



360.458.1900
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107 FIRST STREET NORTH
PO Box 476
YELM, WA 98597-0476

SCHOOL BOARD MEMBERS: DEBBIE EDWARDS, PRESIDENT • DENISE HENDRICKSON, VICE PRESIDENT
BILL HAUSS • CASEY SHAW

AGENDA

Regular School Board Meeting

Thursday, June 27, 2024

6 p.m.

District Office Board Room
107 First Street North • Yelm, WA

Regular School Board Meeting

- A** **1.** **Call to Order**
Flag Salute

- I** **2.** **Audience**
Community Comments

- A** **3.** **School Board Minutes**
May 23, 2024 – Regular Business Meeting
June 6, 2024 – District Awards Night
June 13, 2024 – Special Board Meeting

- A** **4.** **New Business**
 - A.** **Individual Contracts**
 - 1. New Hires
No Report
 - 2. Leave of Absence
Kristi Eckroth All Elementary Teacher Band One Year Leave of Absence
 - 3. Resignations/Retirements/Terminations

Jordan Bennett, YHS Teacher ELA	Resignation 8/31/2024
Wendy Bennett, YMS Teacher Art	Resignation 8/31/2024
Sara Biechman, FS Teacher Special Education	Resignation 8/31/2024
Stephanie Cruz, Food Service Cafeteria Worker	Resignation 8/31/2024
Heather Curry, MK Teacher 3 rd Grade	Resignation 8/31/2024
Heather Deyette, SW Teacher Kindergarten	Resignation 8/31/2024
Jay Dorhauer, YHS Coach Head Boys Soccer	Resignation 6/18/2024
Kristine Duquet, SW Licensed Prac. Nurse Revised Resignation Date 6/7/2024	
Sage Ehrlick, OSS Lcensed Prac. Nurse	Resignation 6/17/2024
Jo Foley Robles, MK Teacher Librarian	Resignation 6/17/2024
Beth Foote, YHS Office Professional III	Resignation 8/31/2024
Kevin Ford-Nihipali, YHS Coach Assnt Boys Soccer	Resignation 6/18/2024
Tabatha George, YHS Teacher Science	Resignation 8/31/2024

- | | |
|--|-----------------------|
| Jennifer Hoke, YHS Teacher Special Education | Resignation 8/31/2024 |
| Brianne Knighton, OSS Program Coordinator | Resignation 6/30/2024 |
| Shauna Perez, LK Principal | Resignation 6/16/2024 |
| Phillip Perry, YHS Coach Assnt Boys Soccer | Resignation 6/18/2024 |
| Sara Powell, LK Teacher 4 th Grade | Resignation 8/31/2024 |
| Kimberly Schley, YES Office Professional II | Resignation 6/21/2024 |
| Samuel Stewart, MP Teacher 5 th Grade | Resignation 8/31/2024 |
| Kaitlyn Ward, SW Teacher 2 nd . Grade | Resignation 8/31/2024 |
| Victoria Ward, LK Teacher Specialist PE | Resignation 8/31/2024 |
4. Staffing Changes
- Vivian Fulkerson, Para SPED LRC MP to PR
 - Dixie Hardesty, Para Instructional OSS to PR 5.0 hrs. to 6.0 hrs. 9/3/2024
 - Kimberly Schley, Para Instructional YES to PR 4.0 hrs. to 6.0 hrs. 9/3/2024
 - Kathleen Perry, 7.0 hrs. per day to 6.5 hrs. per day
 - Ashley Ellis, 6.0 hrs. per day to 4.0 hrs. per day
 - Britany Deshiro-Harper, 5.5 hrs. per day to 5.0 hrs. per day
 - Melanie La Madeleine, 8.0 hrs. per day to 4.0 hrs. per day
 - Chelsea Watson, 8.0 hrs. per day to 4.0 hrs. per day
 - Jodie Rothwell, 8.0 hrs. per day to 4.0 hrs. per day
 - Angela Cerkowniak, 8.0 hrs. per day to 6.0 hrs. per day
 - Charlotte Peaslee, 260 days per year to 226 days per year
 - Linda Bell, 216 days per year to 138 days per year
5. Stipends/Supplemental Contracts
6. Request for Waivers for Teacher Out of Endorsement
- | | |
|--|---------------------------------|
| Thomas Albertson, RSM, Theater Arts, ELA, Algebra B, Study | 9/5/2023 |
| Ivy Bronemann, YHS, ELA, Algebra B, Study Hall, Lifetime Fitness | 9/5/2023 |
| Lauren Cain, YHS World History | 10/24/2023 Long-Term Substitute |
| Hugh Daniels, YHS Personal Finance | 9/5/2023 |
| Ryan Healy, RMS, Theater Arts | 9/5/2023 |
| Carol McKay, YHS, ELA, Algebra B, Study Hall, Lifetime Fitness | 9/5/2023 |
| Emily Macias, YMS Algebra B | 3/19/2024 |
| Michael Ward, YMS Special Education | 6/13/2024 |
| Permit Expired/Sub Cert Issued | |
7. Recall
- | | |
|--|----------|
| Nan Toure, PR Sped Teacher | 9/3/2024 |
| Mylisha Lanegan, MK Sped Teacher | 9/3/2024 |
| Heather Moore, RMS Sped Teacher | 9/3/2024 |
| Tanja Myers, FS Sped Teacher | 9/3/2024 |
| Felecia Stenbakken, PR Sped Teacher | 9/3/2024 |
| Michael Holman, YHS Sped Teacher | 9/3/2024 |
| Trecy Bumstead, PR Sped Teacher | 9/3/2024 |
| Kimberly Brazil, RMS Sped Teacher | 9/3/2024 |
| Shayna Shankle, PR Sped Teacher | 9/3/2024 |
| Misty Estrada, Transportation Van Driver | 9/3/2024 |
| Robert Smith, Transportation Van Driver | 9/3/2024 |
| Karen Blank, MP Sped Teacher | 9/3/2024 |
| Kayla Connally, PR Sped Teacher | 9/3/2024 |
| Keisha Bere-Ruiz, SW Sped Teacher | 9/3/2024 |
| Emil Vollmer Jr, Transportation Van Driver | 9/3/2024 |
| Donna Nicometi, Transportation Van Driver | 9/3/2024 |
| Melissa Osso, Transportation Bus Driver | 9/3/2024 |
| Scott Gallup, Transportation Dispatcher | 9/3/2024 |
| Harold Church, Transportation Bus Driver | 9/3/2024 |
| Rachel Moore, Transportation Bus Driver | 9/3/2024 |
| Joshua Findley, Transportation Bus Driver | 9/3/2024 |

Jacqueline Reaves, Transportation Bus Driver	9/3/2024
Thora McReynolds, Transportation Bus Driver	9/3/2024
Alyssa Yerxa, Transportation Bus Driver	9/3/2024
Aryal Bennett, Transportation Bus Driver	9/3/2024
Madita Madera, Transportation Bus Driver	9/3/2024
Michelle Reinicke, MK Sped Teacher	9/3/2024
Angelic Sugai, YMS Teacher ELA	9/3/2024
Emily Carlson, LK Teacher Elementary	9/3/2024
Mckenzie Devore, PR Teacher Elementary PE	9/3/2024
Mary Middleton, YMS Teacher Science	9/3/2024
Danielle Wood, MP Teacher Elementary	9/3/2024
Kassandra Ziegler, YMS Teacher Science	9/3/2024
Jessica Straus, FS Teacher Elementary	9/3/2024
Melanie Vinson, MP Teacher Elementary	9/3/2024
Emily Macias, YMS Teacher Math	9/3/2024
William Warren, RMS Teacher Social Studies	9/3/2024
Dawn Smart, FS Teacher TK	9/3/2024
Margaret Moon, MP Teacher Elementary PE	9/3/2024
Konnor Moon, FS Teacher Elementary PE	9/3/2024
Kayla Richter, YHS Teacher PE/Health	9/3/2024
Katherine Gyekis, RMS Teacher Pe/Health	9/3/2024
Nicole Scheuerman, YMS Teacher Social Studies	9/3/2024
Scott Means, RMS Teacher Band	9/3/2024
Tiffany Lintz, SW Teacher Elementary	9/3/2024
Blythe Hodge, YHS Teacher Social Studies	9/3/2024
Patricia Leblanc, PR Teacher Elementary	9/3/2024
Mackenzie Dust, MP Teacher Elementary	9/3/2024
Samuel Stewart, MP Teacher Elementary	9/3/2024
Jacob Venema, PR Teacher Elementary	9/3/2024
Mariah Frost, PR Teacher Elementary	9/3/2024
Jessilyn Enlow, LK Teacher Elementary	9/3/2024
Emma Johnson, YHS Teacher Science	9/3/2024
Bailey Whalen, YHS Teacher Ela	9/3/2024
Deanna Olson, YHS Teacher Science	9/3/2024
Joseph Brueske, YHS Teacher ELA	9/3/2024
Tabatha George, YHS Teacher Science	9/3/2024
Jared Dust, SW Teacher Elementary	9/3/2024
Byron Conover, YHS Teacher Math	9/3/2024
Carissa Thomas, YHS Teacher ELA	9/3/2024
Chelsea McPherson, YHS Teacher-EL/ELA	9/3/2024
Timothy Gugerty, YHS Teacher-ELA	9/3/2024
Danielle Brown, YHS Teacher Math	9/3/2024
Kelley Hannifan, FS Teacher Elementary	9/3/2024
Daniela Vinkova, YMS Teacher Science	9/3/2024
James Newton, FS Teacher Elementary	9/3/2024
Stacie Lovato, YMS Teacher Math	9/3/2024
Mckenzie Darnell, MP Teacher Elementary	9/3/2024
Crystalin Jones, MP Teacher Elementary	9/3/2024
Amber Sheldon, MK Teacher Elementary	9/3/2024
Brittany Meyer, FS Teacher Elementary	9/3/2024
Kara Clary, PR Teacher Elementary Music	9/3/2024
Brynn McCarthy, SW Teacher Elementary	9/3/2024
Caitlin Coffeen, FS Teacher Elementary	9/3/2024
Austin Bennett, YHS Teacher ELA	9/3/2024
Haleigh Harley, LK Teacher Elementary	9/3/2024

Jordan Hummel, YHS Teacher Ag Science	9/3/2024
Lisa Becraft, PR Para-Instructional	9/3/2024
Avery Brookshire, YHS Teacher Ela	9/3/2024
Richard Gallo, YMS Teacher Social Studies	9/3/2024
Taylor Gubser, YHS Teacher Art	9/3/2024
Jacob Nolan, YHS Teacher PE/Health	9/3/2024
Molly Brix, LK Teacher Elementary	9/3/2024
Thomas Albertson, MK/LK Teacher Elementary Music	9/3/2024
Bethany Wennerstrom, YHS Teacher Math	9/3/2024
Jordan Bennett, YHS Teacher ELA	9/3/2024
Jacob Jansen, PR Para-Sped	9/3/2024
Lilith Sorensen, PR Para-Sped	9/3/2024
Christina Cox, FS Para-Instructional	9/3/2024
Kellen McCauley, YHS Teacher Math	9/3/2024
Cheyenne Brownell, FS Para-Sped Program	9/3/2024
Kara Barb, FS Para-Sped Program	9/3/2024
Alexis Frodesen, RMS Para-Sped Program	9/3/2024
Gulsum Turkoglu, Yelm Para-Sped	9/3/2024
Anna Flott, MK Para-Instructional	9/3/2024
Bree Hyder, LK Teacher Elementary	9/3/2024
Colby Pierson, YHS Teacher ELA	9/3/2024
Kimberly Edmondson, MP Para Instructional	9/3/2024
Anne Cone, PR Para SPED	9/3/2024
Rachelle Hudson, MP Para SPED	9/3/2024
Kayla Stephens, PR Teacher Elementary	9/3/2024
Timothy Tsugawa, FS Teacher Elementary	9/3/2024
Jamie Jackson, MK Teacher Elementary	9/3/2024
Jennifer Ryle, MP Para Instructional	9/3/2024
Brittney Jensen, YHS Para SPED	9/3/2024
Amanda Payne, FS Para Instructional	9/3/2024
Zachary Bratton, Facilities Custodian	7/15/2024
8. <u>Nonrenewal/Lay Offs</u>	
Taylor Gubser, YHS Art Teacher	6/17/2024
Erin Wilkinson, YHS Assistant Principal	6/30/2024
Scott Means, RMS Band Teacher	6/17/2024
Mikylah Alkire, RS Counselor	6/17/2024
Jeannie Beierle, YES Counselor	6/17/2024
Michael McGuire, YHS Counselor	6/17/2024
Kristopher Nuce, YHS Counselor	6/17/2024
Jordan Hummel, YHS CTE Teacher	6/17/2024
Melissa Jackson, YHS CTE Teacher	6/17/2024
Kyle Johnson, YHS CTE Teacher	6/17/2024
Hannah McLaughlin, YHS CTE Teacher	6/17/2024
Sean Pollock, YHS CTE Teacher	6/17/2024
Bethany Wennerstrom, YMS CTE Teacher	6/17/2024
Kassandra Ziegler, RMS CTE Teacher	6/17/2024
Chelsea McPherson, OSS EL Teacher	6/17/2024
Austin Bennett, YHS ELA Teacher	6/17/2024
Jordan Bennett, YHS ELA Teacher	6/17/2024
Avery Brookshire, YHS ELA Teacher	6/17/2024
Joseph Brueske, YHS ELA Teacher	6/17/2024
Timothy Gugerty, YHS ELA Teacher	6/17/2024
Kylie Mullins, YHS ELA Teacher	6/17/2024
Colby Pierson, YHS ELA Teacher	6/17/2024
Angelic Sugai, YMS ELA Teacher	6/17/2024

Carissa Thomas, YHS ELA Teacher	6/17/2024
Bailey Whalen, YHS ELA Teacher	6/17/2024
Bethany Cleghorn, PR Art Teacher	6/17/2024
Kristi Eckroth, Multi Elementary Band Teacher	6/17/2024
Kara Clary, PR Music Teacher	6/17/2024
Shayna Shankle, SW Music Teacher	6/17/2024
McKenzie DeVore, PR PE Teacher	6/17/2024
Konnor Moon, FS PE Teacher	6/17/2024
Margaret Moon, MP PE Teacher	6/17/2024
Anna Bigelow, FS Elementary Teacher	6/17/2024
Molly Brix, LK Elementary Teacher	6/17/2024
Emily Carlson, LK Elementary Teacher	6/17/2024
Caitlin Coffeen, FS Elementary Teacher	6/17/2024
McKenzie Darnell, MP Elementary Teacher	6/17/2024
Jared Dust, SW Elementary Teacher	6/17/2024
Mackenzie Dust, MP Elementary Teacher	6/17/2024
Jessilyn Enlow, LK Elementary Teacher	6/17/2024
Garrett Feldtman, LK Elementary Teacher	6/17/2024
Magdalena Friesz, PR Elementary Teacher	6/17/2024
Mariah Frost, PR Elementary Teacher	6/17/2024
Jacqueline Gathany, FS Elementary Teacher	6/17/2024
Philip Gathany, FS Elementary Teacher	6/17/2024
Kelley Hannifan, FS Elementary Teacher	6/17/2024
Haleigh Harley, LK Elementary Teacher	6/17/2024
Jennifer Hawkins, FS Elementary Teacher	6/17/2024
Bree Hyder, LK Elementary Teacher	6/17/2024
Jamie Jackson, MK Elementary Teacher	6/17/2024
Erin Johnson, SW Elementary Teacher	6/17/2024
Crystalin Jones, MP Elementary Teacher	6/17/2024
Mylisha Lanegan, MK Elementary Teacher	6/17/2024
Patricia Leblanc, PR Elementary Teacher	6/17/2024
Crystal Leslie, FS Elementary Teacher	6/17/2024
Tiffany Lintz, SW Elementary Teacher	6/17/2024
Harmony Lynch, FS Elementary Teacher	6/17/2024
Rylie McCann, MK Elementary Teacher	6/17/2024
Brynn McCarthy, SW Elementary Teacher	6/17/2024
Kelly McCown, MK Elementary Teacher	6/17/2024
Brittany Meyer, FS Elementary Teacher	6/17/2024
James Newton, FS Elementary Teacher	6/17/2024
Shania Norris, SW Elementary Teacher	6/17/2024
Karina Otter-Alvarado, MK Elementary Teacher	6/17/2024
Amber Sheldon, MK Elementary Teacher	6/17/2024
Felecia Stenbakkan, PR Elementary Teacher	6/17/2024
Kayla Stephens, SW Elementary Teacher	6/17/2024
Samuel Stewart, MP Elementary Teacher	6/17/2024
Jessica Straus, FS Elementary Teacher	6/17/2024
Timothy Tsugawa, FS Elementary Teacher	6/17/2024
Jacob Venema, SW Elementary Teacher	6/17/2024
Melanie Vinson, MP Elementary Teacher	6/17/2024
Kaitlyn Ward, SW Elementary Teacher	6/17/2024
Issac Williams, FS Elementary Teacher	6/17/2024
Emilia Snow, YHS French Teacher	6/17/2024
Blythe Hodge, YHS History Teacher	6/17/2024
Evan Schultz, YMS History Teacher	6/17/2024
Jessica Aranyos, RMS Math Teacher	6/17/2024
Dulce Carrillo, YHS Math Teacher	6/17/2024

Byron Conover, YHS Math Teacher	6/17/2024
Melanie Jordan, YMS Math Teacher	6/17/2024
Hannah Loken, YMS Math Teacher	6/17/2024
Emily Macias, YMS Math Teacher	6/17/2024
Kellen McCauley, YHS Math Teacher	6/17/2024
Kyle Smith, YHS Math Teacher	6/17/2024
Thomas Albertson, RMS Music Teacher	6/17/2024
Katherine Gyekis, RMS PE Teacher	6/17/2024
Jacob Nolan, YHS PE Teacher	6/17/2024
Kayla Richter, YHS PE Teacher	6/17/2024
Tabatha George, YHS Science Teacher	6/17/2024
Emma Johnson, YHS Science Teacher	6/17/2024
Samantha Klein, YMS Science Teacher	6/17/2024
Danielle Longmire, YMS Science Teacher	6/17/2024
Mary Middleton, YMS Science Teacher	6/17/2024
Deanna Olson, YHS Science Teacher	6/17/2024
Stacie Lovato, RMS Science Teacher	6/17/2024
Kimberly Jorgensen, LK Specialist	6/17/2024
Keisha Bere-Ruiz, SW Sped Teacher	6/17/2024
Michael Holman, YHS Sped Teacher	6/17/2024
Michael Ward, YMS Sped Teacher	6/17/2024
Tanja Myers, FS Sped Teacher	6/17/2024
Heather Moore, RMS Sped Teacher	6/17/2024
Kayla Connally, PR Sped Teacher	6/17/2024
Kimberly Brazil, PR Sped Teacher	6/17/2024
Trecy Bumstead, PR Sped Teacher	6/17/2024
Levi Tonkinson, MP Sped Teacher	6/17/2024
Sarah Hove, FS Sped Teacher	6/17/2024
Michelle Reinicke, MK Sped Teacher	6/17/2024
Nan Toure, PR Sped Teacher	6/17/2024
Karen Blank, MP Sped Teacher	6/17/2024
Richard Gallo, YMS SS Teacher	6/17/2024
Nicole Scheuerman, YMS SS Teacher	6/17/2024
William Warren, RMS SS Teacher	6/17/2024
Danielle Wood, MP Technology Teacher	6/17/2024
Arlene Yeagley, LK Technology Teacher	6/17/2024
Dawn Smart, FS TK Teacher	6/17/2024
Danielle Brown, OSL TOSA	6/17/2024
Daniela Vlnkova, OSL TOSA	6/17/2024
Andrew Kollar, DO Community Relations Coordinator	6/17/2024
Lisa Zawislak, Facilities, OP I	8/31/2024
Mayeli Zamudio, YHS OP II BECCA	6/17/2024

A

B. Acceptance of Gifts

<u>Donor</u>	<u>Amount</u>
Walmart, Donuts for LK Program	FMV \$128.80
Images by Brant, Business Partner – Bronze	\$250.00
Scott Knox, Fluorescent Lamps	FMV \$2,970.00
CrossFit Yelm, Powerlifting Club YHS	\$1,030.00
Hwy 95 Events, Skills USA YHS	\$250.00
Fort Stevens Booster Club, Outdoor Track Improvements	\$5,000.00

A

C. 2024-25 Handbooks

Yelm High School
YCS Rights and Responsibilities

A D. Out-of-District Travel
 YHS FFA Officers to Port Orchard, WA, Aug 5-7, 2024, FFA Officer Retreat and POA planning, 11 students and 6 chaperones.

A E. Policy Revisions
First Reading – for Review
 2409P

One Read Only – for Approval
 5310P

A F. 2024-25 Fee Schedule
 Meal Prices
 Technology Assurance Program

I/D G. Reduced Education Plan

A 5. Vouchers and Payroll

A. General Fund	#70149921 – 70150092	
	#70150112 - 70150126	\$1,439,364.06
B. ASB Fund	#70409557 - 70409587	\$90,659.21
C. Capital Projects Fund	#70501727 - 70501730	\$395,439.48
D. AP ACH	#11230006 – 202100157	\$1,350.87
E. May Payroll		\$6,788,318.56

A 6. Facilities Report:
Public Works:

Project #	Amount	Vendor / Reason
67.93	\$1,674.54	South Sound Fire & Security – Starlink Dialer Installation MK
69.23	\$2,314.33	South Sound Fire & Security – Starlink Dialer Installation PR
87.23	\$7,125.80	CAMCAL-Auto Shop Lift Repair & Annual Inspection – YHS
109.23	\$311.77	South Sound Fire & Security – Service Call Alarm Trouble – YHS
111.23	\$1,480.04	SME Solutions – Electronic Door Service Call – YES
113.23	\$626.91	South Sound Fire & Security – Security System Installation – PR
115.23	\$4,767.39	Hermanson Co LLP – Boiler 2 Repairs - RMS

I 7. Financial Reports

I 8. Student Enrollment Report

June 2024	5801 HC	5601.26 FTE (25.26 > 5576.00)
May 2024	5823 HC	5624.03 FTE (48.03 > 5576.00)
June 2023	5508 HC	

I 9. Board Comments

I 10. Superintendent’s Report

I 11. Executive Session

To review the performance of a public employee.

A 12. Superintendent's Contract**A 13. Adjourn**

Next Board Meeting: July 18, 2024 – 6:00 p.m. – Regular Business Meeting
Location: District Office

Individuals with disabilities who may need a modification to participate in a meeting should contact the Superintendent's Office no later than three days before a meeting so that arrangements for the modification can be made.

A= Action

I= Information

D= Discussion

Yelm Community Schools, District No. 2

107 First Street North • Yelm, WA 98597 • (360) 458-1900 • www.ycs.wednet.edu

MINUTES

of a Regular Meeting of the Board of Directors

Thursday, May 23, 2024

BOARD MEMBERS PRESENT

Debbie Edwards, Bill Hauss, Denise Hendrickson, Casey Shaw

ADMINISTRATION PRESENT

Erin Bayer, DeeDee Buckingham, Kaiya Burgess, Lisa Cadero-Smith, Jennifer Carrougher, Ellen Cavanaugh, Chris Clark, Curtis Cleveringa, Sandy Conradi, Lisa Crowell, Craig Curry, Becky Fowler, Chris Hansen, Ali Jacobson, Jodi Jarmin, Brianne Knighton, Jeri Lipe, Kendall McNutt, Teri Melone, Shannon Powell, Anthony Quichocho, Starla Watson, Chris Woods

CALLED TO ORDER/PLEDGE OF ALLEGIANCE

President Debbie Edwards called the Regular Business Meeting to order at 6:00 p.m.

AUDIENCE

Community Comments

Comments were presented by Martin Lee Wheeler, Celia Smallidge, and Gabriel Iverson.

SCHOOL BOARD MINUTES – APPROVED

March 28, 2024 – Regular Business Meeting

April 18, 2024 – Regular Business Meeting

May 2, 2024 – Special Board Meeting

May 9, 2024 – Study Session/Regular Board Meeting

M/ Bill Hauss; S/ Denise Hendrickson; Motion carried unanimously.

NEW BUSINESS

INDIVIDUAL CONTRACTS – APPROVED

NEW HIRES

POSITION

EFFECTIVE

No Report

LEAVE OF ABSENCE

Maya Benbrook	YMS Community Outreach	5/20/2024-8/30/2024
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RESIGNATIONS/RETIREMENTS/TERMINATIONS

Hannah Baker	FS Teacher 3 rd Grade	Resignation 8/31/2024
William Benbrook	YMS Teacher Math	Resignation 8/31/2024
William Benbrook	Coach Assistant Football	Resignation 5/9/2024
William Benbrook	YHS Coach Head Strength & Cond.	Resignation 5/9/2024
Gabriel Cadero Smith	YHS Teacher Math	Resignation 8/31/2024
Winter Clark	MK Para SPED LRC	Resignation 4/29/2024
Jodan Coleman	DO Financial Services Manager	Resignation 5/31/2024
Amanda Counts	YMS Teacher Special Education	Resignation 8/31/2024
Katrina Dees	MP Teacher Kindergarten	Resignation 8/31/2024
Emma Dobbs	FS Para SPED LRC	Resignation 6/17/2024
Michael Finger	SW Teacher Kindergarten	Resignation 8/31/2024
Crystal Marquez	YMS Para SPED Program 1:1	Resignation 6/17/2024
Jason Owen	Facilities Custodian	Resignation 5/16/2024

Cherylee Rolfe	YHS Coach Head Dance	Resignation 5/21/2024
Alexandria Schuch	RMS Teacher Special Education	Resignation 8/31/2024
Deanna Serna-Harrison	MP Elementary Counselor	Retirement 8/31/2024
Stephanie Stockdale	YHS Site Para SPED Program FLC	Resignation 9/1/2024

STAFFING CHANGES

Samantha Abeyta	6.5 to 6.0 hours	9/3/2024
Regina Baesen	6.5 to 6.0 hours	9/3/2024
Cynthia Barber	6.5 to 6.0 hours	9/3/2024
Shelli Beckett	6.5 to 6.0 hours	9/3/2024
Brian Brodzinski	6.5 to 6.0 hours	9/3/2024
Petra Camin	6.5 to 6.0 hours	9/3/2024
Stephanie Clary	6.5 to 6.0 hours	9/3/2024
Sonja Cox	6.5 to 6.0 hours	9/3/2024
Mary Dewees	6.5 to 6.0 hours	9/3/2024
Misty Dore	6.5 to 6.0 hours	9/3/2024
Faith Doyle	6.5 to 6.0 hours	9/3/2024
Tanya Drath	6.5 to 6.0 hours	9/3/2024
Luann Easley	6.5 to 6.0 hours	9/3/2024
Karmen Edwards	6.5 to 6.0 hours	9/3/2024
Suzanne Erb	6.5 to 6.0 hours	9/3/2024
Anne Ford	6.5 to 6.0 hours	9/3/2024
Melinda Fox	6.5 to 6.0 hours	9/3/2024
Holly Fraser	6.5 to 6.0 hours	9/3/2024
Faith Fredrickson	6.5 to 6.0 hours	9/3/2024
Vivian Fulkerson	6.5 to 6.0 hours	9/3/2024
Lorretta Harder	6.5 to 6.0 hours	9/3/2024
Dixie Hardesty	6.5 to 6.0 hours	9/3/2024
Kathi Hicks	7.5 to 7.0 hours	9/3/2024
Laura Huseth	6.5 to 6.0 hours	9/3/2024
Marjorie Hyatt	6.5 to 6.0 hours	9/3/2024
Patrick Johnson	6.5 to 6.0 hours	9/3/2024
Stacey Keyes	6.5 to 6.0 hours	9/3/2024
Christine Kimble	6.5 to 6.0 hours	9/3/2024
Kimberly King	6.5 to 6.0 hours	9/3/2024
Laurie Lanway	6.5 to 6.0 hours	9/3/2024
Nikita Little	6.5 to 6.0 hours	9/3/2024
Shelley Lunsford	6.5 to 6.0 hours	9/3/2024
Elizabeth MacMayburns	6.5 to 6.0 hours	9/3/2024
Deborah Martin	6.5 to 6.0 hours	9/3/2024
Carmen Miskimens	6.5 to 6.0 hours	9/3/2024
Kimberly Muir	6.5 to 6.0 hours	9/3/2024
Diane Neri	6.5 to 6.0 hours	9/3/2024
Dianne Olsen	6.5 to 6.0 hours	9/3/2024
Suzanne Osuna	6.5 to 6.0 hours	9/3/2024
Kerrie Phillips	6.5 to 6.0 hours	9/3/2024
Debra Pridemore	7.5 to 7.0 hours	9/3/2024
Jannalee Reed	6.5 to 6.0 hours	9/3/2024
Sandra Ricker	6.5 to 6.0 hours	9/3/2024
Dena Riezinstein	6.5 to 6.0 hours	9/3/2024
Danielle Rodgers	6.5 to 6.0 hours	9/3/2024
Jennifer Ruppert	6.5 to 6.0 hours	9/3/2024
Tami Sadler	6.5 to 6.0 hours	9/3/2024
Linda Sell	6.5 to 6.0 hours	9/3/2024

Bradly Silvius	6.5 to 6.0 hours	9/3/2024
Heather Sorensen	6.5 to 6.0 hours	9/3/2024
Tania Stair	6.5 to 6.0 hours	9/3/2024
Tami Thomas	6.5 to 6.0 hours	9/3/2024
Jill Thomforde	6.5 to 6.0 hours	9/3/2024
Laurie Trottier	6.5 to 6.0 hours	9/3/2024
Karen Vega Sanchez	6.5 to 6.0 hours	9/3/2024
Casimira Viveros	6.5 to 6.0 hours	9/3/2024
Elizabeth Wakeman	6.5 to 6.0 hours	9/3/2024
Cathryn Walsh	6.5 to 6.0 hours	9/3/2024
Yevett Watts	6.5 to 6.0 hours	9/3/2024
Michelle Weiser	6.5 to 6.0 hours	9/3/2024
Rhonda Whitmore	6.5 to 6.0 hours	9/3/2024
Andrea Graham	SPED Prog. Para to Café Work	9/3/2024
Dixie Hardesty	Homework Club to SPED Prog. Para	9/3/2024
Kristen Colt	SPED Prog. Para to Grounds	9/3/2024

REQUESTS FOR WAIVERS FOR TEACHING OUT OF ENDORSEMENT:

Thomas Albertson	RMS Theater	9/5/2023
Ryan Healy	RMS Theater	9/5/2023

RIF - LAYOFFS:

Crystal Anderson	YMS SPED Prog. Para	6/17/2024
Whitney Ansons	FS SPED Prog. Para	6/17/2024
Kara Barb	FS SPED Prog. Para	6/17/2024
Edward Barrio III	YHS SPED Prog. Para	6/17/2024
Eden Batarao	FS SPED Prog. Para	6/17/2024
Lisa Becraft	PR Instruct. Para	6/17/2024
Maya Benbrook	YMS/RMS Community Outreach	6/17/2024
Aryal Bennett	Transportation Bus Driver	6/17/2024
Korine Bland	LK Instruct. Para	6/17/2024
Kathi Bliss	MP SPED Prog. Para	6/17/2024
Angelique Boessen	RMS SPED Prog. Para	6/17/2024
Zachary Bratton	Facilities Custodian (4 hours)	8/31/2024
Cheyenne Brownell	Facilities Custodian (8 hours)	8/31/2024
Jettie Byrd	PR SPED Prog. Para	6/17/2024
Katelyn Carlson	YHS SPED Prog. Para	6/17/2024
Harold Church	Transportation Bus Driver	6/17/2024
Denise Collette	LK Instruct. Para	6/17/2024
Anne Cone	PR Instruct. Para	6/17/2024
Charles Confer	Facilities Custodian (8 hours)	8/31/2024
Lori Cook	Facilities Custodian (8 hours)	8/31/2024
Joy Cornelius	YHS SPED Prog. Para	6/17/2024
Josiah Couch	Facilities Grounds	8/31/2024
Christina Cox	FS Instruct. Para	6/17/2024
Brianna Cunningham	MK SPED Prog. Para	6/17/2024
Melanie Curtin	MP SPED Prog. Para	6/17/2024
Jessica Diamond	YMS Instruct. Para	6/17/2024
Miranda Dries	RMS SPED Prog. Para	6/17/2024
Kimberly Edmondson	MP Instruct. Para	6/17/2024
Misty Estrada	Transportation Van Driver	6/17/2024
Chasen Ferris	Facilities Custodian (8 hours)	8/31/2024
Joshua Findley	Transportation Bus Driver	6/17/2024
Paulina Flores Hernandez	YHS Instruct. Para	6/17/2024
Anna Flott	MK Instruct. Para	6/17/2024

Kathleen Foiles	Facilities Custodian (4 hours)	8/31/2024
Jeremy Franco	SW SPED Prog. Para	6/17/2024
Alexis Frodesen	RMS SPED Prog. Para	6/17/2024
Scott Gallup	Transportation, Dispatcher	6/17/2024
Nataly Green	PR SPED Prog. Para	6/17/2024
Gulsum Turkoglu	YHS SPED Prog. Para	6/17/2024
Sarah Hannah	RMS SPED Prog. Para	6/17/2024
Kelli Hansen	FS SPED Prog. Para	6/17/2024
Teresa Henry	PR SPED Prog. Para	6/17/2024
Fani Hernandez	MK/MP Instruct. Para	6/17/2024
Rebecca Howard	MK SPED Prog. Para	6/17/2024
Keturah Hudgins	MP SPED Prog. Para	6/17/2024
Rachelle Hudson	MP SPED Prog. Para	6/17/2024
Rachel Husted	PR SPED Prog. Para	6/17/2024
Adela Interiano	RMS SPED Prog. Para	6/17/2024
Jacob Jansen	PR SPED Prog. Para	6/17/2024
Kyle Jansen	Facilities Grounds	8/31/2024
Brittney Jensen	YHS SPED Prog. Para	6/17/2024
Erica Kautz	YHS SPED Prog. Para	6/17/2024
Heidi Kellem	MK Instruct. Para	6/17/2024
Jessica Keyes	PR SPED Prog. Para	6/17/2024
Sabrina Keyes	FS Instruct. Para	6/17/2024
Brandy Kile	SW SPED Prog. Para	6/17/2024
Nyah Knight	Transportation Bus Driver	6/17/2024
Brenda Leonard	MP SPED Prog. Para	6/17/2024
Madita Madera	Transportation Bus Driver	6/17/2024
Rhondalee Maher	YHS SPED Prog. Para	6/17/2024
Jeanie Marsh	MP SPED Prog. Para	6/17/2024
Nicole Mathis	YHS Career Center Specialist	6/17/2024
Corina McMichael	YMS/RMS Instruct. Para	6/17/2024
Thora McReynolds	Transportation Bus Driver	6/17/2024
Julie Molloy	Transportation Van Driver	6/17/2024
Ashlee Moore	MP SPED Prog. Para	6/17/2024
Rachel Moore	Transportation Bus Driver	6/17/2024
Darcelle Nevatt	MP SPED Prog. Para	6/17/2024
Chenoa Nichol	LK Instruct. Para	6/17/2024
Donna Nicometi	Transportation Bus Assistant	6/17/2024
Kaatlin Ogletree	Transportation Bus Assistant	6/17/2024
Melissa Osso	Transportation Bus Driver	6/17/2024
Caitlynn Overman	SW SPED Prog. Para	6/17/2024
Taylor Palmier	SW SPED Prog. Para	6/17/2024
Corrinda Parkin	MK SPED Prog. Para	6/17/2024
Amanda Payne	FS Instruct. Para	6/17/2024
Sheila Polaschek	YHS SPED Prog. Para	6/17/2024
Emma Proffit	PR SPED Prog. Para	6/17/2024
Claudia Quaites	FS SPED Prog. Para	6/17/2024
Jacqueline Reaves	Transportation Bus Driver	6/17/2024
Laura Reubinking	MK SPED Prog. Para	6/17/2024
Kelcey Rhodes	RMS Instruct. Para	6/17/2024
Bevin Riley	FS Instruct. Para	6/17/2024
Raquel Rocha Silva Neto	RMS Instruct. Para	6/17/2024
Christine Ronquillo	YHS Community Outreach	6/17/2024
Brandi Ruff	Transportation Bus Assistant	6/17/2024
Jason Ruger	RMS ISS	6/17/2024
William Rydalch	IT District Computer Tech.	8/31/2024
Jennifer Ryle	MP Instruct. Para	6/17/2024
Laurie Shackelford	YHS SPED Prog. Para	6/17/2024

Robert Smith	Transportation Van Driver	6/17/2024
Lilith Sorensen	PR SPED Prog. Para	6/17/2024
Tori Stillwell	MK SPED Prog. Para	6/17/2024
Emily Thompson	MP Instruct. Para	6/17/2024
Daniel Tobin	Facilities Custodian (4 hours)	8/31/2024
Jennifer Tveten	LK SPED Prog. Para	6/17/2024
Kelli Upton	Transportation Bus Assistant	6/17/2024
Emil Vollmer Jr	Transportation Van Driver	6/17/2024
Ryan Walser	Facilities Grounds	8/31/2024
Jeffrey Warner	YHS SPED Prog. Para	6/17/2024
Megan Watson	YHS Graduation Specialist	6/17/2024
Silvus Webster	Transportation Bus Assistant	6/17/2024
Jannedeigh Wilson	SW SPED Prog. Para	6/17/2024
Silke Yabsley	SW Instruct. Para	6/17/2024
Alyssa Yerxa	Transportation Bus Driver	6/17/2024

Stipends/Supplemental Contracts

\$34,100.00

M/Denise Hendrickson; S/Bill Hauss; Motion carried unanimously.

ACCEPTANCE OF GIFTS – APPROVED

Robert Taylor, 1 st Grade Class – FS	\$500.00
Olympia Garden Club, Classroom Grant – FS.....	\$200.00
Castle Realty, Business Partner Gold	\$1,000.00
Ferrelli’s, Powerlifting Club YHS	\$564.37
State Farm – Karie Mendell, Girls Basketball	\$500.00
Fort Stevens Booster Club, ASB Field Trips and Spirit Wear – FS.....	\$152.00
Walmart, Educator Rising – YHS	FMV \$150.00
SSG Gabriel Gomez, FFA – YHS.....	FMV \$160.00
Yelm FFA Alumni, FFA State Convention – YHS	\$5,850.00
Yelm Rotary Club, Grocery Outlet Grocery Cards – OSS	FMV \$400.00

M/Denise Hendrickson; S/Bill Hauss; Motion carried unanimously.

RESOLUTION 09-23-24 – REDUCED EDUCATION PLAN – APPROVED

Reduction in Force YAEOP, Certificated & Classified Administrators, Non-Represented & Athletics

M/Denise Hendrickson; S/Bill Hauss; Motion carried unanimously.

RESOLUTION 10-23-24 – DELEGATING AUTHORITY TO WIAA – APPROVED

M/Denise Hendrickson; S/Bill Hauss/ Motion carried unanimously.

2024-2025 HANDBOOKS – APPROVED

- Fort Stevens Elementary
- Lackamas Elementary
- McKenna Elementary
- Prairie Elementary
- Southworth Elementary
- Ridgeline Middle School
- Yelm Middle School
- Yelm Extension School

M/Bill Hauss; S/Casey Shaw, Motion carried unanimously.

RFP 01-25 – SCHOOL PHOTOGRAPHY – APPROVED

Awarded to Dorian for the 2024-2025 school year.

M/Denise Hendrickson; S/Bill Hauss; Motion carried unanimously.

VOUCHERS AND PAYROLL - APPROVED

A. General Fund	# 70149701 – 70149884	
	#70149906 - 70149920	\$1,874,748.57
B. ASB Fund	# 70409522 - 70409556	\$59,558.59
C. Capital Projects Fund	# 70501721 - 70501726	\$215,460.41
D. AP ACH	# 11230005 – 222100156	\$2,142.19
E. April Payroll		\$6,880,682.03

M/Denise Hendrickson; S/Casey Shaw; Motion carried unanimously.

FACILITIES REPORT – APPROVED

Director of Facilities Chris Hansen presented the public works voucher for board approval.

Public Works:

<u>Project #</u>	<u>Amount</u>	<u>Vendor/Reason</u>
07.23	\$3,825.50	Puget Sound Surfaces – Restroom Vinyl Replacement – FS
32.23	\$819.75	Evergreen Technologies – Technology Updates – SW
33.23	\$135,405.14	Safe Haven – Security Film Installation – PR
35.23	\$111,728.69	Safe Haven – Security Film Installation – MP
47.23	\$1,381.55	Evergreen Technologies – Denon Upgrade – DO Boardroom
68.23	\$1,169.99	South Sound Fire & Security – Starlink Dialer Installation – MP
76.23	\$733.83	INSI – Portable 20 Cable Drop Installation – YHS
77.23	\$1,191.37	Western Entrance – ADA Door Programming – YHS
90.23	\$8,057.83	Hermanson Co LLP – Heating Coupling Replacements – YHS
92.23	\$2,289.84	NWAP, Inc. – Operable Partition Repair – YHS
94.23	\$594.01	Drain – Pro- Alarm Service Call – MK
95.23	\$368.89	South Sound Fire & Security – Starlink Dialer Service Call – FS
97.23	\$993.17	Cascade Fire & Security – Service Call/ Dry Head Replacement MK
102.23	\$1,080.46	Drain- Pro – Septic Alarm Panel Troubleshoot– MK
103.23	\$1,072.03	Hermanson Co LLP – Technology Data Air Repair – YMS
104.23	\$1,615.13	Hermanson Co LLP – Boiler #1 Service Call – YHS

M/Denise Hendrickson; S/Bill Hauss; Motion carried unanimously.

FINANCIAL REPORTS

No additional report.

STUDENT ENROLLMENT REPORT

May 2024	5823 HC	5624.03 FTE (48.03 > 5576.00)
Apr 2024	5802 HC	5620.51 FTE (44.51 > 5576.00)
May 2023	5544 HC	

BOARD COMMENTS

Board members commented on:

- Appreciate all who are attending tonight’s meeting.
- Assisted with the Dollars for Scholars interviews.

Student Representative commented on:

- Looking forward to senior end-of-year activities.

SUPERINTENDENT’S REPORT

Superintendent Chris Woods commented on:

- Presented a timeline of the Reduced Education Plan
- A special board meeting will be held on June 13, 2024.
- The following audits have been completed with no findings.
 - Accountability Audit – September 1, 2020 – August 31, 2023

- Financial Audit – September 1, 2020 – August 31, 2023
- Federal Grant Compliance Audit – September 1, 202 – August 31, 2023

ADJOURNMENT – 6:40 p.m.

