~

~~Each Alternative Learning Experience Program will determine the level of parent participation and responsibilities. Failure to meet the requirements could result in their child's exclusion or removal from the program.~~

~~VII. District Supervision:~~

~~Level Assistant Superintendents for elementary and secondary (or designee) shall follow approved process for Alternative Learning Experience Programs or courses, monitoring compliance with WAC 392-121-182 and reporting at the end of each school year to the Kennewick School District Board of Directors on the program. The annual report shall contain:~~

- ~~A. The Alternative Learning Experience Program student headcount and full-time equivalent enrollment claimed for basic education funding;~~
- ~~B. A description of how certificated and classified staff are assigned program management and instructional responsibilities that maximize student learning; including the ratio of certificated staff to full-time equivalent students;~~
- ~~C. A description of how the written student learning plan is developed and student performance supervised and evaluated by certificated staff;~~
- ~~D. A description of how the Alternative Learning Experience Program supports the District's overall goals for academic achievement; and~~
- ~~E. Results of any self-evaluations conducted pursuant to WAC 392-121-182(7).~~

~~VIII. The District Alternative Learning Experience Program shall satisfy the State Board of Education requirements of courses of study or equivalencies; and if the program offers credit, the Alternative Learning Experience Program must meet the minimum Kennewick School District high school graduation requirements.~~

~~IX. The District shall identify expenditures, directly related to the student learning plan, paid for by participants that are reimbursable by the District. Non-consumable items shall be the property of the Kennewick School District.~~

Legal Reference: RCW 28A.150.305 Alternative educational service providers — Student eligibility.
RCW 28A.232.010 Alternative learning experience courses — Generally — Rules — Reports.
RCW 28A.250.050 Student access to online courses and online learning programs — Policies and procedures — Course credit — Dissemination of information — Development of local or regional online learning programs.
WAC 392-121-107 Definition-Course of study
WAC 392-121-188 Instruction provided under contract
WAC 392-137-230 Length of Acceptance
Chapter 28A.225 RCW Compulsory school attendance and admission

~~WAC 392-121-182 Alternative Learning Experience Program Requirements~~
~~RCW 28A.320.230 Instructional Materials Instructional Materials Committee.~~

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Cross References: ~~Board Policy 2120~~ Development and Implementation of Curriculum

Adopted: ___ February 14, 1996
~~Amended: Revised:~~ May 23, 2007
~~Amended:~~ August 16, 2023

INSTRUCTION

Alternative Learning Experience Courses

The Board authorizes the creation of alternative learning experience (ALE) courses, as defined in the procedure which accompanies this policy.

The district will make available to students enrolled in an ALE courses educational opportunities designed to meet their individual needs. The district will comply with all program requirements necessary to count an ALE as a course of study and ensure state funding for ALE students.

ALE programs may include the following types of courses as defined in [RCW 28A.232.010](#):

1) Online courses; 2) Remote courses; and 3) Site-based courses.

Reporting Requirements

A. Annual Report to the Board of Directors

The school district official responsible for overseeing each ALE course will report at least annually to the Board. This annual report will include at least the following:

1. Documentation of ALE student headcount and full-time equivalent enrollment claimed for basic education funding;
2. Identification of the overall ratio of certificated instructional staff to full-time equivalent students enrolled in each ALE course; the number of certificated staff in each ALE course; and
3. A description of how the course supports the district's overall goals and objectives for student academic achievement.

B. Monthly Report to the Superintendent of Public Instruction

The district must report monthly to the Superintendent of Public Instruction:

1. Accurate monthly headcount and full-time equivalent enrollment for students enrolled in alternative learning experiences; and
2. Information about the resident and serving districts of such students.

C. Regular Submissions to CEDARS

1. The district must report all required information to the office of superintendent of public instruction's Comprehensive Education Data and Research System under [RCW 28A.300.500](#), including designating alternative learning experience courses as such when reporting course information to the Comprehensive Education Data and Research System.

D. Annual Report to the Superintendent of Public Instruction

The district must report annually to the Superintendent of Public Instruction:

1. the number of certificated instructional staff full-time equivalent assigned to each alternative learning experience program;
2. enrollment of students (separately identified) where ALE instruction is provided entirely under contract pursuant to [RCW 28A.150.305](#) and [WAC 392-121-188](#); and
3. the costs and purposes of any expenditures made to purchase or contract for instructional or co-curricular experiences and services that are included in an ALE written student learning plan, along with the substantially similar experiences or

services made available to students enrolled in the district's regular instructional program.

