

**ABERDEEN SCHOOL DISTRICT NO. 5
ABERDEEN, WASHINGTON**

Regular Meeting of the Board of Directors
Community Room, Aberdeen High School
July 16, 2024

AGENDA

5:00 p.m. Work Study

6:00 p.m. Regular Meeting Call to Order

Flag Salute

Public Hearing

1. 2023-2024 Budget Extension

Consent Agenda

1. Minutes
2. Accounts Payable
3. Correspondence

Comments from Board Members

Comments from the Public

Comment on agenda items is welcome at this time. Please sign up on the sheet provided at the entrance to the meeting and specify the agenda item you wish to address. Please limit your comments to three minutes. Comment on all matters is welcome via email to schoolboard@asd5.org.

Presentations

Old Business

Superintendents' Report

1. Portrait of a Graduate
2. 2024-2025 Budget Timeline
3. Kindergarten Slow Start
4. Summer School
5. After School Program Funding
6. Elementary Schedule Update
7. Board Retreat Schedule

Board Meeting Agenda
July 16, 2024

Financial Services

1. [Fiscal Status Report](#)
2. [Resolution 2024-09 GF Budget Extension](#)
3. [Resolution 2024-10 TVF Budget Extension](#)
4. [Slide Repair Change Order](#)

New Business

1. [Policy 2409 World Language](#)
2. [CTE 4-Year Plan](#)
3. [Chavez Beauty School](#)
4. [CWU Agreement](#)
5. [Harbor Regional Health Agreements](#)
 - a. [Affiliation Agreement](#)
 - b. [Skills Center Agreement](#)
6. [Parent2Parent Agreement](#)
7. [Big Smiles](#)
8. [Treehouse MOU](#)
9. [Special Education Agreements](#)
 - a. [Therapy Solutions](#)
 - b. [Soliant](#)
 - c. [Rehab Visions](#)
 - d. [Northwest Speech](#)
10. [Surplus](#)
11. [Next Meeting](#)

Executive Session / Closed Session

Personnel Matters

1. [Personnel Report](#)
2. [2023-2024 Assignment Exceptions](#)
3. [2024-2025 Central Office Salary Schedule](#)
4. [2024-2025 Unaffiliated Classified Salary Schedule](#)

ADJOURN

ABERDEEN SCHOOL DISTRICT NO. 5
BOARD INFORMATION AND BACKGROUND

July 16, 2024

5:00 p.m. Work Study on the 2024-2025 Budget

6:00 p.m. Regular Meeting Call to Order

Flag Salute

Public Hearing

1. 2023-2024 Budget Extension – Executive Director of Business and Operations Elyssa Louderback will share information prior to opening the public hearing.

Consent Agenda – [Enclosure 1](#)

1. Minutes – The minutes from the regular meeting on June 18 are enclosed for your review and approval.
2. Accounts Payable – The payroll and accounts payable for June are enclosed for your review and approval.
3. Correspondence – A letter from the Washington State Patrol and Office of Superintendent of Public Instruction congratulating the District on the exceptional condition of its transportation fleet.

Comments from the Board

Comments from the Public

The Board welcomes public comment on agenda items at this time. Please sign up on the sheet provided at the entrance to the meeting and indicate the agenda item you wish to address. Please limit your comments to three minutes. Written public comment on both agenda and non-agenda matters is also welcome via email. Comments should be submitted to schoolboard@asd5.org before noon on the day of the meeting and will be included in the public record.

Individual student matters or complaints against employees should not be brought forward at a public meeting. The Superintendent's Office or board president should be contacted directly.

Presentations

Old Business

Superintendents' Report

1. Portrait of a Graduate – The next meeting of the stakeholder committee engaging in the mission, vision, values and goals work is set for 5:30 p.m. Monday, Aug. 19, in the Community Room at AHS.
2. 2024-2025 Budget Timeline – A reminder that a public hearing and adoption of the budget are scheduled for the regular meeting on Tuesday, Aug. 6.
3. Kindergarten Slow Start – Superintendent Traci Sandstrom will provide an update on plans for a “slow start” for kindergartners in September.
4. Summer School – Superintendent Lynn Green will provide an update on the Summer School sessions.
5. After School Program Funding – Superintendents Green and Sandstrom will provide an update on grants being utilized to fund the After School Program in 2024-2025.
6. Elementary Schedule Update – Superintendents Green and Sandstrom will provide an update on revisions to the elementary start times for 2024-2024.
7. Board Retreat Schedule – A reminder that the Board has scheduled a back-to-school retreat for 2 p.m. Tuesday, July 30.