Respectfully submitted by:

Approved by:

Secretary to the Board

Board President

Yelm Community Schools, District No. 2

107 First Street North • Yelm, WA 98597 • (360) 458-1900 • www.ycs.wednet.edu

MINUTES

of a Regular Meeting of the Board of Directors

Thursday, June 6, 2024

BOARD MEMBERS PRESENT

Debbie Edwards, Bill Hauss, Denise Hendrickson, Casey Shaw

STUDENT REPRESENTATIVES PRESENT

Damian Aalona, Madisyn Erickson, Lilli Williams, Mason Embrey, Samantha Blank, Lucia Mohrweis

ADMINISTRATION PRESENT

Holly Ackerman, Tami Beach, Mark Bowden, Dee Dee Buckingham, Lisa Cadero-Smith, Curtis Cleveringa, Charles Cook, Lisa Crowell, Craig Curry, Becki Fowler, Kurt Fourre, Jodi Jarmin, Jeri Lipe, Kendall McNutt, Teri Melone, Shannon Powell, Traci Schultz, Starla Watson, Chris Woods

CALLED TO ORDER/PLEDGE OF ALLEGIANCE

President Debbie Edwards called the Regular Business Meeting to order at 6:00 p.m. and welcomed everyone to the District Awards Night.

2023-2024 DISTRICT AWARDS PRESENTATION

The Yelm School board and administration honored this year's district award winners, retirements, and the Principal's Academic Achievers student awards from each school.

ADJOURNMENT – 7:12 p.m.

Respectfully submitted by:

Approved by:

Secretary to the Board

Board President

Yelm Community Schools, District No. 2

107 First Street North • Yelm, WA 98597 • (360) 458-1900 • www.ycs.wednet.edu

MINUTES

of a Special Meeting of the Board of Directors

Thursday, June 13, 2024

BOARD MEMBERS PRESENT

Debbie Edwards, Bill Hauss, Denise Hendrickson, Casey Shaw

ADMINISTRATION PRESENT

Mark Bowden, Dee Dee Buckingham, Lisa Cadero-Smith, Jennifer Carrougher, Curtis Cleveringa, Craig Curry, Jodi Jarmin, Shannon Powell, Chris Woods

CALLED TO ORDER/PLEDGE OF ALLEGIANCE

President Debbie Edwards called the Special Meeting to order at 6:00 p.m.

AUDIENCE

Community Comments – Comments were presented by Gabriel Iverson, Dawna Hansen-Murray, and Evelyn Courneya

REDUCED EDUCATION PLAN

Information was presented to the board on the following topics:

- Athletics
- Meal Price Increase
- Tech Assurance Fee
- Facility Use

PROVISIONAL EMPLOYEES NONRENEWED – APPEAL RECOMMENDATIONS – APPROVED

M/Denise Hendrikson; S/Bill Hauss; Motion carried unanimously.

BOARD COMMENTS

Board members commented on:

- Graduation – it went very well!
- How difficult the budget reduction process has been.
- Clarified a social media post regarding the board budget, Jennifer Carrougher listed the items included in the board budget:
 - Election costs
 - Legal fees for the district.
 - Fees for the annual audit.
 - A very small amount for travel.

SUPERINTENDENT'S REPORT

Superintendent Chris Woods commented on:

- Thank you, Curtis Cleveringa, and the YHS staff – Graduation was a great event.
- Thank you to all YCS staff, the end of the year is hard under normal circumstances. We have remarkable staff who show up and serve our students every day. All the while they may not have a job next year. They are all amazing!
- Thank you, board members!
- Thank you, District Office staff. They are working tirelessly to navigate this process.
- Thank you, Principals, you are doing a great job!

- Thank you, community! It doesn't matter how you voted it matters that you are willing to work with us now.

•
ADJOURNMENT – 7:16 p.m.

Respectfully submitted by:

Approved by:

Secretary to the Board

Board President



Personnel Action for Board Approval

Doyle Buckingham

Director of Human Resources

DATE OF BOARD MEETING: June 27, 2024

NEW HIRES:

<u>First Name</u>	<u>Last Name</u>	<u>Location</u>	<u>Title</u>	<u>Date</u>	<u>Comments</u>
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LEAVES OF ABSENCE:

<u>First Name</u>	<u>Last Name</u>	<u>Location</u>	<u>Title</u>	<u>Date</u>	<u>Comments</u>
Kristi	Eckroth	All Elementary	Tchr-Band	9/3/2024	One Year Leave of Absence

RESIGNATIONS/RETIREMENTS/TERMINATIONS:

<u>First Name</u>	<u>Last Name</u>	<u>Location</u>	<u>Title</u>	<u>Date</u>	<u>Comments</u>
Jordan	Bennett	Yelm HS	Tchr-Eng. Lang. Arts	8/31/2024	Resignation
Wendy	Bennett	Yelm MS	Tchr-Art	8/31/2024	Resignation
Sara	Biechman	Ft Stevens Elem	Tchr-Special Education	8/31/2024	Resignation
Stephanie	Cruz	Food Service	Cafeteria Worker	8/31/2024	Resignation
Heather	Curry	McKenna Elem	Tchr-3rd Grade	8/31/2024	Resignation
Heather	Deyette	Southworth Elem	Tchr-Kindergarten	8/31/2024	Resignation
Jay	Dorhauer	Yelm HS	Coach-Head Boys Soccer	6/18/2024	Resignation
Kristine	Duquet	Southworth Elem	Licensed Practical Nurse	6/7/2024	Revised Resignation Date
Sage	Ehrlick	Student Support	Licensed Practical Nurse	6/17/2024	Resignation
Jo	Foley Robles	McKenna Elem	Tchr-Librarian	8/31/2024	Resignation
Beth	Foote	Yelm HS	Office Professional III	8/31/2024	Resignation
Kevin	Ford-Nihipall	Yelm HS	Coach-Assnt Boys Soccer	6/18/2024	Resignation
Tabatha	George	Yelm HS	Tchr-Science	8/31/2024	Resignation
Jennifer	Hoke	Yelm HS	Tchr-Special Education	8/31/2024	Resignation
Brianne	Knighton	OSS	Program Coordinator	6/30/2024	Resignation
Shauna	Perez	Lackamas Elem	Principal	6/16/2024	Resignation
Phillp	Perry	Yelm HS	Coach-Assnt Boys Soccer	6/18/2024	Resignation
Sara	Powell	Lackamas Elem	Tchr-4th Grade	8/31/2024	Resignation
Kimberly	Schley	Yelm Extension	Office Professional II	6/21/2024	Resignation
Samual	Stewart	Mill Pond	Tchr-5th Grade	8/31/2024	Resignation
Kaitlyn	Ward	Southworth Elem	Tchr-2nd Grade	8/31/2024	Resignation
Victoria	Ward	Lackamas Elem	Tchr-Specialist PE	8/31/2024	Retirement

STAFFING CHANGES:

<u>First Name</u>	<u>Last Name</u>	<u>From</u>	<u>To</u>	<u>Date</u>	<u>Comments</u>
Vivian	Fulkerson	Para-SPED LRC	Para-SPED LRC	9/3/2024	Mill Pond to Prairie
Dixie	Hardesty	Para-Instructional OSS	Para-Instructional PRA	9/3/2024	5.0 hrs to 6.0 hrs
Kimberly	Schley	Para-Instructional YES	Para-Instructional PRA	9/3/2024	4.0 hrs to 6.0 hrs



Personnel Action for Board Approval

Doyle Buckingham

Director of Human Resources

REQUESTS FOR WAIVERS FOR TEACHING OUT OF ENDORSEMENT:

<u>First Name</u>	<u>Last Name</u>	<u>Location</u>	<u>Out of Endorsement Subject</u>	<u>Date</u>	<u>Comments</u>
Thomas	Albertson	Ridgeline MS	Theater Arts	9/5/2023	
Ivy	Bronemann	Yelm HS	ELA/Algebra B/Study Hall/Lifetime Fitness	9/5/2023	
Lauren	Cain	Yelm HS	World History	10/24/2023	Long Term Substitute
Hugh	Daniels	Yelm HS	Personal Finance	9/5/2023	
Ryan	Healy	Ridgeline MS	Theater Arts	9/5/2023	
Carol	McKay	Yelm HS	ELA/Algebra B/Study Hall/Lifetime Fitness	9/5/2023	
Emily	Macias	Yelm MS	Algebra B	3/19/2024	
Michael	Ward	Yelm MS	Special Education	6/13/2024	Permit Expired/Sub Cert Issued



360.458.1900
FAX: 360.458.6178
107 FIRST STREET NORTH
PO BOX 476
YELM, WA 98597-0476

MEMORANDUM

TO: Board of Directors
FROM: Doyla Buckingham, Director of Human Resources
DATE: June 18, 2024
SUBJECT: Recommendation to Approve Out-of-Endorsement Teaching Assignment

Background Information:

The state Professional Educator Standards Board requires school board approval for out-of-endorsement teaching assignments.

Michael Ward is assigned to teach Special Education for the 2023-24 school year at Yelm MS. Michael has substitute endorsement issued June 6, 2024 due to expiring teacher permit.

We will provide Michael the opportunities to attend conferences and work with other secondary teachers, both in and out of the district, to assist in his education.

We are requesting the Yelm School Board approve Michael Ward's out of endorsement assignment to teach Special Education for the 2023-24 school year.

Recommended Motion

I move that the Board of Directors approve **Michael Ward's** out-of-endorsement teaching assignment for the 2023-24 school year.

Action Required



360.458.1900
FAX: 360.458.6178
107 FIRST STREET NORTH
PO Box 476
YELM, WA 98597-0476

MEMORANDUM

TO: Board of Directors
FROM: Doyla Buckingham, Director of Human Resources
DATE: June 18, 2024
SUBJECT: Recommendation to Approve Out-of-Endorsement Teaching Assignment

Background Information:

The state Professional Educator Standards Board requires school board approval for out-of-endorsement teaching assignments.

Emily Macias is assigned to teach Algebra B for the 2023-24 school year at Yelm MS. Emily is endorsed in Elementary Education.

We will provide Emily the opportunities to attend conferences and work with other secondary teachers, both in and out of the district, to assist in her education.

We are requesting the Yelm School Board approve Emily Macias's out of endorsement assignment to teach Algebra B for the 2023-24 school year.

Recommended Motion

I move that the Board of Directors approve **Emily Macias's** out-of-endorsement teaching assignment for the 2023-24 school year.

Action Required



360.458.1900
FAX: 360.458.6178
107 FIRST STREET NORTH
PO Box 476
YELM, WA 98597-0476

MEMORANDUM

TO: Board of Directors
FROM: Doyla Buckingham, Director of Human Resources
DATE: June 18, 2024
SUBJECT: Recommendation to Approve Out-of-Endorsement Teaching Assignment

Background Information:

The state Professional Educator Standards Board requires school board approval for out-of-endorsement teaching assignments.

Hugh Daniels is assigned to teach Personal Finance for the 2023-24 school year at Yelm HS. Hugh is endorsed in Mathematics.

We will provide Hugh the opportunities to attend conferences and work with other secondary teachers, both in and out of the district, to assist in his education.

We are requesting the Yelm School Board approve Hugh Daniel's out of endorsement assignment to teach Personal Finance for the 2023-24 school year.

Recommended Motion

I move that the Board of Directors approve **Hugh Daniels's** out-of-endorsement teaching assignment for the 2023-24 school year.

Action Required



360.458.1900
FAX: 360.458.6178
107 FIRST STREET NORTH
PO BOX 476
YELM, WA 98597-0476

MEMORANDUM

TO: Board of Directors
FROM: Doyla Buckingham, Director of Human Resources
DATE: June 18, 2024
SUBJECT: Recommendation to Approve Out-of-Endorsement Teaching Assignment

Background Information:

The state Professional Educator Standards Board requires school board approval for out-of-endorsement teaching assignments.

Carol McKay is assigned to teach ELA/Algebra B/Study Hall/Lifetime Fitness for the 2023-24 school year at Yelm HS. Carol is endorsed in Designated Science: Chemistry and Mathematics.

We will provide Carol the opportunities to attend conferences and work with other secondary teachers, both in and out of the district, to assist in her education.

We are requesting the Yelm School Board approve Carol McKay's out of endorsement assignment to teach ELA/Algebra B/Study Hall/Lifetime Fitness for the 2023-24 school year.

Recommended Motion

I move that the Board of Directors approve **Carol McKay's** out-of-endorsement teaching assignment for the 2023-24 school year.

Action Required



360.458.1900
FAX: 360.458.6178
107 FIRST STREET NORTH
PO Box 476
YELM, WA 98597-0476

MEMORANDUM

TO: Board of Directors
FROM: Doyla Buckingham, Director of Human Resources
DATE: June 18, 2024
SUBJECT: Recommendation to Approve Out-of-Endorsement Teaching Assignment

Background Information:

The state Professional Educator Standards Board requires school board approval for out-of-endorsement teaching assignments.

Lauren Cain is assigned to teach World History as a long term substitute for the 2023-24 school year at Yelm HS. Lauren is endorsed in English Language Arts.

We will provide Lauren the opportunities to attend conferences and work with other secondary teachers, both in and out of the district, to assist in her education.

We are requesting the Yelm School Board approve Lauren Cain's out of endorsement assignment to teach World History for the 2023-24 school year.

Recommended Motion

I move that the Board of Directors approve **Lauren Cain** out-of-endorsement teaching assignment for the 2023-24 school year.

Action Required



360.458.1900
FAX: 360.458.6178
107 FIRST STREET NORTH
PO Box 476
YELM, WA 98597-0476

MEMORANDUM

TO: Board of Directors
FROM: Doyla Buckingham, Director of Human Resources
DATE: June 18, 2024
SUBJECT: Recommendation to Approve Out-of-Endorsement Teaching Assignment

Background Information:

The state Professional Educator Standards Board requires school board approval for out-of-endorsement teaching assignments.

Thomas Albertson is assigned to teach Theater Arts for the 2023-24 school year at Ridgeline MS. Thomas is endorsed in Designated Arts: Music/Choral.

We will provide the opportunities to attend conferences and work with other secondary teachers, both in and out of the district, to assist in his education.

We are requesting the Yelm School Board approve Thomas Albertson's out of endorsement assignment to teach Theater Arts for the 2023-24 school year.

Recommended Motion

I move that the Board of Directors approve Thomas Albertson's out-of-endorsement teaching assignment for the 2023-24 school year.

Action Required



360.458.1900
FAX: 360.458.6178
107 FIRST STREET NORTH
PO Box 476
YELM, WA 98597-0476

MEMORANDUM

TO: Board of Directors
FROM: Doyla Buckingham, Director of Human Resources
DATE: June 18, 2024
SUBJECT: Recommendation to Approve Out-of-Endorsement Teaching Assignment

Background Information:

The state Professional Educator Standards Board requires school board approval for out-of-endorsement teaching assignments.

Ryan Healy is assigned to teach Theater Arts for the 2023-24 school year at Ridgeline MS. Ryan is endorsed in History.

We will provide Ryan the opportunities to attend conferences and work with other secondary teachers, both in and out of the district, to assist in his education.

We are requesting the Yelm School Board approve Ryan Healy's out of endorsement assignment to teach Theater Arts for the 2023-24 school year.

Recommended Motion

I move that the Board of Directors approve **Ryan Healy** out-of-endorsement teaching assignment for the 2023-24 school year.

Action Required



360.458.1900
FAX: 360.458.6178
107 FIRST STREET NORTH
PO Box 476
YELM, WA 98597-0476

MEMORANDUM

TO: Board of Directors
FROM: Doyla Buckingham, Director of Human Resources
DATE: June 18, 2024
SUBJECT: Recommendation to Approve Out-of-Endorsement Teaching Assignment

Background Information:

The state Professional Educator Standards Board requires school board approval for out-of-endorsement teaching assignments.

Ivy Bronemann is assigned to teach ELA/Algebra B/Study Hall/Lifetime Fitness for the 2023-24 school year at Yelm HS. Ivy is endorsed in Social Studies.

We will provide Ivy the opportunities to attend conferences and work with other secondary teachers, both in and out of the district, to assist in her education.

We are requesting the Yelm School Board approve Ivy Bronemann's out of endorsement assignment to teach ELA/Algebra B/Study Hall/Lifetime Fitness for the 2023-24 school year.

Recommended Motion

I move that the Board of Directors approve **Ivy Bronemann's** out-of-endorsement teaching assignment for the 2023-24 school year.

Action Required

Authorization to Pay Stipends/Supplemental Contracts
2023-24 School Year

June 2024

Name	Location	Activity	Total Pay	Pay in
Alkire, Mikylah	Fort Stevens Elem	Governance	\$700.00	Jun-24
Bartram, Debbie	Prairie Elem	Governance	\$350.00	Jun-24
Bennett, Wendy	Yelm MS	Governance	\$700.00	Jun-24
Biechman, Sara	Fort Stevens Elem	Governance	\$700.00	Jun-24
Boer, Bradley	Yelm HS	Dept Head-Fine Arts	\$400.00	Jun-24
Brix, Molly	Lackamas Elem	Governance	\$350.00	Jun-24
Buchmiller, Susan	McKenna Elem	Governance	\$700.00	Jun-24
Cadero-Smith, Gabriel	Yelm HS	Governance	\$700.00	Jun-24
Deitch, Breanna	McKenna Elem	Governance	\$300.00	Jun-24
DeMeire, Amy	Ridgeline MS	Governance	\$700.00	Jun-24
Feldtman, Garrett	Lackamas Elem	Governance	\$350.00	Jun-24
Fisk, Sarah	Mill Pond Elem	Governance	\$350.00	Jun-24
Foley Robles, Jo Ann	McKenna Elem	Governance	\$700.00	Jun-24
Franklin, Kameron	Yelm HS	Dept Head-English	\$400.00	Jun-24
Friesz, Magdalena	Prairie Elem	Governance	\$700.00	Jun-24
Gable, Cayla	Yelm HS	Dept Head-Health & Fitness	\$400.00	Jun-24
Garrison, Anna	Yelm MS	Governance	\$700.00	Jun-24
Gathany, Philip	Fort Stevens Elem	Governance	\$700.00	Jun-24
Giesy, Teresa	Yelm HS	Governance	\$700.00	Jun-24
Gonzalez, Veronica	Prairie Elem	Governance	\$700.00	Jun-24
Gyekis, Katherine	Ridgeline MS	Governance	\$700.00	Jun-24
Henderson, Timothy	Yelm HS	Governance	\$700.00	Jun-24
Hodge, Blythe	Yelm HS	Governance	\$700.00	Jun-24
Holterman, Jana	Southworth Elem	Governance	\$700.00	Jun-24
Hume, Jeremiah	Yelm HS	Dept Head-Math	\$400.00	Jun-24
Johnson, LaTasha	Yelm HS	Governance	\$700.00	Jun-24
Johnson, Sarah	Ridgeline MS	Governance	\$700.00	Jun-24
Kerber, Jason	Prairie Elem	Governance	\$350.00	Jun-24
Kinsey, Stacie	McKenna Elem	Governance	\$400.00	Jun-24
Kuka, Matthew	Yelm MS	Governance	\$700.00	Jun-24
Lanegan, Mylisha	McKenna Elem	Governance	\$700.00	Jun-24
Laughlin-McCloskey, Mary	Southworth Elem	Governance	\$700.00	Jun-24
Lawson, Erinn	Fort Stevens Elem	Governance	\$700.00	Jun-24
LeBlanc, Patricia	Prairie Elem	Governance	\$700.00	Jun-24
Longfellow, Tara	Lackamas Elem	Governance	\$700.00	Jun-24
McLaren, Keith	Ridgeline MS	Governance	\$700.00	Jun-24
McMahan, Jeremiah	Ridgeline MS	Governance	\$700.00	Jun-24
McMakin, Thomas	Yelm HS	Dept Head-World Languages	\$400.00	Jun-24
Mettler, Bryant	Yelm HS	Dept Head-Special Education	\$400.00	Jun-24
Meyer, Brittany	Fort Stevens Elem	Governance	\$700.00	Jun-24
Morisset, Erika	Prairie Elem	Governance	\$700.00	Jun-24
Mounts, Matthew	Yelm HS	Dept Head-CTE	\$400.00	Jun-24
Mounts, Matthew	Yelm HS	Governance	\$700.00	Jun-24
Mulkey, Sarah	Yelm Ext School	Governance	\$700.00	Jun-24
Munro, Michael	Yelm Ext School	Dept Head-YES	\$400.00	Jun-24

**Authorization to Pay Stipends/Supplemental Contracts
2023-24 School Year**

Nelson, Daniel	Mill Pond Elem	Governance	\$700.00	Jun-24
Nelson, Stacy	Mill Pond Elem	Governance	\$700.00	Jun-24
Nevy, Tabatha	Ridgeline MS	Governance	\$700.00	Jun-24
Noble, Cassandra	Lackamas Elem	Governance	\$700.00	Jun-24
Oakes, Shannon	Prairie Elem	Governance	\$700.00	Jun-24
Parker, Alexander	Yelm HS	Governance	\$700.00	Jun-24
Patin, Deborah	Southworth Elem	Governance	\$700.00	Jun-24
Porter, Myrna-Lou	McKenna Elem	Governance	\$700.00	Jun-24
Powell, Sara	Lackamas Elem	Governance	\$700.00	Jun-24
Price, Erin	Lackamas Elem	Governance	\$700.00	Jun-24
Revoir-Little, Kelleine	Yelm HS	Governance	\$700.00	Jun-24
Rivera, Mary	Yelm MS	Governance	\$700.00	Jun-24
Roe, Sherese	Yelm MS	Governance	\$700.00	Jun-24
Ruger, Julie	McKenna Elem	Governance	\$700.00	Jun-24
Sampson, Jenelle	Mill Pond Elem	Governance	\$700.00	Jun-24
San Martin, Carla	Southworth Elem	Governance	\$700.00	Jun-24
Sanders, Christina	Lackamas Elem	Governance	\$700.00	Jun-24
Schiedeck, Becky	McKenna Elem	Governance	\$700.00	Jun-24
Scott, Kristina	Southworth Elem	Governance	\$700.00	Jun-24
Skewis, Georgia	Southworth Elem	Governance	\$700.00	Jun-24
Stenbakken, Felecia	Prairie Elem	Governance	\$700.00	Jun-24
Stewart, Samuel	Mill Pond Elem	Governance	\$700.00	Jun-24
Stockton, Kaylyne	Southworth Elem	Governance	\$700.00	Jun-24
Sumey, Ami	Mill Pond Elem	Governance	\$700.00	Jun-24
Van Veen, Arthur	Yelm MS	Governance	\$700.00	Jun-24
Walsh, Emily	Fort Stevens Elem	Governance	\$700.00	Jun-24
Walter, Daryn	Ridgeline MS	Governance	\$700.00	Jun-24
Walters, Nikki	Fort Stevens Elem	Governance	\$700.00	Jun-24
Wasankari, Amber	Yelm HS	Dept Head-Social Studies	\$400.00	Jun-24
Wilkens, Stacia	Mill Pond Elem	Governance	\$700.00	Jun-24
Wolf, Kristin	Yelm HS	Governance	\$700.00	Jun-24
Wolfe, Megan	Mill Pond Elem	Governance	\$350.00	Jun-24
Wooldridge, Bryan	Yelm HS	Dept Head-Science	\$400.00	Jun-24
Yenne, Lana	Yelm MS	Governance	\$700.00	Jun-24

TOTAL CERTIFICATED

\$49,500.00

Authorization to Pay Stipends/Supplemental Contracts
2023-24 School Year

TOTAL CLASSIFIED \$ -

GRAND TOTAL STIPENDS/SUPPLEMENTAL PAY \$ -



Personnel Action for Board Approval

Doyle Buckingham
Director of Human Resources

DATE OF BOARD MEETING:		June 27, 2024			
RECALL:					
<u>First Name</u>	<u>Last Name</u>	<u>Location</u>	<u>Title</u>	<u>Date</u>	<u>Comments</u>
NAN	TOURE	PR	SPED - TCHR	9/3/2024	
MYLISHA	LANEGAN	MK	SPED - TCHR	9/3/2024	
HEATHER	MOORE	RMS	SPED - TCHR	9/3/2024	
TANJA	MYERS	FT	SPED - TCHR	9/3/2024	
FELECIA	STENBAKKEN	PR	SPED - TCHR	9/3/2024	
MICHAEL	HOLMAN	YHS	SPED - TCHR	9/3/2024	
TRECY	BUMSTEAD	PR	SPED - TCHR	9/3/2024	
KIMBERLY	BRAZIL	RMS	SPED - TCHR	9/3/2024	
SHAYNA	SHANKLE	PR	SPED - TCHR	9/3/2024	
MISTY	ESTRADA	TRANSPORTATION	VAN DRIVER	9/3/2024	
ROBERT	SMITH	TRANSPORTATION	VAN DRIVER	9/3/2024	
KAREN	BLANK	MP	SPED - TCHR	9/3/2024	
KAYLA	CONNALLY	PR	SPED - TCHR	9/3/2024	
KEISHA	BERE-RUIZ	SW	SPED - TCHR	9/3/2024	
EMIL	VOLLMER JR	TRANSPORTATION	VAN DRIVER	9/3/2024	
DONNA	NICOMETI	TRANSPORTATION	VAN DRIVER	9/3/2024	
MELISSA	OSSO	TRANSPORTATION	BUS DRIVER	9/3/2024	
SCOTT	GALLUP	TRANSPORTATION	DISPATCHER	9/3/2024	
HAROLD	CHURCH	TRANSPORTATION	BUS DRIVER	9/3/2024	
RACHEL	MOORE	TRANSPORTATION	BUS DRIVER	9/3/2024	
JOSHUA	FINDLEY	TRANSPORTATION	BUS DRIVER	9/3/2024	
JACQUELINE	REAVES	TRANSPORTATION	BUS DRIVER	9/3/2024	
THORA	MCREYNOLDS	TRANSPORTATION	BUS DRIVER	9/3/2024	
ALYSSA	YERXA	TRANSPORTATION	BUS DRIVER	9/3/2024	
ARYAL	BENNETT	TRANSPORTATION	BUS DRIVER	9/3/2024	
MADITA	MADERA	TRANSPORTATION	BUS DRIVER	9/3/2024	
MICHELLE	REINICKE	MK	SPED - TCHR	9/3/2024	
ANGELIC	SUGAI	YMS	TCHR-ELA	9/3/2024	
EMILY	CARLSON	LK	TCHR-ELEMENTARY	9/3/2024	
MCKENZIE	DEVORE	PR	TCHR-ELEMENTARY PE	9/3/2024	
MARY	MIDDLETON	YMS	TCHR-SCIENCE	9/3/2024	
DANIELLE	WOOD	MP	TCHR-ELEMENTARY	9/3/2024	
KASSANDRA	ZIEGLER	YMS	TCHR-SCIENCE	9/3/2024	
JESSICA	STRAUS	FT	TCHR-ELEMENTARY	9/3/2024	
MELANIE	VINSON	MP	TCHR-ELEMENTARY	9/3/2024	
EMILY	MACIAS	YMS	TCHR-MATH	9/3/2024	
WILLIAM	WARREN	RMS	TCHR-SOCIAL STUDIES	9/3/2024	
DAWN	SMART	FT	TCHR-TK	9/3/2024	



Personnel Action for Board Approval

Doyla Buckingham

Director of Human Resources

MARGARET	MOON	MP	TCHR-ELEMENTARY PE	9/3/2024	
KONNOR	MOON	FT	TCHR-ELEMENTARY PE	9/3/2024	
KAYLA	RICHTER	YHS	TCHR-PE/HEALTH	9/3/2024	
KATHERINE	GYEKIS	RMS	TCHR-PE/HEALTH	9/3/2024	
NICOLE	SCHEUERMAN	YMS	TCHR-SOCIAL STUDIES	9/3/2024	
SCOTT	MEANS	RMS	TCHR-BAND	9/3/2024	
TIFFANY	LINTZ	SW	TCHR-ELEMENTARY	9/3/2024	
BLYTHE	HODGE	YHS	TCHR-SOCIAL STUDIES	9/3/2024	
PATRICIA	LEBLANC	PR	TCHR-ELEMENTARY	9/3/2024	
MACKENZIE	DUST	MP	TCHR-ELEMENTARY	9/3/2024	
JACOB	VENEMA	PR	TCHR-ELEMENTARY	9/3/2024	
MARIAH	FROST	PR	TCHR-ELEMENTARY	9/3/2024	
JESSILYN	ENLOW	LK	TCHR-ELEMENTARY	9/3/2024	
EMMA	JOHNSON	YHS	TCHR-SCIENCE	9/3/2024	
BAILEY	WHALEN	YHS	TCHR-ELA	9/3/2024	
DEANNA	OLSON	YHS	TCHR-SCIENCE	9/3/2024	
JOSEPH	BRUESKE	YHS	TCHR-ELA	9/3/2024	
JARED	DUST	SW	TCHR-ELEMENTARY	9/3/2024	
BYRON	CONOVER	YHS	TCHR-MATH	9/3/2024	
CARISSA	THOMAS	YHS	TCHR-ELA	9/3/2024	
CHELSEA	MCPHERSON	YHS	TCHR-EL/ELA	9/3/2024	
TIMOTHY	GUGERTY	YHS	TCHR-ELA	9/3/2024	
DANIELLE	BROWN	YHS	TCHR-MATH	9/3/2024	
KELLEY	HANNIFAN	FT	TCHR-ELEMENTARY	9/3/2024	
DANIELA	VLNKOVA	YMS	TCHR-SCIENCE	9/3/2024	
JAMES	NEWTON	FT	TCHR-ELEMENTARY	9/3/2024	
STACIE	LOVATO	YMS	TCHR-MATH	9/3/2024	
MCKENZIE	DARNELL	MP	TCHR-ELEMENTARY	9/3/2024	
CRYSTALIN	JONES	MP	TCHR-ELEMENTARY	9/3/2024	
AMBER	SHELDON	MK	TCHR-ELEMENTARY	9/3/2024	
BRITTANY	MEYER	FT	TCHR-ELEMENTARY	9/3/2024	
KARA	CLARY	PR	TCHR-ELEMENTARY MUSIC	9/3/2024	
BRYNN	MCCARTHY	SW	TCHR-ELEMENTARY	9/3/2024	
CAITLIN	COFFEEN	FT	TCHR-ELEMENTARY	9/3/2024	
AUSTIN	BENNETT	YHS	TCHR-ELA	9/3/2024	
HALEIGH	HARLEY	LK	TCHR-ELEMENTARY	9/3/2024	
JORDAN	HUMMEL	YHS	TCHR-AG SCIENCE	9/3/2024	
LISA	BECRAFT	PR	PARA-INSTRUCTIONAL	9/3/2024	
AVERY	BROOKSHIRE	YHS	TCHR-ELA	9/3/2024	
RICHARD	GALLO	YMS	TCHR-SOCIAL STUDIES	9/3/2024	
TAYLOR	GUBSER	YHS	TCHR-ART	9/3/2024	
JACOB	NOLAN	YHS	TCHR-PE/HEALTH	9/3/2024	
MOLLY	BRIX	LK	TCHR-ELEMENTARY	9/3/2024	
THOMAS	ALBERTSON	MK/LK	TCHR-ELEMENTARY MUSIC	9/3/2024	



Personnel Action for Board Approval

Doyle Buckingham
Director of Human Resources

BETHANY	WENNERSTROM	YHS	TCHR-MATH	9/3/2024	
JACOB	JANSEN	PR	PARA-SPED	9/3/2024	
LILITH	SORENSEN	PR	PARA-SPED	9/3/2024	
CHRISTINA	COX	FT	PARA-INSTRUCTIONAL	9/3/2024	
KELLEN	MCCAULEY	YHS	TCHR-MATH	9/3/2024	
CHEYENNE	BROWNELL	FTS	PARA-SPED PROGRAM	9/3/2024	
KARA	BARB	FTS	PARA-SPED PROGRAM	9/3/2024	
ALEXIS	FRODESEN	RMS	PARA-SPED PROGRAM	9/3/2024	
GULSUM	TURKOGLU	YELM	PARA-SPED	9/3/2024	
ANNA	FLOTT	MCK	PARA-INSTRUCTIONAL	9/3/2024	
BREE	HYDER	LK	TCHR-ELEMENTARY	9/3/2024	
COLBY	PIERSON	YHS	TCHR-ELA	9/3/2024	
KIMBERLY	EDMONDSON	MP	PARA-INSTRUCTIONAL	9/3/2024	
ANNE	CONE	PR	PARA-SPED	9/3/2024	
RACHELLE	HUDSON	MP	PARA-SPED	9/3/2024	
KAYLA	STEPHENS	PR	TEACHER-ELEMENTARY	9/3/2024	
TIMOTHY	TSUGAWA	FT	TEACHER-ELEMENTARY	9/3/2024	
JAMIE	JACKSON	MK	TEACHER-ELEMENTARY	9/3/2024	
JENNIFER	RYLE	MP	PARA-INSTRUCTIONAL	9/3/2024	
BRITNEY	JENSEN	YHS	PARA-SPED	9/3/2024	
AMANDA	PAYNE	FT	PARA-INSTRUCTIONAL	9/3/2024	
ZACHARY	BRATTON	FACILITIES	CUSTODIAN	7/15/2024	

NONRENEWALS/LAY OFFS:

<u>First Name</u>	<u>Last Name</u>	<u>Location</u>	<u>Title</u>	<u>Date</u>	<u>Comments</u>
TAYLOR	GUBSER	YHS	ART - TCHR	6/17/2024	RIF-NONRENEWAL
ERIN	WILKINSON	YHS	ASSISTANT PRINCIPAL	6/30/2024	RIF-NONRENEWAL
SCOTT	MEANS	RMS	BAND - TCHR	6/17/2024	RIF-NONRENEWAL
MIKYLAH	ALKIRE	FT	COUNSELOR	6/17/2024	RIF-NONRENEWAL
JEANNIE	BEIERLE	YES	COUNSELOR	6/17/2024	RIF-NONRENEWAL
MICHAEL	McGUIRE	YHS	COUNSELOR	6/17/2024	RIF-NONRENEWAL
KRISTOPHER	NUCE	YHS	COUNSELOR	6/17/2024	RIF-NONRENEWAL
JORDAN	HUMMEL	YHS	CTE - TCHR	6/17/2024	RIF-NONRENEWAL
MELISSA	JACKSON	YHS	CTE - TCHR	6/17/2024	RIF-NONRENEWAL
KYLE	JOHNSON	YHS	CTE - TCHR	6/17/2024	RIF-NONRENEWAL
HANNAH	MCLAUGHLIN	YHS	CTE - TCHR	6/17/2024	RIF-NONRENEWAL
SEAN	POLLOCK	YHS	CTE - TCHR	6/17/2024	RIF-NONRENEWAL
BETHANY	WENNERSTROM	YMS	CTE - TCHR	6/17/2024	RIF-NONRENEWAL
KASSANDRA	ZIEGLER	RMS	CTE - TCHR	6/17/2024	RIF-NONRENEWAL
CHELSEA	MCPHERSON	OSS	EL - TCHR	6/17/2024	RIF-NONRENEWAL
AUSTIN	BENNETT	YHS	ELA - TCHR	6/17/2024	RIF-NONRENEWAL
JORDAN	BENNETT	YHS	ELA - TCHR	6/17/2024	RIF-NONRENEWAL
AVERY	BROOKSHIRE	YHS	ELA - TCHR	6/17/2024	RIF-NONRENEWAL
JOSEPH	BRUESKE	YHS	ELA - TCHR	6/17/2024	RIF-NONRENEWAL
TIMOTHY	GUGERTY	YHS	ELA - TCHR	6/17/2024	RIF-NONRENEWAL



Personnel Action for Board Approval

Doyla Buckingham
Director of Human Resources

KYLIE	MULLINS	YHS	ELA - TCHR	6/17/2024	RIF-NONRENEWAL
COLBY	PIERSON	YHS	ELA - TCHR	6/17/2024	RIF-NONRENEWAL
ANGELIC	SUGAI	YMS	ELA - TCHR	6/17/2024	RIF-NONRENEWAL
CARISSA	THOMAS	YHS	ELA - TCHR	6/17/2024	RIF-NONRENEWAL
BAILEY	WHALEN	YHS	ELA - TCHR	6/17/2024	RIF-NONRENEWAL
BETHANY	CLEGHORN	PR	ELE - ART	6/17/2024	RIF-NONRENEWAL
KRISTI	ECKROTH	MULTI	ELE - BAND TCHR	6/17/2024	RIF-NONRENEWAL
KARA	CLARY	PR	ELE - MUSIC TCHR	6/17/2024	RIF-NONRENEWAL
SHAYNA	SHANKLE	SW	ELE - MUSIC TCHR	6/17/2024	RIF-NONRENEWAL
MCKENZIE	DEVORE	PR	ELE - PE TCHR	6/17/2024	RIF-NONRENEWAL
KONNOR	MOON	FT	ELE - PE TCHR	6/17/2024	RIF-NONRENEWAL
MARGARET	MOON	MP	ELE - PE TCHR	6/17/2024	RIF-NONRENEWAL
ANNA	BIGELOW	FT	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
MOLLY	BRIX	LK	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
EMILY	CARLSON	LK	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
CAITLIN	COFFEEN	FT	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
MCKENZIE	DARNELL	MP	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
JARED	DUST	SW	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
MACKENZIE	DUST	MP	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
JESSILYN	ENLOW	LK	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
GARRETT	FELDTMAN	LK	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
MAGDALENA	FRIESZ	PR	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
MARIAH	FROST	PR	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
JACQUELINE	GATHANY	FT	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
PHILIP	GATHANY	FT	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
KELLEY	HANNIFAN	FT	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
HALEIGH	HARLEY	LK	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
JENNIFER	HAWKINS	FT	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
BREE	HYDER	LK	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
JAMIE	JACKSON	MK	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
ERIN	JOHNSON	SW	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
CRYSTALIN	JONES	MP	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
MYLISHA	LANEGAN	MK	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
PATRICIA	LEBLANC	PR	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
CRYSTAL	LESLIE	FT	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
TIFFANY	LINTZ	SW	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
HARMONY	LYNCH	FT	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
RYLIE	McCANN	MK	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
BRYNN	MCCARTHY	SW	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
KELLY	MCCOWN	MK	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
BRITTANY	MEYER	FT	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
JAMES	NEWTON	FT	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
SHANIA	NORRIS	SW	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
KARINA	OTTER-ALVARADO	MK	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
AMBER	SHELDON	MK	ELE - TCHR	6/17/2024	RIF-NONRENEWAL



Personnel Action for Board Approval

Doyla Buckingham

Director of Human Resources

FELECIA	STENBAKKEN	PR	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
KAYLA	STEPHENS	SW	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
JESSICA	STRAUS	FT	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
TIMOTHY	TSUGAWA	FT	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
JACOB	VENEMA	SW	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
MELANIE	VINSON	MP	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
KAITLYN	WARD	SW	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
ISSAC	WILLIAMS	FT	ELE - TCHR	6/17/2024	RIF-NONRENEWAL
EMILIA	SNOW	YHS	FRENCH - TCHR	6/17/2024	RIF-NONRENEWAL
BLYTHE	HODGE	YHS	HISTORY - TCHR	6/17/2024	RIF-NONRENEWAL
EVAN	SCHULTZ	YMS	HISTORY - TCHR	6/17/2024	RIF-NONRENEWAL
JESSICA	ARANYOS	RMS	MATH - TCHR	6/17/2024	RIF-NONRENEWAL
DULCE	CARRILLO	YHS	MATH - TCHR	6/17/2024	RIF-NONRENEWAL
BYRON	CONOVER	YHS	MATH - TCHR	6/17/2024	RIF-NONRENEWAL
MELANIE	JORDAN	YMS	MATH - TCHR	6/17/2024	RIF-NONRENEWAL
HANNAH	LOKEN	YMS	MATH - TCHR	6/17/2024	RIF-NONRENEWAL
EMILY	MACIAS	YMS	MATH - TCHR	6/17/2024	RIF-NONRENEWAL
KELLEN	MCCAULEY	YHS	MATH - TCHR	6/17/2024	RIF-NONRENEWAL
KYLE	SMITH	YHS	MATH - TCHR	6/17/2024	RIF-NONRENEWAL
THOMAS	ALBERTSON	RMS	MUSIC - TCHR	6/17/2024	RIF-NONRENEWAL
KATHERINE	GYEKIS	RMS	PE - TCHR	6/17/2024	RIF-NONRENEWAL
JACOB	NOLAN	YHS	PE - TCHR	6/17/2024	RIF-NONRENEWAL
KAYLA	RICHTER	YHS	PE - TCHR	6/17/2024	RIF-NONRENEWAL
TABATHA	GEORGE	YHS	SCIENCE - TCHR	6/17/2024	RIF-NONRENEWAL
EMMA	JOHNSON	YHS	SCIENCE - TCHR	6/17/2024	RIF-NONRENEWAL
SAMANTHA	KLEIN	YMS	SCIENCE - TCHR	6/17/2024	RIF-NONRENEWAL
DANIELLE	LONGMIRE	YMS	SCIENCE - TCHR	6/17/2024	RIF-NONRENEWAL
MARY	MIDDLETON	YMS	SCIENCE - TCHR	6/17/2024	RIF-NONRENEWAL
DEANNA	OLSON	YHS	SCIENCE - TCHR	6/17/2024	RIF-NONRENEWAL
STACIE	LOVATO	RMS	SCIENCE - TCHR	6/17/2024	RIF-NONRENEWAL
KIMBERLY	JORGENSEN	LK	SPECIALIST	6/17/2024	RIF-NONRENEWAL
KEISHA	BERE-RUIZ	SW	SPED - TCHR	6/17/2024	RIF-NONRENEWAL
MICHAEL	HOLMAN	YHS	SPED - TCHR	6/17/2024	RIF-NONRENEWAL
MICHAEL	WARD	YMS	SPED - TCHR	6/17/2024	RIF-NONRENEWAL
TANJA	MYERS	FT	SPED - TCHR	6/17/2024	RIF-NONRENEWAL
HEATHER	MOORE	RMS	SPED - TCHR	6/17/2024	RIF-NONRENEWAL
KAYLA	CONNALLY	PR	SPED - TCHR	6/17/2024	RIF-NONRENEWAL
KIMBERLY	BRAZIL	PR	SPED - TCHR	6/17/2024	RIF-NONRENEWAL
TRECY	BUMSTEAD	PR	SPED - TCHR	6/17/2024	RIF-NONRENEWAL
LEVI	TONKINSON	MP	SPED - TCHR	6/17/2024	RIF-NONRENEWAL
SARAH	HOVE	FT	SPED - TCHR	6/17/2024	RIF-NONRENEWAL
MICHELLE	REINICKE	MK	SPED - TCHR	6/17/2024	RIF-NONRENEWAL
NAN	TOURE	PR	SPED - TCHR	6/17/2024	RIF-NONRENEWAL
KAREN	BLANK	MP	SPED - TCHR	6/17/2024	RIF-NONRENEWAL
RICHARD	GALLO	YMS	SS - TCHR	6/17/2024	RIF-NONRENEWAL