Assessment Requirements

All students enrolled in alternative learning experience courses or course work must be assessed at least annually, using, for full-time students, the state assessment for the student's grade level and using any other annual assessments required by the district.

Part-time students whose ALE enrollment is claimed as greater than 0.8 FTE in any one month through the January count date must be included by the district in any required state or federal accountability reporting for that school year. However, part-time students who are either receiving home-based instruction under [Chapter 28A.200, RCW](#) or who are enrolled in an approved private school under [Chapter 28A.195, RCW](#) are not required to participate in the assessments required under [Chapter 28A.655, RCW](#).

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2. notifying the student of assessment administration schedules;
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The agreement may include rates and terms for payment of reasonable fees by the enrolling district to the district of physical residence to cover costs associated with planning for and administering the assessments to students not enrolled in the district of physical residence. Assessment results for students assessed according to these provisions must be included in the enrolling district's accountability measurements, and not in the district of physical residence's accountability measurements.

Valid Justification for Missed Contact

Valid justifications why a student may miss the weekly contact requirements of ALE for the purpose of truancy include those outlined in Excused absences [WAC 392-401-020](#).

Students who drop out of ALE courses

A school district offering or contracting to offer an alternative learning experience course to a nonresident student must inform the resident school district if the student un-enrolls from the course or is otherwise no longer enrolled.

Procedures

The superintendent is directed to develop procedures consistent with [Chapter 392-550 WAC](#) to govern the administration of the district's ALE courses.

Legal Reference:	RCW 28A.150.305	Alternative educational service providers — Student eligibility.
	RCW 28A.232.010	Alternative learning experience courses — Generally — Rules — Reports.
	RCW 28A.250.050	Student access to online courses and online learning programs — Policies and procedures — Course credit — Dissemination of information — Development of local or regional online learning programs.
	WAC 392-121-107	Definition-Course of study.
	WAC 392-121-188	Instruction provided under contract.
	WAC 392-137-230	Length of acceptance.
	Chapter 28A.225 RCW	Compulsory School Attendance and Admission

Adopted: February 14, 1996
Amended: May 23, 2007
Amended: August 16, 2023

INSTRUCTION

Online Learning

The Kennewick School District ~~board-Board~~ of ~~directors-Directors~~ believes that a variety of learning options, including online courses and programs, are critical to allow more students flexibility in earning a high school diploma and becoming college ready. -The ~~board-Board~~ recognizes that the online learning environment provides students with unique opportunities to become self-disciplined learners with life-long learning skills. Further, the ~~board-Board~~ believes that online learning provides tremendous opportunities for students to access curriculum and specialized courses in a flexible learning environment that might not otherwise be available.

Therefore, the ~~board-Board~~ supports a range of online learning opportunities that are equally accessible to all students in the school district. The ~~board-Board~~ directs the superintendent to provide information to parents, students and staff regarding online learning options and the guidelines for participation.

The superintendent or designee will develop procedures to implement this policy. The procedures will include, but not be limited to, a description of student access to online learning courses/programs, student eligibility criteria, the types of online courses available to students, methods the district will use to support student success, granting of course credit and conditions under which no credit will be awarded.

~~Cross References: Board Policy 2410 — Graduation Requirements
2414 — Alternative Learning Experience Programs~~

~~Legal References: RCW 28A.225 — Compulsory School Attendance and Admission
RCW 28A.250 — Online Learning
RCW 28A.230.090 — High School graduation requirements or equivalencies — Reevaluation of graduation requirements — Review and authorization of proposed changes — Credit for courses taken before attending high school — Postsecondary credit equivalencies
RCW 28A.320.035 — Contracting out — Board's powers and duties — Goods and services
RCW 28A.150.262 — Defining full-time equivalent student — Students receiving instruction through alternative learning experience online programs — Requirements — Rules
RCW 28A.150.220 — Basic Education — Minimum instructional requirements — Program accessibility — Rules (Effective September 1, 2011)
WAC 180.51 — High School Graduation Requirements
WAC 392.121-182 — Alternative learning experience requirements
WAC 392.121-188 — Instruction provided under contract
WAC 392.410-310 — Equivalency course of study — Credit for correspondence courses, electronically mediated courses, and college courses.
WAC 392.502 — Online Learning~~

~~RCW 28A.150.220 — Basic Education — Minimum instructional requirements — Program accessibility — Rules~~