Financial Services

1. Fiscal Status Report – Elyssa Louderback, executive director of business and operations, will present the Fiscal Status Report for June. [Enclosure 2](#)
2. Resolution 2024-09 GF Budget Extension – Following a public hearing earlier in the meeting, a resolution authorizing an extension of the 2023-2024 General Fund in the amount of \$1,284,517 is presented for your review and approval. [Enclosure 3](#)
3. Resolution 2024-10 TVF Budget Extension – Following the public hearing earlier in the meeting a resolution authorizing an extension of the 2023-2024 Transportation Vehicle Fund in the amount of \$125,000 is presented for your review and approval. [Enclosure 4](#)
4. Slide Repair Change Order No. 1 – An amendment to the contract with Haley & Aldrich adding geotechnical construction support services to the project for repairs to the slope between the tennis courts and North F St. [Enclosure 5](#)

New Business

1. Policy 2409 World Language – An update to the procedures in Policy 2409 World Language to allow for equivalency credit if presented for your information. [Enclosure 6](#)
2. CTE Four-Year Plan – Superintendent Green will present the four-year plan for the Career and Technical Education programs in the district. [Enclosure 7](#)

3. Chavez Beauty School – Renewal of the agreement with Chavez Beauty School to host the Cosmetology Program for the Twin Harbors Skills Center in 2024-2025. [Enclosure 8](#)
4. CWU Agreement – An agreement with Central Washington University to partner with the district on College in the High School is presented for your review and approval. [Enclosure 9](#)
5. Harbor Regional Health Agreements
 - a. HRH Affiliation Agreement – Renewal of the affiliation agreement for Harbor Regional Health to provide clinical experience and training facilities for students in the professional medical careers CNA program at the Twin Harbors Skills Center in 2024-2027 is presented for your review and approval. [Enclosure 10](#)
 - b. HRH Skills Center Agreement – Renewal of the agreement with Harbor Regional Health to provide certain professional instructional services to students in the professional medical careers program at the Twin Harbors Skills Center in 2024-2025 is presented for your review and approval. [Enclosure 11](#)
6. SSP2P Agreement – An interagency agreement with South Sound Parent to Parent to work with families of toddlers in early childhood programs in the district in 2024-2025 is presented for your review and approval. [Enclosure 12](#)
7. Big Smiles Agreement – An agreement with Big Smiles of Washington to provide dental care to students as scheduled in 2024-25 is presented for your review and approval. [Enclosure 13](#)
8. Treehouse MOU – A memorandum of understanding with Treehouse to provide support services for eligible students in foster care in 2024-2025 is presented for your review and approval. [Enclosure 14](#)
9. Special Education Agreements – The contracts below for special education services in the 2024-2025 school year are presented for your review and approval.
 - a. Therapy Solutions – An agreement to provide staff for speech-language pathology services. [Enclosure 15](#)
 - b. Soliant – An agreement to provide staff for special education services. [Enclosure 16](#)
 - c. Soliant SLP – An agreement with Soliant to place Lauren Land in the district as a speech language pathologist for 2024-2025. [Enclosure 17](#)
 - d. Soliant SLPA – An agreement with Soliant to place Audrey Baylous in the district as a speech language pathology assistant. [Enclosure 18](#)
 - e. GHCH Rehab Visions – An agreement with Harbor Regional Health to provide physical therapy services for students. [Enclosure 19](#)
 - f. Northwest Speech – An agreement with Northwest Speech LLC to provide speech language pathology services. [Enclosure 20](#)

- g. Northwest Speech – An agreement with Northwest Speech LLC to place Olivia Martin in the district as a speech-language pathologist (virtual).
[Enclosure 21](#)
- 10. Surplus – The Business Office is presenting a list of surplus materials and equipment that are no longer needed in the district for your review and approval.
[Enclosure 22](#)
- 11. Next Meeting – The next regular meeting of the Board is scheduled for 6 p.m. Tuesday, Aug. 6, in the Community Room at Aberdeen High School. There will be a board retreat at 2 p.m. Tuesday, July 30.

Executive Session / Closed Session

At this time the meeting will recess for an executive session expected to last 20 minutes under RCW 42.30.110 (g): To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

- 1. Personnel Report [Enclosure 23](#)
- 2. 2023-2024 Assignment Exceptions [Enclosure 24](#)
 - a. Jeremy Rayne as a science teacher at the Harbor Learning Center
 - b. Nancy Vazquez Fuentes as an EL teacher at Miller Junior High School
- 3. 2024-2025 Central Office Salary Schedule [Enclosure 25](#)
- 4. 2024-2025 Unaffiliated Classified Salary Schedule [Enclosure 26](#)