Personnel Action for Board Approval

Doyle Buckingham
Director of Human Resources

NICOLE	SCHEUERMAN	YMS	SS - TCHR	6/17/2024	RIF-NONRENEWAL
WILLIAM	WARREN	RMS	SS - TCHR	6/17/2024	RIF-NONRENEWAL
DANIELLE	WOOD	MP	TECHNOLOGY - TCHR	6/17/2024	RIF-NONRENEWAL
ARLENE	YEAGLEY	LK	TECHNOLOGY - TCHR	6/17/2024	RIF-NONRENEWAL
DAWN	SMART	FT	TK - TCHR	6/17/2024	RIF-NONRENEWAL
DANIELLE	BROWN	OSL	TOSA	6/17/2024	RIF-NONRENEWAL
DANIELA	VLNKOVA	OSL	TOSA	6/17/2024	RIF-NONRENEWAL
ANDREW	KOLLAR	DO	Community Relations Coordinator	8/1/2024	RIF-LAY OFF
LISA	ZAWISLAK	FACILITIES	OP I - VOL. COORD./FAC. USE	8/31/2024	RIF-LAY OFF
MAYELI	ZAMUDIO	YHS	OP II - BECCA	6/17/2024	RIF-LAY OFF
STAFFING CHANGES:					
<u>First Name</u>	<u>Last Name</u>	<u>From</u>	<u>To</u>	<u>Date</u>	<u>Comments</u>
KATHLEEN	PERRY	7 HRS PER DAY	6.5 HRS PER DAY	9/3/2024	
ASHLEY	ELLIS	6 HRS PER DAY	4 HRS PER DAY	9/3/2024	
BRITANY	DESHIRO-HARPER	5.5 HRS PER DAY	5 HRS PER DAY	9/3/2024	
MELANIE	LA MADELEINE	8 HRS PER DAY	4 HRS PER DAY	9/3/2024	
CHELSEA	WATSON	8 HRS PER DAY	4 HRS PER DAY	9/3/2024	
JODIE	ROTHWELL	8 HRS PER DAY	4 HRS PER DAY	9/3/2024	
ANGELA	CERKOWNIAK	8 HRS PER DAY	6 HRS PER DAY	9/3/2024	
CHARLOTTE	PEASLEE	260 DAYS PER YR	226 DAYS PER YR	9/3/2024	
LINDA	BELL	216 DAYS PER YR	138 DAYS PER YR	9/3/2024	

Authorization to Pay Stipends/Supplemental Contracts
2023-24 School Year

June 2024

Name	Location	Activity	Total Pay	Pay in
Alkire, Mikylah	Fort Stevens Elem	Governance	\$700.00	Jun-24
Bartram, Debbie	Prairie Elem	Governance	\$350.00	Jun-24
Bennett, Wendy	Yelm MS	Governance	\$700.00	Jun-24
Biechman, Sara	Fort Stevens Elem	Governance	\$700.00	Jun-24
Boer, Bradley	Yelm HS	Dept Head-Fine Arts	\$400.00	Jun-24
Brix, Molly	Lackamas Elem	Governance	\$350.00	Jun-24
Buchmiller, Susan	McKenna Elem	Governance	\$700.00	Jun-24
Cadero-Smith, Gabriel	Yelm HS	Governance	\$700.00	Jun-24
Deitch, Breanna	McKenna Elem	Governance	\$300.00	Jun-24
DeMeire, Amy	Ridgeline MS	Governance	\$700.00	Jun-24
Feldtman, Garrett	Lackamas Elem	Governance	\$350.00	Jun-24
Fisk, Sarah	Mill Pond Elem	Governance	\$350.00	Jun-24
Foley Robles, Jo Ann	McKenna Elem	Governance	\$700.00	Jun-24
Franklin, Kameron	Yelm HS	Dept Head-English	\$400.00	Jun-24
Friesz, Magdalena	Prairie Elem	Governance	\$700.00	Jun-24
Gable, Cayla	Yelm HS	Dept Head-Health & Fitness	\$400.00	Jun-24
Garrison, Anna	Yelm MS	Governance	\$700.00	Jun-24
Gathany, Philip	Fort Stevens Elem	Governance	\$700.00	Jun-24
Giesy, Teresa	Yelm HS	Governance	\$700.00	Jun-24
Gonzalez, Veronica	Prairie Elem	Governance	\$700.00	Jun-24
Gyekis, Katherine	Ridgeline MS	Governance	\$700.00	Jun-24
Henderson, Timothy	Yelm HS	Governance	\$700.00	Jun-24
Hodge, Blythe	Yelm HS	Governance	\$700.00	Jun-24
Holterman, Jana	Southworth Elem	Governance	\$700.00	Jun-24
Hume, Jeremiah	Yelm HS	Dept Head-Math	\$400.00	Jun-24
Johnson, LaTasha	Yelm HS	Governance	\$700.00	Jun-24
Johnson, Sarah	Ridgeline MS	Governance	\$700.00	Jun-24
Kerber, Jason	Prairie Elem	Governance	\$350.00	Jun-24
Kinsey, Stacie	McKenna Elem	Governance	\$400.00	Jun-24
Kuka, Matthew	Yelm MS	Governance	\$700.00	Jun-24
Lanegan, Mylisha	McKenna Elem	Governance	\$700.00	Jun-24
Laughlin-McCloskey, Mary	Southworth Elem	Governance	\$700.00	Jun-24
Lawson, Erinn	Fort Stevens Elem	Governance	\$700.00	Jun-24
LeBlanc, Patricia	Prairie Elem	Governance	\$700.00	Jun-24
Longfellow, Tara	Lackamas Elem	Governance	\$700.00	Jun-24
McLaren, Keith	Ridgeline MS	Governance	\$700.00	Jun-24
McMahan, Jeremiah	Ridgeline MS	Governance	\$700.00	Jun-24
McMakin, Thomas	Yelm HS	Dept Head-World Languages	\$400.00	Jun-24
Mettler, Bryant	Yelm HS	Dept Head-Special Education	\$400.00	Jun-24
Meyer, Brittany	Fort Stevens Elem	Governance	\$700.00	Jun-24
Morisset, Erika	Prairie Elem	Governance	\$700.00	Jun-24
Mounts, Matthew	Yelm HS	Dept Head-CTE	\$400.00	Jun-24
Mounts, Matthew	Yelm HS	Governance	\$700.00	Jun-24
Mulkey, Sarah	Yelm Ext School	Governance	\$700.00	Jun-24
Munro, Michael	Yelm Ext School	Dept Head-YES	\$400.00	Jun-24

Authorization to Pay Stipends/Supplemental Contracts 2023-24 School Year

Nelson, Daniel	Mill Pond Elem	Governance	\$700.00	Jun-24
Nelson, Stacy	Mill Pond Elem	Governance	\$700.00	Jun-24
Nevy, Tabatha	Ridgeline MS	Governance	\$700.00	Jun-24
Noble, Cassandra	Lackamas Elem	Governance	\$700.00	Jun-24
Oakes, Shannon	Prairie Elem	Governance	\$700.00	Jun-24
Parker, Alexander	Yelm HS	Governance	\$700.00	Jun-24
Patin, Deborah	Southworth Elem	Governance	\$700.00	Jun-24
Porter, Myrna-Lou	McKenna Elem	Governance	\$700.00	Jun-24
Powell, Sara	Lackamas Elem	Governance	\$700.00	Jun-24
Price, Erin	Lackamas Elem	Governance	\$700.00	Jun-24
Revoir-Little, Kelleine	Yelm HS	Governance	\$700.00	Jun-24
Rivera, Mary	Yelm MS	Governance	\$700.00	Jun-24
Roe, Sherese	Yelm MS	Governance	\$700.00	Jun-24
Ruger, Julie	McKenna Elem	Governance	\$700.00	Jun-24
Sampson, Jenelle	Mill Pond Elem	Governance	\$700.00	Jun-24
San Martin, Carla	Southworth Elem	Governance	\$700.00	Jun-24
Sanders, Christina	Lackamas Elem	Governance	\$700.00	Jun-24
Schiedeck, Becky	McKenna Elem	Governance	\$700.00	Jun-24
Scott, Kristina	Southworth Elem	Governance	\$700.00	Jun-24
Skewis, Georgia	Southworth Elem	Governance	\$700.00	Jun-24
Stenbakken, Felecia	Prairie Elem	Governance	\$700.00	Jun-24
Stewart, Samuel	Mill Pond Elem	Governance	\$700.00	Jun-24
Stockton, Kaylyne	Southworth Elem	Governance	\$700.00	Jun-24
Sumey, Ami	Mill Pond Elem	Governance	\$700.00	Jun-24
Van Veen, Arthur	Yelm MS	Governance	\$700.00	Jun-24
Walsh, Emily	Fort Stevens Elem	Governance	\$700.00	Jun-24
Walter, Daryn	Ridgeline MS	Governance	\$700.00	Jun-24
Walters, Nikki	Fort Stevens Elem	Governance	\$700.00	Jun-24
Wasankari, Amber	Yelm HS	Dept Head-Social Studies	\$400.00	Jun-24
Wilkens, Stacia	Mill Pond Elem	Governance	\$700.00	Jun-24
Wolf, Kristin	Yelm HS	Governance	\$700.00	Jun-24
Wolfe, Megan	Mill Pond Elem	Governance	\$350.00	Jun-24
Wooldridge, Bryan	Yelm HS	Dept Head-Science	\$400.00	Jun-24
Yenne, Lana	Yelm MS	Governance	\$700.00	Jun-24

TOTAL CERTIFICATED

\$49,500.00

Authorization to Pay Stipends/Supplemental Contracts
2023-24 School Year

TOTAL CLASSIFIED \$ -

GRAND TOTAL STIPENDS/SUPPLEMENTAL PAY \$ -



**COMMUNITIES DEDICATED TO
LEARNING AND ACHIEVEMENT**

360.458.1900
FAX: 360.458.6178
107 FIRST STREET NORTH
PO Box 476
YELM, WA 98597-0476
www.ycs.wednet.edu

MEMORANDUM

TO: Board of Directors
FROM: Jennifer Carrougher, Chief of Finance and Operations
DATE: June 27, 2024
SUBJECT: Donations

<u>Donor</u>	<u>Items/Purpose</u>		<u>Amount</u>
Walmart	Donuts for LK Program	FMV	\$128.80
Images by Brant	Business Partner - Bronze		\$250.00
Scott Knox	Fluorescent Lamps	FMV	\$2970.00
CrossFit Yelm	Powerlifting Club – YHS		\$1030.00
Hwy 95 Events	Skills USA - YHS		\$250.00
Fort Stevens Booster Club	Outdoor Track Improvements - FS		\$5000.00

A Guide to Students & Families

RIGHTS

& Responsibilities

2024-2025

VISION:

Yelm Community Schools is a welcoming, safe, student-centered, and collaborative learning environment. In partnership with parents, students, and community leaders, YCS staff members are dedicated to helping all students meet performance expectations and achieve their full learning potential.

YELM COMMUNITY SCHOOLS
DEDICATED TO LEARNING AND ACHIEVEMENT



**Welcome to the
2024-2025 school year
at Yelm Community Schools!**

Dear Students and Families of Yelm Community Schools,

As we prepare for the upcoming academic year, we are eager to introduce our new Rights and Responsibilities Handbook. This handbook focuses on safety, academics, and social-emotional health to ensure a supportive and enriching environment for all.

Safety is our top priority, and the handbook provides essential guidance on navigating the school premises, emergency procedures, and fostering respect and inclusivity. We want every student to feel secure and cared for within our halls.

Academics play a crucial role in your educational journey, and the handbook offers valuable insights into effective time management, study techniques, and strategies for success. We aim to empower you with the tools and knowledge needed to thrive academically.

We understand the importance of social-emotional well-being. The handbook emphasizes the significance of positive relationships, empathy, and self-care. It provides resources for managing stress and emotional challenges, ensuring a supportive community for everyone.

By following the guidelines outlined in the Rights and Responsibilities Handbook, we can create an environment where safety, academics, and social-emotional health intertwine. This will enable you to flourish both academically and personally.

We encourage you to review the handbook together as a family and discuss its contents. Familiarizing yourselves with the guidelines will help ensure a smooth and fulfilling school experience.

Should you have any questions or concerns, we are here to support you every step of the way. Our goal is to create a safe, nurturing, and vibrant educational community at Yelm Community Schools.

We look forward to the upcoming academic year, filled with opportunities for growth, learning, and memorable experiences. Together, let's create a remarkable journey of education and personal development.

Thank you,
Chris Woods
Superintendent

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This publication is issued by Yelm Community Schools to students and parent(s)/guardian(s) for their reference in 2023-2023. It is intended to meet the requirement of the State Board of Education that written rules and policies regulating student conduct, discipline and rights be made available to each student and parent in the district. It is produced in accordance with Yelm Community Schools Policy 3200. The student handbook is also available at your school and on the district's web site at www.ycs.wednet.edu. Each school also produces its own handbook with additional procedures and rules unique to the school.

Complete and current district policies are posted at www.ycs.wednet.edu/policies.

STUDENT RIGHTS

In addition to individual rights established by law and district policies, students served by or on behalf of Yelm Community Schools will have the right to:

- High educational standards in a safe and sanitary building;
- Education consistent with stated district goals;
- Equal educational opportunity and in all aspects of the educational process freedom from discrimination based on economic status, pregnancy, marital status, sex, race, creed, religion, color, national origin, age, honorably discharged veteran or military status, sexual orientation including gender expression or identity, the presence of any sensory, mental or physical disability, or the use of trained dog guide or service animal by a person with a disability;
- Access to their own education records at reasonable school times upon request;
- Fair and just treatment from school authorities and freedom from mistreatment and physical abuse;
- Freedom from unlawful interference in their pursuit of an education while in the custody of the district;
- Security against unreasonable searches and seizures;
- The substantive constitutional rights listed in WAC 392-400-215, subject to reasonable limitations upon the time, place, and manner of exercising such rights consistent with the maintenance of an orderly and efficient educational process within limitations set by law, including the right to:
 - Freedom of speech and press;
 - Peaceably assemble;
 - Petition the government and its representatives for a redress of grievances;
 - The free exercise of religion and to have their schools free from sectarian control or influence; and
- Participate in the development of rules and regulations to which they are subject and to be instructed on rules and regulations that affect them;
- Establish appropriate channels to voice their opinions in the development of curriculum;
- Representation on advisory committees affecting students and student rights;
- Present petitions, complaints, or grievances to school authorities and the right to prompt replies;
- Consult with teachers, counselors, administrators and other school personnel at reasonable times;
- Be involved in school activities, provided they meet the reasonable qualifications of the sponsoring organizations;
- Free election of their peers in student government and the right to hold office;
- Know the requirements of the course of study, be informed about and know upon what basis grades will be determined;
- Citizenship privileges as determined by the United States and Washington State Constitution and its amendments; and
- Annual information pertaining to the district's rules and regulations regarding students, discipline and rights.

Students may be subject to discipline for violating district policies and regulations and school rules. The procedures for appealing these actions are found in Yelm Community Schools Board Policy 3241, in Procedure 3241P, and in the state WAC 180-40-240 through 320. In general, these require that student discipline be administered fairly and equitably and be subject to due process considerations. Copies of all policies and procedures, including Policy 3240, Student Conduct Expectations and Reasonable Sanctions, and Policy 4210, Regulation of Dangerous Weapons, are available online at www.ycs.wednet.edu/policies, at the district office and from all school principals.

OPTIMUM LEARNING ATMOSPHERE

Yelm Community Schools embraces the diversity within our schools and seeks to create a nurturing and barrier-free learning environment for each student. To achieve this goal we commit to:

- Preparing our students to thrive in a multicultural and diverse society.
- Ensuring fair, equitable and inclusive principles are integrated into our policies, programs, operations and practices.
- Creating school and classroom cultures that are free of bias-based language or behaviors.
- Eliminating barriers that perpetuate negative outcomes.
- Providing all students the resources, opportunities and supports needed to succeed at high levels.
- Honoring and building upon the strengths and assets of every student.
- Welcoming and engaging families and community members as essential partners.

DISCIPLINE

“Discipline” means any action taken by the school district in response to behavioral violations. Discipline is not necessarily punitive, but can take positive and supportive forms. Data shows that a supportive response to behavioral violation is more effective and increases equitable educational opportunities. The purposes of the discipline policy 3241 and accompanying procedure include:

- Engaging with families and the community and striving to understand and be responsive to cultural context
- Supporting students in meeting behavioral expectations, including providing for early involvement of parents
- Administering discipline in ways that respond to the needs and strengths of students and keep students in the classroom to the maximum extent possible
- Providing educational services that students need during suspension and expulsion
- Facilitating collaboration between school personnel, students, and parents, and thereby supporting successful reentry into the classroom following a suspension or expulsion
- Ensuring fairness, equity, and due process in the administration of discipline
- Providing every student with the opportunity to achieve personal and academic success
- Providing a safe environment for all students and for district employees

See complete Policy 3241 and Procedure 3241P at www.ycs.wednet.edu/policies

CONDUCT AND EXPECTATIONS

The school board acknowledges that conduct and behavior are closely associated to learning, and rules are designed to provide students with a safe, healthy, and educationally sound environment. Students and staff are expected to work together to develop a positive climate for learning.

Students are expected to be aware of the district’s rules of student conduct, including behavior standards that respect the rights, person, and property of others. Students are expected to adhere to the following rules on school grounds, during the school day as well as during any school activity on or off campus or while riding the bus.

1. **Alcoholic beverages, illegal drugs and controlled substances**—Possession, use, sale, distribution or being under the influence of alcohol, drugs, controlled substances, hallucinogens or items that are purported to be unlawful drugs or controlled substances during school time or school-sponsored activities, on school premises (including parking lots) or transportation are prohibited. Compliance with this prohibition is mandatory.

Students who use, possess or are under the influence of alcohol or controlled substances or possess drug-related paraphernalia shall be subject to discipline and drug/alcohol education. The student has the right to appeal.

Students who distribute, possess with intent to deliver or sell alcoholic beverages, unlawful drugs, controlled substances or hallucinogens or items that purport to be any of the foregoing shall be disciplined, and the appropriate law enforcement/juvenile agency will be contacted (Policy 3241; Procedures 3240P, 3241P, 3243P). The student has the right to appeal.

2. **Attendance**—State law and district policy and procedures require daily and punctual attendance of all students, unless officially excused. Parents and students are both responsible for assuring attendance.

Parents must contact the school to excuse the absence. The school will inform the parent/guardian of a student's unexcused absence. On the third occasion of an unexcused absence, the school will schedule a conference with the parent(s)/guardian(s). Steps will be taken to attempt to eliminate or reduce the student's absences.

In accordance with the state's mandatory attendance laws, if a student is absent without excuse four times or 10% of the school year, the school district will enter into an attendance contract. If a student is absent without excuse five times or 10% of the school year, the school district will file a petition with the juvenile court. (Policy 3122, 3122P, RCW 28A.225).

3. **Bus rules**—The school district maintains a published statement of rules for students riding buses. These rules are available in school offices and on the web site. Riding is a privilege, not a right. Students' misconduct on a vehicle will be sufficient reason to discontinue providing bus transportation to those students involved and may result in other discipline. (Procedure 6605P)
4. **Cellular phones/Telecommunication devices**—A cellular phone or other telecommunication device which poses a threat to academic integrity, causes a disruption to the learning environment/educational process or violates the privacy rights of others may be confiscated and searched when school officials have a reasonable suspicion that such a search will reveal a violation of school rules. Content or images that violate criminal laws will be forwarded to law enforcement. (Policy 3245, 3245P).
5. **Closed campus**—Students shall remain on the school campus during the school day unless excused by the school office or by waiver approved by the superintendent.
6. **Cooperation**—Students will obey the lawful instructions of school district personnel and follow school and classroom rules. (RCW 28A.600.040)
7. **Dress and appearance**—Students should dress in a manner which reflects proper decorum. Dress and appearance, including but not limited to gang apparel, which may cause safety or health problems or which pose a threat or disruption, are not allowed. Individual schools within the district may have additional restrictions as part of their dress code. (See page 36)
8. **Identification**—All persons will, upon request, identify themselves to proper school authorities in the school building, on school grounds or at school-sponsored events.
9. **Improper use of district equipment**—District resources and equipment, including, but not limited to, computers and Internet access, are to be used for district purposes.
10. **Loitering**—A student shall leave the school campus at the official close of the school day unless permission to do otherwise has been granted.
11. **Off-campus events**—Students at school-sponsored, off-campus events shall be governed by school district rules and regulations and are subject to the authority of school district officials.
12. **Tobacco and delivery devices**—Possession or use of tobacco products or delivery devices is not permitted in school buildings, on school property, in district-owned or contracted vehicles or at off-campus events. (Policy 4215)

DEFINITIONS OF DISCIPLINE AND CORRECTIVE ACTIONS

For purposes of all disciplinary policies and procedures, the following definitions will apply:

- **“Behavioral violation”** means a student’s behavior that violates the district’s discipline policies.
- **“Classroom exclusion”** means the exclusion of a student from a classroom or instructional or activity area for behavioral violations, subject to the requirements of WAC 392-400-330 and 392-400-335. Classroom exclusion does not include action that results in missed instruction for a brief duration when:
 - a teacher or other school personnel attempts other forms of discipline to support the student in meeting behavioral expectations; and
 - the student remains under the supervision of the teacher or other school personnel during such brief duration.
- **“Disruption of the educational process”** means the interruption of classwork, the creation of disorder, or the invasion of the rights of a student or group of students.
- **“Emergency expulsion”** means the removal of a student from school because the student’s statements or behavior pose an immediate and continuing danger to other students or school personnel, or an immediate and continuing threat of material and substantial disruption of the educational process, subject to the requirements in WAC 392-400-510 through 392-400-530
- **“Expulsion”** means a denial of admission to the student’s current school placement in response to a behavioral violation, subject to the requirements in WAC 392-400-430 through 392-400-480
- **“Other forms of discipline”** means actions used in response to problem behaviors and behavioral violations, other than classroom exclusion, suspension, expulsion, or emergency expulsion, which may involve the use of best practices and strategies included in the state menu for behavior developed under RCW 28A.165.035.
- **“Suspension”** means the denial of attendance in response to a behavioral violation from any subject or class, or from any full schedule of subjects or classes, but not including classroom exclusions, expulsions, or emergency expulsions. Suspension may also include denial of admission to or entry upon, real and personal property that is owned, leased, rented, or controlled by the district.
 - **In-school suspension** means a suspension in which a student is excluded from the student’s regular educational setting but remains in the student’s current school placement for up to ten consecutive school days, subject to the requirements in WAC 392-400-430 through 392-400-475.
 - **Short-term suspension** means a suspension in which a student is excluded from school for up to ten consecutive school days, subject to the requirements in WAC 392-400-430 through 392-400-475.
 - **Long-term suspension** means a suspension in which a student is excluded from school for more than ten consecutive school days, subject to the requirements in WAC 392-400-430 through 392-400-475.

MISCONDUCT AND BEHAVIOR VIOLATION

District personnel must consider other forms of discipline to support the student in meeting behavioral expectations. However, in accordance with the other parameters of the discipline policy, there are circumstances when the district may determine that long-term suspension or expulsion is appropriate for student behaviors listed in RCW 28A.600.015 (6)(a) through (d), which include:

- Being intoxicated or under the influence of controlled substance, alcohol or marijuana at school or while present at school activities;
- Bomb scares or false fire alarms that cause a disruption to the school program;
- Cheating or disclosure of exams;

- Commission of any crime on school grounds or during school activities;
- Fighting: Fighting and instigating, promoting, or escalating a fight, as well as failure to disperse. Engaging in any form of fighting where physical blows are exchanged, regardless of who initiated the fight. This prohibition includes hitting, slapping, pulling hair, biting, kicking, choking, and scratching or any other acts in which a student intentionally inflicts or attempts to inflict injury on another;
- Gang-related activity;
- Harassment/intimidation/bullying;
- Intentional deprivation of student and staff use of school facilities;
- Intentional endangerment to self, other students, or staff, including endangering on a school bus;
- Intentional injury to another;
- Intentionally defacing or destroying the property of another;
- Intentionally obstructing the entrance or exit of any school building or room in order to deprive others of passing through;
- Possession, use, sale, or delivery of illegal or controlled chemical substances;
- Preventing students from attending class or school activities;
- Refusal to cease prohibited behavior;
- Refusal to leave an area when repeatedly instructed to do so by school personnel;
- Sexual misconduct that could constitute sexual assault or harassment on school grounds, at school activities, or on school provided transportation;
- Substantially and intentionally interfering with any class or activity;
- Threats of violence to other students or staff;
- Use or possession of weapons prohibited by state law and Policy 4210.

GRIEVANCE AND APPEAL PROCESS FOR STUDENT DISCIPLINE

Any parent/guardian or student who is aggrieved by the imposition of discipline will have the right to an informal conference with the principal for the purpose of resolving the grievance. At such conference the student and parent/guardian will be subject to questioning by the principal and will be entitled to question staff involved in the matter being grieved.

If after exhausting this remedy the grievance is not yet resolved, the parent and student will have the right, within two (2) school business days prior notice, to present a written and/or oral grievance to the Superintendent or designee. The Superintendent or designee will provide the parent and student with a written copy of its response to the grievance within ten (10) school business days. Use of the grievance process will not impede or postpone the disciplinary action, unless the principal or Superintendent elects to postpone the disciplinary action.

More information regarding the appeal process is contained in Procedure 3241P. The policy and procedure are available online at www.ycs.wednet.edu/policies or any school principal's office.

HARASSMENT, INTIMIDATION & BULLYING

Schools are meant to be safe and inclusive environments where all students are protected from Harassment, Intimidation, and Bullying (HIB), including in the classroom, on the school bus, in school sports, and during other school activities. This section defines HIB, explains what to do when you see or experience it, and our school's process for responding to it.

What is HIB?

HIB is any intentional electronic, written, verbal, or physical act of a student that:

- Physically harms another student or damages their property;
- Has the effect of greatly interfering with another student's education; or,

- Is so severe, persistent, or significant that it creates an intimidating or threatening education environment for other students.

HIB generally involves an observed or perceived power imbalance and is repeated multiple times or is highly likely to be repeated. HIB is not allowed, by law, in our schools.

How can I make a report or complaint about HIB?

Talk to any school staff member (consider starting with whoever you are most comfortable with!). You may use our district's reporting form to share concerns about HIB (link to form) but reports about HIB can be made in writing or verbally. Your report can be made anonymously, if you are uncomfortable revealing your identity, or confidentially if you prefer it not be shared with other students involved with the report. No disciplinary action will be taken against another student based solely on an anonymous or confidential report.

If a staff member is notified of, observes, overhears, or otherwise witnesses HIB, they must take prompt and appropriate action to stop the HIB behavior and to prevent it from happening again. Our district also has a HIB Compliance Officer that supports prevention and response to HIB.

How can I make a report or complaint about HIB?

Talk to any school staff member (consider starting with whoever you are most comfortable with!). You may use our district's reporting form to share concerns about HIB (link to form) but reports about HIB can be made in writing or verbally. Your report can be made anonymously, if you are uncomfortable revealing your identity, or confidentially if you prefer it not be shared with other students involved with the report. No disciplinary action will be taken against another student based solely on an anonymous or confidential report.

If a staff member is notified of, observes, overhears, or otherwise witnesses HIB, they must take prompt and appropriate action to stop the HIB behavior and to prevent it from happening again. Our district also has a HIB Compliance Officer that supports prevention and response to HIB.

What happens after I make a report about HIB?

If you report HIB, school staff must attempt to resolve the concerns. If the concerns are resolved, then no further action may be necessary. However, if you feel that you or someone you know is the victim of unresolved, severe, or persistent HIB that requires further investigation and action, then you should request an official HIB investigation.

Also, the school must take actions to ensure that those who report HIB don't experience retaliation.

What is the investigation process?

When you report a complaint, the HIB Compliance Officer or staff member leading the investigation must notify the families of the student involved with the complaint and must make sure a prompt and thorough investigation takes place. The investigation must be completed within 5 school days, unless you agree on a different timeline. If your complaint involves circumstances that require a longer investigation, the district will notify you with the anticipated date for their response.

When the investigation is complete, the HIB Compliance Officer or the staff member leading the investigation must provide you with the outcomes of the investigation within 2 school days. This response should include:

- A summary of the results of the investigation

- A determination of whether the HIB is substantiated
- Any corrective measures or remedies needed
- Clear information about how you can appeal the decision

What are the next steps if I disagree with the outcome?

For the student designated as the “targeted student” in a complaint:

If you do not agree with the school district’s decision, you may appeal the decision and include any additional information regarding the complaint to the superintendent, or the person assigned to lead the appeal, and then to the school board.

For the student designated as the “aggressor” in a complaint:

A student found to be an “aggressor” in a HIB complaint may not appeal the decision of a HIB investigation. They can, however, appeal corrective actions that result from the findings of the HIB investigation.

For more information about the HIB complaint process, including important timelines, please see the district’s HIB Policy 3207 and Procedure 3207P.

NON-DISCRIMINATION & SEXUAL HARASSMENT

Discrimination can happen when someone is treated differently or unfairly because they are part of a protected class, including their race, color, national origin, sex, gender identity, gender expression, sexual orientation, religion, creed, disability, use of a service animal, or veteran or military status.

What is discriminatory harassment?

Discriminatory harassment can include teasing and name-calling; graphic and written statements; or other conduct that may be physically threatening, harmful, or humiliating. Discriminatory harassment happens when the conduct is based on a student’s protected class and is serious enough to create a hostile environment. A hostile environment is created when conduct is so severe, pervasive, or persistent that it limits a student’s ability to participate in, or benefit from, the school’s services, activities, or opportunities.

Visit the district’s website for the Nondiscrimination Policy 3210 and Procedure 3210P.

What is sexual harassment?

Sexual harassment is any unwelcome conduct or communication that is sexual in nature and substantially interferes with a student’s educational performance or creates an intimidating or hostile environment. Sexual harassment can also occur when a student is led to believe they must submit to unwelcome sexual conduct or communication to gain something in return, such as a grade or a place on a sports team.

Examples of sexual harassment can include pressuring a person for sexual actions or favors; unwelcome touching of a sexual nature; graphic or written statements of a sexual nature; distributing sexually explicit texts, e-mails, or pictures; making sexual jokes, rumors, or suggestive remarks; and physical violence, including rape and sexual assault.

Our schools do not discriminate based on sex and prohibit sex discrimination in all of our education programs and employment, as required by Title IX and state law.

Visit the district’s website for the Sexual Harassment Policy 3205 and Procedure 3205P.

What should my school do about discriminatory and sexual harassment?

When a school becomes aware of possible discriminatory or sexual harassment, it must investigate and stop the harassment. The school must address any effects the harassment had on the student at school, including eliminating the hostile environment, and make sure that the harassment does not happen again.

What can I do if I'm concerned about discrimination or harassment?

Talk to a Coordinator or submit a written complaint. You may submit an online report, contact a counselor, administrator or the district staff members below to report your concerns, ask questions, or learn more about how to resolve your concerns.

Concerns about discrimination:

Civil Rights Coordinator: Dee Dee Buckingham, PO Box 476, Yelm, WA 98597,
360.458.1900, doyla_buckingham@ycs.wednet.edu

Concerns about harassment, intimidation and bullying (HIB):

HIB Compliance Officer: Lisa Cadero-Smith, PO Box 476, Yelm, WA 98597,
360.458.6120, lisa_cadero-smith@ycs.wednet.edu

Concerns about sex discrimination, including sexual harassment:

Title IX Coordinator: Lisa Cadero-Smith, PO Box 476, Yelm, WA 98597, 360.458.6120,
lisa_cadero-smith@ycs.wednet.edu

Concerns about disability discrimination:

Section 504 Coordinator: Shannon Powell, PO Box 476, Yelm, WA 98597,
360.458.6124, shannon_powell@ycs.wednet.edu

Concerns about discrimination based on gender identity:

Gender-Inclusive Schools Coordinator: Lisa Cadero-Smith, PO Box 476, Yelm, WA
98597, 360.458.6120, lisa_cadero-smith@ycs.wednet.edu

To submit a written complaint, (link to online form or document) describe the conduct or incident that may be discriminatory and send it by mail, fax, email, or hand delivery to the school principal, district superintendent, or civil rights coordinator. Submit the complaint as soon as possible for a prompt investigation, and within one year of the conduct or incident.

What happens after I file a discrimination complaint?

The Civil Rights Coordinator will give you a copy of the school district's discrimination complaint procedure. The Civil Rights Coordinator must make sure a prompt and thorough investigation takes place.

The investigation must be completed within 30 calendar days unless you agree to a different timeline. If your complaint involves exceptional circumstances that require a longer investigation, the Civil Rights Coordinator will notify you in writing with the anticipated date for their response. When the investigation is complete, the school district superintendent or the staff member leading the investigation will send you a written response. This response will include:

- A summary of the results of the investigation
- A determination of whether the school district failed to comply with civil rights laws
- Any corrective measures or remedies needed
- Notice about how you can appeal the decision

What are the next steps if I disagree with the outcome?

If you do not agree with the outcome of your complaint, you may appeal the decision to the School Board and then to the Office of Superintendent of Public Instruction (OSPI). More information about this process, including important timelines, is included in the district's Nondiscrimination Procedure 3210P and Sexual Harassment Procedure 3205P.

I already submitted an HIB complaint – what will my school do?

Harassment, intimidation, or bullying (HIB) can also be discrimination if it's related to a protected class. If you give your school a written report of HIB that involves discrimination or sexual harassment, your school will notify the Civil Rights Coordinator. The school district will investigate the complaint using both the Nondiscrimination Procedure 3210P and the HIB Procedure 3207P to fully resolve your complaint.

Who else can help with HIB or Discrimination Concerns?

Office of Superintendent of Public Instruction (OSPI)

All reports must start locally at the school or district level. However, OSPI can assist students, families, communities, and school staff with questions about state law, the HIB complaint process, and the discrimination and sexual harassment complaint processes.

OSPI School Safety Center (For questions about harassment, intimidation, and bullying)

- Website: ospi.k12.wa.us/student-success/health-safety/school-safety-center
- Email: schoolsafety@k12.wa.us
- Phone: 360-725-6068

OSPI Equity and Civil Rights Office (For questions about discrimination and sexual harassment)

- Website: ospi.k12.wa.us/policy-funding/equity-and-civil-rights
- Email: equity@k12.wa.us
- Phone: 360-725-6162

Washington State Governor's Office of the Education Ombuds (OEO)

The Washington State Governor's Office of the Education Ombuds works with families, communities, and schools to address problems together so every student can fully participate and thrive in Washington's K- 12 public schools. OEO provides informal conflict resolution tools, coaching, facilitation, and training about family, community engagement, and systems advocacy.

- Website: www.oeo.wa.gov
- Email: oeoinfo@gov.wa.gov
- Phone: 1-866-297-2597

GENDER INCLUSIVE SCHOOL

In Washington, all students have the right to be treated consistent with their gender identity at school. Our school will:

- Address students by their requested name and pronouns, with or without a legal name change
- Change a student's gender designation and have their gender accurately reflected in school records
- Allow students to use restrooms and locker rooms that align with their gender identity
- Allow students to participate in sports, physical education courses, field trips, and overnight trips in accordance with their gender identity
- Keep health and education information confidential and private
- Allow students to wear clothing that reflects their gender identity and apply dress codes without regard to a student's gender or perceived gender

- Protect students from teasing, bullying, or harassment based on their gender or gender identity

Visit the district's website for the Gender-Inclusive Schools Policy 3211 and Procedure 3211P. If you have questions or concerns, please contact the Gender-Inclusive Schools Coordinator.

For concerns about discrimination or discriminatory harassment based on gender identity or gender expression, please see the information above.

OFF-CAMPUS MISCONDUCT

The student disciplinary code and penalties will apply to conduct off school grounds that may endanger the health or safety of students within the school district or adversely affect the education process. Examples of such conduct include, but are not limited to: illegal activity, threats of violence, alcohol use, fighting, hazing, drug possession or sales, firearm possession, violent offenses, robbery, burglary, arson, and sexual assaults. Students may be subject to discipline for off-campus misconduct as well as removal from participation in extracurricular activities and/or graduation ceremonies.

POSSESSION OF WEAPONS IS A CRIME

It is a violation of district policy and state law for any person to carry a firearm or dangerous weapon on school premises, school-provided transportation or areas of other facilities being used exclusively for school activities. Under state and federal law, a student shall be expelled for no less than one year for possession of a firearm on school premises, school-provided transportation or areas of facilities being used exclusively by public schools. In addition to being expelled or suspended from school, it is a crime under Washington state law for a person (not just students) to knowingly carry a firearm or dangerous weapon on school premises. The penalty for conviction could be up to a year imprisonment and a \$5,000 fine. (RCW 9.41.280) Policy 4210, Procedure 3240P

SEARCH AND SEIZURE

A student shall be free from searches by school officials of his/her clothing, backpacks and other personal property unless there are reasonable grounds to believe that the search is necessary in the aid of maintaining school discipline and order.

Student lockers, desks and other storage areas remain the property of the school district, and school officials retain the right to inspect lockers, desks or other storage areas assigned to students. No right or expectation of privacy exists for any student, and these areas may be inspected or searched by school authorities at any time without prior notice and without reasonable suspicion that the search will yield evidence of a student's violation of the law or a school rule. Any container(s) found as a result of a search of a locker, desk or other storage area may be searched if there is reasonable suspicion that the container(s) holds evidence of a student's violation of the law or school rule. The methods used are to be reasonably related to the objectives of the search and not be excessively intrusive in light of the age and sex of the student and the nature of the suspected infraction. A principal or designee may not subject a student to a strip search or body cavity search as those terms are defined in RCW 10.79.070.

Illegal items such as drugs, drug paraphernalia, firearms, weapons or other possessions determined to be a threat to the safety or security of others may be seized by school authorities. Items which are used to disrupt or interfere with the educational process may be temporarily removed from student possession (RCW 28A.600.222 & 230, RCW 9.14.250 & 270 & 280).

USE OF TOBACCO AND NICOTINE PRODUCTS AND DELIVERY DEVICES

The board of directors recognizes that to protect students from exposure to the addictive substance of nicotine, employees and officers of the school district, and all members of the community, have an obligation as role models to refrain from use of tobacco products and delivery devices on school property at all times. Tobacco products and delivery devices include, but are not limited to cigarettes, cigars, snuff, smoking tobacco, smokeless tobacco, nicotine, electronic smoking/vapor devices and vapor products, non-prescribed inhalers, nicotine delivery devices, or chemicals that are not FDA-approved to help people quit using tobacco, devices that produce the same flavor or physical effect of nicotine substances and any other smoking equipment device, material or innovation.

Any use of such products and delivery devices by staff, students, visitors or community members will be prohibited on all school district property, including all district buildings, grounds and district-owned vehicles, and within five hundred feet of schools. Possession by, or distribution of tobacco products to any person under twenty-one years of age is prohibited.

The use of Federal Drug Administration (FDA) approved nicotine replacement therapy in the form of a nicotine patch, gum or lozenge is permitted. However, students and employees must follow applicable policies regarding use of medication at school.

Notices advising students, district employees, students and community members of this policy will be posted in appropriate locations in all district buildings and at other district facilities as determined by the superintendent and will be included in the employee and student handbooks. Employees and students are subject to discipline for violations of this policy, and school district employees are responsible for the enforcement of the policy. (Policy 4215)

HEALTH INFORMATION

COMMON HEALTH CARE PROCEDURES

Accident or Head Trauma: Parents will be notified regarding any incident that necessitates an accident report. In addition, any student who suffers trauma to the head at school will be assessed in the health room and parents will be notified.

Allergy Accommodations: Latex Allergy - Yelm Community Schools prohibits the use of all latex products, including latex balloons, due to severe allergies. Peanut Allergy - Please refrain from sending any peanut products due to severe allergies.

Diarrhea: Any student who has been having diarrhea will be sent home and may return to school when they have been free of diarrhea for 24 hours.

Fever: Any student with a fever of 100.4 or higher will be sent home and may return to school once the child has been fever free for 24 hours without the use of fever reducing medication.

Injury: If any child has an injury that prohibits them from participating in PE or other school activities, a note from the physician is needed to excuse participation. Please be sure the doctor includes when student can return to normal activity or provide a separate note.

Lice: The Infectious Disease Control Guide no longer recommends long-term exclusion for pediculosis/head lice. Head lice is a nuisance condition and is not known to transmit infection from person to person. Any student who presents with live lice will be sent home for treatment. Students may return to school when no live lice are present.

Rash: Any student with an undiagnosed rash will be sent home from school in order to be evaluated by a healthcare provider. The parent/guardian will be asked to provide a note from a healthcare provider upon return to school.

Vomiting: Any student who has been vomiting will be sent home and may return to school when they have not vomited in 24 hours.

HUMAN PAPILLOMAVIRUS (HPV) INFORMATION

The following information is being provided to you at the direction of the Washington State Legislature to help reduce cervical cancer rates in Washington by protecting youth from HPV.

What is Human Papillomavirus (HPV)?

HPV is a very common virus that is spread through genital contact. At least 50 percent of sexually active people will get HPV at some time in their lives. There are many types of HPV. Some types can cause cervical cancer or genital warts. Both women and men can get HPV and easily spread it to others without knowing they have it.

What are the symptoms of HPV?

Most people with HPV have no signs or symptoms. Some people know they have HPV because they have a symptom like genital warts. Women may find out they have HPV through cervical cancer screening (Pap tests) and HPV testing. Health care providers do not usually test for HPV unless abnormal cervical cell changes are detected by a Pap test.

How can HPV infection be prevented?

The best way to prevent HPV infection is to abstain from all sexual activity. People with only one lifetime partner can get HPV if their partner had previous sexual partners. It is uncertain how well condoms protect against HPV infection. However, condom users do have lower cervical cancer rates. The HPV vaccine is a very effective way to prevent four types of HPV that can cause cervical cancer and genital warts.

What is the HPV vaccine?