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Chapter 28A.225 RCW Compulsory School Attendance and Admission
RCW 28A.230.090 High School graduation requirements or equivalencies –
Reevaluation of graduation requirements – Review and authorization of proposed
changes – Credit for courses taken before attending high school – Postsecondary
credit equivalencies
Chapter 28A.250 RCW Online Learning
RCW 28A.320.035 Contracting out – Board’s powers and duties – Goods and
services
Chapter 180-51, WAC High School Graduation Requirements
WAC 392-121-182 Alternative learning experience requirements
WAC 392-121-188 Instruction provided under contract
WAC 392-410-310 Equivalency course of study – Credit for correspondence
courses, electronically mediated courses, and college courses
Chapter 392-502, WAC Online learning — Approval of multidistrict on-line
providers

Adopted: July 14, 2010
Amended: August 10, 2023

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INSTRUCTION

Online Learning

The Kennewick School District Board of Directors believes that a variety of learning options, including online courses and programs, are critical to allow more students flexibility in earning a high school diploma and becoming college ready. The Board recognizes that the online learning environment provides students with unique opportunities to become self-disciplined learners with life-long learning skills. Further, the Board believes that online learning provides tremendous opportunities for students to access curriculum and specialized courses in a flexible learning environment that might not otherwise be available.

Therefore, the Board supports a range of online learning opportunities that are equally accessible to all students in the school district. The Board directs the superintendent to provide information to parents, students and staff regarding online learning options and the guidelines for participation.

The superintendent or designee will develop procedures to implement this policy. The procedures will include, but not be limited to, a description of student access to online learning courses/programs, student eligibility criteria, the types of online courses available to students, methods the district will use to support student success, granting of course credit and conditions under which no credit will be awarded.

Legal Reference:

RCW 28A.150.220	Basic Education – Minimum instructional requirements – Program accessibility – Rules
Chapter 28A.225 RCW	Compulsory School Attendance and Admission
RCW 28A.230.090	High School graduation requirements or equivalencies – High school and beyond plans – Career and college ready graduation requirements and waivers – Reevaluation of graduation requirements – Language requirements – Credit for courses taken before attending high school – Postsecondary credit equivalencies.
Chapter 28A.250 RCW	Online Learning
RCW 28A.320.035	Contracting out – Board’s powers and duties – Goods and services.
Chapter 180-51 WAC	High School Graduation Requirements
WAC 392-121-182	Alternative learning experience requirements.
WAC 392-121-188	Instruction provided under contract.
WAC 392-410-310	Equivalency course of study – Credit for correspondence courses, electronically mediated courses, and college courses.
Chapter 392-502 WAC	Online learning — Approval of Multidistrict Online Providers

Adopted: July 14, 2010
Amended: August 10, 2023

FINANCIAL MANAGEMENT

Lease Capitalization Threshold

Per the Governmental Accounting Standards Board (GASB) Statement No. 87 ~~and No. 96, Leases~~ and Subscription-Based Information Technology Arrangements, operating, and capital leases are required to be reflected as liabilities and assets on financial statements.

School districts may establish a ~~lease~~ liability threshold for reporting leases and subscription-based information technology arrangements that are clearly insignificant individually and in the aggregate. This threshold defines the dollar amount at which a lease or subscription-based information technology arrangements with a maximum possible term of more than one year will be classified as a ~~lease~~-liability.

The ~~District~~-district has determined a lease and subscription-based information technology arrangements liability threshold of \$5,000,000 ~~1.5% of prior year General Fund expenditures~~. This capitalization threshold applies to all leases and subscription-based information technology arrangements with a maximum possible term of more than one year. ~~Equipment~~-Leases of similar type will be aggregated together when evaluating if they meet the ~~District~~-district threshold.

Adopted: August 24, 2022

Amended: August 16, 2023

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FINANCIAL MANAGEMENT

Lease Capitalization Threshold

Per the Governmental Accounting Standards Board (GASB) Statement No. 87 and No. 96, *Leases and Subscription-Based Information Technology Arrangements*, operating, and capital leases are required to be reflected as liabilities and assets on financial statements.

School districts may establish a liability threshold for reporting leases and subscription-based information technology arrangements that are clearly insignificant individually and in the aggregate. This threshold defines the dollar amount at which a lease or subscription-based information technology arrangements with a maximum possible term of more than one year will be classified as a liability.

The district has determined a lease and subscription-based information technology arrangements liability threshold of \$5,000,000. This capitalization threshold applies to all leases and subscription-based information technology arrangements with a maximum possible term of more than one year. Leases of similar type will be aggregated together when evaluating if they meet the district threshold.

Adopted: August 24, 2022
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