ADJOURN



Aberdeen
School District

*Our Children,
Our Schools,
Our Future*

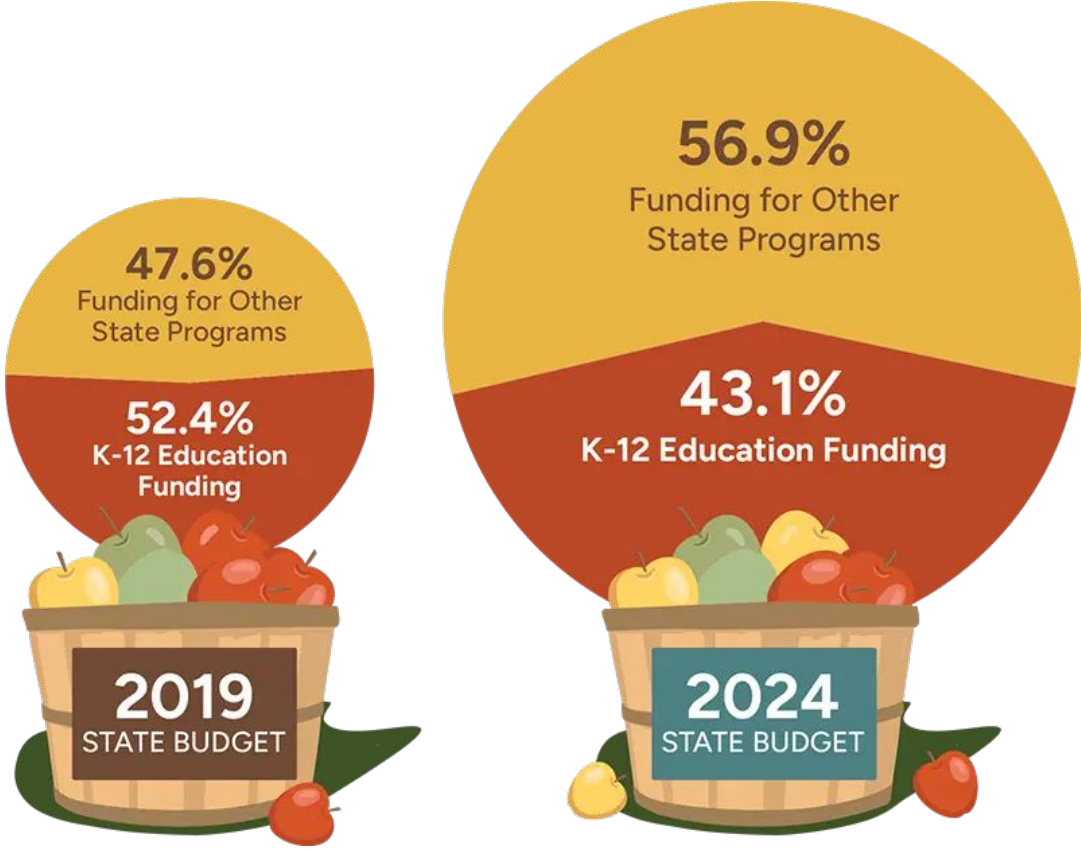
2024-25 Budget Overview

July 16, 2024

Big Ideas



*Our Children,
Our Schools,
Our Future*



Source: <https://www.waschoolfunding.org/>

Rising Operations Costs Impact on Budget



Average increase in the cost
of milk since 2018
[\(Click to read more\)](#)



Average increase in the cost
of diesel fuel since 2018
[\(Click to read more\)](#)



Average increase in
electricity costs since 2018
[\(Click to read more\)](#)



Average increase in the cost
of insurance since 2020
[\(Click to read more\)](#)

Core Funding: Utilities & Insurance

Aberdeen Numbers

	<u>2018-19</u>	<u>2022-23</u>
Aberdeen expenditures	\$ 1,158,627	\$1,612,267
Utility allocation	\$ 1,202,584	\$ 1,225,960
Difference	\$ 43,957	(\$ 386,307)

2022-23 Fiscal Year used since 2023-24 is not complete until Aug 31, 2024

Core Funding: Transportation

Aberdeen Numbers

	<u>2018-19</u>	<u>2022-23</u>
Aberdeen expenditures	\$ 1,117,469	\$ 1,633,244
Transportation allocation	\$ 1,216,401	\$ 1,268,857
Difference	\$ 98,932	(\$ 364,387)

2022-23 Fiscal Year used since 2023-24 is not complete until Aug 31, 2024

Core Funding: Special Education

Aberdeen Numbers

	2018-19	2022-23
Aberdeen expenditures	\$ 6,473,327	\$ 6,956,892
Special Education allocation	\$ 5,357,983	\$ 5,727,801
Difference	(\$ 1,115,344)	(\$ 1,229,091)

2022-23 Fiscal Year used since 2023-24 is not complete until Aug 31, 2024

Core Funding: State Investment

Certificated Salaries

	2018-19	2023-24
Aberdeen Average	\$ 76,351.30	\$ 93,550.90
State Funded	\$ 65,216.00	\$ 75,419.00
Difference	(\$ 11,135.30)	(\$ 18,131.90)

2023-24 data used, salary placements were complete based on Oct 1 OSPI state reporting deadlines.