The HPV vaccine, Gardasil,[®] protects against four types of HPV which cause 70 percent of cervical cancers and 90 percent of genital warts. The vaccine does not protect against all types of HPV or other sexually transmitted infections. The vaccine also does not protect against any type of HPV that someone already has. Current studies show that HPV vaccine protection lasts up to 5 years. Research will continue to determine the length of the HPV vaccine's protection.

Who should get the vaccine and when should they get it?

The federal Advisory Committee on Immunization Practices recommends the HPV vaccine for all girls age 11-12 years. The vaccine can also be given to females as young as nine and up to 26 years, if their doctor recommends it. HPV vaccine is given as a series of three shots over a six month period. The vaccine is not currently recommended for boys or men. The HPV vaccine is a preventative vaccine and will offer the best protection if given before sexual activity starts. HPV vaccine is not required for school entry in Washington.

Are Pap tests still recommended for females that get the HPV vaccine?

Yes. The HPV vaccine does not protect against all of the types of HPV that can cause cervical cancer, so females will still need Pap tests.

Where can I find the HPV vaccine?

Ask your doctor, nurse, or local health clinic to find out whether your daughter needs the HPV vaccine and where you can get it. Most providers in Washington will have state-supplied HPV vaccine and there will be no cost to parents (of girls under 19 years) for the vaccine. Providers may

charge an office visit and/or administration fee. The HPV vaccine is available to providers at no cost through Washington State's Universal Childhood Vaccine Program.

For more information on HPV, the Vaccine, and Cervical Cancer:

Centers for Disease Control & Prevention: www.cdc.gov/std/hpv

Washington State Department of Health:

<http://www.doh.wa.gov/YouandYourFamily/Immunization/Diseases/HumanPapillomavirusHPVDisease.aspx>

American Cancer Society: www.cancer.org

IMMUNIZATION REQUIREMENTS

In order to safeguard the school community from the spread of certain communicable diseases and in recognition that prevention is a means of combating the spread of disease, the board requires a student to present evidence of them having been immunized against diseases as required by 28A.210 RCW and the Washington State Board of Health 246-105 WAC.

EXEMPTIONS FROM IMMUNIZATION

The district will allow for exemptions from immunization requirements only as allowed for by RCW 28A.210.090 and WAC 246-105-050.

INFECTIOUS DISEASE

In order to safeguard the school community from the spread of certain communicable diseases YCS will comply with the State Board of Health rules and regulations within the most current Infectious Disease Control Guide, provided by the State Department of Health and the Office of the Superintendent of Public Instruction. (District Policy No. 3414)

LIFE THREATENING HEALTH CONDITIONS

Prior to attendance at school, each child with a life-threatening health condition will present a medication and treatment order from a Licensed Healthcare Provider (LHP) addressing the condition. A life-threatening health condition means a condition that will put the child in danger of death during the school day if the medication and treatment order, providing authority to a registered nurse, and a nursing care plan are not in place. Following submission of the medication and treatment order, the registered nurse will develop the nursing care plan.

Students who have a life-threatening health condition and no medication or treatment order presented to the school will be excluded from school, to the extent that the district can do so consistent with federal requirements for students with disabilities under the Individuals with Disabilities Education Act (IDEA) and Section 504 of the Rehabilitation Act of 1973, and according to the due process requirements in School District Procedure 3413P.

Exclusion from School

Following proper notification, the school will exclude the student for noncompliance with the immunization laws, subject to the appeal procedures for student expulsions, consistent with 3241 – Student Discipline. Parents have a right to a hearing provided they notify the school within three (3) days after receiving the exclusion order from the school principal. If the parent requests a hearing, the district will notify in writing the parent or guardian and school principal of the time and place for the hearing and will present the case to a hearing officer appointed by the superintendent.

MEDICATIONS

YCS requires signed authorization forms for the dispensing of any prescription or non-prescription medicines to students. Forms must be signed by the physician as well as the parent/guardian and are available from the school office. All medications must be delivered to and picked up from the

school by the parent/guardian in the original container. Most medications can be dispensed by the parent/guardian before or after school. Please ask your healthcare provider for guidance on medication delivery times. (RCW 28A.210.260 & 270, District Policy No. 3416)

MENINGOCOCCAL INFORMATION

As of July 1, 2005, schools are required to provide meningococcal information beginning with sixth grade entry to students and parents in our community.

Meningococcal disease, commonly known as meningococcal meningitis, strikes up to 3,000 adolescents and adults in the U.S. each year. Adolescents and young adults have an increased rate of contracting meningococcal disease compared to the general population, accounting for nearly 30 percent of all U.S. cases annually. According to one study, as many as one out of every four adolescents infected with the disease may die. Of those that survive, up to 20 percent suffer long-term disabilities, including brain damage, hearing loss, kidney disease and limb amputations.

The department of health wants you to be aware of meningococcal meningitis and the availability of a vaccine to protect against the disease. Vaccination can help protect against up to 83 percent of the meningococcal disease cases occurring among adolescents and young adults. Vaccination is not required for school attendance.

We encourage you to learn more about meningococcal meningitis and prevention and speak to your child's physician about immunization. In addition, we urge you to speak to your children about good hygiene and not sharing personal items that may transmit the disease.

Additional information is available on the following web sites:

Washington State Department of Health Immunization Program Meningococcal disease information: <http://www.doh.wa.gov/YouandYourFamily/Immunization/Diseases/MeningitisMeningococcalDisease.aspx>

Centers for Disease Control and Prevention Meningococcal vaccine information:

<http://www.cdc.gov/vaccines/hcp/vis/vis-statements/mening.html>

Disease Information: <http://www.cdc.gov/meningococcal/about/index.html>

NON-EMERGENCY PHYSICAL EXAMINATIONS

District staff will not conduct any invasive physical examination or screening (defined as *“any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion or injection into the body”*) without prior parental approval. The school district may schedule and conduct screenings for hearing, vision, and scoliosis. Also examinations necessary to protect the immediate health and safety of the student, or of other students may be conducted without prior parental notice and consent.

SAFETY & SECURITY

CHILD ABUSE REPORTING

Staff will notify Child Protective Services or law enforcement when they reasonably believe a student has been abused or neglected and report any suspected evidence to the principal or nurse. By doing so, they are protected from civil and criminal liability. Child abuse and/or neglect cases must be reported within 48 hours. (RCW 26.44.030, RCW 26.44.040, Policy 3421, Procedure 3421P) School counselors are available to work with students individually on concerns including divorce, child abuse, etc. Contact your school's counseling office. Available for sexual concerns is Mary Bridge's Child Abuse Intervention Dept. (CAID) and can be contacted at 253.403.1478.

CRIMESTOPPERS – 1.800.222.TIPS (8477)

Yelm Student CrimeStoppers offers students and families a variety of ways to anonymously report past, present or future dangerous situations or crimes at school or in our community. School-related tips are routed to school officials and community tips are routed to law enforcement offices. Rewards of up to \$1,000 are paid for certain tips. CrimeStoppers has a 24-hour manned call center to receive anonymous tips via phone call, online app, or web site. To learn how to report a tip, please visit our web site at www.ycs.wednet.edu.

EMERGENCIES

When a building or district wide emergency occurs, our primary means of communication to the general public and families will be through the district office. A variety of tools may be used depending on the situation. A coordinated effort will be made with administration, communications director, and superintendent to provide a prompt and accurate statement to ensure a safe environment and avoid confusion

When the Superintendent is advised by Emergency Services authorities to close schools, or decides schools must close, the principals will be notified and given instructions by phone. In case of a potential disaster necessitating school closure, an “early warning” of an hour will be given if possible.

Every classroom will have an evacuation plan and a backup plan. All buildings have an Emergency Flip chart posted in each classroom and office area.

INTERVIEWING, TAKING CUSTODY OF STUDENTS

On occasion, it is necessary for law enforcement officers or Child Protective Services (CPS) authorities to interview students or take them into custody during school hours. In such instances, the district will act in accordance with procedures established in Policies 3124, 4310 and Procedures 3124P, 4310P.

REMOVING STUDENTS FROM SCHOOL GROUNDS

A student will not be released from school grounds, any school building or school function during school hours except by a person duly authorized in accordance with district procedures. Before a student is removed or excused, the person seeking to remove the student must present to the satisfaction of the principal or designee evidence of his/her proper authority to remove the student. Exceptions will be made when protective custody is dictated by appropriate legal authorities and in cases where the student is subject to arrest. (RCW 28A.605.010)

ALICE

The safety and welfare of our students and staff are our highest priority. Throughout the year, schools perform various safety drills including fire, bus evacuation, severe weather, building evacuation and lockdown. All schools conduct lockdown drills during which students and staff practice emergency procedures. These lockdown procedures are evaluated for improvements after each drill.

To ensure schools are prepared to proactively handle the threat of an intruder or active shooter, all staff members have been trained in ALICE (Alert, Lockdown, Inform, Counter, Evacuate).

SPECIAL EDUCATION SERVICES

Yelm Community Schools provides special education services for students with disabilities. These services are available in the general age range of birth - 21 and are provided as near the child's home school area as possible. Parent(s)/guardian(s) may initiate referral for testing or placement of their child.

Parents/guardians of students with disabilities have basic rights in the following areas: (1) notice and consent, (2) confidentiality of records, (3) testing and assessment, (4) individualized educational program, (5) placement, and (6) due process (impartial hearing and/or mediation), a standardized process for resolving disagreements.

The school district has the legal responsibility to notify parent(s)/guardian(s) when the district proposes to initiate or change the identification, assessment or educational placement of the child or the provision of a free appropriate education to the child; or when the district, upon request of the parent(s)/guardian(s), refuses to initiate or change the identification, assessment or educational placement of the child or the provision of a free appropriate education to the child.

The school district must obtain the written consent of the parent(s)/guardian(s) prior to conducting any preplacement assessment of a student and prior to placement of a student in a special education program. If parent(s)/guardian(s) do not consent, the district may ask a hearing officer to decide the issue.

SECTION 504 OF THE REHABILITATION ACT OF 1973

Parent/Student Rights in Identification, Evaluation and Placement

The following is a description of the rights granted by federal law to students with disabilities. The intent of the law is to keep you fully informed concerning decisions about your child and to inform you of your rights if you disagree with any of these decisions.

You have the right to:

1. Have your child take part in, and receive benefits from, public education programs without discrimination because of his/her disabling conditions.
2. Have the school district advise you of your rights under federal law.
3. Receive prior notice with respect to actions regarding the identification, evaluation, or placement of your child. Parent consent must be obtained before initial evaluation and placement.
4. Have your child receive a free appropriate education. This includes the right to be educated with non-disabled students to the maximum extent appropriate.
5. Have your child educated in facilities and receive services comparable to those provided non-disabled students.
6. Have your child receive special education and related services if he/she is found to need them under the Individuals with Disabilities Education Act or Section 504 of the Rehabilitation Act and provide transportation as a related service when necessary as part of a student's accommodation plan.
7. Have evaluation, educational program, and placement decisions made based upon a variety of information sources, and by persons who know the student, the evaluation data, and placement options.
8. Have transportation provided to and from an alternative placement setting at no greater cost to you than would be incurred if the student were placed in a program operated by the district.

9. Have your child be given an equal opportunity to participate in nonacademic and extracurricular activities offered by the district.
10. Examine all relevant records relating to decisions regarding your child's identification, evaluation, educational program, and placement.
11. Obtain copies of your child's education records at a reasonable cost unless the fee would effectively deny you access to the records.
12. A response from the school district to reasonable requests for explanations and interpretations of your child's records.
13. Request amendment of your child's educational records if there is reasonable cause to believe that they are inaccurate, misleading or otherwise in violation of the privacy rights of your child. If the school district refuses this request for amendment, it shall notify you within a reasonable time and advise you of the right to a hearing.
14. Request mediation or an impartial due process hearing related to decisions or actions regarding your child's identification, evaluation, educational program or placement. You and the student may take part in the hearing and have an attorney represent you. Hearing requests must be made to the Assistant Director of the Office of Student Support.
15. Ask for payment of reasonable attorney fees if you are successful on your claim.
16. File a local grievance.

The person in this district who is responsible for assuring that the district complies with Section 504 is the Director of the Office of Student Support, phone number 360.458.6124. The Director can provide 504 ADA information.

CHILD FIND

The Child Find program conducts activities for the purpose of locating, evaluating and identifying students with a suspected disability. Activities apply to students ages birth through 21.

Formal screenings and assessments, which could include the areas of hearing, vision, social skills, language, learning and motor skills, are available for preschool students.

For parent(s)/guardian(s) concerns about their child's development or questions about the Child Find program, please contact the district Student Support office at 360.458.6124.
(WAC 392-172-100)

DRUG AND ALCOHOL COUNSELING PROGRAM

All Yelm Community Schools students have the opportunity to confer with district counselors or to contact the Director of Human Resources and Student Services for referral information on alcohol and other drug assessment assistance. Washington's law (RCW 69.54.060; 65.54.070) states that "any person 13 years of age or older may give consent for himself to receive counseling, care, treatment or rehabilitation by an approved drug treatment center or person licensed by the state related to conditions and problems caused by drug or alcohol abuse. When an individual submits himself for care, treatment, counseling or rehabilitation to any organization, institution or corporation, public or private, confidentiality is guaranteed."

If you are concerned about your son/daughter and his/her possible involvement with alcohol and/or other drugs, please call the building administrator or counselor.

HOMELESSNESS

Homeless children are entitled to the protections of the McKinney-Vento Act of 1986, a federal law. The following questions may help to determine whether or not a student qualifies for these protections:

- Is this student’s home address a temporary living arrangement?
- Is this a temporary living arrangement due to a loss of housing or economic hardship?
- Is this student awaiting foster care placement?
- As a student, are you living with someone other than your parent or legal guardian?

If you answered yes to any of these questions, please contact your school counselor or intervention specialist for assistance. For more information, contact the district homeless liaison, Assistant Director of Special Services, at 360.458.6133.

RESTRAINT, ISOLATION, AND OTHER USES OF REASONABLE FORCE

It is the policy of the Yelm Community Schools Board of Directors that the district maintains a safe learning environment while treating all students with dignity and respect. All students in the district, including those who have an Individualized Education Program (IEP) or plan developed under Section 504 of the Rehabilitation Act of 1973, will remain free from unreasonable restraint, restraint devices, isolation, and other uses of physical force during school-sponsored instruction and activities. Under no circumstances will these techniques be used as a form of discipline or punishment.

This policy is intended to address district students while participating in school-sponsored instruction or activities. It is not intended to prevent or limit the use of restraint or other reasonable force as necessary with other adults or other youth from outside the district as allowed by law.

Restraint and other uses of physical force, as defined in the procedure accompanying this policy, may be used when necessary to prevent or minimize imminent bodily injury to self or others. Restraint and other uses of physical force may be used to protect district property if de-escalation interventions have failed or are inappropriate. RCW 28A.600.485

Use of restraint, isolation, and other forms of reasonable force may be used on any student when reasonably necessary to control spontaneous behavior that poses an “imminent likelihood of serious harm” as defined by RCW 70.96B.010 and explained in the procedure accompanying this policy. Serious harm includes physical harm to self, another, or district property. Staff will closely monitor such actions to prevent harm to the student and will use the minimum amount of restraint and isolation appropriate to protect the safety of students and staff. The restraint, isolation, and other forms of reasonable force will be discontinued when the likelihood of serious harm has dissipated.

The superintendent or a designee will develop procedures to implement this policy, including review, reporting and parent/guardian notification of incidents involving restraint or isolation as required by law. The entire policy and procedure for Use of Restraint, Isolation, and Other Uses of Reasonable Force is available online at www.yes.wednet.edu/policies. (Policy 3246)

STUDENT LEARNING

CONTROVERSIAL ISSUES

The district has issued regulations considered necessary to provide for study of such issues which have publicly evoked opposing viewpoints in our society. Contact your school principal for guidelines. (Policy 2331)

DIRECTORY INFORMATION

The Family Educational Rights and Privacy Act (FERPA), a federal law, requires Yelm Community Schools, with certain exceptions, to obtain your written consent prior to the disclosure of personally identifiable information from your child’s education records. However, Yelm Community Schools may disclose appropriately designated “directory information” without written consent, unless you

have advised the district to the contrary in accordance with district procedures. The primary purpose of directory information is to allow Yelm Community Schools to include this type of information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama presentation;
- The annual yearbook;
- Honor roll, graduation programs or other recognition lists;
- Sports Rosters, such as for wrestling, showing weight and height of team members; and
- District approved websites and social media publications.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEA) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories – names, addresses, and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent.*

If you do not want Yelm Community Schools to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing by SEPTEMBER 30 EACH SCHOOL YEAR (See the following sample Opt Out Form)

Yelm Community Schools has designated the following information as directory information:

- Student's name
- Parent/Guardian name(s)
- Address
- Telephone listing
- Grade level
- Date of birth
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Photograph/Video
- Degrees, honors, and awards received
- Dates of attendance
- Grade level
- The most recent educational agency or institution attended
- Post high school career plans

** These laws are: Section 9528 of the ESEA (20 U.S.C. 7908), as amended by the No Child Left Behind Act of 2001 (P.L. 107-110), the education bill, and 10 U.S.C. 503, as amended by section 544, the National Defense Authorization Act for Fiscal Year 2002 (P.L. 107-107), the legislation that provides funding for the nation's armed forces.*

**YELM COMMUNITY SCHOOLS
OPT OUT form - EXAMPLE**

For Student directory Information INCLUDING PHOTOGRAPHS and access to Technology

(This form is available at your child's school and at www.ycs.wednet.edu)

If you do not wish photos or directory information released about your student, complete the form and return to your child's school by September 30 each school year.

Directory information and photo can be made public without the consent of parents. Directory information for students K-12 means the student's name, photo, parent/guardian name(s), address, telephone listing, birth date, post-high school career plans, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, type of awards received, and the most recent school attended by the student. For students grades 9-12, their names, addresses, and telephone numbers will be released upon request to military recruiters and institutions of higher education unless parents have advised the school in writing that they do not want their student's information disclosed without their prior written consent. In addition, the district will release the student's current school, address and telephone number to appropriate law enforcement personnel including Child Protective Services. Parent(s)/guardian(s) may complete the following form if they want to restrict the release of directory and/or photo information. (Family Education Rights and Privacy Act of 1975, 20 U.S.C. § 1232g.)

Access to Technology

Students and parents should review responsible use of technology in the student handbook as outlined in Policy 2022. All students will be provided access to district electronic systems including the Internet. If a parent wishes to waive access to technology, they will meet with the principal or designee to review the impact on instruction due to the lack of access to educational materials and curriculum.

If no documentation is on file, it will be assumed that permission for release of directory information including photos and use of technology has been granted.

**PLEASE DO NOT RELEASE
DIRECTORY:
INFORMATION WHICH INCLUDES
PHOTOGRAPHS/VIDEOS TO: (check
all that apply)**

- Military recruiters
- Institutions of higher learning
- Any outside source (e.g., newspapers)
except as required by law
- District/School publications
(e.g., newsletters, yearbooks, social
media online communication or
school websites)

**PLEASE DO NOT ALLOW ACCESS
TO TECHNOLOGY: (check all that
apply)**

- District network, Google and other
instruction related online resource
tools
- Zoom

School principals have forms which parent(s)/guardian(s) may use if they want to restrict the release of directory information. (Family Educational Rights and Privacy Act of 1975, 20 U.S.C. § 1232g.)

Return the completed form to your school's principal by September 30 each school year.

The request for restriction is recorded into the student information system, and the form is kept on file in the school's office for one school year. For more information, phone 360.458.1900.

NOTIFICATION OF RIGHTS UNDER THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. They are:

1. The right to inspect and review the student's education records within 45 days* of the day the school receives a request for access. Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask Yelm Community Schools to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

If the school decides not to amend the record as requested by the parent or eligible student, the district will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the district as an administrator, supervisor, instructor or support staff member (including, but not limited to, health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the district has contracted to perform a special task (including, but not limited to an attorney, auditor, medical consultant or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his/her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his/her professional employment responsibility.

Upon request, the district discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

** State Law Qualification: Although FERPA allows 45 days to honor a request, the state policy records law requires an appropriate response to a 'public records' request within five business days. RCW 42.17.320*

FREEDOM OF EXPRESSION

1. Students are entitled to express their personal opinions verbally, symbolically and in writing. Student expression may not contain language or ideas of such a nature that it is reasonably probable that the expression will create hostility or violent or unlawful behavior, be libelous, slanderous, profane, vulgar or obscene, or materially and substantially interfere with the educational process. Intentionally intimidating, demeaning, harassing or threatening any students or staff based on ethnicity, religion, disability, gender, race or sexual orientation will not be tolerated.
2. School-sponsored student publications and presentations are not public forums. School officials may review and exercise editorial control over school-sponsored student publications and presentations.
3. To prevent interference with the school program by non-school publications and distribution of leaflets and handbills, the principal will determine the time and place of distribution and clarify student responsibility for content.
4. Student groups which are not authorized by the Associated Student Body may conduct meetings during non-instructional time by submitting an application to the school principal and reserve meeting space through the district office. School personnel may not participate in the meeting and non-students may not initiate, direct, control or regularly attend the meetings.
5. Freedom of peaceful assembly is regulated in time and place by the building administrator. Demonstrations which interfere with the operation of the school or classroom are prohibited. Class attendance takes precedence over freedom to assemble.
6. Commercial solicitation is not allowed unless authorized by the principal/superintendent.
7. Distribution of unlawful materials in school buildings or on the grounds is prohibited.
8. Any violation by any student(s) of the limitations of freedom of expression may subject the student to such discipline (to include suspension/expulsion) as may be deemed appropriate by the school authority, provided that such discipline occurs only for just cause and is in accordance with due process of law (RCW 28A.600.010, RCW 28A.305.160).

REVIEW AND PRIOR APPROVAL OF CERTAIN SURVEYS

Independent "third party" researchers, such as colleges and universities, sometimes request permission to gather survey or interview information from students. Upon request, parent(s)/guardian(s) shall be granted permission to inspect any such surveys or interview questions. After inspection of the materials parent(s)/guardian(s) may request that their child(ren) not participate in the survey/interview. The district's assistant superintendent must approve any third party research before it can begin. Part of that approval process includes prior notification to parent(s)/guardian(s) of any surveys or interviews and the opportunity to inspect the materials. Parent(s)/guardian(s) with questions or concerns about any surveys or interviews may contact the assistant superintendent at 360.458.6120.

Sometimes surveys conducted by the school district are viewed by some parent(s)/guardian(s) as being overly personal or private. If a survey conducted by the school district includes one or more items pertaining to the list below, the district shall protect the privacy of individual student responses. Furthermore, the district will provide sufficient time for parent(s)/guardian(s) to review the survey and, after review, request that their child(ren) not participate if the survey contains an item or items related to:

1. Political affiliations or beliefs of the student, the student's parent or members of the student's household;
2. Mental or physical problems of the student, the student's family or members of the student's household;
3. Gender behavior or attitudes;
4. Illegal, anti-social, self-incriminating or demeaning behavior;
5. Critical appraisals of other individuals with whom respondents have close family relationships;
6. Legally recognized privileged or analogous relationships, such as those of lawyers, physicians and ministers;
7. Religious practices, affiliations or beliefs of the student, the student's parent or members of the student's household;
8. Income (other than that required by law to determine eligibility for participation in a program for receiving financial assistance under such program). (Section 1061 of PL 107-110, No Child Left Behind Act of 2001; Family Education Rights and Privacy Act of 1975, 20 U.S.C. § 1232g.)

RIGHT TO INSPECT CURRICULAR MATERIALS

Members of the community are invited to review any core instructional materials in current or proposed use. Such review may be accomplished at the school or in the district office. The review and examination process will be arranged in a way to avoid disrupting the educational program. The review of core materials will be undertaken with the knowledge of district learning objectives in mind. Contact your school principal for guidelines. (Policy 2020P)

RIGHT TO REQUEST TEACHER AND PARAPROFESSIONAL QUALIFICATIONS

As part of the federal Every Students Succeeds Act, you have the right to learn more about your child's teachers' training and credentials. Specifically, you may ask (1) whether the teacher met state qualifications and certification requirements for the grade level and subject he/she teaches; (2) whether the teacher received an emergency or conditional certificate through which state qualifications were waived; and (3) what undergraduate or graduate degrees the teacher holds, including graduate certificates and additional degrees, and major(s) or area(s) of concentration.

You may also ask about paraprofessionals working with your child in reading, writing, and/or mathematics. We can tell you whether your child receives help from a paraprofessional and whether he/she meets state qualifications and/or licensing requirements.

If you have further questions about teacher or paraprofessional qualifications, please contact the Human Resources Department at the district office: Ph: 360.458.6522 FAX: 360.458.4052

STUDENT ORGANIZATIONS

Student organizations are limited to students enrolled at the school and are encouraged if the purposes and activities are consistent with the educational program of the district and are approved by the building principal.

STUDENT RECORDS

Each student has one complete set of records that progress through the grades with the child (except for special education records which are kept in the special education department). Student records located in the school may contain achievement information, standardized test scores, enrollment, directory information, health records, attendance, staff evaluations, comments, letters, disciplinary action and achievement awards. Student records for special education students are located in the special education files and contain reports and assessments by staff specialists in speech, hearing, social/emotional, child study, visually disabled, etc.; individualized educational programs; state-

approved reports and assessments such as special education programs and summer counseling; reports from individuals or agencies outside of school; and disciplinary action. (Policy 3231)

TECHNOLOGY – RESPONSIBLE USE POLICY

Introduction: Computer access is available to qualifying students, teachers, staff, and administrators. These resources are provided and maintained at the district’s expense and are to be used by members of the school community with respect for the public trust through which they have been provided. Our goal is to promote innovation and educational excellence by using technology tools for research, worldwide resource sharing, communication, and storage of student work.

The Internet is an electronic highway connecting computers all over the world. Internet services provide access to electronic mail, public shareware of all types, and massive databases at universities, government agencies, and private industry. Students may be assigned several student accounts with passwords granting access to different data. All students are assigned a Skyward Account that provides access to student records. Some students may be assigned an account with a data storage area on one of the district servers. Students are also assigned a Google Apps for Education account and that service is hosted on many Google servers off campus. Students must remember that accounts are not private and can be viewed at any time by district administration. In order to ensure the appropriate use of the network, the district administrator reserves the right to monitor, access, and disclose files contained, stored, or transmitted using district equipment.

Issues: With access to computers and people all over the world also comes the availability of material that will not be considered to be of educational value in the context of the school setting. The Internet may contain material that is objectionable from many points of view. There is, however, a wealth of educational material available. Yelm Community Schools uses a content filtering system to comply with CIPA (Children’s Internet Protection Act) regulations. The filtering is designed to block web sites that educators believe are inappropriate for students. Even though content filtering is automatically maintained and customized on a daily basis, it is impossible on a global network to control access to all materials that are objectionable or inappropriate. The filter will block most of the inappropriate sites; however, no system is perfect. With the constantly changing internet landscape, students may be able to gain access to sites that were previously filtered. The district cannot guarantee that users will not have access to inappropriate or objectionable material and could possibly use unmonitored email and social media services.

Responsibilities: Internet access is coordinated through a complex association of government agencies and regional and state networks. In addition, the smooth operation of the network relies upon the proper conduct of the end-users who must adhere to strict guidelines. As set forth in Policy 2022 Electronic Resources and Internet Safety, responsible use guidelines are provided so that students are aware of the responsibilities that they are about to acquire. In general, student responsibilities require ethical, efficient, and legal use of the network resources. If a student user violates the Responsible Use Policy (RUP), his or her network/Internet access may be modified or terminated.

Yelm Community Schools Guidelines of Responsible Use

- 1. Responsible Use:** Network/Internet use must be consistent with the educational objectives of the district. Students will use only their school district assigned user name and password to gain access to the computer network.
- 2. The following are considered unacceptable uses of the district network:**
 - A. Personal gain, commercial solicitation and compensation of any kind;
 - B. Actions that result in liability or cost incurred by the district;

- C. Downloading, installing and use of games, audio files, video files, games or other applications (including shareware or freeware) without permission or approval from the technology director;
 - D. Support for or opposition to ballot measures, candidates and any other political activity;
 - E. Hacking, cracking, vandalizing, the introduction of malware, including viruses, worms, Trojan horses, time bombs and changes to hardware, software and monitoring tools.
 - F. Unauthorized access to other district computers, networks and information systems;
 - G. Action constituting harassment, intimidation or bullying, including cyberbullying, hate mail, defamation, harassment of any kind, discriminatory jokes and remarks, posts, files or comments. The district reserves the right to remove any user-generated content from its sites at any time; and
 - H. Information posted, sent or stored online that could endanger others (e.g., bomb construction, drug manufacturing); Accessing, uploading, downloading, storage and distribution of obscene, pornographic, or sexually explicit material; or
 - I. Attaching unauthorized devices to the district network. Any such device will be confiscated and additional disciplinary action may be taken; or
 - J. Any unlawful use of the district network, including but not limited to stalking, blackmail, violation of copyright laws, and fraud.
3. **Privileges:** Network/Internet use is a privilege, not a right, and inappropriate use may result in a loss of network privileges, disciplinary action, and/or referral to legal authorities. At the direction of the district administration, student user access and /or accounts may be denied, revoked, or suspended as a result of misuse of network privileges.
4. **Netiquette:** Students are expected to abide by the generally accepted rules of network etiquette. These include (but are not limited to) the following: Be polite. Do not be abusive in your messages to others. Use appropriate language. Do not swear, use vulgarities or any other language inappropriate in a school setting.
5. **Services:** The district makes no warranties of any kind, whether expressed or implied, for the service it is providing. The district will not be responsible for any damages an individual suffers while on this system. These damages include loss of data resulting from delays, non-deliveries, or service interruptions caused by negligence, errors, or omissions. Use of any information obtained via Internet is at your own risk. The district specifically denies any responsibility for the accuracy or quality of information obtained through its services.
6. **Security:** If a student identifies a security problem, he/ she must notify school personnel immediately. He/she is not to demonstrate the problem to other users. Students may not use the Internet to discuss or disseminate information regarding security problems or how to gain unauthorized access to sites, servers, files, etc.
7. **School Account:** Students will be issued a student account and password. If any information on a student's account changes or the account password is lost or stolen, it is the student's responsibility to notify school personnel.
8. **Google Apps for Education accounts:** Yelm Community Schools provides students with Google Apps for Education accounts. Google Apps for Education includes free, web-based programs with email, document creation tools, shared calendars, and collaboration tools. This service is available through an agreement between Google and Yelm Community Schools. Google Apps for Education runs on an Internet domain purchased and owned by the district

and is intended for educational use. Your student’s teachers will be using Google Apps for lessons, assignments, and communication. Google Apps for Education is also available at home, the library, or anywhere with Internet access. School staff will monitor student use of Apps when students are at school. Parents are responsible for monitoring their child’s use of Apps when accessing programs from home. Students are responsible for their own behavior at all times.

Responsible Use (Privacy and Safety)

Google Apps for Education (Apps) and other provided online applications are primarily for educational use. Students may use these applications for personal use subject to the restrictions below and additional school rules and policies that may apply.

1. Privacy – School personnel have access to student accounts for monitoring purposes. Students have no expectation of privacy within the district domain and any software application systems.
2. Limited personal use – Students may use software applications tools for personal projects but may not use them for:
 - Unlawful activities
 - Commercial purposes (running a business or trying to make money)
 - Personal financial gain (running a web site to sell things)
 - Inappropriate sexual or other offensive content
 - Threatening another person
 - Misrepresentation of Yelm Community Schools, staff or students. Apps, sites, email, and groups are not public forums. They are extensions of classroom spaces where student free speech rights may be limited.
3. Safety
 - Students may not post personal contact information about themselves or other people. That includes last names, addresses and phone numbers.
 - Students agree not to meet with someone they have met online without their parent’s approval and participation.
 - Students will tell their teacher or other school employee about any message they receive that is inappropriate or makes them feel uncomfortable.
 - Students are responsible for the use of their individual accounts and should take all reasonable precautions to prevent others from being able to use their account. Under no conditions should a student provide his or her password to another person.

Yelm Community Schools’ Guidelines for Access and/or Accounts

All students will be provided access to district electronic systems including the Internet. If a parent wishes to waive access to technology, they will meet with the principal or designee to review the impact on instruction due to the lack of access to educational materials and curriculum. See page 35 for same opt out form.

Student user accounts will become inactive upon leaving the district.

Disclaimer: The availability of information from other organizations indirectly via this page does not constitute an endorsement by the Yelm Community Schools. If you are concerned about the accuracy or appropriateness of any information, we recommend that you contact the original publisher or distributor of that information. You may also wish to review the Yelm Community Schools Electronic Resources Responsible Use Policy 2022.

OTHER TOPICS

ATHLETICS/EXTRACURRICULAR ACTIVITIES

(Please note that elementary students do not compete in interscholastic sports.)

Students participating in extracurricular activities initially must pass five out of six classes from the previous semester and then maintain passing grades in all classes during the season. Complete eligibility requirements are maintained in the principals' and/or athletic directors' offices. Denial of student attendance or participation in extracurricular activities is subject to due process requirements.

Students, parents, staff members or volunteers may request the addition of interscholastic sports and other modifications to the athletic/activities program. Requests for addition or modification may include, but are not limited to, the evaluation of a club or sport for interscholastic competition or to increase the number or size of a team currently engaged in interscholastic play.

Additions or modifications requests may be made to the superintendent or the district's Title IX officer at (360) 458-1900. Within a reasonable time of receiving a request, the district's superintendent and/or Title IX officer shall respond in writing to the requesting party. The district response may grant the request, deny the request, or advise that the request will be reviewed further for possible adoption, pending an annual review of the district's activities program pursuant to district procedure. If the request is subject to further review, the district's response shall provide a date that a final response will be provided.

DRESS CODE

In order to facilitate learning for all students, YCS requires that student dress and appearance follow health and safety standards and not cause disruption to the learning environment. Students who do not follow these guidelines will be asked to change their clothing, cover up and/or contact home if necessary.

Head: K-8 students must remove all headwear while in the building. Headwear includes hats, hoods, bandanas and head wraps. *(Exceptions will be made for medical, religious and other approved reason.)*

Torso: Clothing must cover stomachs, backs, shoulders, chests and undergarments.

Legs: Shorts, skirts and dresses must be longer than mid-thigh and cover undergarments.

Feet: Footwear must be worn at all times appropriate to the activity. Strapless shoes and high heels are discouraged for safety.

Prohibited Clothing: Any that promotes drugs, alcohol, tobacco, violence, is sexually suggestive, displays inappropriate pictures or writing is prohibited or worn in a manner identified as gang-related is prohibited. Jewelry that can pose safety hazards.

Exceptions: Dress code standards may be made for PE or school activities.

DRIVING AND PARKING REGULATIONS

Parking regulations will be in effect at all schools. **There is no parking in restricted areas during posted hours, and never any parking in fire zones.** See the school principal/secretary for specific requirements for individual schools. (Policy 3243, Procedure 3243P) A student may not occupy a vehicle without permission or drive during the school day without the consent of the parent and

principal. A student may transport another student during the school day only with the consent of the student passenger's parent and if consistent with the terms of the student's driver's license. Middle school students are prohibited from bringing vehicles to school.

Parking on school district property is at the owner's/driver's own risk. The school district does not assume responsibility for damage to or loss of privately owned vehicles or property in vehicles.

INTRA-DISTRICT TRANSPORTATION FOR DISTRICT PROGRAMS

There may be occasion when students are transported by district vehicle to another school within the district for a district program. Families will be notified of intra-district trips and may contact the school to opt out of the activity.

METAL DETECTORS

In order to protect students, staff and patrons, promote an environment for learning and prevent weapons from being brought to school or related events, metal detectors may be used to screen persons entering school buildings, vehicles and school events. Students who do not submit to the screening shall be disciplined. Patrons who refuse to comply with the screening will be denied entry. Items prohibited by law or school rules will be confiscated. If weapons are found, law enforcement personnel will be notified.

OFFICE OF EDUCATION OMBUDS

The Washington State Governor's Office of the Education Ombuds (OEO) is an independent state agency that helps to reduce educational opportunity gaps by supporting families, students, educators, and other stakeholders in communities across WA in understanding the K-12 school system and resolving concerns collaboratively. OEO services are free and confidential. Anyone can contact OEO with a question or concern about school.

OEO listens, shares information and referrals, and works informally with families, communities, and schools to address concerns so that every student can fully participate and thrive in our state's public schools. OEO provides support in multiple languages and has telephone interpretation available. To get help or learn more about what OEO does, please visit our website: <https://www.oeo.wa.gov/en>; email oeoinfo@gov.wa.gov, or call: 1.866.297.2597 (interpretation available).

PERSONAL PROPERTY

Students bringing personal property onto school district property do so at their own risk. Students are requested to leave personal property at home, especially due to state-wide increased incidences of theft of high-tech electronics. The school district does not assume responsibility for lost, damaged or stolen property.

PESTICIDES/HERBICIDES

Upon request, the district will provide notification to staff and parents of the district's pest control policies, methods and its posting and notification requirements (Board Policy 6895/6895P). Copies of the annual pesticide use record and summary are available at:

Yelm Community Schools - Facilities Office
16525 100th Way SE / PO Box 476, Yelm, WA 98597

PROCEDURES FOR VISITING SCHOOLS

All visitors to our schools are to check in at the main office and receive a visitor's pass. Parent(s) /guardian(s), adult community members and interested educators are welcomed and encouraged to visit schools. We request that visits to schools be in accordance with reasonable procedures and usually with a minimum of one day's notification. Guidelines for nonstudent visitations to schools are available through your school principal. (RCW 28A.605.020, Policy 4200, Procedure 4200P)

PROPERTY DAMAGES

Any pupil who defaces or otherwise injures any school property, or property belonging to a school contractor, employee, or another student, may be subject to school discipline. If any property of the school district, a contractor of the district, an employee, or another student has been lost or willfully cut, defaced, or injured, the school district will seek to recover the cost of the item(s). (RCW 4.24.100, RCW 28A.635.060, Policy 3231)

PUBLIC RECORDS COORDINATOR

Requests for public records should be made to the district public records coordinator Human Resources Director, PO Box 476, Yelm, WA 98597; Julie_mondry@ycs.wednet.edu; Fax 360.458.6178. Website: www.ycs.wednet.edu/publicrecords. (Policy 4040).

SCHOOL BOARD INFORMATION

School Board meetings are open to the public and all discussions will be held in open forum, with the exception of executive sessions. There is time on the meeting agenda for audience participation on agenda or non-agenda items. If you have questions about specific procedures, please check with any district staff member prior to the start of the meeting. Involved and informed parents and citizens are our best guarantee of excellence in our public schools.

The Yelm School Board generally meets on the second and fourth Thursdays of each month. All board meetings will begin at 6 p.m. There are two types of board meetings. One is the monthly business meeting which is generally on the fourth Thursday of the month at the district office board room. The second type is a study session. These meetings are held at various schools on a rotating basis. Dates, times and locations of board meetings are always posted on our district website.

In addition to regular meetings, special meetings or emergency sessions are held on rare occasions to address urgent issues. Notices are provided to the news media, board members, and posted on the district web site 24 hours before such meetings are scheduled. All scheduled meetings are open to the public.

Find the current schedule of Yelm School Board meetings agendas and minutes, visit www.ycs.wednet.edu/board.

Superintendent

Chris Woods

Yelm School Board Members

Director District No. 1

TBD

Director District No. 2

Casey Shaw

114410 Lindsey Loop
Yelm, WA 98597
360.832.4710

Director District No. 3

Denise Hendrickson

PO Box 359
Yelm, WA 98597
360.458.4592

Director District No. 4

Debbie Edwards

15739 Topaz Dr. SE
Yelm, WA 98597
360.894.2812

Director District No. 5

Bill Hauss

5819 SR 702
Roy, WA 98580
360.458.7068

SCHOOL BUS PROCEDURES AND GUIDELINES

In order to ensure the safety of each child, students must abide by bus behavior guidelines. Students violating these rules may receive discipline or forfeit bus-riding privileges. Review discipline procedures on the district Transportation website.

BUS STOP PROCEDURES

Students should observe the following procedures at bus stops:

- Be at the assigned bus stop five minutes before the bus is scheduled to arrive.
- Stay off the road when waiting so the driver has room to stop.
- Line up in an orderly fashion and wait for the bus to come to a complete stop before boarding. Do not crowd or push.
- Use the handrail when getting on the bus. Walk up the steps one at a time.
- A parent, guardian or older sibling must be present at the bus stop to receive kinders.

SEATING PROCEDURES

Students entering the bus should go immediately to a seat without crowding, shoving or disturbing others. They need to share seats with others; be seated at all times when the bus is moving; sit facing the front of the bus; and remain seated until the bus comes to a complete stop and the driver opens the door.

Drivers may assign seats in the front of the bus to students with disabilities or to students who have a temporary physical impairment. Drivers, at their option, may also assign seats to avoid misconduct.

BUS BEHAVIOR

The driver is in full charge of the bus and passengers. Passengers must obey the driver promptly and willingly. Students need to remain in their seats at all times, face forward, keep their hands and feet to themselves and keep voices at a moderate level. Aisles need to remain clear at all times. Additional unacceptable behaviors can be found on the Transportation website.

BRINGING ITEMS ON THE BUS

Buses are not designed to transport heavy, sharp, bulky and/or other articles, which may be hazardous in the event of an accident or an emergency stop. Items should be stored in a bag/backpack or easily fit on the student's lap or between their legs. Items that may break, cause injury to others, distract the driver or have value will not be allowed. Visit the Transportation website for a list of items not allowed on the bus.

SCHOOL PERFORMANCE REPORT

Yelm Community Schools publishes an annual School Performance Report. It is available on our website at www.ycs.wednet.edu. In addition, the state Superintendent of Public Instruction publishes a website with report cards on every public school in the state. It contains how students at our schools and district performed on state tests, the number of students enrolled, the race and ethnicity of the students and educators in the school community, and success indicators. Access the site at <https://washingtonstatereportcard.ospi.k12.wa.us/>. If you would like a printout of this information, please call the district office at 360.458.1900.

WITHHOLDING GRADES, TRANSCRIPTS AND DIPLOMAS

Official grades, transcripts, and diplomas shall not be withheld for unpaid fines or for damaging or losing school property or property belonging to other specified parties.

Contact Numbers

District Administration Office	360.458.1900
Transportation Department	360.458.3300
District Website	www.ycs.wednet.edu
School CrimeStoppers	800.222.TIPS (8477)

SCHOOLS

Fort Stevens Elementary	360.458.4800
Lackamas Elementary	360.458.6000
McKenna Elementary	360.458.2400
Mill Pond Elementary	360.458.3400
Prairie Elementary	360.458.3700
Southworth Elementary	360.458.2500
Ridgeline Middle School	360.458.1100
Yelm Middle School	360.458.3600
Yelm High School	360.458.7777
Yelm Extension School.....	360.458.2002



360.458.1900
FAX: 360.458.6178
107 FIRST STREET NORTH
PO BOX 476
YELM, WA 98597-0476

MEMORANDUM

TO: Board of Directors
FROM: Curtis Cleveringa, Yelm High School Principal
DATE: May 23, 2024
SUBJECT: Recommendation to Approve YHS Student Handbook

Background Information:

The 2024 - 2025 Yelm High School handbook is attached for approval. Changes are listed below.

- Replaced HIB and sexual discrimination sections with OSPI required language
- Added YCS MTSS graphic/model
- Updated Hall/Restroom Pass Policy
- Added YCS grading scale and teacher grading policy
- Updated the language on YHS closed campus policy
- Updated procedures on reporting a student absence

Action Required

Approval of student handbook

Recommended Motion

I move that the Board of Directors approve Yelm High School 2024 - 2025 student handbook.

YELM HIGH SCHOOL STUDENT HANDBOOK

2024-2025



Principal: Curtis Cleveringa

Assistant Principal: Erin Wilkinson

Assistant Principal: Ali Jacobson

Assistant Principal: Chris Clark

**PO BOX 476, Yelm WA 98597
1315 W Yelm Ave., Yelm WA 99597**

THE YELM COMMUNITY SCHOOLS MISSION STATEMENT:

To develop life-long learners and responsible members of society.

At Yelm High School, we believe that learning is paramount. Everything we do is designed to help you develop the skills and habits that will enable you to be successful when you leave high school and continue your post-secondary education toward your chosen career path.

We are a **Hopeful** school; we believe that:

- The future will be better than the present.
- We have the power to make it so.
- There are multiple paths to our goals.
- All of the paths will have obstacles.

YELM COMMUNITY SCHOOLS STRATEGIC GOALS:

Learning Focused: Lead a culture of high achievement for ALL students.

- High Quality Staff
- Strong Professional Development
- Standards-Aligned Curriculum

Student Centered: Inspire all students to achieve a College & Career Ready Diploma

- Future-Focused Student Learning
- Personalized Learning
- High Expectations

Community Connected: Foster relationships working side-by-side with students, families & community

- Public & Family Participation
- Transparency & Accountability
- Community Growth

Results Oriented: Grow each day as students, teachers, and leaders in our learning organization

- Student Achievement
- High Quality Facilities
- Safe Learning Environment

Optimum Learning Environment: Yelm Community Schools embraces the diversity within our schools and seeks to create a nurturing and barrier-free learning environment for each student. To achieve this goal we commit to:

- Preparing our students to thrive in a multicultural and diverse society.
- Ensuring fair, equitable and inclusive principles are integrated into our policies, programs, operations and practices.
- Creating school and classroom cultures that are free of bias-based language or behaviors.
- Eliminating barriers that perpetuate negative outcomes.
- Providing all students the resources, opportunities and supports needed to succeed at high levels.
- Honoring and building upon the strengths and assets of every student.
- Welcoming and engaging families and community members as essential partners.

STUDENT/FAMILY RESOURCES

ADMINISTRATION:

Curtis Cleveringa, Principal

Erin Wilkinson, Assistant Principal
Student Alpha A-H

Ali Jacobson, Assistant Principal
Student Alpha I-R

Chris Clark, Assistant Principal
Student Alpha S-Z

MAIN OFFICE:

Deb McLean, Principal's Office Professional
Beth Foote, Asst Principal's Office Professional
Katie Mullins, Front Office-Office Professional
Julie Palladino, Attendance Office Professional
Debra Miles, Counseling Office Professional
Terri Evans, CTE Office Professional

Rob Hill, Athletic Director
Ashley Ellis, Athletic Office Professional
Angela Cerkowniak, ABS Office Professional
Nicole Mathis, Career Center
Ivy Bronemann, Restorative Specialist
Sara DeVore, Registrar

MAIN PHONE NUMBERS:

Main Office - 360.458.7747

Counseling Center - 360.458.6234

Career Center - 360.458.6413

CTE Office - 360.458.6543

Attendance Line - 360.458.6211

COMMUNITY RESOURCES are available to students and their families. For more information, you can call the main office and speak with our Community Outreach Specialist, Christina Ronquillo at 360.458.7777. Additional Parent Resources are available on our website.

DISTRICT FORMS/HANDBOOKS are available on YCS district website.

HANDBOOK CHANGES: Changes in the student handbook may be made during the school year by the school authorities. Such changes will be made available via the school website.

FAMILY ACCESS: The administration and staff at Yelm Community Schools recognize that many parents/guardians would like to play a greater role in their child's education. To make it easier for you to get involved, each parent/guardian is provided the ability to view their student's information anytime, day or night, with a Family Access Login.

Family Access is available at the top of every page on this website. If you forget your password, go to the login page to recover account information. You will receive an email to reset your password. You can also update your email and contact phone number. Please ask the office staff if you need assistance.

VISITORS: Visitors must check in at the Main Office to access the campus during the school day.

VOLUNTEERS: Volunteers are a vital part of our students' education. To volunteer in a school during the school year, an application must be completed online. All volunteers must receive clearance through the Washington Access to Criminal History (WATCH) before volunteering. **Clearance is granted for one school year only.** Visit the website to complete the application: <http://www.helpcounter.net/yelm>. For more information, contact our Volunteer Coordinator Office at 360.458.6100.

CRIME STOPPERS: Yelm students and families have a way to report crimes or dangerous situations anonymously. Thurston County Crime Stoppers is a 24-hour manned call center to receive anonymous tips anytime. Report a Crime by:

1. Calling **800.222.TIPS** (8477)
2. Submitting Online at www.p3tips.com
3. Download the P3 App to your mobile device

As always, tipsters remain 100% anonymous and could possibly be rewarded up to \$1,000. Remember to save your “tip number” in order to follow up and receive a reward. Anyone having knowledge about dangerous situations or crimes (past, present or future) can report a tip.

YELM HIGH SCHOOL COUNSELING DEPARTMENT

MISSION STATEMENT - The Mission of the Yelm Community Schools (YCS) Counseling Program is to prepare each student to reach their academic, career, and social-emotional potential; ensuring equitable access to education and promoting lifelong learning for all students. The YCS Counseling Department supports every student by building collaborative relationships with parents, family, staff, and community members to create foundations for students to achieve their full learning potential.

VISION STATEMENT - The Vision of the Yelm Community Schools comprehensive School Counseling Program is to promote an environment that encourages personal growth, social responsibility and academic excellence to access continuing education and work. As successful lifelong learners, our students will obtain the skills to achieve their fullest potential, preparing them to positively impact our school, community and world.

COUNSELORS – Our counselors serve students by their last names.

Darci Cook (Student Alpha A-De)
darci_cook@ycs.wednet.edu

Kristopher Nuce (Student Alpha Di-H)
kristopher_nuce@ycs.wednet.edu

Michael McGuire (Student Alpha I-Mo)
michael_mcguire@ycs.wednet.edu

Sarah Williams (Student Alpha Mu-Si)
sarah_williams@ycs.wednet.edu

Kelli Little (Student Alpha Sk-Z)
kelleine_little@ycs.wednet.edu

All students can schedule an appointment to meet with their school counselor using either of the following options:

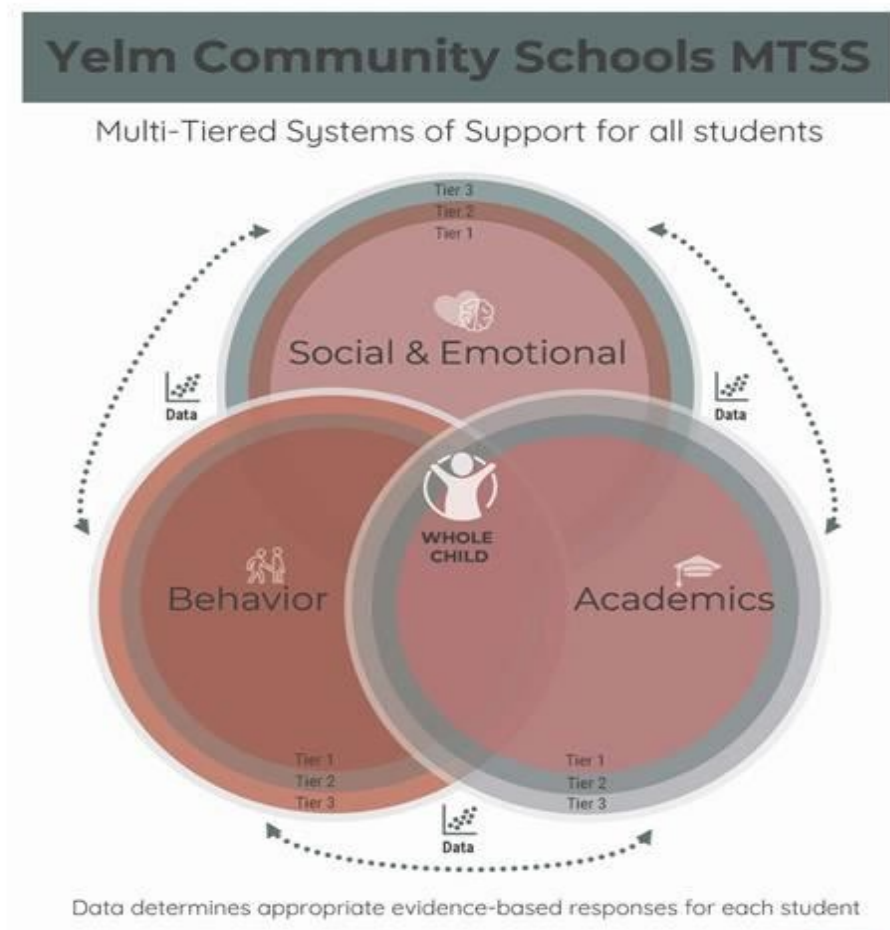
- Visit the Counseling Office Professional, Debra Miles, in the main office or email her at debra_miles@ycs.wednet.edu.
- Email your counselor directly to request a meeting.

Yelm High School believes strongly in our PATH Behavior Matrix which was created in partnership with staff and students. All voices were represented in the creation of the matrix and in line with student success.

MULTI-TIERED SYSTEMS OF SUPPORT (MTSS)

The vision of Yelm Community Schools is to prepare ALL students for post-secondary pathways, careers, and civic engagement. A Multi-Tiered System of Supports (MTSS) is a service delivery framework focused on prevention and problem solving for all students. An integrated MTSS connects all of the academic and non-academic interventions, supports, and services available in schools and communities to support instruction and eliminate barriers to teaching and learning. Within an MTSS framework, multiple levels of instruction, assessment, and intervention are designed to meet the academic and behavioral needs of ALL students.

ESSENTIAL COMPONENTS OF MTSS: Include core instruction and tiered continuum of evidence based interventions and supports (Tiers 1, 2, and 3), universal screening and progress monitoring, data based decision making, family engagement and community partnerships, and creating and maintaining the infrastructure to support an integrated MTSS framework.



YELM HIGH SCHOOL STUDENT RIGHTS AND RESPONSIBILITIES

The rules contained herein are meant to regulate student conduct at school, at all school-sponsored activities, and off-campus that adversely affects the school-learning climate. Depending on the circumstance of the student's violation, school authorities may, in compliance with state law and the rules of the State Board of Education, Chapter 180-40 WAC, impose discipline. District Policies are available in the Student Rights & Responsibility Handbook or district website at www.ycs.wednet.edu/policies.

Yelm High School rules are in direct compliance with District Policies.

Classroom Management, Discipline & Corrective Action – Policy 3241

Exceptional Misconduct – Policy 3241

Sexual Harassment of Students – Policy 3205

Harassment, Intimidation and Bullying – Policy 3207

Students and Telecommunication (Electronic) Devices – Policy 3245

Student Dress – Policy 3224

Student Conduct – Policy 3240

Student Sexual Harassment – Policy 3205

Use of Tobacco and Nicotine Products & Delivery Devices – Policy 4215

STUDENT RIGHTS: In addition to individual rights established by law and district policies, students served by or on behalf of Yelm Community Schools will have the right to [\(link\)](#):

- High educational standards in a safe and sanitary building;
- Education consistent with stated district goals;
- Equal educational opportunity and in all aspects of the educational process freedom from discrimination based on economic status, pregnancy, marital status, sex, race, creed, religion, color, national origin, age, honorably discharged veteran or military status, sexual orientation including gender expression or identity, the presence of any sensory, mental or physical disability, or the use of trained dog guide or service animal by a person with a disability;
- Access to their own education records at reasonable school times upon request;
- Fair and just treatment from school authorities and freedom from mistreatment and physical abuse;
- Freedom from unlawful interference in their pursuit of an education while in the custody of the district;
- Security against unreasonable searches and seizures;
- The substantive constitutional rights listed in WAC 392-400-215, subject to reasonable limitations upon the time, place, and manner of exercising such rights consistent with the maintenance of an orderly and efficient educational process within limitations set by law, including the right to:
 - Freedom of speech and press;
 - Peaceably assemble;
 - Petition the government and its representatives for a redress of grievances;
 - The free exercise of religion and to have their schools free from sectarian control or influence; and
- Participate in the development of rules and regulations to which they are subject and to be instructed on rules and regulations that affect them;
- Establish appropriate channels to voice their opinions in the development of curriculum;
- Representation on advisory committees affecting students and student rights;
- Present petitions, complaints, or grievances to school authorities and the right to prompt replies;
- Consult with teachers, counselors, administrators and other school personnel at reasonable times;
- Be involved in school activities, provided they meet the reasonable qualifications of the sponsoring organizations;
- Free election of their peers in student government and the right to hold office;
- Know the requirements of the course of study, be informed about and know upon what basis grades will be determined;

- Citizenship privileges as determined by the United States and Washington State Constitution and its amendments; and
- Annual information pertaining to the district's rules and regulations regarding students, discipline and rights.

Students may be subject to discipline for violating district policies and regulations and school rules. The procedures for appealing these actions are found in Yelm Community Schools Board Policy 3241, in Procedure 3241P, and in the state WAC 180-40-240 through 320. In general, these require that student discipline be administered fairly and equitably and be subject to due process considerations. Copies of all policies and procedures, including Policy 3240, Student Conduct Expectations and Reasonable Sanctions, and Policy 4210, Regulation of Dangerous Weapons, are available online, at the district office, and from all school principals.

FIGHT: A physical altercation occurring between two or more persons (OSPI). A physical act that involves/impacts/directed toward another student in the school environment.

OUR SCHOOLS PROTECT STUDENTS FROM HARASSMENT, INTIMIDATION, AND BULLYING (HIB):

Schools are meant to be safe and inclusive environments where all students are protected from Harassment, Intimidation, and Bullying (HIB), including in the classroom, on the school bus, in school sports, and during other school activities. This section defines HIB, explains what to do when you see or experience it, and our school's process for responding to it.

What is HIB?

HIB is any intentional electronic, written, verbal, or physical act of a student that:

- Physically harms another student or damages their property;
- Has the effect of greatly interfering with another student's education; or,
- Is so severe, persistent, or significant that it creates an intimidating or threatening education environment for other students.

HIB generally involves an observed or perceived power imbalance and is repeated multiple times or is highly likely to be repeated. HIB is not allowed, by law, in our schools.

How can I make a report or complaint about HIB?

Talk to any school staff member (consider starting with whoever you are most comfortable with!). You may use our reporting form on the district website (yca.wednet.edu/hib) to share concerns about HIB but reports about HIB can be made in writing or verbally. Your report can be made anonymously, if you are uncomfortable revealing your identity, or confidentially if you prefer it not be shared with other students involved with the report. No disciplinary action will be taken against another student based solely on an anonymous or confidential report.

If a staff member is notified of, observes, overhears, or otherwise witnesses HIB, they must take prompt and appropriate action to stop the HIB behavior and to prevent it from happening again. Our district also has a HIB Compliance Officer that supports prevention and response to HIB.

What happens after I make a report about HIB?

If you report HIB, school staff must attempt to resolve the concerns. If the concerns are resolved, then no further action may be necessary. However, if you feel that you or someone you know is the victim of unresolved, severe, or persistent HIB that requires further investigation and action, then you should request an official HIB investigation.

Also, the school must take actions to ensure that those who report HIB don't experience retaliation.

When you report a complaint, the HIB Compliance Officer or staff member leading the investigation must notify the families of the students involved with the complaint and must make sure a prompt and thorough investigation takes place. The **What is the investigation process?**

investigation must be completed within 5 school days, unless you

agree on a different timeline. If your complaint involves circumstances that require a longer investigation, the district will notify you with the anticipated date for their response.

When the investigation is complete, the HIB Compliance Officer or the staff member leading the investigation must provide you with the outcomes of the investigation within 2 school days. This response should include:

- A summary of the results of the investigation
- A determination of whether the HIB is substantiated
- Any corrective measures or remedies needed
- Clear information about how you can appeal the decision

What are the next steps if I disagree with the outcome?

For the student designated as the “targeted student” in a complaint:

If you do not agree with the school district’s decision, you may appeal the decision and include any additional information regarding the complaint to the superintendent, or the person assigned to lead the appeal, and then to the school board.

For the student designated as the “aggressor” in a complaint:

A student found to be an “aggressor” in a HIB complaint may not appeal the decision of a HIB investigation. They can, however, appeal corrective actions that result from the findings of the HIB investigation.

For more information about the HIB complaint process, including important timelines, visit the district website to review the HIB Policy 3207 and Procedure 3207P. (ycs.wednet.edu/policies)

OUR SCHOOL STANDS AGAINST DISCRIMINATION: Discrimination can happen when someone is treated differently or unfairly because they are part of a protected class, including their race, color, national origin, sex, gender identity, gender expression, sexual orientation, religion, creed, disability, use of a service animal, or veteran or military status.

What is discriminatory harassment?

Discriminatory harassment can include teasing and name-calling; graphic and written statements; or other conduct that may be physically threatening, harmful, or humiliating. Discriminatory harassment happens when the conduct is based on a student’s protected class and is serious enough to create a hostile environment. A hostile environment is created when conduct is so severe, pervasive, or persistent that it limits a student’s ability to participate in, or benefit from, the school’s services, activities, or opportunities.

Visit the district website to review the Nondiscrimination Policy 3210 and Procedure 3210P. (ycs.wednet.edu/policies)

What is sexual harassment?

Sexual harassment is any unwelcome conduct or communication that is sexual in nature and substantially interferes with a student’s educational performance or creates an intimidating or hostile environment. Sexual harassment can also occur when a student is led to believe they must submit to unwelcome sexual conduct or communication to gain something in return, such as a grade or a place on a sports team.

Examples of sexual harassment can include pressuring a person for sexual actions or favors; unwelcome touching of a sexual nature; graphic or written statements of a sexual nature; distributing sexually explicit texts, e-mails, or pictures; making sexual jokes, rumors, or suggestive remarks; and physical violence, including rape and sexual assault.

Our schools do not discriminate based on sex and prohibit sex discrimination in all of our education programs and employment, as required by Title IX and state law.

Visit the district website to review the Sexual Harassment Policy 3205 and Procedure 3205P.
(yca.wednet.edu/policies)

What should my school do about discriminatory and sexual harassment?

When a school becomes aware of possible discriminatory or sexual harassment, it must investigate and stop the harassment. The school must address any effects the harassment had on the student at school, including eliminating the hostile environment, and make sure that the harassment does not happen again.

What can I do if I'm concerned about discrimination or harassment?

Talk to a Coordinator or submit a written complaint. You may use our reporting form on the district website (yca.wednet.edu/hib) or contact a counselor, administrator or the district staff members below to report your concerns, ask questions, or learn more about how to resolve your concerns.

Concerns about discrimination:

Civil Rights Coordinator: Dee Dee Buckingham, PO Box 476, Yelm, WA 98597, 360.458.1900,
doyla_buckingham@yca.wednet.edu

Concerns about harassment, intimidation and bullying (HIB):

HIB Compliance Officer: Lisa Cadero-Smith, PO Box 476, Yelm, WA 98597, 360.458.6120, lisa_cadero-smith@yca.wednet.edu

Concerns about sex discrimination, including sexual harassment:

Title IX Coordinator: Lisa Cadero-Smith, PO Box 476, Yelm, WA 98597, 360.458.6120, lisa_cadero-smith@yca.wednet.edu

Concerns about disability discrimination:

Section 504 Coordinator: Shannon Powell, PO Box 476, Yelm, WA 98597, 360.458.6124,
shannon_powell@yca.wednet.edu

Concerns about discrimination based on gender identity:

Gender-Inclusive Schools Coordinator: Lisa Cadero-Smith, PO Box 476, Yelm, WA 98597,
360.458.6120, lisa_cadero-smith@yca.wednet.edu

To submit a written complaint using our form on the district website (yca.wednet.edu/policies), describe the conduct or incident that may be discriminatory and send it by mail, fax, email, or hand delivery to the school principal, district superintendent, or civil rights coordinator. Submit the complaint as soon as possible for a prompt investigation, and within one year of the conduct or incident.

What happens after I file a discrimination complaint?

The Civil Rights Coordinator will give you a copy of the school district's discrimination complaint procedure. The Civil Rights Coordinator must make sure a prompt and thorough investigation takes place. The investigation must be completed within 30 calendar days unless you agree to a different timeline. If your complaint involves exceptional circumstances that require a longer investigation, the Civil Rights Coordinator will notify you in writing with the anticipated date for their response.

When the investigation is complete, the school district superintendent or the staff member leading the investigation will send you a written response. This response will include:

- A summary of the results of the investigation
- A determination of whether the school district failed to comply with civil rights laws
- Any corrective measures or remedies needed
- Notice about how you can appeal the decision

What are the next steps if I disagree with the outcome?

If you do not agree with the outcome of your complaint, you may appeal the decision to the School Board and then to the Office of Superintendent of Public Instruction (OSPI). More information about this process, including important timelines, is included in the district's Nondiscrimination Procedure 3210P and Sexual Harassment Procedure 3205P.

I already submitted an HIB complaint – what will my school do?

Harassment, intimidation, or bullying (HIB) can also be discrimination if it's related to a protected class. If you give your school a written report of HIB that involves discrimination or sexual harassment, your school will notify the Civil Rights Coordinator. The school district will investigate the complaint using both the Nondiscrimination Procedure 3210P and the HIB Procedure 3207P to fully resolve your complaint.

WHO ELSE CAN HELP WITH HIB OR DISCRIMINATION CONCERNS?

Office of Superintendent of Public Instruction (OSPI)

All reports must start locally at the school or district level. However, OSPI can assist students, families, communities, and school staff with questions about state law, the HIB complaint process, and the discrimination and sexual harassment complaint processes.

OSPI School Safety Center (For questions about harassment, intimidation, and bullying)

- Website: ospi.k12.wa.us/student-success/health-safety/school-safety-center
- Email: schoolsafety@k12.wa.us
- Phone: 360-725-6068

OSPI Equity and Civil Rights Office (For questions about discrimination and sexual harassment)

- Website: ospi.k12.wa.us/policy-funding/equity-and-civil-rights
- Email: equity@k12.wa.us
- Phone: 360-725-6162

Washington State Governor's Office of the Education Ombuds (OEO)

The Washington State Governor's Office of the Education Ombuds works with families, communities, and schools to address problems together so every student can fully participate and thrive in Washington's K- 12 public schools. OEO provides informal conflict resolution tools, coaching, facilitation, and training about family, community engagement, and systems advocacy.

- Website: www.oeo.wa.gov
- Email: oeoinfo@gov.wa.gov
- Phone: 1-866-297-2597

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

The U.S. Department of Education, Office for Civil Rights (OCR) enforces federal nondiscrimination laws in public schools, including those that prohibit discrimination based on sex, race, color, national origin, disability, and age. OCR also has a discrimination complaint process.

- Website: <https://www2.ed.gov/about/offices/list/ocr/index.html>
- Email: orc@ed.gov
- Phone: 800-421-3481

OUR SCHOOL IS GENDER-INCLUSIVE: In Washington, all students have the right to be treated consistent with their gender identity at school. Our school will:

- Address students by their requested name and pronouns, with or without a legal name change
- Change a student’s gender designation and have their gender accurately reflected in school records
- Allow students to use restrooms and locker rooms that align with their gender identity
- Allow students to participate in sports, physical education courses, field trips, and overnight trips in accordance with their gender identity
- Keep health and education information confidential and private
- Allow students to wear clothing that reflects their gender identity and apply dress codes without regard to a student’s gender or perceived gender
- Protect students from teasing, bullying, or harassment based on their gender or gender identity

Visit the district website to review the Gender-Inclusive Schools Policy 3211 and Procedure 3211P. If you have questions or concerns, please contact the Gender-Inclusive Schools Coordinator.

For concerns about discrimination or discriminatory harassment based on gender identity or gender expression, please see the information above.

THREATS OF HARM: Directed intentionally at another person either verbally, in writing, via technology, or physically (including posturing or gestures) (OSPI). Threats of harm can also include harm to oneself. Directed intentionally at another being either verbally or physically (include posturing or gestures). Tiered system approach.. Intervention might include Threat Assessment/Safety Plan

TOBACCO/VAPE: Use of tobacco or tobacco related substances is not allowed. Tobacco products and delivery devices include, but are not limited to, cigarettes, cigars, snuff, smoking tobacco, smokeless tobacco, nicotine, electronic smoking/vapor devices and vapor products, non-prescribed inhalers, nicotine delivery devices, or chemicals that are not FDA approved.

DRUGS/ALCOHOL: Possession, use, intent to transmit, purchase, solicitation of: narcotics, other illegal drugs; over the counter/prescription medication without approval; drug paraphernalia, intoxicants or other controlled substances.

WEAPONS: Dangerous weapons include but are not limited to firearms, sling shots, sand clubs, metal knuckles, daggers, dirks, spring blade knives, nun-chu-ka sticks, throwing stars, air guns, stun guns, and devices intended to injure a person by an electric shock (OSPI).

THEFT/FORGERY: The action and crime of stealing. Any misrepresentation by a student of themselves through forged signature, falsified documents, inaccurately represented or stolen documents, either physical or electronic in connection with YHS.

SAFETY DISRUPTION: Aggression or perceived aggression toward a target with/out use of a weapon that causes considerable fear or disruption to activity.

CRIMINAL ACTS: Committing any crime against Washington State law is strictly prohibited.

VANDALISM: Intentional/neglectful damage to school/district property.

SEARCH OF STUDENTS AND PERSONAL PROPERTY: The Superintendent, the principal, and other staff designated by the Superintendent shall have the authority to conduct reasonable searches on school property as provided by Board policy 3230.

1. Any search of a student conducted by a school district employee must be reasonably related to the discovery of contraband or other evidence of a student's violation of the law or school rules. (For the purpose of this policy, “contraband” means items, materials, or substances the possession of which is

prohibited by law or district policy, including but not limited to, controlled substances, alcoholic beverages, tobacco products, or any object that can reasonably be considered a firearm or a dangerous weapon.)

2. Staff shall conduct searches in a manner which is not excessively intrusive in light of the age and sex of the student and the nature of the suspected

DISTRICT INTERNET/TECHNOLOGY POLICY: The district is dedicated to promoting and instilling principles of digital citizenship and media literacy in students and encourages guardians to play an active role in the process of educating students. While the district takes great care to monitor and filter inappropriate websites, students are expected to be responsible users of their access and the educational technology tools made available. For a complete list of Student Responsible Use Guidelines, review the Student Rights and Responsibility Handbook and/or Policy and Procedure 2022/P on the district website at www.ycs.wednet.edu/policies. Students will be given a unique user login and password to access educational technology tools. The login portal icon is available at the top of the school and district website for students to access at school or home. It is essential students keep this information private to ensure security of their school files and online accounts. Students are encouraged to use the school's computers/network and the Internet connection for teacher-assigned, educational work. Network connected computers are available in the library, computer lab and classrooms. The term computer or computer equipment includes: chrome books, computers, system units, displays, mice, keyboards, speakers, microphones, scanners, video projectors, video cameras, printers, hubs, switches, routers, patch panels, wiring, connectors, programs, and any other piece of equipment or software which is part of the school's computer system. Students should use the computers for teacher-approved activities only. Please reference the district Acceptable Use Policy (AUP) for specific expectations. Misuse may result in loss of computer privileges or other disciplinary action.

CELL PHONES/ELECTRONIC COMMUNICATION DEVICES:

Per Yelm Community Schools District Policy 3245: "Students in possession of telecommunications including, but not limited, to pagers, beepers, and cell phones, while on school property or while attending school, school sponsored, or school related activities shall observe the following conditions:

- A. Devices shall be turned on & operated only before & after regular school hours and during student's class breaks, unless an emergency situation exists that involves imminent physical danger or a school employee authorizes the student to use the device.
- B. Students shall not use devices in a manner that poses a threat to academic integrity, disrupts the learning environment, or violates the privacy rights of others.
- C. Students shall not send, share, view or possess pictures, videos, text messages, emails, or other material depicting sexually explicit content, as defined in RCW 9.68A.011, in electronic or any other form on a cell phone/device, while the student is on school grounds, at school sponsored events, or on school buses provided by the district.
- D. When a school official has reasonable suspicion, based on objective and articulable facts, that a student is using a device in a manner that violates the law or school rules, the official may confiscate the device, which shall only be returned to the student's parent or legal guardian.
- E. By bringing a cell phone or other electronic devices to school or school-sponsored events, the student and their parent/guardian consent to the search of the device when school officials have reasonable suspicion, based on objective and articulable facts, that such a search will reveal a violation of the law or school rules. The scope of the search will be limited to the violation of which the student is accused. Content or images that violate state or federal laws may be referred to law enforcement.
- F. Students are responsible for devices that they bring to school. The district shall not be responsible for loss, theft, or destruction of devices brought on to school property or school sponsored events.
- G. Students shall comply with any additional rules developed by the school concerning the appropriate use of devices.
- H. Students who violate this policy will be subject to disciplinary action, including suspension or expulsion.

Note: The School accepts no responsibility for damaged, lost or stolen electronic devices.

HALL & RESTROOM PASSES: During instructional time, students are required to carry a pass with them if outside of the classroom. If using the restroom, the restroom pass is color-coded for the appropriate restroom/region.. There are also single stall, gender neutral restrooms located in the 200 building, directly across from the inside staircase. **Note: when granted permission to leave the room during class time, students must leave their cell phones with the teacher in a secure location.**

ACADEMICS: Below is the grading scale for all YHS Courses.

93-100 = A	73-76.99 = C
90-92.99 = A-	70-72.99 = C-
87-89.99 = B+	67-69.99 = D+
83-86.99 = B	60-66.99 = D
80-82.99 = B-	0-59.99 = F
77-79.99 = C+	

Teachers have the ability to weight their gradebook/assessments (i.e., tests are worth 70%, quizzes 20%, etc.), and create their own individual classroom policies/expectations for grading. Please refer to the syllabus provided by your teacher for this information.

CHEATING: As defined by Webster’s Random House College Dictionary ©1998 “to take an examination in a dishonest way, as by having improper access to answers.” At YHS, this includes assignments as well as examinations.

EXAMPLES OF CHEATING: Copying homework, looking at another’s test, quiz or class work, letting someone look at a test, quiz or class work, using artificial intelligence (AI) technology to complete and/or submit work, and using other secretive methods of giving answers for tests, quizzes or assignments.

PLAGIARISM: As defined by The Shorter New Oxford English Dictionary ©1993 “The action or fact of plagiarizing a work, idea, author, etc.: literary theft; an act or instance of this.” To plagiarize is to “take and use as one’s own (the thoughts, writings, inventions, etc., of another person); copy (literary work, ideas, etc.) improperly or without acknowledgement; pass off the thoughts, work, etc, of (another person) as one’s own.

EXAMPLES OF PLAGIARISM: Plagiarism can include but is not limited to copying homework, looking at another’s test, quiz or class work, letting someone look at a test, quiz or class work, using other secretive methods of giving answers for tests, quizzes or assignments, taking papers from the internet, cutting and pasting pieces of work from the internet, and copying or paraphrasing from a book or internet without giving proper citation.

CONSEQUENCES FOR ACTS OF CHEATING/PLAGIARISM: Any acts of cheating or plagiarism may result in a failing grade on the assignment/assessment and/or be subject to disciplinary action. Repeated acts of cheating/plagiarism will result in disciplinary action to include suspension.

CLOSED CAMPUS: Yelm High School is a closed campus. Once students arrive at school, they are to remain on campus until school is officially dismissed. All students must check-in and out of the Attendance Office when arriving or leaving campus at times other than the official starting and dismissal times of the school day. Violation of closed campus will result in disciplinary action. Exceptions may only be made by the building principal and include but are not limited to Running Start and New Market Skills Center Students leaving for class. Violators of the CLOSED CAMPUS rule will be SUBJECT to a SEARCH.

RESTORATIVE CENTER: The Restorative Center is a space that provides students with time to reflect on their actions and re-engage in their learning. Students may be assigned by their administrator to spend a certain amount of class time in the room. Teachers may also send students who are having difficulty in class to the

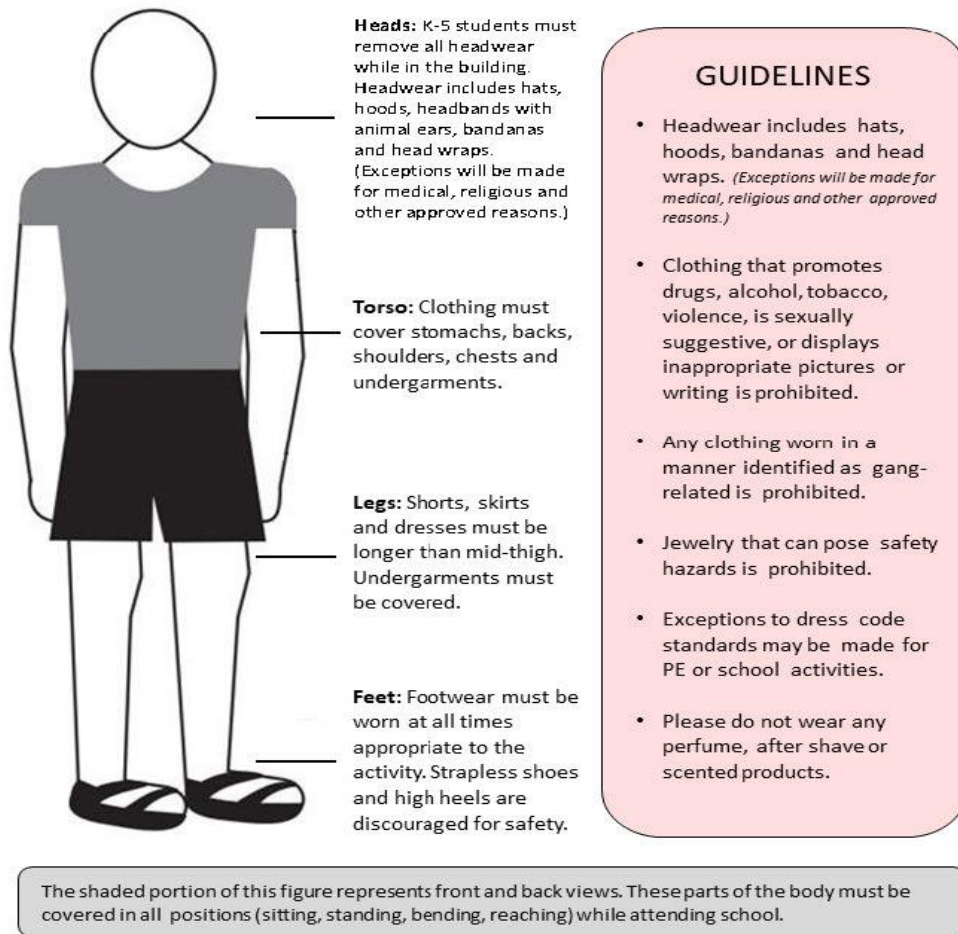
Restorative Center prior to meeting with their administrator. Please note: This space is a cell-phone free zone. Students are required to give their cell phone to the supervising adult and focus on completing their assigned activities.

BUS REGULATIONS: ALL SCHOOL RULES APPLY ON THE BUS AND AT THE BUS STOP.

All school rules and regulations apply to bus conduct. School bus drivers have the authority to discipline students for misconduct related to School District Rules (WAC 180.40.230). Misconduct may result in suspension of the bus riding privileges.

The Students Responsibilities and Rights Policy will be applied at school, at school bus stops, away from school, at school events, functions or activities, and for transportation on school vehicles. Any questions related to bus misconduct should be directed to the Director of Transportation at 458-3300.

DRESS CODE: In order to facilitate learning for all students, YCS requires that a student’s dress and appearance follow health and safety standards and not cause disruption to the learning environment. Some classes require specific safety equipment which protects the individual and the class. Students that do not follow these guidelines will be asked to change their clothing, cover up, and/or contact home if necessary. Repeated dress code violations may result in disciplinary action. See infographic below:



OFF-LIMIT AREAS: Certain areas of our campus are designated as off-limits to students. These areas include the parking lot without a pass (7:25-1:50), behind the portables, gym, auto shop, greenhouses, barn, and shops, in the stadium or track area; along the fence boundary; bleachers at the softball fields; any area not designated on the hall pass; and outside the boundaries. Students who are found in these areas without the permission of an administrator MAY be subject to a search of belongings (backpack, purse, car), a call home to parents and disciplinary action.

DELIVERIES: Due to campus safety concerns, students may not have food delivered to them at school from businesses (pizza, DoorDash, etc.). To minimize classroom disruptions and protect students with severe allergies, families may not bring/deliver flowers, balloons, and other items during the school day.

GAMBLING: Gambling on school grounds is not permitted unless sanctioned by State Law.

SELLING ITEMS AT SCHOOL: The conducting of private business or selling unauthorized items is prohibited. Property may be confiscated and law authorities contacted.

SKATEBOARDS AND BICYCLES: Students are prohibited from riding skateboards, bikes, and scooters at school or on school activities. These items are disruptive and present a safety hazard and may be confiscated.

STUDENT PROPERTY: Students are discouraged from bringing any items of value to school. Yelm School District assumes no responsibility for loss to student's personal property. Any item(s) that create a disruption to the educational process may be confiscated.

TECHNOLOGY ACCESS: The district is dedicated to promoting and instilling principles of digital citizenship and media literacy in students and encourages guardians to play an active role in the process of educating students. While the district takes great care to monitor and filter inappropriate websites, students are expected to be responsible users of their access and the educational technology tools made available. For a complete list of Student Responsible Use Guidelines, review the Student Rights and Responsibility Handbook and/or Policy and Procedure 2022/P on the [district website](#). Students will be given a unique user login and password to access educational technology tools. The login portal icon is available at the top of the school and district website for students to access at school or at home. It is essential students keep this information private to ensure the security of their school files and online accounts.

TEXTBOOK RULES: Textbooks are furnished by the school district. Students are responsible for the condition of and/or loss of their books at the end of the school year.

TRESPASSING/LOITERING: Students are not to enter or loiter on any school district campus without proper authorization. A charge of trespass, with notice to police authorities, may be given to any person who creates a disturbance on school property and whose continued or recurring presence may result in a real and substantial disruption to the school environment or pose a threat to the safety and well being of property or person. Students on campus while on suspension and/or expulsion are subject to additional disciplinary action and arrest for criminal trespass. Violators may be subject to disciplinary, suspension, or expulsionary action and arrest for criminal trespass. Loitering is not allowed in any hallway or on campus during the day or before or after school hours. Students may not return to campus for any reason unless the student is participating in a school sponsored activity; all students are expected to leave campus at the conclusion of the school day.

STUDENT LIFE

ATHLETICS: Co-Curricular Programs follow Policy 2150 and Interscholastic Athletics policy 2151. All athletes review and sign the Athletic Code of Conduct which is available on the YHS website under the Athletics section. Athletic seasons are listed below:

Fall	Winter	Spring
Football	Girls/Boys Basketball	Baseball
Volleyball	Wrestling	Fastpitch
Cross Country	Bowling	Track/Field
Girls Soccer	Cheer	Girls Tennis
Boys Tennis	Dance	Boys Soccer
Cheer		Golf
Dance		Cheer
		Dance

PERFORMANCE ACTIVITIES: All students are welcome to try out for these teams provided they meet the physical and academic qualifications. Eligibility is subject to the rules and regulations of the WIAA (Washington Interscholastic Activities Association) and Yelm Community Schools. Students are expected to adhere to the policies and conditions of the Athletic Code as well as the rules established by the coach.

All students involved in representing our schools in sports/activities must pay a \$50 per sport/activity fee as well as purchase an ASB card, \$50. The established fees are non-refundable fees. Students who qualify for free and reduced meals or College Bound Scholarship are eligible for extracurricular fee waivers. Please contact the ASB office for details.

ASB CLUBS AND ORGANIZATIONS: Clubs and organizations are available to all students. Scheduling of all activities, fundraisers, dances, etc. is done through the Activities Director/administrator. All bulletins, contracts, purchases, advertising or signs of any nature must have prior approval of the Activities Director/administrator.

All clubs and organizations are advised by an adult approved by Yelm High School. A brochure describing these organizations is available in the ASB Office.

American Sign Language Club
 Art Club
 Band/Jazz Band Club
 Chess Club
 Debate/Speech
 DECA
 Drama
 Educators Rising

FBLA
 FFA
 Gamer Club
 Honor Society
 Interact Club
 LatinX Club
 N.A.T.I.V.E.
 Needle Working Club

People of Color Club
 Select Choir Club
 SkillsUSA
 Sports Medicine Club
 Tornado Treats
 Venting Circle
 Voices (YES)
 Yearbook

GAME/EXTRACURRICULAR CONDUCT

Good sportsmanship will be expected of students, and will be enforced by the administration and/or designee during any school athletic activity or event both at home or on the road:

- Students will use common courtesy, acceptable types of behavior. Any behavior which disrupts an activity or event is not acceptable.
- Students are to refrain from abusive language, yells, or gestures.
- Signs must have prior approval of the administration/activity director, and league policy
- Noise makers including but not limited to whistles, megaphones and air horns are prohibited.
- Problems with other spectators should be addressed to the appropriate administrator and/or designee.
- All school rules are in effect.

Failure to comply with the above guidelines could result in the loss of your right to attend Yelm High School athletic contests. Further disciplinary action could also be taken if deemed appropriate. Please remember that, even as spectators, students represent our school and community.