Certificated average salaries 2024-25

Aberdeen average salary= \$ 98,476.12

State funded salary = \$ 78,209.00

Difference of \$ 20,267.12

We have 199.7 certificated staff fte for 2024-25

Impact of state underfunding = \$ 4,047,343

WASA's first legislative priority for 2025 is to update staffing allocations

Assumptions for 2024-25 budget

- Enrollment based on AAFTE for 2023-24 with a 0.5% decrease
- Decreased staffing due to reduction in federal funding (loss of ESSER)
- Increased cost of out of district Special Education placements
- Similar MSOC budget -
 - Significant increases in insurance rates, rate increases in Special Education out of district placements and contracted services
- Allow for all negotiated salary increases
- Include education and experience salary increases
- Incorporate state mandates (K - 3 average class size, PSES staffing)

2024-25 Anticipated Revenue

Source	Dollars	Percentage
Local Taxes (property taxes)	\$ 5,579,124	9.06%
Local Support (tuition, grants/donations)	\$ 772,010	1.25%
State, General (Basic Ed Apportionment)	\$ 33,835,080	54.65%
State, Special (State Grants, Special Programs)	\$ 14,497,538	23.55%
Federal, General (Federal Forest Funds)	\$ 45,000	.07%
Federal, Special (Federal Grants)	\$ 6,818,748	11.08%
Other School Districts (Non-high, contract payments)	\$ 226,867	.37%
Other Entities (Private Grants,/Donations, Other Gov't entities)	\$ 29,000	.05%
Total	\$ 61,548,987	100%

2024-25 Anticipated Expenditures

Benefits & Salary		
Certificated	\$ 23,807,436	37.82%
Classified	\$ 12,336,277	19.60%
Benefits	\$ 13,711,294	21.78%
Total	\$49,868,133	79.20%
Materials, Supplies & Operating Costs (MSOC's)		
Supplies	\$ 4,185,599	7.27%
Contract Services	\$ 8,578,843	11.75%
Travel	\$ 207,700	.22%
Capital Outlay	\$ 115,000	.36%
Total	\$ 13,087,142	20.80%
Grand Total General Fund Budget Authority	\$ 62,942,149	100%

General Fund Summary

	Revised Budget 2023-24	Proposed Budget 2024-25
Beginning Balance	\$ 3,224,336	\$ 3,909,487
Total Revenues	\$ 64,348,482	\$ 61,548,987
Total Expenditures	\$ 63,368,331	\$ 62,942,149
Transfers to other funds	\$ 295,000	\$ 0
Ending fund balance	\$ 3,909,487 (6.16%)	\$ 2,516,325 (4.0%)

Capital Project Fund Summary

	Revised Budget 2023-24	Proposed Budget 2024-25
Beginning Balance	\$ 462,753	\$ 343,731
Total Revenues	\$ 19,500	\$ 6,121,508
Total Expenditures	\$ 450,000	\$ 5,300,000
Ending fund balance	\$ 32,253	\$ 1,165,239

This is includes the Seismic project grant; a little more work needs to be done to incorporate the Capital Levy projects.

Debt Service Fund Summary

	Revised Budget 2023-24	Proposed Budget 2024-25
Beginning Balance	\$ 2,529,890	\$ 969,260
Total Revenues	\$ 1,437,288	\$ 25,000
Total Expenditures	\$ 3,256,985	\$ 283,660
Ending fund balance	\$ 710,193	\$ 710,600

Debt will be paid by Timber Excise Tax and not a transfer from General Fund.

Associated Student Body (ASB) Fund Summary

	Revised Budget 2023-24	Proposed Budget 2024-25
Beginning Balance	\$ 378,354	\$ 280,036
Total Revenues	\$ 427,689	\$ 444,945
Total Expenditures	\$ 435,568	\$ 540,797
Ending fund balance	\$ 370,475	\$ 184,184

Implications of HB 1660 - removing barriers for participation; impact of reduced revenue

Transportation Vehicle Fund Summary

	Revised Budget 2023-24	Proposed Budget 2024-25
Beginning Balance	\$ 194,705	\$ 62,524
Total Revenues	\$ 404,064	\$ 383,914
Total Expenditures	\$ 400,000	\$ 150,000
Ending fund balance	\$ 198,769	\$ 296,438

State priority to upgrade fleets to electric buses. Hoquiam has purchased a bus and infrastructure. We will be watching.

Moving forward

- Budget presentation and resolution will be brought to August 6th meeting for adoption
- Legislative Advocacy

Questions?