DANCE CONDUCT: Students attending Yelm High School dances must be currently enrolled and attending Yelm High School. Former students of Yelm High School and guests under 21 years of age will not be allowed admittance to the formal dances unless they are pre-approved by the principal or designee and are the guest of a current YHS student. Each Yelm High School student will be allowed only one guest per formal dance. All students must show their Student Identification Card in order to be admitted to the dance. Once students are admitted into the dance, they will not be allowed to leave and come back. Once students leave the dance, they must leave campus. No loitering will be allowed outside the building or in the parking lot. The faculty advisor of the group sponsoring the dance will be responsible for arranging supervision of the dance. Students are expected to follow the directions of the adults in charge. All YHS school rules apply. If there are questions or problems with students, the chaperones will bring this to the attention of the supervising administrator. A police officer and/or security guard will be present at all dances. Remember that all students must be passing all classes at YHS and all fines must be paid before dance tickets can be purchased. Dress codes will be advertised in advance of each dance. *Note: Please reference Dress Code under Minor Discipline for additional language.*

ONLINE PAYMENTS FOR STUDENT MEALS AND FEES: As a convenience to families, Yelm Community Schools provides an easy way to make online payments from home or work, 24/7. With just one login, you can make payments for any child in your household using Discover, VISA or MasterCard credit or debit cards.

Online payments can be used to replenish a student's food service account or pay for any existing fines or fees, such as class fees, athletic fees or ASB activities.

Students who qualify for Free or Reduced Meals or the College Bound Scholarship are eligible for extracurricular fee waivers and must complete an Opt In Consent for yearly. Please contact the ASB office for details.

Yelm Community Schools is fully compliant with all data protection laws, including PCI Data Security Standards. Yelm School District does not store your billing or payment information at any time. Any personal information you enter related to your credit card through this website is purged immediately. Any contact information you enter is stored for your convenience when using our website. Information you provide to us will only be used by Yelm Community Schools. We will never sell or rent your personal information to third parties.

The link that makes this possible is: <https://wa-yelm.intouchrecepting.com/> or click on the icon at the top of any district or school website.

There is a standard format for all users and their passwords.

- User Name is the parent's **Family Access ID** (aka. Skyward Login ID)
- Password is **Last Name** in all Capital Letters

Note: Cookies must be enabled on your web browser

Our district's Food Service department provides the breakfast and lunch program. Meal prices, payments and information on free and reduced meals is found on Yelm Community District under Food Services.

LOCKERS (PE): PE Lockers are school property and may be inspected periodically as a general inspection of school property (RCW 28A.600.220). Lockers may also be searched when there is reasonable suspicion of inappropriate contents.

If a locker does not operate correctly, please notify the PE teacher. School personnel will retain a master key for all lockers. Combinations will not be changed during the school year. Money, purses, or other valuable items should not be left in lockers.

LOST OR STOLEN ITEMS: THE SCHOOL ACCEPTS NO RESPONSIBILITY FOR LOST OR STOLEN ITEMS. Any student who damages or defaces a locker will be subject to disciplinary action and will be liable for the cost of repairs. Locks are not to be brought from home and used at school. The privilege of using lockers may be revoked for sufficient cause.

PARKING: Parking in student lots is a privilege and requires each vehicle to be registered with the school and to appropriately display the approved parking permit. In order to receive a parking permit, please obtain an application from the Main Office. Unregistered vehicles, vehicles inappropriately or illegally parked, or vehicles creating a safety hazard will receive a parking violation notice and may be subject to impounding/ towing at owner's expense. Violators may lose driving privileges for the remainder of the year. A search of a motor vehicle may be made based on **reasonable suspicion** when related to a possible school violation. Under no circumstances may a student park in visitor or staff parking. Student parking in those areas are subject to total loss of parking privileges on campus.

Adjacent city streets are considered an extension of the school parking lot and campus and are therefore subject to the *Search and Seizure Policy* when related to a possible school violation as stated in this handbook.

SIGNS AND BULLETIN BOARDS: Material placed on the bulletin boards or any signs put up in the building must have prior administrative approval.

ATTENDANCE POLICY

Yelm Community Schools places a high priority on school attendance. Studies prove that daily attendance has a direct impact on student achievement. Our goal is to have every student arrive on time and attend a full day of school.

SCHOOL HOURS AND SUPERVISION: School hours are 7:25 a.m.-1:50 p.m. The safety of students is of utmost importance to us. We have no regular after school supervision available. Individual after school activities will be communicated by supervising district personnel.

EXCUSED ABSENCES: Regular school attendance is necessary for mastery of the educational program provided to students of the district. Students at times may be appropriately absent from class. School staff will keep a record of absence and tardiness, including a record of excuse statements submitted by a parent/guardian, or in certain cases, students, to document a student's excused absences. The following principles will govern the development and administration of attendance procedures within the district:

Absences due to the following reasons are excused:

1. Physical health or mental health symptoms, illness, health condition or medical appointment (for the student or person for whom the student is legally responsible. Examples of symptoms, not limited to, medical, counseling, dental, optometry, pregnancy, and in patient or out-patient treatment for chemical dependency or mental health) for the student or person for whom the student is legally responsible;
2. Family emergency, including but not limited to a death or illness in the family;

3. Religious or cultural purpose including observance of a religious or cultural holiday or participation in religious or cultural instruction;
4. Court, judicial proceeding, court-ordered activity or a jury service;
5. Post-secondary, technical school or apprenticeship program visitation, or scholarship interview;
6. State-recognized search and rescue activities consistent with RCW 28A.225.055;
7. Absence directly related to the student's homeless or foster care/dependency status;
8. Absences related to deployment activities of a parent or legal guardian who is an active duty member consistent with RCW 28A.705.010;
9. Absences due to suspensions, expulsions or emergency expulsions imposed pursuant to chapter 392-400 WAC if the student is not receiving educational services and is not enrolled in qualifying "course of study" activities as defined in WAC 392-121-107;
10. Absences due to student safety concerns, including absences related to threats, assaults, or bullying;
11. Absences due to student's migrant status; and
12. An approved activity that is consistent with district policy and is mutually agreed upon by the principal or designee and a parent, guardian, or emancipated youth. Principal (or designee) and parent, guardian, or emancipated youth mutually agreed upon approved activity.
13. Absences due to the student's lack of necessary instructional tools, including internet access or connectivity.

REPORTING ABSENCES PROCESS: When your child will be absent from school, you can notify the school in the following ways:

1. Call the attendance line at 360.458.6211 and provide a reason. For security purposes, please include your student's full name and date of birth.
2. For pre-planned absences (doctor appointments, etc.), please provide at least 24 hour notice by calling the attendance office and/or having you or your child bring a note signed by a parent/guardian including their phone number/contact information. If a student is leaving school early, they must sign out at the attendance office before leaving campus.
3. If you are excusing your child from leaving school early and have not provided at least a 24 hour notice, the parent/guardian must be physically present to sign the student out.

Note: Because YHS is a closed campus, parents/guardians cannot call & excuse their student from leaving campus during the school day for non-essential reasons.

If your student has not arrived at school or the school hasn't been notified of an absence, an automated phone call, email and/or text will be sent to the parent/guardian to the number we have on file.

FIELD TRIPS: Students attending field trips during the school day must notify their teachers in advance that they will be absent from their class, and make arrangements to make up the missing work when they return. A student may be denied permission by administration to attend a field trip due to behavior and/or failing grades.

CHRONIC ABSENTEEISM: Chronic absenteeism incorporates all absences: excused, unexcused and suspensions. The focus is on the academic consequences due to the loss of instructional time and preventing absences before students fall behind. Chronic absenteeism is defined as missing more than 10% of the school year. If a student has a pattern of chronic absenteeism, the family will be contacted about the absences and find solutions to help the student with their attendance. If the pattern continues, the student will be placed on an attendance contract, followed by a meeting with the Community Engagement Board if absences continue. The last step for students not attending school and will be a Truancy Petition with Thurston County Juvenile Court.

TARDINESS: Any student who misses a portion of class without a pass will earn a Tardy. The only excuse accepted for tardiness to school will be when there has been an unusual circumstance or an emergency (oversleeping or missing the bus does not constitute an unusual emergency) and the school has been notified by the parent(s) and/or guardian(s). Excessive tardies (5 or more in a single class) will result in disciplinary action.

ATTENDANCE FOR ACTIVITIES/ATHLETICS: Attendance for secondary athletics--Students are encouraged to be at school every day to get the most out of their academics and grades. If a student misses more than ½ day school they would be ineligible to compete in that day's event. The AD can clear an athlete for up to ½ day for a qualified excuse with a note (**Example:** *I had a doctor's appointment and was gone for 2 hours--* Doctor's note - cleared to play.)

WITHDRAWAL FROM SCHOOL: A student withdrawing from school must bring written permission from his/her parent(s) and/or guardian(s). This request is to be presented to the main office. The student will then be given a withdrawal slip, which will be used in checking out. The withdrawal slip is to be brought back to the main office. All fees and fines must be paid before a transcript will be forwarded (RCW 28A.635.060).

EMERGENCY INFORMATION/PROCESSES

EMERGENCY CONTACT: Emergency contact information must be up-to-date in students records. If there is a change in this information (address, phone number, etc.), parents/guardians should call the Counseling Center (360-458-6234) with the new information.

EMERGENCY CLOSURE AND DELAYS: Sometimes during the school year we face the possibility of inclement weather and school closure or schedule changes. Typically, families will be notified of emergency schedule changes by an automated phone call. When possible, announcements for emergency closures or delays will be made before 5:30 a.m. Occasionally circumstances change quickly and late announcements are unavoidable. The following information is for reference in the event that the schools are closed or buses operate on an emergency schedule:

- **School Closure:** All schools will be closed all day and any activities planned for the day or evening will be canceled.
- **Emergency Schedule:** Indicates that schools will start on a delayed schedule. Parents/guardians are reminded that although the busses will start the runs later, if we are on an emergency schedule, the busses may be slightly later near the end of the run. We request that parents/guardians make allowances for this.
- **Limited Transportation:** Limited transportation will prevail if some roads become inaccessible or if the county announces road closures. School will be in session unless otherwise announced by the Superintendent's Office.

Stay informed about Emergency Closures & Delays by Signing up for **FLASH ALERT** on our website to receive an email notice. We request that parents/guardians do not call the media stations for closure information.

- Updating your Family Access email and home & cell numbers
- Opting In for Text Messaging (Text YES to 67587)
- Following Yelm Community Schools on Facebook and Twitter
- Visiting the district website for detailed information and updates
- Tuning into other media outlets

EMERGENCY PROCEDURES: Emergency drills are to be taken seriously. Students are expected to maintain classroom conduct throughout the entire drill and to become informed of the exit route for each of their classrooms.

ALICE - STUDENT SAFETY PROTOCOL: We are committed to student and staff safety on our campus. All staff on our campus have been training in ALICE protocols. Part of our safety protocol is to teach students how to participate in their own safety. We have adopted ALICE protocol which is a safety and active shooter response and good decision-making steps should an attack occur. ALICE is an acronym for Alert, Lockdown, Inform, Counter and Evacuate.

At the beginning of the school year teachers present the ALICE protocols with students using a presentation created specifically for students. This allows students to learn about their own personal safety and how to react in different situations. All schools practice scenarios and refresher training throughout the school year. More information is available on the website about ALICE protocols.

HEALTH INFORMATION

LIFE THREATENING ILLNESS: If your child has an illness, which has the potential to cause death during the school day YCS must be made aware prior to the student's first day of school. Examples of these conditions would be seizures, diabetes, allergies requiring an Epi Pen, severe asthma and/or any other condition that is considered to be life threatening. Parents/guardians are responsible to report this information to the Registered Nurse assigned to that school. Parents/guardians must provide the medication in its original container along with the medication authorization form prior to the first day of school. Students will be excluded from school until these requirements are met. (RCW 28A.210.320, District Policy 3413)

IMMUNIZATIONS: In order to protect children against a number of childhood diseases, Washington State Law requires that all children enrolled to YCS be immunized against varicella, diphtheria, tetanus, pertussis, polio, measles, rubella, mumps and hepatitis b as appropriate. Parents/guardians may submit the Exemption from Immunization form. However, students will be excluded from school if they do not meet the requirements of the law. (RCW 28A.210.060, District Policy 3413)

INFECTIOUS DISEASE: In order to safeguard the school community from the spread of certain communicable diseases YCS will comply with the State Board of Health rules and regulations within the most current Infectious Disease Control Guide, provided by the State Department of Health and the Office of the Superintendent of Public Instruction. (District Policy 3414)

MEDICATION: YCS requires signed authorization forms for the dispensing of any prescription or non-prescription medicines to students. Forms must be signed by the physician as well as the parent/guardian and are available from the office. Physicians may fax this information to our school at Yelm High School. All medications must be delivered to and picked up from the school by the parent/guardian in the original container. Most medications can be dispensed by the parent/guardian before or after school. Please ask your healthcare provider for guidance on medication delivery times. (RCW 28A.210.260 & 270, District Policy 3416)

COMMON HEALTH CARE PROCEDURES:

ACCIDENT OR HEAD TRAUMA: Parents/Guardians will be notified regarding any incident at school that necessitates an accident report. In addition, any student who suffers trauma to the head at school will be assessed in the health room and parents/guardians will be notified.

ALLERGIES: Latex Allergy - Yelm Community Schools prohibits the use of all latex products, including latex balloons, due to severe allergies. Peanut Allergy - Please refrain from sending any peanut products due to severe allergies.

FEVER: Any student with a fever of 100.4 or higher will be sent home and may return to school once the child has been fever free for 24 hours without the use of fever reducing medication.

INJURY: If any child has an injury that prohibits them from participating in PE or other school activities, a note from the physician is needed to excuse participation. Please be sure the doctor includes when the student can return to normal activity or provide a separate note.

Additional Health Information: [Centers for Disease Control](#); [Washington State Department of Health](#)



Student Travel Request Form

Overnight and Out of State Travel Require Board Approval
Board Policy 2320



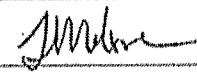
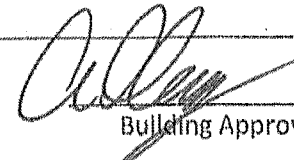
School: YHS Class/Group: FFA Officers
 *Date of Trip Aug 5-7 Number of Students: 11
 Trip Supervisor: Nash, Lantz, Todisco, Hummel, Mounts, Wikoff Cell Phone: 360-481-4242
 *Destination: Port Orchard Phone: _____
 Address of Destination: _____
 Depart from: YHS Departure time: 10 am
 Return to: YHS Return time: 3 pm
 Chaperones/Advisors: Nash, Lantz, Todisco, Mounts, Hummel, Wikoff
 Method of Travel: District Bus (how many) _____ Chartered/Rented Vehicle(s) _____
 School Auto/Van (how many) 3 Commercial Airline Personal Vehicle
 Estimated Costs: Registration - 0 - Lodging Approx 1200.00 Travel _____
 Meals Approx 150.00 Misc. - 0 - Student Fees - 0 -
 Funding Source: ASB General Education Other: CTE provides travel
 Acct/Dept Budget Code(s): 4040 FFA

- Prior to Leaving the Trip Supervisor:**
- Submits list of students going on the trip to nurse one week prior for review of medical needs and to attendance office day of trip.
 - Inform Food Service of number of students that may impact meal preparations.
 - Must take a signed parental permission slip on the trip and return the original form to the office for record retention after trip.
 - Remind staff/chaperones to arrange a sub prior to the trip.
 - Ensure all non-staff chaperones are approved volunteers.
 - Remind chaperones they must adhere to Policy 5201 during the entire trip.

Educational Objective:

1. Purpose of the trip: FFA Officer retreat and POA planning
2. How have you prepared the students for the field trip? Officers were elected and installed to their respective position
3. What educational activities will you use to follow up on this impact of the trip? Planning the 2024-2025 program of activities for the Chapter

Signatures for Approval

 Trip Supervisor	 ASB Approval	 Dept Budget Approval	 Building Approval
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Superintendent Approval

*All overnight and out of state travel requests must be to the Superintendent's Office nine (9) days prior to the board meeting.

2409P Credit for Competency/Proficiency Procedure

Procedure No. 2409P Credit for Competency/Proficiency

High School and Beyond Plan

Students may earn up to 1.0 credit for completion of the High School and Beyond Plan. **Students may earn .25 credit in 9th, 10th, 11th and 12th grades upon completion of the required components.** ~~0.5 credit in 10th grade upon completion of the 9th and 10th grade components and 0.5 credit in 12th grade upon completion of the 11th and 12th grade components.~~

Competency-Based Credit

Students who demonstrate proficiency on district, state, and national assessments may be awarded up to three credits based on the levels of proficiency outlined in the table below. Credit cannot be applied when students have successfully completed the course in the classroom. In addition, students may be awarded up to four credits for competency in World Languages based on state recognized assessments.

To ensure cultural responsiveness and equity in awarding mastery-based credit, the district will collect and annually review disaggregated data to see which subgroups of students are receiving mastery-based credit. If disproportionality is found, the district will take appropriate actions to ensure equitable access to these crediting opportunities.

COMPETENCY-BASED CREDIT TABLE			
EXAM	EXAM CRITERIA	TRANSCRIPT GUIDELINES	GRADE EARNED
District recognized assessments aligned to high school state learning standards	70% proficiency	Up to 3.0 credits for 9th-12th equivalent course credits	Pass
Credit via completion of next higher level course: English, Social Studies,	C- or Higher in next Higher Level Course	Up to .5 credit for failed course in each subject area: English, Social Studies, Math, Science	Pass

Math and Science			
Credit via completion of next higher level course:- Semester II Incompletes	C or Higher in Next Higher Level Course	Up to .5 credit for failed course in each subject area	Pass
Smarter Balanced ELA	OSPI Graduation Cut Score	Up to 1.0 credit for failed 9th or 10th grade English credit	Pass
Smarter Balanced ELA	OSPI College and Career Ready Cut Score	Up to 1.0 credit for failed 9th, 10th, 11th, or 12th grade English credit	Pass
Smarter Balanced Math	OSPI Graduation Cut Score	Up to 1.0 credit for failed Algebra I or Geometry credit	Pass
Smarter Balanced Math	OSPI College and Career Ready Cut Score	Up to 2.0 credits for failed Algebra I or Geometry credit	Pass
WCAS	OSPI Graduation Cut Score	Up to 1.0 credit for failed non-lab science credit	Pass
State recognized assessments in world languages	Novice Mid - 1 credit Novice High - 2 credits Intermediate Low - 3 credits Intermediate Mid/High - 4 credits	Up to 4.0 credits for applicable language course credit	Pass

SAT Evidence-Based Reading/Writing	OSPI Graduation Cut Score	Up to 1.0 credit for failed 9th or 10th grade English credit	Pass
SAT Math	OSPI Graduation Cut Score	Up to 1.0 credit for failed Algebra I or Geometry credit	Pass
ACT English	OSPI Graduation Cut Score	Up to 1.0 credit for failed 9th or 10th grade English credit	Pass
ACT Math	OSPI Graduation Cut Score	Up to 1.0 credit for failed Algebra I or Geometry credit	Pass
SBCTC Enrollment Assessment for English (e.g., Accuplacer)	SBCTC Cut Score for Enrollment in 100 Level English Courses	Up to 1.0 credit for failed 9th or 10th grade English credit	Pass
SBCTC Enrollment Assessment for Math (e.g., Accuplacer)	SBCTC Cut Score for Enrollment in 100 Level Math Courses	Up to 1.0 credit for failed Algebra I or Geometry credit	Pass
Advanced Placement Exam	Score of 3+	Up to 1.0 credit for failed AP course by corresponding exam	Pass

Next Higher Level course Trajectory

English (4.0 Credits): English 9, English 10, English 11, English 12

Social Studies (3.0 Credits): World History, United States History, .5 Civics/.5 Senior Social Studies

Math (3.0 Credits): Algebra I, Geometry, **and a 3rd credit math course approved through the district course development process and aligned to HSBP.** ~~Algebra II/Math Modeling/Probability & Statistics~~

Science (3.0 Credits): ~~Chemistry I, Biology, Physics.~~ **Physical Science, Biology and a 3rd credit Science course approved through the district course development process and aligned to HSPB.**

World Language

1. **Definition:**

For purposes of this procedure, a world language is defined according to the definition used by the Higher Education Coordinating Board as "[a]ny natural language that has been formally studied [...], including American Sign Language (AMESLAN, the language of the deaf community), and languages no longer spoken, such as Latin and ancient Greek. However, neither computer 'languages' nor forms of deaf signing aside from AMESLAN are acceptable."

2. **Demonstrating Competency in a World Language**

The district will manage the assessment process so that students seeking competency-based credit can demonstrate competency across language skills. Assessments will be aligned to the American Council on the Teaching of Foreign Languages (ACTFL) Proficiency Guidelines in order to ensure consistency across languages. The district will select the appropriate assessment instrument(s) from those available through the Small-Scale World Language Proficiency Testing partnership between the Office of the Superintendent of Public Instruction (OSPI) and the Washington Association for Language Teaching (WAFLT)

3. **Determining Credit Equivalencies**

The district will award one to four credits based on the student demonstrating an overall proficiency level according to the ACTFL Proficiency Guidelines as follows:

Novice Mid - 1 credit

Novice High - 2 credits

Intermediate Low - 3 credits

Intermediate Mid/High - 4 credits

Since students may demonstrate varied levels of proficiency across skills, credits will be awarded based on the lowest common level of proficiency demonstrated across the skill areas.

Example: If a student demonstrated Novice High level proficiency in Speaking, but Novice Mid in Reading and Writing, then credits would be awarded based on the lowest common level of demonstrated proficiency, i.e. one credit for Novice Mid. The student would not receive individual credits for separate language skills. The total award is one World Language credit.)

4. **Offering Testing Opportunities**

The district will manage the assessment process so that students have multiple opportunities to take or retake the assessment(s) required to demonstrate proficiency beginning in 9th grade. Assessments must be offered in a proctored setting with appropriate technology. The district will approve the site(s) where the assessments are offered, which could include individual schools, district buildings, community colleges, universities, educational service districts, or other community settings.

5. Paying for Assessments

The district will **cover all costs associated with participation in world language competency assessments.** set a fee for the assessments to cover administrative costs, test fees, and/or proctoring. Fees may vary depending on the assessment costs. The district will offer financial assistance to students who demonstrate need, such as qualifying for free or reduced price lunch.

6. Reporting Results

The district will receive official test results for each student participating in the assessment process. The district will provide a letter to the student with a copy of the test results and an indication of how many world language credits, if any, **will** may be awarded. If requested by the student, the school counselors **The district** will record the world language credits earned on the official transcript. Credits will be awarded with a grade of "Pass."

For Students in or Released from Institutional Education

Students in or released from an institutional education facility, shall be provided with access to World Language Proficiency tests, American Sign Language Proficiency tests, and General Educational Development (GED) tests. Access to the tests may not be conditioned or otherwise dependent upon a student's request. The school district will award at least one high school credit to students upon meeting the standard established by the state board of education on a World Language Proficiency Proficiency test, American Sign Language proficiency test, or a General Education Development test.

High School Equivalency Examination (GED)

Passing scores for the High School Equivalency Test (GED) are established by the State of Washington. The High School Equivalency Certificate is earned by successfully passing the following examinations: Reasoning through Language Arts; Mathematical Reasoning; Science; and Social Studies. Students may receive up to one credit for competency in the corresponding core subject area, as long as this credit has not been transcribed elsewhere by an accredited institution. Credits will be awarded with a grade of "Pass" in the following areas:

Reasoning Through Language Arts	English	1.0 Credit
Mathematical Reasoning	Math	1.0 Credit
Science	Science (Non-Lab)	1.0 Credit
Social Studies	Social Studies	1.0 Credit

ADOPTED: 06/21/2016

REVISED: 3/23/17; 12/12/2019; 12/17/2020, 8/25/22

1. Certificated Salaries

Staff under contract to the district will be paid according to current Yelm Community Schools K-12 Salary Schedule.

2. Classified Salaries

Classified staff will be placed on the appropriate step of the salary schedule.

In order to advance one step on the salary schedule, a staff member must have served at least 90 days of the prior work year in a position with the district.

3. Application of Course Credits to the Certificated Salary Schedule

The district will provide for the review and adjustment of certificated staff contracts on the basis of information filed with the human resources office by October 1. The staff member will provide the human resources office, according to schedule, with the required information, including official college or university transcripts, official records of degrees completed, official records of approval and completion of authorized work for equivalent credits and all other pertinent data for contract adjustment purposes.

Credits earned by certificated staff after September 1, 1995, will be eligible for application to the state salary schedule only if the course content meets one of the following criteria:

- A. The course is consistent with a school-based plan for mastery of student learning goals identified in the annual school performance report for the school in which the staff member is assigned;
- B. The course pertains to the individual's current assignment or expected assignment for the subsequent school year;
- C. The course is necessary to obtain an endorsement required by the Washington Professional Educator Standards Board;
- D. The course is specifically required to obtain an advanced level of certification;
- E. The course is part of a college or university degree program that pertains to the staff member's current or potential future assignment as instructional staff; or
- F. The course addresses research-based assessment and instructional strategies for students with dyslexia, dysgraphia and language disabilities when addressing learning goal one as applicable and appropriate for individual certificated instructional staff.

Certificated Administrator Salaries

(except for Superintendent and Assistant Superintendent)
(based on 215 workday calendar)

Beginning July 1, 2024

Position	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
High School Principal	\$142,927	\$147,215	\$151,631	\$156,180	\$160,865	\$165,691	\$170,662
Middle School Principal	\$131,764	\$135,717	\$139,789	\$143,982	\$148,302	\$152,751	\$157,334
Elementary School Principal	\$125,251	\$129,008	\$132,879	\$136,865	\$140,971	\$145,200	\$149,556
High School Assistant Principal	\$125,251	\$129,008	\$132,879	\$136,865	\$140,971	\$145,200	\$149,556
Middle School Assistant Principal	\$119,228	\$122,804	\$126,488	\$130,283	\$134,192	\$138,217	\$142,364
Elementary Assistant Principal	\$108,885	\$112,152	\$115,516	\$118,982	\$122,551	\$126,228	\$130,014
Director of Student Support	\$133,513	\$137,518	\$141,644	\$145,893	\$150,270	\$154,778	\$159,421
Director of Career and Technical Ed/Communications	\$125,682	\$129,453	\$133,336	\$137,336	\$141,457	\$145,700	\$150,071
Director of Assessment	\$125,682	\$129,453	\$133,336	\$137,336	\$141,457	\$145,700	\$150,071
Director of Student Learning	\$124,810	\$128,555	\$132,411	\$136,384	\$140,475	\$144,689	\$149,030
Assistant Director of Student Support	\$113,949	\$117,367	\$120,888	\$124,515	\$128,251	\$132,098	\$136,061
Assistant Director of Student Support and Safety Programs	\$119,646	\$123,236	\$126,933	\$130,741	\$134,663	\$138,703	\$142,864
Program Coordinator	\$107,531	\$110,757	\$114,079	\$117,502	\$121,027	\$124,658	\$128,397

Rules for Determining Salary Schedule Amounts

7. The general rule is that Step 7 of the salary schedule is the mean of the top 45% salaries reported in the most recent School Information Research Service (SIRS) report for school districts of comparable size (5,000-7,000 grouping) for like positions. For the purposes of comparing programs, staffing, and expenditures, Yelm Community Schools will annually select a minimum of seven (7) peer districts in odd number increments to review. Each peer district will be selected based upon like-sized or regionally competitive on at least six (6) of the eight (8) following criteria:

1. Location: Located in Thurston, Pierce, Cowlitz or Lewis counties.
2. Community: Urban/suburban mix of housing and businesses

3. Diversity: Wide range of socioeconomic, ethnic, and cultural backgrounds within the community.
4. Federal Impact: Military federal installation, low-income housing, and/or Native American property/participants in District.
5. Size: K-12 student enrollment between 5,000 and 15,000.
6. Programs: Wide range of educational programs for special needs (e.g., gifted, Title I).
7. Services: Reliance on self-contained rather than contractual support services.
8. Achievement Measures: Statewide recognition as a District that delivers high quality educational programs and services.

~~1.~~

2. Each step up from Step 1 is increased by 3%. Basic rule: 3% between steps working forward from Step 1.
3. No position will be forced to take a salary reduction on the basis of changes in the ~~SIRS report~~ annual review. If a position is reduced in salary based upon the most recent ~~SIRS report~~ annual review, the salary schedule from the previous year will be "grandfathered."
4. Dean of Students will be paid at 75% of Elementary School Principal and contain 3 steps.
- ~~5. Director of Career and Technical Education / Communications and Director of Assessment will be paid at the same level as High School Assistant Principal.~~
- ~~6. Assistant Director of Student Support will be paid at the same level as Middle School Assistant Principal.~~

Rules for Initial Placement on Salary Schedule upon Adoption of a Step Salary Schedule

Placement will occur on the step salary schedule on the appropriate step for the number of years experience as a principal/assistant principal/administrator.

In cases where current salary is higher than the salary at the appropriate experience step, salary will be frozen until experience and salary catches up with the salary schedule.

Rules for Placement on Salary Schedule upon Promotions

Placement will occur on the step salary schedule nearest the current salary for each position while still providing a salary increase of 8% when possible, except in instances when such a placement would cause an inequity to the promoted administrator.

Rules for Progression on Salary Schedule

The steps of the salary schedule represent years of experience as a principal/assistant principal.

A certificated administrator will progress on the step salary schedule one step for each

year of experience subject to satisfactory performance and any modifications made by board action.

Certificated Professional Option

After ten years as a certificated administrator in the district, the certificated administrator is entitled to participate in a mutually developed (certificated administrator and superintendent) and approved professional development program. Annually, an allocation of fifteen hundred dollars (\$1,500) will be provided per certificated administrator. It will be expected that the program will focus upon district/individual needs and there will be some form of follow-up report provided upon request.

Certificated Administrator Education Stipends

An administrator holding a degree higher than specified in the job description will be paid the following stipend:

Doctoral Degree or Master's +90 Qtr. Hrs.	\$3,500
Master's Degree	\$3,000

Certificated

Professional Development Option, After 10 years	\$1,500
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Superintendent, Assistant Superintendent, and Classified Administrator Salaries (based on 260 workday calendar)

Rules for Determining Salary Schedule Amounts

The general rule is that Step 7 of the salary schedule is the mean of the top 45% salaries reported in the most recent School Information Research Service (SIRS) report for school districts of comparable size (5,000-7,000 grouping) for like positions. For the purposes of comparing programs, staffing, and expenditures, Yelm Community Schools will annually select a minimum of seven (7) peer districts in odd number increments to review. Each peer district will be selected based upon like-sized or regionally competitive on at least six (6) of the eight (8) following criteria:

1. Location: Located in Thurston, Pierce, Cowlitz or Lewis counties.
2. Community: Urban/suburban mix of housing and businesses
3. Diversity: Wide range of socioeconomic, ethnic, and cultural backgrounds within the community.
4. Federal Impact: Military federal installation, low-income housing, and/or Native American property/participants in District.
5. Size: K-12 student enrollment between 5,000 and 15,000.

6. Programs: Wide range of educational programs for special needs (e.g., gifted, Title I).
7. Services: Reliance on self-contained rather than contractual support services.
8. Achievement Measures: Statewide recognition as a District that delivers high quality educational programs and services.

1. Each step up from Step 1 is increased by 3%. Basic rule: 3% between steps working forward from Step 1.
7. No position will be forced to take a salary reduction on the basis of changes in the ~~SIRS report~~ annual review. If a position is reduced in salary based upon the most recent ~~SIRS report~~ annual review, the salary schedule from the previous year will be "grandfathered."
- ~~2. The Assistant Director of Transportation will receive 80% of the Transportation Director's pay.~~

Rules for Initial Placement on Salary Schedule upon Adoption of a Step Salary Schedule

Placement will occur on the step salary schedule on the appropriate step for the number of years experience as a like administrator.

In cases where current salary is higher than the salary at the appropriate experience step, salary will be frozen until experience and salary catches up with the salary schedule.

Rules for Placement on Salary Schedule upon Promotions

Placement will occur on the step salary schedule nearest the current salary for each position while still providing a salary increase of 8% when possible, except in instances when such a placement would cause an inequity to the promoted administrator.

Rules for Progression on Salary Schedule

The steps of the salary schedule represent years of experience as an administrator.

An administrator will progress on the step salary schedule one step for each year of experience subject to satisfactory performance and any modifications made by board action.

Certificated Professional Option

After 10 years as an administrator in the district the administrator is entitled to participate in mutually developed (Superintendent) and approved professional development program. "An allocation of fifteen hundred dollars (\$1,500) will be provided per administrator. It will be expected that the program will focus upon

district/individual needs and there will be some form of follow-up report provided upon request.

Administrator Education Stipends

An administrator holding a degree higher than that specified in the job description will be paid the following stipend:

Doctoral Degree (or Master's +90 Qtr. Hrs.)	\$3,500
Master's Degree or CPA	\$3,000
Bachelor's Degree (Classified Only)	\$2,600

Superintendent, Deputy and Assistant Superintendent Salary Schedule

Beginning July 1, 2024 (based on 260 workday calendar)

POSITION	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
Superintendent	\$195,448	\$201,312	\$207,351	\$213,572	\$219,979	\$226,578	\$233,376
Assistant Superintendent	\$148,578	\$153,036	\$157,627	\$162,355	\$167,226	\$172,242	\$178,616

Certificated:

Professional Development Option, After 10 Years	\$1,500
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Education Stipends

Doctoral Degree or Master's +90 Qtr. Hrs.	\$3,500
Master's Degree or CPA	\$3,000

Classified Administrator Salary Schedule

Beginning July 1, 2024 (based on 260 workday calendar)

Position	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
Chief of Finance & Operations	\$147,806	\$152,241	\$156,808	\$161,512	\$166,357	\$171,348	\$176,489
Director of Human Resources	\$141,141	\$145,375	\$149,736	\$154,228	\$158,855	\$163,621	\$168,530
Director of Information Technology	\$121,002	\$124,632	\$128,371	\$132,223	\$136,189	\$140,275	\$144,483
Director of Facilities	\$111,431	\$114,774	\$118,217	\$121,763	\$125,416	\$129,179	\$133,054
Fiscal Services Manager	\$96,759	\$99,661	\$102,651	\$105,731	\$108,903	\$112,170	\$115,535
Assistant Director of	\$78,453	\$80,807	\$83,231	\$85,728	\$88,300	\$90,949	\$93,677

Facilities							
Director of Transportation	\$89,813	\$92,507	\$95,282	\$98,141	\$101,085	\$104,118	\$107,241
Director of Food Services	\$88,701	\$91,362	\$94,103	\$96,926	\$99,834	\$102,829	\$105,913
Assistant Director of Transportation	\$71,849	\$74,005	\$76,225	\$78,512	\$80,867	\$83,293	\$85,792

Educational Stipends

Doctoral Degree or Master's +90 Qtr. Hrs.	\$3,500
Master's Degree or CPA	\$3,000
Bachelor's Degree	\$2,600

Administrative Support Staff Salaries

(based on 260 workday calendar unless specified in the posting)

Rules for Determining Salary Schedule Amounts

- ~~1. The general rule is that Step 8 of the salary schedule is reflective of the average SIRS adjustment given to elementary principals.~~
2. Basic rule: 3% between steps working forward from Step 1.

Rules for Initial Placement on Salary Schedule upon Adoption of a Step Salary Schedule

Prior like experience may be granted year for year.

Placement will occur on the step salary schedule on the appropriate step for the number of years' experience in current position.

In cases where current salary is higher than the salary at the appropriate experience step, salary will be frozen until experience and/or salary catches up with the salary schedule.

Rules for Placement on Salary Schedule upon Promotions

Placement will occur on the step salary schedule nearest the current salary for each position while still providing a salary increase of 8% when possible, except in instances when such a placement would cause an inequity to the promoted employee.

Rules for Progression on Salary Schedule

After placement on the salary schedule, the steps of the salary schedule represent years of experience in that position.

An employee will progress on the step salary schedule one step for each year of experience subject to satisfactory performance and any modifications made by board action.

Administrative Support Staff Salary Schedule

(based on 260 workday calendar unless specified in the posting)

Beginning September 1, 2024

POSITION	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STI
Executive Assistant to the Supt.	\$38.50	\$39.66	\$40.85	\$42.07	\$43.34	\$44.64	\$45
Payroll Coordinator	\$35.19	\$36.24	\$37.33	\$38.45	\$39.60	\$40.79	\$42
Human Resources Coordinator	\$35.19	\$36.24	\$37.33	\$38.45	\$39.60	\$40.79	\$42
Recruit/Retention Coord.	\$32.90	\$33.89	\$34.91	\$35.96	\$37.03	\$38.14	\$39
Accounts Payable	\$32.90	\$33.89	\$34.91	\$35.96	\$37.03	\$38.14	\$39
Community Relations Coordinator	\$32.90	\$33.89	\$34.91	\$35.96	\$37.03	\$38.14	\$39
Purchasing	\$32.90	\$33.89	\$34.91	\$35.96	\$37.03	\$38.14	\$39
Native American Liaison	\$25.02	\$25.77	\$26.54	\$27.34	\$28.16	\$29.00	\$29
District Information Coordinator (Tech)	\$36.23	\$37.32	\$38.44	\$39.59	\$40.78	\$42.00	\$43
Assessment Support Coordinator (OSL)	\$36.23	\$37.32	\$38.44	\$39.59	\$40.78	\$42.00	\$43

Military Peace Corps or Vista Service Credit

The superintendent is authorized to grant one year of increment credit for each year served in the military Peace Corps or Vista service or professional employment providing such service interrupted the staff member's actual teaching career and state-approved documentation is provided.

For purposes of credit, one-half or more of a year of service will be counted as a full year.