ABERDEEN SCHOOL DISTRICT NO. 5

Minutes of the Regular Meeting of the
Board of Directors – June 18, 2024

President Jennifer Durney convened the regular meeting of the Aberdeen School District Board of Directors at 6:00 p.m. Tuesday, June 18, 2024, in the Community Room at Aberdeen High School. In attendance were Jessica Jurasin, Suzy Ritter and Jeremy Wright, along with Interim Superintendents Lynn Green and Traci Sandstrom, and 17 patrons and staff. Director Annica Mizin was excused.

CALL TO ORDER

A work study regarding the draft 2024-2025 budget preceded the meeting.

The meeting began with the flag salute.

On a motion by Director Jessica Jurasin and seconded by Director Suzy Ritter, the Board approved the consent agenda, which included the minutes from the regular meeting on June 4, 2024; May payroll vouchers 836356 through 836386 totaling \$4,085,809.52; General Fund vouchers 836387 through 836388 and 836409 through 836524 totaling \$1,482,652.59, ASB Fund vouchers 836354 through 836355, 836389 through 836405 and 836525 totaling \$30,286.38, Capital Projects Fund vouchers 836407 through 836408 totaling \$143,273.67 and a Transportation Vehicle Fund voucher in the amount of \$194,669.55; overnight and out-of-state trip requests from Aberdeen High School for Boys' Basketball to travel to Central Washington University in Ellensburg on June 28 to July 1, Boys' Wrestling to travel to Cusick, Wash., for wrestling camp on June 29 to July 3, Girls' Basketball to travel to Gonzaga University in Spokane for a team camp on July 5-8, the Football team to travel to Wenatchee for a football camp on July 14-17, and the Cheerleaders to travel to Oregon State University in Corvallis, Ore., for U.C.A. Cheer Camp on Aug. 7-10.

CONSENT AGENDA

President Jennifer Durney commented that the Aberdeen High School graduation ceremony at Stewart Field was excellent.

COMMENTS FROM
THE BOARD

Director Jessica Jurasin reported that she has made contact with two school districts that have active legislative advocacy stakeholder groups and she will meet with them over the summer to learn about their experiences. Director Ritter volunteered to join her in this effort.

Director Jurasin also commented that she and her husband were able to accompany the AHS Marching Band on the trip to Victoria, B.C., where they earned first place honors and said she came away very impressed by how well the students represented Aberdeen in both conduct and musicianship.

Lisa Templeton, a teacher at McDermoth Elementary School, offered comment about how teachers use planning time and urged that planning time and instructional minutes be at the forefront of planning for 2024-2025.

COMMENTS FROM
THE PUBLIC

Superintendents Lynn Green and Traci Sandstrom noted that school is now out for the summer as of June 13, and that summer school for Grades 9-12 began June 14.

SUPERINTENDENT
REPORT

Superintendents Green and Sandstrom provided an overview of how they have delegated responsibilities and identified shared responsibilities as co-superintendents.

Superintendents Green and Sandstrom confirmed the budget adoption timeline. A second workshop is scheduled for Tuesday, July 16, and adoption will be recommended at the regular meeting on Tuesday, Aug. 6.

2024-2025 BUDGET
PLANNING

In addition, a Board retreat for 2024-2025 school year planning and goal-setting is planned for 2 p.m. Tuesday, July 30, in the Board Room at the Administration Building.

Superintendent Sandstrom discussed the ongoing work to align the mission, vision, values and goals statements into a vision of the various paths to graduation in Aberdeen and shared a draft of what the “portrait” might look like. The next meeting of the committee of stakeholders is scheduled for 5:30 p.m. Monday, Aug. 19, in the Community Room at Aberdeen High School.

PORTRAIT OF A
GRADUATE

Executive Director of Business and Operations Elyssa Louderback presented the Fiscal Status Report for May. With 75 percent of the fiscal year elapsed, the District has received 75.48 percent of anticipated revenue and is at 75.61 percent of budgeted expenditures.

FISCAL STATUS
REPORT

On a motion by Vice President Ritter and seconded by Director Jurasin, the contract to repair the slide on F Street adjacent to the tennis courts was awarded to the low bidder, Quigg Bros. of Aberdeen.

TENNIS COURT
SLOPE REPAIR

On a motion by Director Jurasin and seconded by Vice President Ritter, the Board approved a recommendation to enter into a contract with Construction Services Group of ESD 112 to provide capital construction planning services.

RFQ
CONSTRUCTION
PLANNING

On a motion by Vice President Ritter and seconded by Director Jurasin, the Board approved a contract with TCF Architecture of Tacoma for master planning services.

ARCHITECTURAL
SERVICES

On a motion by Director Jurasin and seconded by Vice President Ritter, the Board approved a contract with the Stepping Stones Group to provide special services in the district.

STEPPING STONES
AGREEMENT

On a motion by Director Wright and seconded by Director Jurasin, the Board approved the placement of Estafania Moreno of Stepping Stones as a speech language pathologist in the district.

STEPPING STONES
SLP

On a motion by Vice President Ritter and seconded by Director Jurasin, the Board approved an agreement to extend the contract with the Washington Center for Deaf and Hard of Hearing Youth through the 2024-2025 school year.

CENTER FOR DEAF
AGREEMENT

On a motion by Director Jurasin and seconded by Vice President Ritter, the Board approved a contract with the Ampersand Therapy to place specialists in the district.

AMPERSAND
THERAPY
AGREEMENT

On a motion by Director Wright and seconded by Director Ritter, the Board approved the placement of Charlie Fagin of Ampersand Therapy in the district as a speech language pathologist assistant (.8 FTE).

AMPERSAND
THERAPY SLPA

On a motion by Vice President Ritter and seconded by Director Jurasin, the Board approved renewal of the agreements with Devereux Advanced Behavioral Health of Texas for ongoing residential student services in the 2024-2025 school year.

DEVEREUX
BEHAVIORAL
HEALTH

On a motion by Director Wright and seconded by Vice President Ritter, the Board approved the surplus list of materials and equipment for May and June from the Business Office.

SURPLUS

On a motion by Vice President Ritter and seconded by Director Wright, the Board approved a surplus declaration for three buses in the Transportation Department.

SURPLUS BUS

President Durney announced that the next regular meeting is scheduled for 6 p.m. Tuesday, July 16, in the Community Room at Aberdeen High School. A budget workshop will begin at 5 p.m. The meeting scheduled for July 2 is canceled.

NEXT MEETING

At 6:28 p.m., President Durney recessed the meeting for an executive session expected to last 20 minutes under RCW 42.30.110 (g) (to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. At 6:48 p.m., the meeting was extended for 10 minutes, and at 6:58 the meeting was extended for 15 minutes. The meeting reconvened in regular session at 7:13 p.m.

EXECUTIVE
SESSION

On a motion by Vice President Ritter and seconded by Director Wright, the Board approved the Personnel Report as amended to remove action on the technology systems manager position.

PERSONNEL
REPORT

Under certificated matters, the Board approved Jamie Stotler as program administrator for the district, current year only, effective July 1; approved the hiring of Saige Berglund as an elementary teacher at Central Park Elementary School, Sam Schneider as an elementary teacher (current year only) at Stevens Elementary School and Paige Wallin as an elementary teacher (current year only) at Central Park Elementary School, all effective August 28; approved hires for

CERTIFICATED

summer school to include Joshua Dea as an ELA teacher and Chelsea Everson as a special education teacher, both for Session 1 at Aberdeen High School effective June 14, and Erik Hiles as a science teacher for Session II at Aberdeen High School effective July 8; approved changes of assignment for Tom Floch from current-year-only to contracted at A.J. West Elementary School effective August 28, Stephanie Hoffman to CTE teacher at the Harbor Learning Center effective August 28, Charles Stover to teacher at Central Park Elementary School effective August 28; Heather Berentsen and Doris Hatton from .5 FTE each at Stevens Elementary School to .5 FTE each at McDermoth Elementary School effective August 28, and Alexandra Lucas from Robert Gray Elementary to Central Park Elementary School as a special education teacher effective August 28; approved a leave of absence for Brandi Creviston, a teacher at Robert Gray Elementary School, effective June 4 to June 13, 2024; accepted the resignation of Ana Farias, a teacher at McDermoth Elementary School effective June 30, and accepted the resignation of Larena Lake as a substitute effective June 12.

Under classified matters, the Board approved the hiring of Crystal Haggard as the State and Federal Program secretary at the Administration Building effective August 14, and Cole Revel and Madelyn Williamson as summer help in the Maintenance Department effective June 24; approved hiring for summer school to include Rob Burns as a Fire Science para-educator effective June 14 and Marine Science para-educator effective July 8, in the Twin Harbors Skills Center, Mason Campeau as a para-educator for Sessions I-II at Aberdeen High School effective June 14, Vickie Crocker as a para-educator for Session 1 at Aberdeen High School effective June 14, Kelly Hamblin as an MTSS assistant for Sessions I-II at Aberdeen High School effective June 14, Amber Mullins as a para-educator for Session II at Aberdeen High School effective July 8, Barb Tingwall as a para-educator for Session I at Aberdeen High School effective June 14, Shilo Todd as a para-educator for Sessions I-II at Aberdeen High School effective June 14, and Justin Zelepuza as a para-educator for Sessions I-II at Aberdeen High School effective June 14; approved a change of assignment for Yazmin Carbajal to family service worker at the Administration Building effective Aug. 14; approved a leave of absence for Angela SeaBliss, a custodian at Robert Gray Elementary School, effective May 28 to August 31; approved the retirement of Cherie Shay, a custodian at Miller Junior High School, effective July 1; approved the hiring of Benton Butcher and Carl Howard as assistant coaches (.5 FTE) for Football at Aberdeen High School effective August 21, and accepted the resignation of Carl Howard as an assistant coach for Football at Miller Junior High School effective June 3.