Legal References:

RCW 28A.405.200 Annual Salary Schedule as basis for salaries for certificated employees

WAC 392-121-300-299 Definition – Certificated years of experience

ADOPTED: 06/28/2001

REVISED: 5/23/02; 7/18/02; 3/27/03; 6/05/03; 6/24/03; 9/25/03; 6/22/04; 8/26/04; 5/26/05; 7/21/05; 6/20/06; 6/07/07; 5/22/08; 1/29/09; 6/23/09; 7/23/09; 5/27/10;

6/21/11; 6/27/12; 1/24/13; 7/25/13; 6/24/14; 7/24/14; 3/26/15; 7/23/15; 6/21/16;
7/28/16; 6/20/17; 7/27/17; 5/23/19; 5/21/20, 6/24/21, 6/23/22, 7/20/2023

2024-25 School Year - July 1, 2024-June 30, 2025

Position	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
Director of Student Support	\$133,513	\$137,518	\$141,644	\$145,893	\$150,270	\$154,778	\$159,421
3.0%	\$137,518	\$141,644	\$145,893	\$150,270	\$154,778	\$159,421	\$164,204
2.5%	\$136,851	\$140,956	\$145,185	\$149,540	\$154,026	\$158,647	\$163,407
2.0%	\$136,183	\$140,268	\$144,477	\$148,811	\$153,275	\$157,873	\$162,610
1.5%	\$135,515	\$139,581	\$143,768	\$148,081	\$152,524	\$157,099	\$161,812
Director of Career and Technical Ed /Communications	\$125,682	\$129,453	\$133,336	\$137,336	\$141,457	\$145,700	\$150,071
3.0%	\$129,453	\$133,336	\$137,336	\$141,457	\$145,700	\$150,071	\$154,573
2.5%	\$128,824	\$132,689	\$136,670	\$140,770	\$144,993	\$149,343	\$153,823
2.0%	\$128,196	\$132,042	\$136,003	\$140,083	\$144,286	\$148,614	\$153,073
1.5%	\$127,568	\$131,395	\$135,336	\$139,397	\$143,578	\$147,886	\$152,322
Director of Assessment	\$125,682	\$129,453	\$133,336	\$137,336	\$141,457	\$145,700	\$150,071
3.0%	\$129,453	\$133,336	\$137,336	\$141,457	\$145,700	\$150,071	\$154,573
2.5%	\$128,824	\$132,689	\$136,670	\$140,770	\$144,993	\$149,343	\$153,823
2.0%	\$128,196	\$132,042	\$136,003	\$140,083	\$144,286	\$148,614	\$153,073
1.5%	\$127,568	\$131,395	\$135,336	\$139,397	\$143,578	\$147,886	\$152,322
Director of Student Learning	\$124,810	\$128,555	\$132,411	\$136,384	\$140,475	\$144,689	\$149,030
3.0%	\$128,555	\$132,411	\$136,384	\$140,475	\$144,689	\$149,030	\$153,501
2.5%	\$127,931	\$131,769	\$135,722	\$139,793	\$143,987	\$148,307	\$152,756
2.0%	\$127,307	\$131,126	\$135,060	\$139,111	\$143,285	\$147,583	\$152,011
1.5%	\$126,683	\$130,483	\$134,397	\$138,429	\$142,582	\$146,860	\$151,266
Assistant Director of Student Support	\$119,646	\$123,236	\$126,933	\$130,741	\$134,663	\$138,703	\$142,864
3.0%	\$123,236	\$126,933	\$130,741	\$134,663	\$138,703	\$142,864	\$147,150
2.5%	\$122,638	\$126,317	\$130,106	\$134,009	\$138,030	\$142,171	\$146,436
2.0%	\$122,039	\$125,701	\$129,472	\$133,356	\$137,356	\$141,477	\$145,721
1.5%	\$121,441	\$125,084	\$128,837	\$132,702	\$136,683	\$140,784	\$145,007
Program Coordinator	\$107,531	\$110,757	\$114,079	\$117,502	\$121,027	\$124,658	\$128,397
3.0%	\$110,757	\$114,079	\$117,502	\$121,027	\$124,658	\$128,397	\$132,249
2.5%	\$110,219	\$113,526	\$116,931	\$120,439	\$124,052	\$127,774	\$131,607
2.0%	\$109,681	\$112,972	\$116,361	\$119,852	\$123,447	\$127,151	\$130,965
1.5%	\$109,144	\$112,418	\$115,790	\$119,264	\$122,842	\$126,527	\$130,323

2024-25 School Year - July 1, 2024-June 30, 2025

Position	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
Chief of Finance & Operations	\$147,806	\$152,241	\$156,808	\$161,512	\$166,357	\$171,348	\$176,489
3.0%	\$152,241	\$156,808	\$161,512	\$166,357	\$171,348	\$176,489	\$181,783
2.5%	\$151,502	\$156,047	\$160,728	\$165,550	\$170,516	\$175,632	\$180,901
2.0%	\$150,763	\$155,285	\$159,944	\$164,742	\$169,685	\$174,775	\$180,018
1.5%	\$150,023	\$154,524	\$159,160	\$163,935	\$168,853	\$173,918	\$179,136
Director of Human Resources	\$141,141	\$145,375	\$149,736	\$154,228	\$158,855	\$163,621	\$168,530
3.0%	\$145,375	\$149,736	\$154,228	\$158,855	\$163,621	\$168,530	\$173,585
2.5%	\$144,669	\$149,009	\$153,480	\$158,084	\$162,827	\$167,711	\$172,743
2.0%	\$143,964	\$148,283	\$152,731	\$157,313	\$162,032	\$166,893	\$171,900
1.5%	\$143,258	\$147,556	\$151,982	\$156,542	\$161,238	\$166,075	\$171,058
Director of Information Technology	\$121,002	\$124,632	\$128,371	\$132,223	\$136,189	\$140,275	\$144,483
3.0%	\$124,632	\$128,371	\$132,223	\$136,189	\$140,275	\$144,483	\$148,818
2.5%	\$124,027	\$127,748	\$131,581	\$135,528	\$139,594	\$143,782	\$148,095
2.0%	\$123,422	\$127,125	\$130,939	\$134,867	\$138,913	\$143,080	\$147,373
1.5%	\$122,817	\$126,502	\$130,297	\$134,206	\$138,232	\$142,379	\$146,650
Director of Facilities	\$111,431	\$114,774	\$118,217	\$121,763	\$125,416	\$129,179	\$133,054
3.0%	\$114,774	\$118,217	\$121,763	\$125,416	\$129,179	\$133,054	\$137,046
2.5%	\$114,217	\$117,643	\$121,172	\$124,808	\$128,552	\$132,408	\$136,381
2.0%	\$113,659	\$117,069	\$120,581	\$124,199	\$127,925	\$131,762	\$135,715
1.5%	\$113,102	\$116,495	\$119,990	\$123,590	\$127,298	\$131,117	\$135,050
Fiscal Services Manager	\$96,759	\$99,661	\$102,651	\$105,731	\$108,903	\$112,170	\$115,535
Assistant Director Supervisor of Facilities	\$78,453	\$80,807	\$83,231	\$85,728	\$88,300	\$90,949	\$93,677
3.0%	\$80,807	\$83,231	\$85,728	\$88,300	\$90,949	\$93,677	\$96,488
2.5%	\$80,415	\$82,827	\$85,312	\$87,871	\$90,507	\$93,222	\$96,019

2.0%	\$80,022	\$82,423	\$84,896	\$87,442	\$90,066	\$92,768	\$95,551
1.5%	\$79,630	\$82,019	\$84,479	\$87,014	\$89,624	\$92,313	\$95,082
Director of Transportation	\$89,813	\$92,507	\$95,282	\$98,141	\$101,085	\$104,118	\$107,241
3.0%	\$92,507	\$95,282	\$98,141	\$101,085	\$104,118	\$107,241	\$110,458
2.5%	\$92,058	\$94,820	\$97,664	\$100,594	\$103,612	\$106,721	\$109,922
2.0%	\$91,609	\$94,357	\$97,188	\$100,104	\$103,107	\$106,200	\$109,386
1.5%	\$91,160	\$93,895	\$96,712	\$99,613	\$102,601	\$105,679	\$108,850
Director of Food Services	\$88,701	\$91,362	\$94,103	\$96,926	\$99,834	\$102,829	\$105,913
3.0%	\$91,362	\$94,103	\$96,926	\$99,834	\$102,829	\$105,913	\$109,091
2.5%	\$90,918	\$93,646	\$96,455	\$99,349	\$102,329	\$105,399	\$108,561
2.0%	\$90,475	\$93,189	\$95,985	\$98,864	\$101,830	\$104,885	\$108,032
1.5%	\$90,031	\$92,732	\$95,514	\$98,380	\$101,331	\$104,371	\$107,502
Assistant Director of Transportation	\$71,849	\$74,005	\$76,225	\$78,512	\$80,867	\$83,293	\$85,792
3.0%	\$74,005	\$76,225	\$78,512	\$80,867	\$83,293	\$85,792	\$88,366
2.5%	\$73,646	\$75,855	\$78,131	\$80,475	\$82,889	\$85,375	\$87,937
2.0%	\$73,286	\$75,485	\$77,750	\$80,082	\$82,484	\$84,959	\$87,508
1.5%	\$72,927	\$75,115	\$77,368	\$79,689	\$82,080	\$84,543	\$87,079

2024-25 School Year - September 1, 2024-August 31, 2025

POSITION	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
Executive Assistant to the Supt.	\$38.50	\$39.66	\$40.85	\$42.07	\$43.34	\$44.64	\$45.98
3.0%	\$39.66	\$40.85	\$42.07	\$43.34	\$44.64	\$45.98	\$47.35
2.5%	\$39.47	\$40.65	\$41.87	\$43.13	\$44.42	\$45.75	\$47.12
2.0%	\$39.27	\$40.45	\$41.67	\$42.92	\$44.20	\$45.53	\$46.90
1.5%	\$39.08	\$40.25	\$41.46	\$42.71	\$43.99	\$45.31	\$46.67
Fiscal Coordinator	\$38.50	\$39.66	\$40.85	\$42.07	\$43.34	\$44.64	\$45.98
3.0%	\$39.66	\$40.85	\$42.07	\$43.34	\$44.64	\$45.98	\$47.35
2.5%	\$39.47	\$40.65	\$41.87	\$43.13	\$44.42	\$45.75	\$47.12
2.0%	\$39.27	\$40.45	\$41.67	\$42.92	\$44.20	\$45.53	\$46.90
1.5%	\$39.08	\$40.25	\$41.46	\$42.71	\$43.99	\$45.31	\$46.67
Payroll Coordinator	\$35.19	\$36.24	\$37.33	\$38.45	\$39.60	\$40.79	\$42.01
3.0%	\$36.24	\$37.33	\$38.45	\$39.60	\$40.79	\$42.01	\$43.27
2.5%	\$36.07	\$37.15	\$38.26	\$39.41	\$40.59	\$41.81	\$43.06
2.0%	\$35.89	\$36.97	\$38.07	\$39.22	\$40.39	\$41.61	\$42.85
1.5%	\$35.71	\$36.78	\$37.89	\$39.02	\$40.20	\$41.40	\$42.64
Human Resources Coordinator	\$35.19	\$36.24	\$37.33	\$38.45	\$39.60	\$40.79	\$42.01
3.0%	\$36.24	\$37.33	\$38.45	\$39.60	\$40.79	\$42.01	\$43.27
2.5%	\$36.07	\$37.15	\$38.26	\$39.41	\$40.59	\$41.81	\$43.06
2.0%	\$35.89	\$36.97	\$38.07	\$39.22	\$40.39	\$41.61	\$42.85
1.5%	\$35.71	\$36.78	\$37.89	\$39.02	\$40.20	\$41.40	\$42.64
Recruit/Retention Coord	\$32.90	\$33.89	\$34.91	\$35.96	\$37.03	\$38.14	\$39.29
3.0%	\$33.89	\$34.91	\$35.96	\$37.03	\$38.14	\$39.29	\$40.47
2.5%	\$33.73	\$34.74	\$35.78	\$36.85	\$37.96	\$39.10	\$40.27

	2.0%	\$33.56	\$34.57	\$35.61	\$36.67	\$37.77	\$38.91	\$40.07
	1.5%	\$33.40	\$34.40	\$35.43	\$36.49	\$37.59	\$38.72	\$39.88
Community Relations- Coordinator		\$32.90	\$33.89	\$34.91	\$35.96	\$37.03	\$38.14	\$39.29
Purchasing		\$32.90	\$33.89	\$34.91	\$35.96	\$37.03	\$38.14	\$39.29
	3.0%	\$33.89	\$34.91	\$35.96	\$37.03	\$38.14	\$39.29	\$40.47
	2.5%	\$33.73	\$34.74	\$35.78	\$36.85	\$37.96	\$39.10	\$40.27
	2.0%	\$33.56	\$34.57	\$35.61	\$36.67	\$37.77	\$38.91	\$40.07
	1.5%	\$33.40	\$34.40	\$35.43	\$36.49	\$37.59	\$38.72	\$39.88
Native American Liaison		\$25.02	\$25.77	\$26.54	\$27.34	\$28.16	\$29.00	\$29.87
	3.0%	\$25.77	\$26.54	\$27.34	\$28.16	\$29.00	\$29.87	\$30.77
	2.5%	\$25.65	\$26.41	\$27.20	\$28.02	\$28.86	\$29.73	\$30.62
	2.0%	\$25.52	\$26.29	\$27.07	\$27.89	\$28.72	\$29.58	\$30.47
	1.5%	\$25.40	\$26.16	\$26.94	\$27.75	\$28.58	\$29.44	\$30.32
District Information- Coordinator (Tech)		\$36.23	\$37.32	\$38.44	\$39.59	\$40.78	\$42.00	\$43.26
Assessment Support Coordinator (OSL)		\$36.23	\$37.32	\$38.44	\$39.59	\$40.78	\$42.00	\$43.26
	3.0%	\$37.32	\$38.44	\$39.59	\$40.78	\$42.00	\$43.26	\$44.56
	2.5%	\$37.14	\$38.25	\$39.40	\$40.58	\$41.80	\$43.05	\$44.35
	2.0%	\$36.96	\$38.07	\$39.21	\$40.38	\$41.60	\$42.84	\$44.13
	1.5%	\$36.78	\$37.88	\$39.02	\$40.19	\$41.39	\$42.63	\$43.91

2024-25 School Year - July 1, 2024-June 30, 2025

Position	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
Superintendent	\$195,448	\$201,312	\$207,351	\$213,572	\$219,979	\$226,578	\$233,376
Asst. Superintendent	\$148,578	\$153,036	\$157,627	\$162,355	\$167,226	\$172,242	\$178,616
3.0%	\$153,035	\$157,627	\$162,356	\$167,226	\$172,243	\$177,409	\$183,975
2.5%	\$152,292	\$156,862	\$161,568	\$166,414	\$171,407	\$176,548	\$183,082
2.0%	\$151,550	\$156,097	\$160,780	\$165,602	\$170,571	\$175,687	\$182,189
1.5%	\$150,807	\$155,332	\$159,991	\$164,790	\$169,734	\$174,826	\$181,295

*Superintendent Frozen



MEMORANDUM

TO: Chris Woods, Superintendent
Yelm Community Schools Board of Directors

FROM: Jennifer Carrougher, CFO

DATE: June 27, 2024

SUBJECT: FY 2024-2025 Fee Schedules

Background Information:

We are recommending approval of the 2024-25 fee schedule changes for technology fees and meal prices. We provided proposals at our 6/13 board meeting as well as had discussion, summarized below.

Technology: This current school year was the first time we have charged fees for lost and/or damaged Chromebooks that cost the district tens of thousands of dollars on repairing and replacing each year. We discussed moving to an assurance program, similar to other districts in our region, so that families are not charged initially for unintentional loss or damage, and only have to pay a \$10 annual fee, plus some other incidental fees (i.e. lost chargers). This will help provide the district with funds to pay for repairs/replacements as well as save our families money when accidents happen. This would not apply to intentional damage, which has separate fines based on the item(s) damaged. See recommended assurance and additional fees attached.

Food Service: Each year we are required to run the Paid Lunch Equity Tool (PLE) which provides a required weighted average meal price that we are required to be in compliance with. Based on completion of this tool and comparing our district's meal pricing with other local surrounding districts, we shared proposed fee increases at our 6/13 board meeting. The following fees were proposed for approval:

Elementary Paid Breakfast	\$2.25
Secondary Paid Breakfast	\$2.25
Elementary Paid Lunch	\$3.60
Secondary Paid Lunch	\$3.95
Adult Breakfast	\$3.00
Adult Lunch	\$5.00
Milk	\$.50

Recommended Motion

We recommend approval of fees for technology and meals for the 24-25 school year.

Yelm Community Schools 2024-25

1:1 Assurance Program

The Assurance Program covers all repair costs for any accidental damage to student Chromebooks and reduced replacement costs if loss or theft occurs. The Assurance Program fee will cover the entire school year for a single device.

YCS Assurance Enrollment
\$10 Annual Cost
<i>Automatically loaded to all students' accounts and is non-refundable.</i>

Device Coverage		
Occurrence	Lost/Stolen	Accidental Damage
1st Incident:	\$25 to replace	Assurance fully covers the costs of accidental damage for Chromebooks.
2nd Incident:	\$100 to replace	
3rd Incident:	Full Cost	
Explanation:	Police report filed within 24 hours if stolen and provided to YCS.	Dropping device, water damage, natural disaster, etc.
<i>Chromebook chargers and cases will not be covered and will be charged the replacement cost of \$15 for chargers and \$20 for cases.</i>		

Hardware Repair Costs without Assurance Coverage or Caused by Intentional Damage	
Camera:	\$15
Keyboard:	\$20
Screen:	\$20
Device Exterior:	\$50
Hinge	\$30
New Chromebook:	\$200

Yelm Community Schools
2024-25 Proposed Meal Rates

Students	Current	Propose	Option 1	Option 2	Option 3	NTPS	TSD	OSD
Breakfast K-5	\$ 2.00	\$ 2.25	\$ 2.25	\$ 2.25	\$ 2.25	\$ 2.50	\$ 2.20	\$ 2.50
Breakfast 6-12	\$ 2.00	\$ 2.25	\$ 2.25	\$ 2.25	\$ 2.25	\$ 2.75	\$ 2.20	\$ 2.75
Lunch K-5	\$ 3.25	\$ 3.60	\$ 3.50	\$ 3.60	\$ 3.70	\$ 3.50	\$ 3.70	\$ 3.75
Lunch 6-12	\$ 3.65	\$ 3.95	\$ 4.00	\$ 3.95	\$ 3.90	\$ 3.80	\$ 4.00	\$ 4.00
Adult								
Breakfast	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.10	\$ 3.00
Lunch	\$ 4.75	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.50
Milk	\$ 0.50	\$ 0.50	\$ 0.50	\$ 0.50	\$ 0.50	\$ 0.50	\$ 0.50	\$ 0.60
<u>Revenue Generated</u>								
Breakfast 6-12	\$ 53,506.00		\$ 60,194.25	\$ 60,194.25	\$ 60,194.25			
Lunch 6-12	\$ 334,321.75		\$ 366,380.00	\$ 361,800.25	\$ 357,220.50			
Additional w/ Increase			\$ 38,746.50	\$ 34,166.75	\$ 29,587.00			

Notes

PLE tool requirement is a \$3.85 weighted average for 24-25.

All 3 options are compliant with the PLE tool.

All elementary schools will be free next year, but we still have to publish rates.

Proposed option #2 is comparable to surrounding districts and not lowest/highest

Paid Lunches 6-12 = 91,595

Paid Breakfast 6-12 = 26,753

Notes

PLE tool requirement is a \$3.85 weighted average for 24-25.

All 3 options are compliant with the PLE tool.

All elementary schools will be free next year, but we still have to publish rates.

Proposed option #2 is comparable to surrounding districts and not lowest/highest

Paid Lunches 6-12 = 91,595

Paid Breakfast 6-12 = 26,753

YELM COMMUNITY SCHOOLS

Board Date: JUNE 27, 2024

Fund: GENERAL

Vouchers audited and certified by the auditing officer as required by R.C.W. 42.24.080 and those expense reimbursement claims certified as required by R.C.W. 42.24.090, have been recorded on a listing which has been made available to the board.

As of JUNE 27, 2024 the Board does approve for payment those vouchers included in the following list and further described as follows:

VOUCHER NUMBER 70149921 70150112 THROUGH 70150092 70150126

IN THE TOTAL AMOUNT OF \$ 1,439,364.06

SECRETARY _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

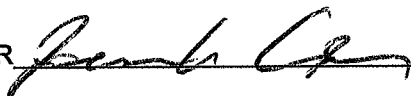
BOARD MEMBER _____

BOARD MEMBER _____

Voucher Auditor's Statement

I, the undersigned do hereby certify that I have reviewed each of the vouchers listed above, and that the claims are just, due and unpaid obligations against the school district, and that I am authorized to authenticate and certify to said claim.

SIGNATURE OF AUDITING OFFICER

 _____

AP Check Register

AP Run: GENERAL 5-2-24 — Post Date: 2024-05-02 — AP Run Type: R

YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
05/02/2024	70149921	Check	US BANK - CORPORATE PAYMENT SYSTEMS	62,281.09
				Total:
				\$62,281.09

GENERAL 5-2-24 Summary

Type	Count	Amount
Regular	1	62,281.09
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	1	\$62,281.09

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
10 - GENERAL FUND	62,281.09
	\$62,281.09

AP Check Register

AP Run: GENERAL 5-7-24 — Post Date: 2024-05-07 — AP Run Type: R

YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
05/07/2024	70149922	Check	ACP DIRECT	1,280.79
05/07/2024	70149923	Check	AMN HEALTHCARE INC	8,152.50
05/07/2024	70149924	Check	ANDERSON, KAREN	1,928.12
05/07/2024	70149925	Check	APGAR, SOPHIA WINSOR	44.42
05/07/2024	70149926	Check	ARCOM OIL COMPANY	115.00
05/07/2024	70149927	Check	AUTO GLASS PROFESSIONALS	644.72
05/07/2024	70149928	Check	BLAZERWORKS	42,720.80
05/07/2024	70149929	Check	BRYSON SALES & SERVICE	150.49
05/07/2024	70149930	Check	CAPITAL BUSINESS MACHINES INC	949.94
05/07/2024	70149931	Check	CARTER, KRISTEN LAUREN	45.56
05/07/2024	70149932	Check	CASCADE ALARM	10,626.31
05/07/2024	70149933	Check	CENTRAL WELDING SUPPLY CO INC	1,115.59
05/07/2024	70149934	Check	CINTAS CORP	348.32
05/07/2024	70149935	Check	CITY OF YELM	14,237.59
05/07/2024	70149936	Check	COMMERCIAL BRAKE CLUTCH INC	2,300.25
05/07/2024	70149937	Check	COMPHEALTH MEDICAL STAFFING	17,823.27
05/07/2024	70149938	Check	DAIRY FRESH FARMS INC	16,751.04
05/07/2024	70149939	Check	DAVIS, NIKITA	288.32
05/07/2024	70149940	Check	DEVEREUX TEXAS TREATMENT NETWORK	5,533.50
05/07/2024	70149941	Check	DRAIN PRO	3,155.29
05/07/2024	70149942	Check	ECKROTH, KRISTIL	233.96

AP Check Register

AP Run: GENERAL 5-7-24 — Post Date: 2024-05-07 — AP Run Type: R

YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
05/07/2024	70149943	Check	EDU HEALTHCARE LLC	5,915.14
05/07/2024	70149944	Check	ESD #113	31,631.53
05/07/2024	70149945	Check	EVERGREEN TECHNOLOGIES INC	582.00
05/07/2024	70149946	Check	FIRST STUDENT	14,499.90
05/07/2024	70149947	Check	FREEDOM TOURS NW INC	15,657.50
05/07/2024	70149948	Check	FRONTSTREAM	2,536.39
05/07/2024	70149949	Check	GORDON TRUCK CENTERS	938.89
05/07/2024	70149950	Check	GRAINGER INC	235.70
05/07/2024	70149951	Check	GUBSER, SHANNON MARIE	3.62
05/07/2024	70149952	Check	HD SUPPLY INC	883.59
05/07/2024	70149953	Check	HERMANSON CO LLP	2,687.16
05/07/2024	70149954	Check	HONEY BUCKET	335.00
05/07/2024	70149955	Check	HOOPER, BRYAN	1,500.00
05/07/2024	70149956	Check	HOPKINS, JOLYNNE IONE	225.00
05/07/2024	70149957	Check	HULL, HILLARY RYANN	17.29
05/07/2024	70149958	Check	IML SECURITY SUPPLY	779.92
05/07/2024	70149959	Check	INTRACOMMUNICATION NETWORK SYS	733.83
05/07/2024	70149960	Check	J AND I POWER EQUIPMENT INC	146.64
05/07/2024	70149961	Check	JW PEPPER AND SON INC	89.78
05/07/2024	70149962	Check	KAHL, ROBERT	1,875.00
05/07/2024	70149963	Check	KIMBLE, CHRISTINE ANN	74.00

AP Check Register

AP Run: GENERAL 5-7-24 — Post Date: 2024-05-07 — AP Run Type: R

YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
05/07/2024	70149964	Check	KNIGHTON, BRIANNE ROSE	28.54
05/07/2024	70149965	Check	LINGUALINX INC	292.81
05/07/2024	70149966	Check	MASCOT JUNCTION	44.00
05/07/2024	70149967	Check	MCCARTHY, MARY	493.12
05/07/2024	70149968	Check	MCKENNA WATER DISTRICT	951.04
05/07/2024	70149969	Check	MICRO COMPUTER SYSTEMS INC	3,093.38
05/07/2024	70149970	Check	MINTZ, LINDSAY N	13.20
05/07/2024	70149971	Check	MOUNTAIN LUMBER & HARDWARE INC	680.23
05/07/2024	70149972	Check	MULLINAX FORD OF OLYMPIA	106.44
05/07/2024	70149973	Check	NCS PEARSON INC	1,056.43
05/07/2024	70149974	Check	NORTHWEST WATER SYSTEMS INC	2,868.77
05/07/2024	70149975	Check	OCCUPATIONAL HEALTH CENTERS OF WA	272.00
05/07/2024	70149976	Check	PETROCARD	33,814.27
05/07/2024	70149977	Check	PHILLIPS, DOROTHY MARIE	41.14
05/07/2024	70149978	Check	PORTER FOSTER RORICK LLP	25,105.00
05/07/2024	70149979	Check	POWELL, SHANNON CORBY	44.76
05/07/2024	70149980	Check	PUGET SOUND ESD	24,472.00
05/07/2024	70149981	Check	PUGET SOUND SURFACES LLC	191.28
05/07/2024	70149982	Check	QUADIENENT LEASING	1,318.35
05/07/2024	70149983	Check	RAINIER LIGHTING & ELECTRICAL SUPPLY	2,835.50
05/07/2024	70149984	Check	REALLY GREAT READING LLC	3,974.85

AP Check Register

AP Run: GENERAL 5-7-24 — Post Date: 2024-05-07 — AP Run Type: R

YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
05/07/2024	70149985	Check	REFRIGERATION SUPPLIES DISTRIB	336.89
05/07/2024	70149986	Check	RWC GROUP	843.79
05/07/2024	70149987	Check	SAGE PUBLICATIONS	1,625.00
05/07/2024	70149988	Check	SCHETKY NORTHWEST SALES INC	5,355.55
05/07/2024	70149989	Check	SILVER SPRINGS ORGANICS	59.90
05/07/2024	70149990	Check	SOUTH SOUND FIRE & SECURITY	368.89
05/07/2024	70149991	Check	SPRAGUE PEST SOLUTIONS	574.23
05/07/2024	70149992	Check	STOCKDALE, STEPHANIE LYNN	40.63
05/07/2024	70149993	Check	STRUNA, SOPHIA ANNABELLE	59.50
05/07/2024	70149994	Check	SUPERINTENDENT OF PUBLIC INSTR	10,509.98
05/07/2024	70149995	Check	TACOMA SCHOOL DISTRICT #10	3,128.74
05/07/2024	70149996	Check	THE PART WORKS INC	141.19
05/07/2024	70149997	Check	TYLER TECHNOLOGIES	410.00
05/07/2024	70149998	Check	US FOODS	28,453.23
05/07/2024	70149999	Check	VARSIITY PIZZA	155.66
05/07/2024	70150000	Check	VLNKOVA, DANIELA M	16.08
05/07/2024	70150001	Check	WA ASSN OF AGRICULTURAL EDUCAT	3,938.00
05/07/2024	70150002	Check	WASHINGTON FLORAL SERVICE INC	890.82
05/07/2024	70150003	Check	WELLS FARGO FINANCIAL LEASING	376.79

AP Check Register

AP Run: GENERAL 5-7-24 — Post Date: 2024-05-07 — AP Run Type: R

YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
05/07/2024	70150004	Check	WOLF, KRISTIN ELLEN	225.00
				Total: \$369,000.64

GENERAL 5-7-24 Summary

Type	Count	Amount
Regular	83	369,000.64
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	83	\$369,000.64

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
10 - GENERAL FUND	369,000.64
	\$369,000.64

AP Check Register

AP Run: GENERAL 2 5-7-24 — Post Date: 2024-05-07 — AP Run Type: R

YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
05/07/2024	70150005	Check	US BANK - CORPORATE PAYMENT SYSTEMS	32,913.95
				Total: \$32,913.95

GENERAL 2 5-7-24 Summary

Type	Count	Amount
Regular	1	32,913.95
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	1	\$32,913.95

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
10 - GENERAL FUND	32,913.95
	\$32,913.95

AP Check Register

AP Run: GENERAL 5-9-24 — Post Date: 2024-05-09 — AP Run Type: R

YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
05/09/2024	70150006	Check	A & A TRANSPORTATION INC	442.00
05/09/2024	70150007	Check	TACOMA VENUES & EVENTS	7,250.00
Total:				\$7,692.00

GENERAL 5-9-24 Summary

Type	Count	Amount
Regular	2	7,692.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	2	\$7,692.00

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
10 - GENERAL FUND	7,692.00
	\$7,692.00

AP Check Register

AP Run: GENERAL 5-14-24 — Post Date: 2024-05-14 — AP Run Type: R

YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
05/14/2024	70150008	Check	BLAZERWORKS	48,614.96
05/14/2024	70150009	Check	BRANT, JEREMY L	26.80
05/14/2024	70150010	Check	CLARK, CHRISTOPHER	91.89
05/14/2024	70150011	Check	CRYSTAL SPRINGS	8.21
05/14/2024	70150012	Check	DESHIRO-HARPER, BRITANY MARIE	259.20
05/14/2024	70150013	Check	FRANZ FAMILY BAKERIES	1,301.60
05/14/2024	70150014	Check	HOOPER, BRYAN	1,000.00
05/14/2024	70150015	Check	Kimball, Morgan	142.87
05/14/2024	70150016	Check	KIRKHAM, TAMI LENAH	53.70
05/14/2024	70150017	Check	MILLER WUTZKE, NANCY MICHELE	35.38
05/14/2024	70150018	Check	PEDRONCELLI, CORIE	247.66
05/14/2024	70150019	Check	PUGET SOUND ENERGY	173.25
05/14/2024	70150020	Check	PUNZEL, MICHELLE LOUISE	137.36
05/14/2024	70150021	Check	RICE, RACHEL	167.28
05/14/2024	70150022	Check	SCHOLASTIC BOOK FAIRS INC	1,363.26
05/14/2024	70150023	Check	SOUTH PUGET SOUND COMM COLLEGE	103,287.98
05/14/2024	70150024	Check	SOUTH SOUND FIRE & SECURITY	203.23
05/14/2024	70150025	Check	STRUINA, SOPHIA ANNABELLE	50.65
05/14/2024	70150026	Check	US BANK - CORPORATE PAYMENT SYSTEMS	5,188.12
05/14/2024	70150027	Check	WASHINGTON STATE FFA	2,330.00

AP Check Register

AP Run: GENERAL 5-14-24 — Post Date: 2024-05-14 — AP Run Type: R

YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
05/14/2024	70150028	Check	YELM PHYSICAL THERAPY	4,000.00
				Total: \$168,683.40

GENERAL 5-14-24 Summary

Type	Count	Amount
Regular	21	168,683.40
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	21	\$168,683.40

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
10 - GENERAL FUND	168,683.40
	\$168,683.40

AP Check Register

AP Run: GENERAL 5-15-24 — Post Date: 2024-05-15 — AP Run Type: R

YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
05/15/2024	70150029	Check	US BANK - CORPORATE PAYMENT SYSTEMS	18,595.62
				Total:
				\$18,595.62

GENERAL 5-15-24 Summary

Type	Count	Amount
Regular	1	18,595.62
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	1	\$18,595.62

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
10 - GENERAL FUND	18,595.62
	\$18,595.62

AP Check Register

AP Run: GENERAL 5-21-24 — Post Date: 2024-05-21 — AP Run Type: R

YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
05/21/2024	70150030	Check	ACP DIRECT	379.45
05/21/2024	70150031	Check	AMN HEALTHCARE INC	8,663.28
05/21/2024	70150032	Check	BLAZERWORKS	46,508.28
05/21/2024	70150033	Check	BRYSON SALES & SERVICE	1,903.24
05/21/2024	70150034	Check	CAPITAL BUSINESS MACHINES INC	6,590.87
05/21/2024	70150035	Check	CENTRAL WELDING SUPPLY CO INC	2,665.10
05/21/2024	70150036	Check	CHARLES H BERESFORD CO	175.20
05/21/2024	70150037	Check	CINTAS CORP	306.78
05/21/2024	70150038	Check	CITY OF YELM	71,019.54
05/21/2024	70150039	Check	CLASSIC CITY AUTO GLASS	657.00
05/21/2024	70150040	Check	COMMERCIAL BRAKE CLUTCH INC	2,062.04
05/21/2024	70150041	Check	COMMERCIAL FILTER SALES & SERVICE INC	9,668.27
05/21/2024	70150042	Check	COMPHEALTH MEDICAL STAFFING	16,463.01
05/21/2024	70150043	Check	DEPT OF LABOR AND INDUSTRIES	348.60
05/21/2024	70150044	Check	DEPT OF LICENSING	45.00
05/21/2024	70150045	Check	DRAIN PRO	1,445.77
05/21/2024	70150046	Check	EDU HEALTHCARE LLC	6,056.70
05/21/2024	70150047	Check	ESD #113	40,500.00
05/21/2024	70150048	Check	EVERGREEN TECHNOLOGIES INC	2,016.14
05/21/2024	70150049	Check	FASTENAL COMPANY	2,871.63
05/21/2024	70150050	Check	FIRST STUDENT	24,306.00

AP Check Register

AP Run: GENERAL 5-21-24 — Post Date: 2024-05-21 — AP Run Type: R

YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
05/21/2024	70150051	Check	FOSTER GARVEY	1,234.50
05/21/2024	70150052	Check	FRANZ FAMILY BAKERIES	739.05
05/21/2024	70150053	Check	FREEDOM TOURS NW INC	3,600.00
05/21/2024	70150054	Check	GORDON TRUCK CENTERS	1,583.97
05/21/2024	70150055	Check	GRAINGER INC	441.23
05/21/2024	70150056	Check	HARLOW'S SCHOOL BUS SERVICE INC	12,398.46
05/21/2024	70150057	Check	HD SUPPLY INC	10,060.65
05/21/2024	70150058	Check	HEARTSPRING INC	32,681.00
05/21/2024	70150059	Check	HERMANSON CO LLP	8,057.83
05/21/2024	70150060	Check	HOPSKIPDRIVE INC	21,880.63
05/21/2024	70150061	Check	INTERWEST METALS INC	1,786.34
05/21/2024	70150062	Check	J AND I POWER EQUIPMENT INC	9.84
05/21/2024	70150063	Check	JACKSON THERAPY PARTNERS	9,476.25
05/21/2024	70150064	Check	K C D A	11,249.91
05/21/2024	70150065	Check	LANGUAGE LINE SERVICES	61.85
05/21/2024	70150066	Check	LINGUALINX INC	563.27
05/21/2024	70150067	Check	MASTER TEACHER INC	2,375.22
05/21/2024	70150068	Check	MAYNARD, JONATHAN PATRICK	48.24
05/21/2024	70150069	Check	MICRO COMPUTER SYSTEMS INC	11,087.98
05/21/2024	70150070	Check	MORNINGSIDE	666.50
05/21/2024	70150071	Check	NAPA AUTO PARTS	3,193.24

AP Check Register

AP Run: GENERAL 5-21-24 — Post Date: 2024-05-21 — AP Run Type: R

YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
05/21/2024	70150072	Check	NISQUALLY INDIAN TRIBE	4,673.00
05/21/2024	70150073	Check	OFFICE DEPOT BUSINESS SOLUTIONS	60.73
05/21/2024	70150074	Check	OTIS ELEVATOR COMPANY	1,571.54
05/21/2024	70150075	Check	PETROCARD	33,636.72
05/21/2024	70150076	Check	RAINIER LIGHTING & ELECTRICAL SUPPLY	2,553.91
05/21/2024	70150077	Check	SCHETKY NORTHWEST SALES INC	4,514.71
05/21/2024	70150078	Check	SCHOOL DATA SOLUTIONS	5,502.38
05/21/2024	70150079	Check	SOUTH SOUND READING FOUNDATON	2,937.50
05/21/2024	70150080	Check	SOWERS, RYAN	285.00
05/21/2024	70150081	Check	SPROUT THERAPY SOLUTIONS LLC	11,007.50
05/21/2024	70150082	Check	STATE AUDITOR'S OFFICE	27,856.28
05/21/2024	70150083	Check	TACOMA COMMUNITY COLLEGE	1,155.97
05/21/2024	70150084	Check	TALBOT KORVOLA & WARWICK LLP	100.00
05/21/2024	70150085	Check	TED BROWN MUSIC CO	627.14
05/21/2024	70150086	Check	THURSTON COUNTY AUDITOR	37,330.49
05/21/2024	70150087	Check	TYLER TECHNOLOGIES	205.00
05/21/2024	70150088	Check	US FOODS	28,817.11
05/21/2024	70150089	Check	VAUGHAN, JACOB H	22.78
05/21/2024	70150090	Check	WA SCHOOL INFO PROCESSING COOP	579.15

AP Check Register

AP Run: GENERAL 5-21-24 — Post Date: 2024-05-21 — AP Run Type: R

YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
05/21/2024	70150091	Check	WELLS FARGO VENDOR FINANCIAL SERVICES LLC	3,430.80
				Total: \$544,715.57

GENERAL 5-21-24 Summary

Type	Count	Amount
Regular	62	544,715.57
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	62	\$544,715.57

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
10 - GENERAL FUND	544,715.57
	\$544,715.57

AP Check Register

AP Run: GENERAL 2 5-21-24 — Post Date: 2024-05-21 — AP Run Type: R

YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
05/21/2024	70150092	Check	US BANK - CORPORATE PAYMENT SYSTEMS	10,557.55
				Total: \$10,557.55

GENERAL 2 5-21-24 Summary

Type	Count	Amount
Regular	1	10,557.55
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	1	\$10,557.55

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
10 - GENERAL FUND	10,557.55
	\$10,557.55

AP Check Register

AP Run: GENERAL 5-29-24 — Post Date: 2024-05-29 — AP Run Type: R

YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
05/29/2024	70150112	Check	ASSN OF WA SCHOOL PRINCIPALS	990.00
05/29/2024	70150113	Check	BLAZERWORKS	40,350.32
05/29/2024	70150114	Check	CAPITAL BUSINESS MACHINES INC	922.32
05/29/2024	70150115	Check	CAVANAUGH, ELLEN	34.71
05/29/2024	70150116	Check	EDU HEALTHCARE LLC	2,893.15
05/29/2024	70150117	Check	ESD #113	29,955.09
05/29/2024	70150118	Check	MATHIS, LINDSEY	50.59
05/29/2024	70150119	Check	PUGET SOUND ENERGY	8,040.24
05/29/2024	70150120	Check	SECURITAS TECHNOLOGY CORPORATION	35.86
05/29/2024	70150121	Check	TYLER TECHNOLOGIES	16,802.34
05/29/2024	70150122	Check	US FOODS	66,953.08
05/29/2024	70150123	Check	WA STATE IMPACT AID ASSOC	100.00
05/29/2024	70150124	Check	WASHINGTON OFFICIALS ASSOCIATION	13,479.75
05/29/2024	70150125	Check	YELM SCHOOLS REVOLVING FUND	51.00
Total:				\$180,658.45

GENERAL 5-29-24 Summary

Type	Count	Amount
Regular	14	180,658.45
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	14	\$180,658.45

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
10 - GENERAL FUND	180,658.45
	\$180,658.45

AP Check Register

AP Run: GENERAL 5-30-24 — Post Date: 2024-05-30 — AP Run Type: R

YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
05/30/2024	70150126	Check	US BANK - CORPORATE PAYMENT SYSTEMS	44,265.79
Total:				\$44,265.79

GENERAL 5-30-24 Summary

Type	Count	Amount
Regular	1	44,265.79
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	1	\$44,265.79

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
10 - GENERAL FUND	44,265.79
	\$44,265.79

YELM COMMUNITY SCHOOLS

Board Date: JUNE 27, 2024

Fund: ASB

Vouchers audited and certified by the auditing officer as required by R.C.W. 42.24.080 and those expense reimbursement claims certified as required by R.C.W. 42.24.090, have been recorded on a listing which has been made available to the board.

As of JUNE 27, 2024 the Board does approve for payment those vouchers included in the following list and further described as follows:

VOUCHER NUMBER 70409557 THROUGH 70409587

IN THE TOTAL AMOUNT OF \$ 90,659.21

SECRETARY _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

Voucher Auditor's Statement

I, the undersigned do hereby certify that I have reviewed each of the vouchers listed above, and that the claims are just, due and unpaid obligations against the school district, and that I am authorized to authenticate and certify to said claim.

SIGNATURE OF AUDITING OFFICER 

AP Check Register

AP Run: ASB 5-2-24 — Post Date: 2024-05-02 — AP Run Type: R

YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
05/02/2024	70409557	Check	US BANK - CORPORATE PAYMENT SYSTEMS	14,201.13
				Total: \$14,201.13

ASB 5-2-24 Summary

Type	Count	Amount
Regular	1	14,201.13
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	1	\$14,201.13

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
40 - ASSOCIATED STUDENT BODY FUND	14,201.13
	\$14,201.13

AP Check Register

AP Run: ASB 5-7-24 — Post Date: 2024-05-07 — AP Run Type: R

YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
05/07/2024	70409558	Check	CHINOOK MUSIC ED ASSOCIATION	110.00
05/07/2024	70409559	Check	CITY OF YELM	420.00
05/07/2024	70409560	Check	FREEDOM TOURS NW INC	7,642.50
05/07/2024	70409561	Check	HARRIS, GARY	270.90
05/07/2024	70409562	Check	IMPREST YELM HIGH	3,075.00
05/07/2024	70409563	Check	PACIFIC UNIVERSITY	3,015.00
05/07/2024	70409564	Check	SNAPI MOBILE INC	1,923.56
05/07/2024	70409565	Check	VARSIITY PIZZA	46.92
Total:				\$16,503.88

ASB 5-7-24 Summary

Type	Count	Amount
Regular	8	16,503.88
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	8	\$16,503.88

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
40 - ASSOCIATED STUDENT BODY FUND	16,503.88
	\$16,503.88

AP Check Register

AP Run: ASB 2 5-7-24 — Post Date: 2024-05-07 — AP Run Type: R

YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
05/07/2024	70409566	Check	US BANK - CORPORATE PAYMENT SYSTEMS	2,102.24
				Total: \$2,102.24

ASB 2 5-7-24 Summary

Type	Count	Amount
Regular	1	2,102.24
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	1	\$2,102.24

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
40 - ASSOCIATED STUDENT BODY FUND	2,102.24
	\$2,102.24

AP Check Register

AP Run: ASB 5-14-24 — Post Date: 2024-05-14 — AP Run Type: R

YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
05/14/2024	70409567	Check	BSN SPORTS	1,929.69
05/14/2024	70409568	Check	CHINOOK MUSIC ED ASSOCIATION	185.00
05/14/2024	70409569	Check	HOGHAUG, THOMAS A	150.00
05/14/2024	70409570	Check	INTER-STATE STUDIO & PUBLISHING CO	1,276.92
05/14/2024	70409571	Check	RIDDELL/ALL AMERICAN	11,189.51
05/14/2024	70409572	Check	WASHINGTON STATE FFA	13,515.00
Total:				\$28,246.12

ASB 5-14-24 Summary

Type	Count	Amount
Regular	6	28,246.12
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	6	\$28,246.12

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
40 - ASSOCIATED STUDENT BODY FUND	28,246.12
	\$28,246.12

AP Check Register

AP Run: ASB 5-15-24 — Post Date: 2024-05-15 — AP Run Type: R

YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
05/15/2024	70409573	Check	US BANK - CORPORATE PAYMENT SYSTEMS	6,783.73
				Total:
				\$6,783.73

ASB 5-15-24 Summary

Type	Count	Amount
Regular	1	6,783.73
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	1	\$6,783.73

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
40 - ASSOCIATED STUDENT BODY FUND	6,783.73
	\$6,783.73

AP Check Register

AP Run: ASB 5-16-24 — Post Date: 2024-05-16 — AP Run Type: R

YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
05/16/2024	70409574	Check	SCOTT PETERSEN	595.00
				Total: \$595.00

ASB 5-16-24 Summary

Type	Count	Amount
Regular	1	595.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	1	\$595.00

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
40 - ASSOCIATED STUDENT BODY FUND	595.00
	\$595.00

AP Check Register

AP Run: ASB 5-21-24 — Post Date: 2024-05-21 — AP Run Type: R

YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
05/21/2024	70409575	Check	DRAIN PRO	279.00
05/21/2024	70409576	Check	METROPOLITAN PARK DIST/TACOMA	979.00
05/21/2024	70409577	Check	WA ACTIVITY COORD ASSN	798.00
05/21/2024	70409578	Check	YELM COMMUNITY SCHOOLS	554.45
Total:				\$2,610.45

ASB 5-21-24 Summary

Type	Count	Amount
Regular	4	2,610.45
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	4	\$2,610.45

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
40 - ASSOCIATED STUDENT BODY FUND	2,610.45
	\$2,610.45

AP Check Register

AP Run: ASB 2 5-21-24 — Post Date: 2024-05-21 — AP Run Type: R

YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
05/21/2024	70409579	Check	US BANK - CORPORATE PAYMENT SYSTEMS	7,049.83
				Total: \$7,049.83

ASB 2 5-21-24 Summary

Type	Count	Amount
Regular	1	7,049.83
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	1	\$7,049.83

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
40 - ASSOCIATED STUDENT BODY FUND	7,049.83
	\$7,049.83

AP Check Register

AP Run: ASB 5-29-24 — Post Date: 2024-05-29 — AP Run Type: R

YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
05/29/2024	70409580	Check	AWARDS WEST - PRINT WARES INC	366.15
05/29/2024	70409581	Check	EPIC SPORTS	2,227.21
05/29/2024	70409582	Check	HARRIS, GARY	3,436.20
05/29/2024	70409583	Check	INTER-STATE STUDIO & PUBLISHING CO	4,073.87
05/29/2024	70409584	Check	TAGS AWARDS & SPECIALTIES	228.38
05/29/2024	70409585	Check	YELM COMMUNITY SCHOOLS	195.87
05/29/2024	70409586	Check	YELM SCHOOLS ASB REVOLVING	12.00
Total:				\$10,539.68

ASB 5-29-24 Summary

Type	Count	Amount
Regular	7	10,539.68
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	7	\$10,539.68

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
40 - ASSOCIATED STUDENT BODY FUND	10,539.68
	\$10,539.68

AP Check Register

AP Run: ASB 5-30-24 — Post Date: 2024-05-30 — AP Run Type: R

YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
05/30/2024	70409587	Check	US BANK - CORPORATE PAYMENT SYSTEMS	2,027.15
				Total: \$2,027.15

ASB 5-30-24 Summary

Type	Count	Amount
Regular	1	2,027.15
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	1	\$2,027.15

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
40 - ASSOCIATED STUDENT BODY FUND	2,027.15
	\$2,027.15

YELM COMMUNITY SCHOOLS

Board Date: JUNE 27, 2024

Fund: CAP PROJ

Vouchers audited and certified by the auditing officer as required by R.C.W. 42.24.080 and those expense reimbursement claims certified as required by R.C.W. 42.24.090, have been recorded on a listing which has been made available to the board.