On a motion by Director Wright and seconded by Vice President Ritter, the Board approved contracts for 2024-2025 for Lynn Green and Traci Sandstrom as co-superintendents.

On a motion by Vice President Ritter and seconded by Director Jurasin with Director Wright recused, the Board approved the 2024-2025 Classified Staffing List.

CLASSIFIED

2024-2025
SUPERINTENDENT
CONTRACTS

2024-2025
CLASSIFIED
STAFFING

On a motion by Director Wright and seconded by Vice President Ritter, the Board approved the Substitute Salary Schedule for 2024-2025.

2024-25 SUBSTITTUTE
SALARY SCHEDULE

On a recommendation from Superintendents Green and Sandstrom, the Board took no action on the 2024-2025 Central Office Salary Schedule and the 2024-2025 Unaffiliated Salary Schedule.

OTHER

There being no further business, the regular meeting was adjourned at 7:15 p.m.

ADJOURN

Lynn Green, Secretary designee

Jennifer Durney, President

Traci Sandstrom, Secretary designee

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of July 16, 2024, the board, by a _____ vote, approves payments, totaling \$2,101,308.47. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE:
Warrant Numbers 836526 through 836526, totaling \$2,101,308.47

Secretary _____ Board Member _____
Board Member _____ Board Member _____
Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
836526	1ST SECURITY BANK PAYROLL/PERS	06/27/2024	2,101,308.47
1	Computer	Check(s) For a Total of	2,101,308.47

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of July 16, 2024, the board, by a _____ vote, approves payments, totaling \$2,023,520.19. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE:
Warrant Numbers 836527 through 836556, totaling \$2,023,520.19

Secretary _____ Board Member _____
Board Member _____ Board Member _____
Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
836527	1st Security Bank-Child Suppo	06/28/2024	933.80
836528	Aberdeen High School-AHS Schol	06/28/2024	75.00
836529	Aberdeen Sch Dist Kitchen Fund	06/28/2024	28.00
836530	Aberdeen School District-SERS	06/28/2024	162,400.56
836531	Aberdeen School District-TRS	06/28/2024	339,200.27
836532	Aberdeen School District Defer	06/28/2024	20,594.00
836533	Bank Of The Pacific	06/28/2024	730,260.84
836534	Cnty/city Mun Ees	06/28/2024	3,395.76
836535	Credit Bureau of Lewiston-Clar	06/28/2024	48.56
836536	Dynamic Collectors	06/28/2024	907.77
836537	E.S.D.#113 Unemployment Coop	06/28/2024	16,167.60
836538	Ed.Serv.Dist.#113	06/28/2024	25,695.23
836539	Employment Security	06/28/2024	22,278.12
836540	EMPLOYMENT SECURITY DEPT LTC	06/28/2024	9,617.27
836541	First Choice Health	06/28/2024	1,336.50
836542	GESA	06/28/2024	5,785.00
836543	HCA-SEBB BENEFITS-600D01	06/28/2024	610,032.00
836544	HCA-SEBB FLEX SPEND-600D01	06/28/2024	4,376.73
836545	Legal Shield	06/28/2024	63.80
836546	Pse Of Wa	06/28/2024	6,609.36
836547	The Standard Insurance Company	06/28/2024	6,763.73
836548	Tsa Consulting Group Inc	06/28/2024	14,947.00
836549	Twin Star Credit Union	06/28/2024	240.00
836550	Twin Star Scholarship Acct	06/28/2024	64.00
836551	Twinstar Pse Local Dues	06/28/2024	64.00
836552	United Way	06/28/2024	342.38
836553	Veba Contributions-Y1286.001	06/28/2024	15,875.87
836554	Wa State School Ret Assn	06/28/2024	84.00
836555	Wea Chinook	06/28/2024	180.68
836556	Wea Payroll Deductions	06/28/2024	25,152.36

30 Computer Check(s) For a Total of 2,023,520.19

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of July 16, 2024, the board, by a _____ vote, approves payments, totaling \$29.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: ASB FUND
Warrant Numbers 836557 through 836557, totaling \$29.00

Secretary _____ Board Member _____
Board Member _____ Board Member _____
Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
836557	Miller Junior High	06/27/2024	29.00
1	Computer	Check(s) For a Total of	29.00