As of JUNE 27, 2024 the Board does approve for payment those vouchers included in the following list and further described as follows:

VOUCHER NUMBER 70501727 THROUGH 70501730

IN THE TOTAL AMOUNT OF \$ 395,439.48

SECRETARY _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

Voucher Auditor's Statement

I, the undersigned do hereby certify that I have reviewed each of the vouchers listed above, and that the claims are just, due and unpaid obligations against the school district, and that I am authorized to authenticate and certify to said claim.

SIGNATURE OF AUDITING OFFICER 

AP Check Register

AP Run: CAP PROJ 5-7-24 — Post Date: 2024-05-07 — AP Run Type: R

YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
05/07/2024	70501727	Check	EVERGREEN TECHNOLOGIES INC	1,381.55
05/07/2024	70501728	Check	K C D A	12,629.90

Total: \$14,011.45

CAP PROJ 5-7-24 Summary

Type	Count	Amount
Regular	2	14,011.45
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	2	\$14,011.45

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
20 - CAPITAL PROJECTS FUND	14,011.45
	\$14,011.45

AP Check Register

AP Run: CAP PROJ 5-21-24 — Post Date: 2024-05-21 — AP Run Type: R

YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
05/21/2024	70501729	Check	SAFE HAVEN DEFENSE WA LLC	33,628.94
				Total: \$33,628.94

CAP PROJ 5-21-24 Summary

Type	Count	Amount
Regular	1	33,628.94
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	1	\$33,628.94

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
20 - CAPITAL PROJECTS FUND	33,628.94
	\$33,628.94

AP Check Register

AP Run: CAP PROJ 5-29-24 — Post Date: 2024-05-29 — AP Run Type: R

YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
05/29/2024	70501730	Check	YELM COMMUNITY SCHOOLS	347,799.09
Total:				\$347,799.09

CAP PROJ 5-29-24 Summary

Type	Count	Amount
Regular	1	347,799.09
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	1	\$347,799.09

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
20 - CAPITAL PROJECTS FUND	347,799.09
	\$347,799.09

YELM COMMUNITY SCHOOLS

Board Date: JUNE 27, 2024

Fund: AP ACH

Vouchers audited and certified by the auditing officer as required by R.C.W. 42.24.080 and those expense reimbursement claims certified as required by R.C.W. 42.24.090, have been recorded on a listing which has been made available to the board.

As of JUNE 27, 2024 the Board does approve for payment those vouchers included in the following list and further described as follows:

VOUCHER NUMBER 11230006 GENERAL THROUGH 202100157 ASB

IN THE TOTAL AMOUNT OF \$ 1,350.87

SECRETARY _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

Voucher Auditor's Statement

I, the undersigned do hereby certify that I have reviewed each of the vouchers listed above, and that the claims are just, due and unpaid obligations against the school district, and that I am authorized to authenticate and certify to said claim.

SIGNATURE OF AUDITING OFFICER 

AP Check Register

AP Run: GENERAL 06-03-24 — Post Date: 2024-06-03 — AP Run Type: R

YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
06/03/2024	11230006	Wire Transfer	DEPARTMENT OF REVENUE	1,096.51
				Total: \$1,096.51

GENERAL 06-03-24 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	1,096.51
Epayables:	0	0.00
Total:	1	\$1,096.51

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
10 - GENERAL FUND	1,096.51
	\$1,096.51

AP Check Register

AP Run: ASB 06-03-24 — Post Date: 2024-06-03 — AP Run Type: R

YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
06/03/2024	202100157	Wire Transfer	DEPARTMENT OF REVENUE	254.36
				Total: \$254.36

ASB 06-03-24 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	254.36
Epayables:	0	0.00
Total:	1	\$254.36

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
40 - ASSOCIATED STUDENT BODY FUND	254.36
	\$254.36



360.458.1900
FAX: 360.458.6178
107 FIRST STREET NORTH
PO Box 476
YELM, WA 98597-0476
www.ycs.wednet.edu

MEMORANDUM

TO: Board of Directors
FROM: Chris Hansen, Director of Facilities
DATE: June 18, 2023
SUBJECT: Recommendation to Approve Public Works Projects

The following Public Works Projects were completed for acceptance by the Board:

<u>Project #</u>	<u>Amount</u>	<u>Vendor / Reason</u>
67.23	\$1674.54	South Sound Fire & Security – Starlink Dialer Installation – MK
69.23	\$2314.33	South Sound Fire & Security – Starlink Dialer Installation – PR
87.23	\$7125.80	CAMCAL – Auto Shop Lift Repair & Annual Inspection – YHS
109.23	\$311.77	South Sound Fire & Security – Service Call Alarm Trouble – YHS
111.23	\$1480.04	SME Solutions – Service Call Pump Failures – TRANS
112.23	\$336.71	Security Solutions – Electronic Door Service Call – YES
113.23	\$626.91	South Sound Fire & Security – Security System Installation – PR
115.23	\$4767.39	Hermanson Co LLP – Boiler 2 Repairs – RMS

I will be available to answer any questions you may have.



360.458.1900
 FAX: 360.458.6178
 107 FIRST STREET NORTH
 PO Box 476
 YELM, WA 98597-0476
 www.ycs.wednet.edu

TO: Chris Woods, Superintendent
FROM: Jennifer Carrougher, Chief of Finance and Operations
RE: **Monthly Budget Report for May 2024**
DATE: June 27, 2024

A Budget Status Report for each fund is also provided as supporting documentation.

General Fund

	Budget	Actual	% To Date
Beginning Fund Balance	\$ 6,400,000	\$ 7,037,900	
Revenues	\$ 93,802,293	\$ 71,856,769	76.6%
Expenditures	\$ 95,019,443	\$ 74,521,329	78.4%
Transfer to Other Funds	\$ 281,940	\$ 281,940	100%
Ending Fund Balance	\$ 4,900,910	\$ 4,091,400	

Revenues by Major Source	Annual Budget	2023-2024 Revenues to Date	% Collected	Prior Year Comparison
Local Taxes	\$ 12,093,107	\$ 11,731,456	97.0%	\$ 10,948,970
Local Nontax (e.g. lunch receipts, donations, investments)	\$ 944,150	\$ 632,954	67.0%	\$ 836,399
Apportionment, Levy Equalization	\$ 57,462,679	\$ 41,808,888	72.8%	\$ 38,649,219
State Special Purpose (e.g. SPED)	\$ 17,039,330	\$ 12,877,497	75.6%	\$ 10,648,863
Federal	\$ 6,263,027	\$ 4,805,974	76.7%	\$ 7,425,638
Total	\$ 93,802,293	\$ 71,856,769	76.6%	\$ 68,509,089

Expenditures by Program	Annual Budget	2023-2024 Expenditures to Date	% Expended	Prior Year Comparison
Regular Instruction	\$ 49,426,381	\$ 38,150,206	77.2%	\$ 36,031,470
Federal Stimulus	\$ 726,897	\$ 816,030	112.3%	\$ 3,151,361
Special Ed	\$ 15,621,902	\$ 12,804,632	82.0%	\$ 11,156,899
Vocational	\$ 4,625,255	\$ 3,159,014	68.3%	\$ 3,179,177
Compensatory	\$ 3,751,158	\$ 3,065,392	81.7%	\$ 2,300,031
Other Instructional	\$ 540,207	\$ 335,863	62.2%	\$ 372,173
Support Services	\$ 20,327,643	\$ 16,190,193	79.6%	\$ 15,016,115
Total	\$ 95,019,443	\$ 74,521,329	78.4%	\$ 71,207,226

Capital Projects Fund

	Budget	Actual	% To Date
Beginning Fund Balance	\$ 21,000,000	\$ 18,486,635	
Revenues			
Investment Earnings	\$ 150,000	\$ 331,905	221.3%
Impact & Mitigation Fees	\$ 350,000	\$ 401,476	114.7%
School Construction State Funds	\$ 1,500,000	\$ 1,666,935	111.1%
Total Revenues	\$ 2,000,000	\$ 2,400,316	120.0%
Expenditures			
Yelm Middle School	\$ 200,000	\$ 142,680	71.3%
Southworth Elementary	\$ 2,000,000	\$ 229,678	11.5%
Safety & Security Projects	\$ 242,000	\$ 154,175	63.7%
YHS Stadium Visitor Seating	\$ 225,000	\$ 4,440	2.0%
Yelm High School Roof	\$ 1,375,000	\$ 249,160	18.1%
Protective Window Film	\$ 1,400,000	\$ 826,093	59.0%
YHS Soccer Turf/Tennis Courts	\$ 3,305,000	\$ 541,521	16.4%
Technology Upgrades	\$ 575,000	\$ 89,749	15.6%
HVAC Updates	\$ 600,000	\$ 189,619	31.6%
Districtwide Rekey	\$ 300,000	\$ 68,511	22.8%
HB 1257 - Energy Efficiency	\$ 525,000	\$ 19,500	3.7%
Capital Projects - Unassigned	\$ 5,588,000	\$ 2,546	0.0%
Transportation Bldg Remodel	\$ -	\$ 28,826	
Total Expenditures	\$ 16,335,000	\$ 2,546,497	15.6%
Ending Fund Balance	\$ 6,665,000	\$ 18,340,455	

Transportation Vehicle Fund

Revenues			
Investment Earnings	\$ 1,500	\$ 10,831	722.1%
Bus Depreciation (received in August)	\$ 618,369		
Total Revenues	\$ 619,869	\$ 10,831	
Expenditures			
New Buses	\$ 570,000	\$ -	0.0%
Total Expenditures	\$ 570,000	\$ -	
Ending Fund Balance	\$ 729,617	\$ 703,051	

Associated Student Body Fund

	Budget	Actual	% To Date
Beginning Fund Balance	\$ 310,822	\$ 488,846	
Revenues	\$ 924,510	\$ 630,094	68.2%
Expenditures	\$ 909,977	\$ 524,326	57.6%
Ending Fund Balance	\$ 325,355	\$ 594,614	

Debt Service Fund

	Budget	Actual	% To Date
Beginning Fund Balance	\$ 3,259,046	\$ 3,374,103	
Revenues			
Local Taxes	\$ 6,757,308	\$ 6,800,454	100.6%
Investment Earnings	\$ 30,000	\$ 51,086	170.3%
General Fund Transfer (Non-Voted Debt)	\$ 281,940	\$ 281,940	100.0%
Total Revenues	\$ 7,069,248	\$ 7,133,480	
Expenditures			
Voted Debt	\$ 2,845,000	\$ 2,845,000	100.0%
Non-Voted Debt	\$ 255,000	\$ 255,000	100.0%
Interest Payments	\$ 3,862,965	\$ 1,968,449	51.0%
Underwriter & Bond Transfer Fees	\$ 200,000	\$ 750	0.4%
Total Expenditures/Financing Uses	\$ 7,162,965	\$ 5,069,199	
Ending Fund Balance	\$ 3,165,329	\$ 5,438,384	

Series	Purpose	Original Issue	Current Balance	Final Payment
Voted Debt				
2019	Replace YMS & Southworth / Safety Security Projects	\$ 88,400,000	\$ 85,555,000	12/01/2038
Non Voted Debt				
2009B	Purchase & Renovate Transportation Facility	\$ 2,000,000	\$ 285,000	12/16/2025
2009A / 2015 Refunding	Replace Roofs at Mill Pond & Fort Stevens / Repair YHS Stadium Roof	\$ 1,685,000	\$ 740,000	12/01/2029
Total Outstanding Debt			\$ 86,580,000	

Budget Status Report

2023-2024

YELM COMMUNITY SCHOOLS

Basis of Accounting: Fund Balance
Reporting Month: May

Account Codes: State
Budget Type: Revised

Fund Code: 10
Fund Description: General Fund - LEA

A. REVENUES/OTHER FIN. SOURCE	Annual Budget	Actual for Month	Actual for Year	Encumbrances	Balance	Percent
1000 LOCAL TAXES	12,093,107	1,249,552.94	11,731,455.99		361,651.01	97.01
2000 LOCAL SUPPORT NONTAX	944,150	69,906.44	632,953.63		311,196.37	67.04
3000 STATE - GENERAL PURPOSE	57,462,679	3,279,375.18	41,808,888.27		15,653,790.73	72.76
4000 STATE - SPECIAL PURPOSE	17,039,330	977,671.62	12,877,497.19		4,161,832.81	75.58
5000 FEDERAL - GENERAL PURPOSE	125,000	26,195.74	117,617.10		7,382.90	94.09
6000 FEDERAL - SPECIAL PURPOSE	6,138,027	631,927.22	4,688,357.12		1,449,669.88	76.38
7000 REVENUES FR OTH SCH DIST	0	0.00	0.00		0.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	0	0.00	0.00		0.00	0.00
9000 OTHER FINANCING SOURCES	0	0.00	0.00		0.00	0.00
Total	93,802,293	6,234,629.14	71,856,769.30		21,945,523.70	76.60

B. EXPENDITURES						
00 Regular Instruction	49,426,381	4,061,384.66	38,150,205.69	732,552.42	10,543,622.89	78.67
10 Federal Stimulus	726,897	202,182.21	816,029.93	0.00	(89,132.93)	112.26
20 Special Ed Instruction	15,621,902	1,442,886.39	12,804,631.65	790,803.61	2,026,466.74	87.03
30 Voc. Ed Instruction	4,625,255	356,553.49	3,159,014.38	83,124.39	1,383,116.23	70.10
40 Skills Center Instruction	0	0.00	0.00	0.00	0.00	0.00
50+60 Compensatory Ed Instruct.	3,751,158	407,623.93	3,065,391.70	63,139.25	622,627.05	83.40
70 Other Instructional Pgms	540,207	26,214.96	335,862.69	15.22	204,329.09	62.18
80 Community Services	0	0.00	0.00	0.00	0.00	0.00
90 Support Services	20,327,643	1,714,218.67	16,190,193.37	830,137.04	3,307,312.59	83.73
Total	95,019,443	8,211,064.31	74,521,329.41	2,499,771.93	17,998,341.66	81.06

C. OTHER FIN. USES TRANS. OUT (GL 536)	281,940	0.00	281,940.00			
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D. OTHER FINANCING USES (GL 535)	0	0.00	0.00			
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E. EXCESS OF REVENUES/OTHER FIN. SOURCES OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)	(1,499,090)	(1,976,435.17)	(2,946,500.11)		(1,447,410.11)	96.55
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F. TOTAL BEGINNING FUND BALANCE	6,400,000		7,037,899.78			
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G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)			0.00			
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H. TOTAL ENDING FUND BALANCE (E+F + OR - G)	4,900,910		4,091,399.67			
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Budget Status Report

2023-2024

YELM COMMUNITY SCHOOLS

Basis of Accounting: Fund Balance
Reporting Month: May

Account Codes: State
Budget Type: Revised

Fund Code: 30
Fund Description: Debt Service Fund

A. REVENUES/OTHER FIN. SOURCE	Annual Budget	Actual for Month	Actual for Year	Encumbrances	Balance	Percent
1000 Local Taxes	6,757,308	900,309.83	6,800,454.18		(43,146.18)	100.64
2000 Local Support Nontax	30,000	7,717.39	51,085.78		(21,085.78)	170.29
3000 State - General Purpose	0	0.00	0.00		0.00	0.00
5000 Federal - General Purpose	0	0.00	0.00		0.00	0.00
9000 Other Financing Sources	281,940	0.00	281,940.00		0.00	100.00
Total	7,069,248	908,027.22	7,133,479.96		(64,231.96)	100.91

B. EXPENDITURES

Matured Bond Expenditures	3,100,000	0.00	3,100,000.00	0.00	0.00	100.00
Interest On Bonds	3,862,965	0.00	1,968,449.00	0.00	1,894,516.00	50.96
Interfund Loan Interest	0	0.00	0.00	0.00	0.00	0.00
Bond Transfer Fees	200,000	0.00	750.00	0.00	199,250.00	0.38
Arbitrage Rebate	0	0.00	0.00	0.00	0.00	0.00
Underwriter's Fees	0	0.00	0.00	0.00	0.00	0.00
Total	7,162,965	0.00	5,069,199.00	0.00	2,093,766.00	70.77

C. OTHER FIN. USES TRANS. OUT (GL 536)

0	0.00	0.00
---	------	------

D. OTHER FINANCING USES (GL 535)

0	0.00	0.00
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E. EXCESS OF REVENUES/OTHER FIN. SOURCES OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)

(93,717)	908,027.22	2,064,280.96	2,157,997.96	(2,302.
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F. TOTAL BEGINNING FUND BALANCE

3,259,046	3,374,103.23
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G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)

0.00

H. TOTAL ENDING FUND BALANCE (E+F + OR - G)

3,165,329	5,438,384.19
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I. ENDING FUND BALANCE ACCOUNTS

G/L 810 Restricted for Other Items	0	0.00
G/L 830 Restricted for Debt Service	3,165,329	5,438,384.19
G/L 835 Restrictd For Arbitrage Rebate	0	0.00
G/L 870 Committed to Other Purposes	0	0.00
G/L 889 Assigned to Fund Purposes	0	0.00
G/L 890 Unassigned Fund Balance	0	0.00
G/L 896 Change in Accounting Principles	0	0.00
G/L 897 Change to or within the Financial Reporting Entity	0	0.00
Total	3,165,329	5,438,384.19

Budget Status Report

2023-2024

YELM COMMUNITY SCHOOLS

Basis of Accounting: Fund Balance
Reporting Month: May

Account Codes: State
Budget Type: Revised

Fund Code: 20
Fund Description: Capital Projects Fund

A. REVENUES/OTHER FIN. SOURCE	Annual Budget	Actual for Month	Actual for Year	Encumbrances	Balance	Percent
1000 Local Taxes	0	0.00	0.00		0.00	0.00
2000 Local Support Nontax	500,000	98,329.10	733,381.15		(233,381.15)	146.68
3000 State - General Purpose	0	0.00	0.00		0.00	0.00
4000 State - Special Purpose	1,500,000	0.00	1,666,935.33		(166,935.33)	111.13
5000 Federal - General Purpose	0	0.00	0.00		0.00	0.00
6000 Federal - Special Purpose	0	0.00	0.00		0.00	0.00
7000 Revenues Fr Oth Sch Dist	0	0.00	0.00		0.00	0.00
8000 Other Agencies and Associates	0	0.00	0.00		0.00	0.00
9000 Other Financing Sources	0	0.00	0.00		0.00	0.00
Total	2,000,000	98,329.10	2,400,316.48		(400,316.48)	120.02
B. EXPENDITURES						
10 Sites	3,145,000	0.00	541,368.93	486,174.97	2,117,456.10	32.67
20 Buildings	10,940,000	394,057.93	1,825,204.09	876,827.94	8,237,967.97	24.70
30 Equipment	2,175,000	1,381.55	160,425.90	222,490.07	1,792,084.03	17.61
40 Energy	75,000	0.00	19,500.00	27,540.00	27,960.00	62.72
50 Sales & Lease Expenditure	0	0.00	0.00	0.00	0.00	0.00
60 Bond Issuance Expenditure	0	0.00	0.00	0.00	0.00	0.00
90 Debt	0	0.00	0.00	0.00	0.00	0.00
Total	16,335,000	395,439.48	2,546,498.92	1,613,032.98	12,175,468.10	25.46
C. OTHER FIN. USES TRANS. OUT (GL 536)	0	0.00	0.00			
D. OTHER FINANCING USES (GL 535)	0	0.00	0.00			
E. EXCESS OF REVENUES/OTHER FIN. SOURCES OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)	(14,335,000)	(297,110.38)	(146,182.44)		14,188,817.56	(98.98)
F. TOTAL BEGINNING FUND BALANCE	21,000,000		18,486,635.44			
G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)			0.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)	6,665,000		18,340,453.00			

Budget Status Report

2023-2024

YELM COMMUNITY SCHOOLS

Basis of Accounting: Fund Balance
Reporting Month: May

Account Codes: State
Budget Type: Revised

Fund Code: 40
Fund Description: Associated Student Body Fund

A. REVENUES

	Annual Budget	Actual for Month	Actual for Year	Encumbrances	Balance	Percent
1000 General Student Body	335,652	15,013.07	208,180.78		127,471.22	62.02
2000 Athletics	389,621	20,875.40	268,220.98		121,400.02	68.84
3000 Classes	54,150	6,985.00	22,385.00		31,765.00	41.34
4000 Clubs	136,037	12,774.50	128,779.27		7,257.73	94.66
6000 Private Moneys	9,050	0.00	2,528.38		6,521.62	27.94
Total	924,510	55,647.97	630,094.41		294,415.59	68.15

B. EXPENDITURES

1000 General Student Body	324,951	38,723.67	172,458.96	45,040.14	107,451.90	66.93
2000 Athletics	400,687	26,242.22	235,266.70	30,532.27	134,888.03	66.34
3000 Classes	44,810	990.11	6,497.13	2,150.00	36,162.87	19.30
4000 Clubs	130,429	23,641.57	108,282.65	3,999.82	18,146.53	86.09
6000 Private Moneys	9,100	106.00	1,820.89	0.00	7,279.11	20.01
Total	909,977	89,703.57	524,326.33	81,722.23	303,928.44	66.60

C. EXCESS OF REVENUES OVER (UNDER) EXPENDITURES (A-B)

14,533 (34,055.60) 105,768.08 91,235.08 627.78

D. TOTAL BEGINNING FUND BALANCE

310,822 488,845.66

E. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)

0.00

F. TOTAL ENDING FUND BALANCE (C+D + OR - E)

325,355 594,613.74

G. ENDING FUND BALANCE ACCOUNTS

G/L 810 Restricted for Other Items	9,000	9,000.00
G/L 819 Restricted for Fund Purposes	316,355	585,613.74
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	0.00
G/L 850 Restricted for Uninsured Risks	0	0.00
G/L 870 Committed to Other Purposes	0	0.00
G/L 889 Assigned to Fund Purposes	0	0.00
G/L 890 Unassigned Fund Balance	0	0.00
G/L 896 Change in Accounting Principles	0	0.00
G/L 897 Change to or within the Financial Reporting Entity	0	0.00
Total	325,355	594,613.74

Differences

0

0.00

Budget Status Report

2023-2024

YELM COMMUNITY SCHOOLS

Basis of Accounting: Fund Balance
Reporting Month: May

Account Codes: State
Budget Type: Revised

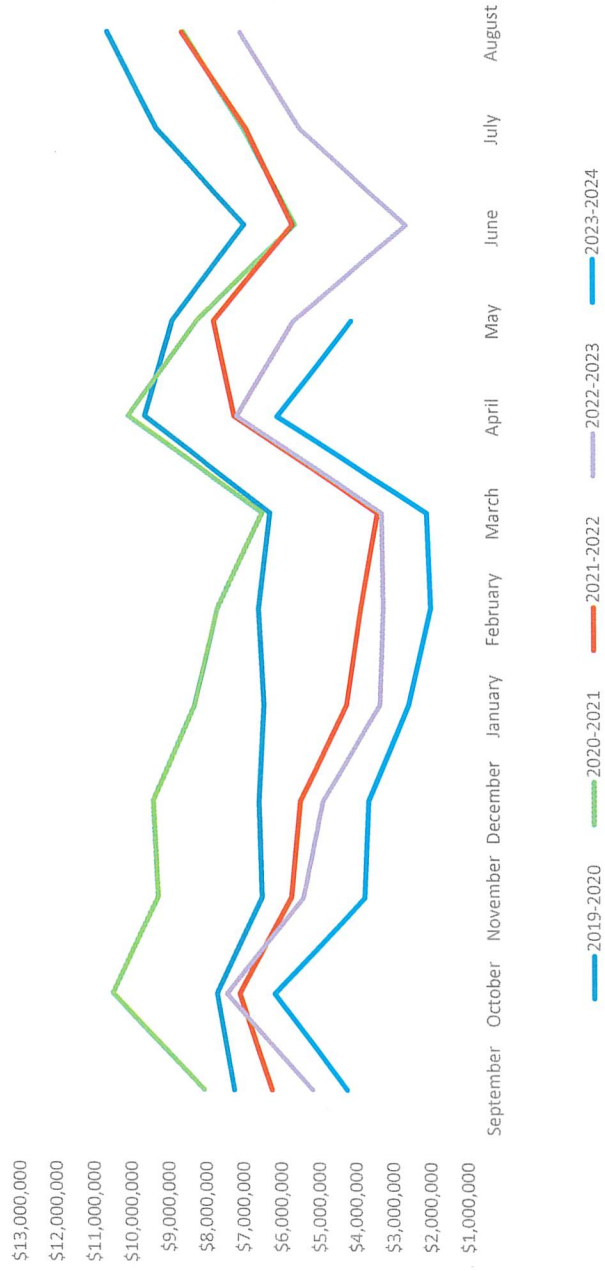
Fund Code: 90
Fund Description: Transportation Vehicle Fund

A. REVENUES/OTHER FIN. SOURCE	Annual Budget	Actual for Month	Actual for Year	Encumbrances	Balance	Percent
1000 Local Taxes	0	0.00	0.00		0.00	0.00
2000 Local Nontax	0	1,656.18	10,831.09		(10,831.09)	0.00
3000 State - General Purpose	0	0.00	0.00		0.00	0.00
4000 State - Special Purpose	618,369	0.00	0.00		618,369.00	0.00
5000 Federal - General Purpose	0	0.00	0.00		0.00	0.00
6000 Federal - Special Purpose	0	0.00	0.00		0.00	0.00
8000 Other Agencies and Associates	0	0.00	0.00		0.00	0.00
9000 Other Financing Sources	1,500	0.00	0.00		1,500.00	0.00
Total	619,869	1,656.18	10,831.09		609,037.91	1.75
 B. 9900 TRANSFERS IN FROM GF	 0	 0.00	 0.00		 0.00	 0.00
 C. Total REV./OTHER FIN. SOURCES	 619,869	 1,656.18	 10,831.09		 609,037.91	 1.75
 D. EXPENDITURES						
Type 30 Equipment	570,000	0.00	0.00	699,541.24	(129,541.24)	122.73
Type 40 Energy	0	0.00	0.00	0.00	0.00	0.00
Type 60 Bond Levy Issuance	0	0.00	0.00	0.00	0.00	0.00
Type 90 Debt	0	0.00	0.00	0.00	0.00	0.00
Total	570,000	0.00	0.00	699,541.24	(129,541.24)	122.73
 E. OTHER FIN. USES TRANS. OUT (GL 536)	 0	 0.00	 0.00			
 F. OTHER FINANCING USES (GL 535)	 0	 0.00	 0.00			
 G. EXCESS OF REVENUES/OTHER FIN. SOURCES OVER (UNDER) EXP/OTH FIN USES (C-D-E-F)	 49,869	 1,656.18	 10,831.09		 (39,037.91)	 (78.28)
 H. TOTAL BEGINNING FUND BALANCE	 679,748		 692,219.46			
 I. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)			 0.00			
 J. TOTAL ENDING FUND BALANCE (G+H + OR - I)	 729,617		 703,050.55			

**Yelm Community Schools
General Fund**

Ending Fund Balance

	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
September	\$ 7,244,889	\$ 8,052,992	\$ 6,254,167	\$ 5,180,158	\$ 4,253,606
October	\$ 7,696,881	\$ 10,493,543	\$ 7,094,017	\$ 7,431,578	\$ 6,160,915
November	\$ 6,500,927	\$ 9,273,776	\$ 5,731,449	\$ 5,400,202	\$ 3,752,049
December	\$ 6,569,872	\$ 9,409,926	\$ 5,492,020	\$ 4,887,315	\$ 3,645,404
January	\$ 6,435,902	\$ 8,279,283	\$ 4,244,125	\$ 3,340,443	\$ 2,566,382
February	\$ 6,577,136	\$ 7,670,813	\$ 3,849,046	\$ 3,242,302	\$ 1,968,852
March	\$ 6,265,379	\$ 6,473,717	\$ 3,382,927	\$ 3,270,945	\$ 2,074,365
April	\$ 9,597,660	\$ 10,049,379	\$ 7,212,254	\$ 7,142,804	\$ 6,067,835
May	\$ 8,871,261	\$ 8,212,646	\$ 7,757,440	\$ 5,636,210	\$ 4,091,400
June	\$ 6,931,060	\$ 5,595,940	\$ 5,658,708	\$ 2,614,255	
July	\$ 9,279,915	\$ 6,942,314	\$ 6,885,161	\$ 5,459,804	
August	\$ 10,604,238	\$ 8,566,879	\$ 8,611,802	\$ 7,037,900	



\$13,000,000
 \$12,000,000
 \$11,000,000
 \$10,000,000
 \$9,000,000
 \$8,000,000
 \$7,000,000
 \$6,000,000
 \$5,000,000
 \$4,000,000
 \$3,000,000
 \$2,000,000
 \$1,000,000



2019-2020 2020-2021 2021-2022 2022-2023 2023-2024

June 2024
Yelm Community Schools Monthly Enrollment Report (P223)

	Southworth		McKenna		Prairie		Fort Stevens		Mill Pond		Lackamas		YMS		RMS		YHS		YES/ALE		DISTRICT TOTAL		TK		
	HC	FTE	HC	FTE	HC	FTE	HC	FTE	HC	FTE	HC	FTE	HC	FTE	HC	FTE	HC	FTE	HC	FTE	HC	FTE			
TK							16	16.00	16	16.00											32	32.00	TK		
K	108	105.15	60	60.00	57	56.38	75	75.00	66	64.38	46	45.04									412	405.95	K		
1	111	111.00	73	73.00	73	71.83	68	67.65	58	58.00	48	48.00									431	429.48	1		
2	127	125.83	64	64.00	77	77.00	77	76.45	59	58.61	57	57.00									461	458.89	2		
3	114	114.00	70	70.00	57	57.00	84	83.04	64	64.00	47	46.02									436	434.06	3		
4	117	113.47	72	72.00	83	83.00	86	86.00	55	55.00	50	50.00									463	459.47	4		
5	103	103.00	62	62.00	79	79.00	77	76.09	60	60.00	42	41.04									423	421.13	5		
6														227	226.17	192	191.96					419	418.13	6	
7														223	222.08	189	187.20					412	409.28	7	
8														237	236.36	192	191.42					429	427.78	8	
9																		431	429.53	8	8.00	439	437.53	9	
10																		438	434.70	29	28.50	467	463.20	10	
11																		390	349.67	47	46.11	437	395.78	11	
12																		291	250.17	47	45.64	338	295.81	12	
TTL	680	672.45	401	401.00	426	424.21	483	480.23	378	375.99	290	287.10	687	684.61	573	570.58	1550	1464.07	131	128.25	5599	5488.49	TTL		
																					*TOTAL W/RUNNING START:		5801	5601.26	+RS

TBIP TK	
TBIP K-6	26
TBIP 7-12	
Transitioned	5

	25	24
	1	

	31
	2

	5
	1

	6
	1

	12
	3

	18
	3

	3
	1

	11
	4

Bilingual TBIP	
TBIP TK	0
TBIP K-6	132
TBIP7-12	84
Transitioned/Monitoring	14

RUNNING START / VOCATIONAL / PRE-K					
	YES	YHS	RMS	YMS	TTL
RUNNING START HC	3	155			158
College Only RS HC	0	44			44
Non Voc RS FTE	0.53	101.38			101.91
Voc RS FTE	0.46	10.4			10.86
VOC 9TH-12TH FTE		445.74		0.00	445.74
VOC 7TH-8TH FTE			11.56	19.04	30.60
PRE-K (HC Only)					32
Gravity					30.00

Budgeted vs. Actual FTE	
BUDGETED FTE*	5576.00
ACTUAL FTE	5601.26
DIFFERENCE	25.26

*NOTE: NO RUNNING START REPORTED IN SEPTEMBER

MONTHLY ACTUAL & ANNUAL AVERAGE											
	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	AVG
HC	5645	5879	5875	5864	5827	5864	5843	5781.00	5823	5801	5820
FTE	5518.73	5693.63	5687.75	5673.96	5650.58	5682.33	5662.19	5587.72	5624.03	5601.26	5638.22

ENROLLMENT COMPARED TO LAST MONTH							
	HEAD COUNT				FTE COUNT		
	May-24	Jun-24	Difference		May-24	Jun-24	Difference
Southworth	686	680	(6.00)		678.45	672.45	(6.00)
McKenna	399	401	2.00		399.00	401.00	2.00
Prairie	429	426	(3.00)		427.21	424.21	(3.00)
Fort Stevens	488	483	(5.00)		485.08	480.23	(4.85)
Mill Pond	381	378	(3.00)		378.99	375.99	(3.00)
Lackamas	289	290	1.00		286.10	287.10	1.00
YMS	686	687	1.00		683.61	684.61	1.00
RMS	578	573	(5.00)		575.31	570.58	(4.73)
YHS	1556	1550	(6.00)		1471.41	1464.07	(7.34)
YES	129	131	2.00		126.10	128.25	2.15
SUB TOTAL	5621	5599	(22.00)		5511.26	5488.49	(22.77)
Running Start	44	44	0.00		112.77	112.77	0.00
TOTAL	5665	5643	(22.00)		5624.03	5601.26	(22.77)

ENROLLMENT COMPARED TO LAST YEAR							
	HEAD COUNT				FTE COUNT		
	June-23	June-24	Difference		June-23	June-24	Difference
	5508	5801	293.00		5453.34	5601.26	147.92

Yelm Community Schools
Yelm, Washington

**Employment Contract
Superintendent of Schools**

It is hereby agreed by and between the Board of Directors ("Board") and Chris Woods ("Superintendent") that the Board, in accordance with its action at a meeting thereof held on **June 27, 2024** does hereby employ Chris Woods as Superintendent of the District on the following terms and conditions:

Agreement

1. Term.

The term of this Contract is for three years, commencing **July 1, 2024**, and ending **June 30, 2027**.

2. Professional Responsibilities.

2.1 The Superintendent shall devote his full time and attention to performing faithfully the duties of the Superintendent and Secretary of the Board pursuant to state and federal law and the policies, rules and regulations made thereafter by the Board.

2.2 Subject to Board approval, and any restrictions imposed by law, the Superintendent may organize, reorganize, and arrange the administrative and supervisory staff of the District in the manner which in his judgment best serves the interests of the District. The responsibility for the selection, placement, and transfer of personnel shall be vested in the Superintendent, subject to approval by the Board.

2.3 The Superintendent may attend appropriate professional meetings at the regional, state, and with prior Board approval, national level, the reasonable expenses of which will be borne by the District in accordance with District policy.

2.4 The Superintendent, with Board approval, may undertake consulting work, speaking engagements, writing, lecturing, or other professional duties and obligations which do not conflict with his duties as Superintendent.

2.5 The Superintendent must hold a valid Washington administrative credential and meet any and all other requirements of Washington law relating directly and indirectly to serve as Superintendent for the District.

2.6 The Superintendent shall attend all meetings of the Board except when his/her reemployment or compensation is being considered or when his/her absence is authorized and/or excused by the Board.

3. Compensation and Benefits.

3.1 For the first year of this employment contract (**July 1, 2024, through June 30, 2025**), the Superintendent will receive the following salary: The **Step 5** salary listed in the Superintendent and Assistant Superintendent Salary Schedule found in Yelm School Board Policy 5310. The annual salary shall be paid in accordance with the District's normal payroll policies and procedures for certificated administrators.

3.2 The Superintendent shall receive a monthly contribution of five hundred dollars, an addition to the annual salary set forth above, for a tax-sheltered annuity selected by the Superintendent. It is intended that all amounts applied toward the purchase of such annuity will be excludable from the gross income of the Superintendent under Sections 402(g) and 403(b) of the Internal Revenue Code of 1986, as amended.

- 3.3 The Superintendent will be included in the SEBB insurance and benefits program as outlined by the state of Washington.
- 3.4 Twelve (12) holidays recognized by the District.
- 3.5 33 days' vacation leave. A maximum of ten (10) days per contract year may be accumulated in the vacation pool of the forty (40) days possible in the vacation pool. Up to a maximum of ten (10) unused vacation days may be cashed out annually. Additionally up to thirty (30) days will be paid upon resignation, retirement or in the event of the death of the administrator to the estate, at a per diem rate of 1/215 of the scheduled annual salary. Vacation days shall be deemed used in the order accumulated (FIFO).
- 3.6 The Contract will include 260 compensated days, including twelve (12) paid holidays and thirty-three (33) paid vacation days. For purposes of computation of per diem rate the Superintendent's contract shall be considered to be 215 days. The Superintendent may work optional days at a per diem rate (1/215th of his annual salary) of pay up to the maximum days allowed for other certificated administrators.
- 3.7 Two (2) personal leave days cumulative up to five (5) days. Up to three (3) days may be carried over to the next year. Personal leave in excess of five (5) days may be cashed out annually. When cashing out personal leave days, two (2) days must be left in reserve. Up to five (5) personal leave days will be paid upon resignation, retirement, or to the Estate in the event of the death of the Superintendent, at step one of the Superintendent salary schedule.
- 3.8 Twelve (12) days annual leave with compensation for illness, injury, and emergencies with unused leave to accumulate from year to year to the extent allowed by law. Accrued and unused sick leave may be cashed out pursuant to state law and District policy.
- 3.9 The costs of membership in the American Association of School Administrators, the Washington State Association of School Administrators, and other professional groups specifically approved by the Board.
- 3.10 The Superintendent agrees to maintain membership and active participation in the local chamber of commerce and in one local service club and do so at the District expense.
- 3.11 The Superintendent may claim mileage reimbursement only for travel past a distance equal to the distance to Educational Service District #113 in Tumwater, WA.

4. Evaluation.

- 4.1 The Board and the Superintendent shall meet prior to August 1 to mutually agree and establish District goals and objectives for the ensuing school year. These goals and objectives shall be reduced to writing and, to the extent applicable, shall be considered by the Board in evaluating the Superintendent.
- 4.2 The Superintendent's job performance will be evaluated annually by the Board, prior to May 30, with the results of each evaluation made known to the Superintendent. In addition to the annual evaluation, the Board and Superintendent will meet prior to January 31 of each year to discuss the Superintendent's job performance.

5. Termination.

This Contract may be terminated by:

- 5.1 Mutual Agreement of the Superintendent and Board. This Contract may be terminated by written agreement of the Board and the Superintendent, at which point all obligations of the Board and the Superintendent under this Contract will cease. The Superintendent will be entitled to any accrued sick

and vacation leave pursuant to the terms of this agreement and any retirement benefits that are vested consistent with State law.

- 5.2 Retirement. This Contract may be terminated by retirement of the Superintendent, provided that the Superintendent gives the Board at least six months' **or mutually agreed upon** notice of his proposed retirement.
- 5.3 Resignation. The Superintendent may terminate this Contract by giving the Board at least three months' **or mutually agreed upon** notice of his proposed resignation.
- 5.4 Disability. A permanent disability that makes the Superintendent unable to perform his duties. For the purpose of this Contract "permanent disability" means a medically determinable physical or mental impairment of Superintendent, which: (1) results from Superintendent's sickness or injury; (2) requires the regular care of a medical doctor, for which the Board may require a doctor's report as proof; and (3) for a period of six (6) consecutive months prevents Superintendent from performing the substantial and material duties of Superintendent; and (4) accumulated sick and annual leave have been exhausted. The existence of a permanent disability shall be based on a medical opinion from a physician acceptable to both the Superintendent and the Board. In the event the parties are not able to agree on the choice of a physician, each shall select a physician who, in turn, shall select a third physician to render such medical opinion. The District shall pay all costs relating to the determination of whether the Superintendent has incurred a permanent disability.
- 5.5 Termination for Cause. The Superintendent will be subject to discharge for **sufficient** cause in accordance with Washington law.

If the Board terminates the Superintendent for sufficient cause, the Board shall give the Superintendent written notice and a statement of charges regarding their alleged conduct prior to terminating the Superintendent for cause under this section. The Superintendent will have a reasonable opportunity to respond to the charges in an executive session of the Board at the next regularly scheduled Board meeting, provided that the Board meeting occurs more than ten (10) days from the date that the Board issues its written notice to the Superintendent. The Superintendent may be represented by counsel at any such hearing. The Board shall issue a written determination within ten (10) days after the hearing held in executive session. If the Superintendent is terminated for **sufficient** cause, they will not be entitled to any severance pay.

5.6 Death.

6. Miscellaneous.

- 6.2 The Board individually and collectively will refer promptly to the Superintendent for study and recommendation of all criticism, complaints and suggestions relating to the affairs of the District which are called to its attention.
- 6.3 Any suit or action relating to this Contract will be brought in the Superior Court of Thurston County, Washington.
- 6.4 If, during the term of this Contract, it is found that a specific clause or clauses of the contract are unenforceable, the remainder of the contract shall remain in force.
- 6.5 ~~Moving costs—The superintendent can claim reimbursement for moving expenses incurred from relocating into the school district boundaries up to \$10,000.~~
- 6.6 ~~The superintendent has eighteen (18) months to relocate to within the Yelm Community School boundaries.~~

7. Contract Review.

7.1 This Contract shall be reviewed prior to May 30 annually to consider adjustments in compensation and benefits for the ensuing contract year. In connection with each such review, the Board and the Superintendent will attempt to agree upon the salary and benefits; absent mutual agreement, the Board will determine the salary and benefits which will be not less than those provided in the current contract year. Any increases in compensation and benefits made during the life of this Contract shall be in the form of an amendment which shall become a part of this Contract.

7.2 The Contract of the Superintendent will be reviewed by the Board on or before February 1 annually to consider whether or not a new three (3) year contract should be awarded, or whether the current contract should continue toward its maturity.

8. Complete agreement.

This Contract represents the complete agreement between the parties regarding the employment of the Superintendent by the Board and there are no oral or other written agreements which modify its terms.

Dated: June 27, 2024

Chris Woods, Superintendent, Yelm Community Schools

Dated: June 27, 2024

Debbie Edwards, President, Board of Directors
Yelm Community Schools