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of July 16, 2024, the board, by a _____ vote, approves payments, totaling \$88,015.88. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE:
Warrant Numbers 836558 through 836559, totaling \$88,015.88

Secretary _____ Board Member _____
Board Member _____ Board Member _____
Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
836558	1ST SECURITY BANK PC	07/16/2024	67,500.10 GF
836559	1ST SECURITY BANK PC	07/16/2024	20,515.78 ASB
2	Computer	Check(s) For a Total of	88,015.88

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of July 16, 2024, the board, by a _____ vote, approves payments, totaling \$11,083.62. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: ASB FUND
Warrant Numbers 836560 through 836574, totaling \$11,083.62

Secretary _____ Board Member _____
Board Member _____ Board Member _____
Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
836560	Aberdeen Sd #5 Revolving Fund	07/16/2024	420.00
836561	Aberdeen School District #5 -	07/16/2024	195.00
836562	Aberdeen School District #5	07/16/2024	2,256.78
836563	Aberdeen School District #5	07/16/2024	2,840.70
836564	Aberdeen School District #5	07/16/2024	22.28
836565	BELIEVE KIDS FUNDRAISING	07/16/2024	270.00
836566	Benner, Nancy C	07/16/2024	53.46
836567	Gentry, Breanna Marie	07/16/2024	150.94
836568	Harbor Awards & Engraving	07/16/2024	934.74
836569	Highland Golf Course	07/16/2024	1,020.00
836570	Hiles, Erik	07/16/2024	106.98
836571	Jugum, Myka Selina Musick	07/16/2024	50.44
836572	Opal Art Glass Llc	07/16/2024	545.00
836573	Weatherwax Asb Fund	07/16/2024	1,630.00
836574	Harbor Awards & Engraving	07/16/2024	587.30
15	Computer	Check(s) For a Total of	11,083.62

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of July 16, 2024, the board, by a _____ vote, approves payments, totaling \$862,392.69. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: GENERAL FUND
Warrant Numbers 836575 through 836665, totaling \$862,392.69

Secretary _____ Board Member _____
Board Member _____ Board Member _____
Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
836575	1ST SECURITY BANK PAYROLL/PERS	07/16/2024	3,940.89
836576	Aberdeen School Dist-Cte Impre	07/16/2024	2,452.65
836577	Aberdeen Office Equipment Inc	07/16/2024	7,617.76
836578	Aberdeen Sanitation	07/16/2024	9,658.92
836579	Aberdeen School District #5	07/16/2024	167.73
836580	Aberdeen High School (asb)	07/16/2024	15,320.00
836581	Airgas Usa, Llc	07/16/2024	3.12
836582	Amazon Capital Services	07/16/2024	9,826.21
836583	Apple Computer Inc	07/16/2024	2,941.89
836584	Bailey, Shannon	07/16/2024	1,742.36
836585	Barlow, Margie C	07/16/2024	800.00
836586	Barnes & Noble	07/16/2024	5,496.71
836587	BATTELLE FOR KIDS	07/16/2024	18,750.00
836588	Borderlan Security -- Receivab	07/16/2024	33,509.92
836589	Builders Hardware & Supply	07/16/2024	469.62
836590	Cascade Natural Gas	07/16/2024	12,436.15
836591	CASCADE DRIVING SCHOOL OF ABER	07/16/2024	1,200.00
836592	Caskey Industrial Supply Co In	07/16/2024	1,644.59
836593	Catapult Learning West, LLC	07/16/2024	1,450.00
836594	Central Welding Supply	07/16/2024	926.31
836595	CHAVEZ, MARIA	07/16/2024	4,837.50
836596	Cintas Corporation	07/16/2024	114.54
836597	Comcast	07/16/2024	441.96
836598	Creative Office	07/16/2024	2,773.52
836599	Cts Language Link	07/16/2024	2.11
836600	Dairy Fresh Farms	07/16/2024	2,180.01
836601	Dell Usa Lp	07/16/2024	18,609.25
836602	Dept Of Labor & Indus-Elevator	07/16/2024	901.10
836603	Dick Blick	07/16/2024	9,346.15
836604	Elma School District	07/16/2024	78,400.00
836605	ESD 113	07/16/2024	72,092.50
836606	Fastenal Company	07/16/2024	275.61
836607	FLINT EDUCATIONAL CONSULTING	07/16/2024	624.42

Check Nbr	Vendor Name	Check Date	Check Amount
836608	Franz Family Bakeries	07/16/2024	483.06
836609	Frontline Technologies Group L	07/16/2024	19,617.08
836610	G12 Communications LLC	07/16/2024	840.64
836611	Gaggenet Inc	07/16/2024	21,700.00
836612	Gopher Sport (pay)	07/16/2024	1,087.55
836613	GRANITE TELECOMMUNICATIONS LLC	07/16/2024	1,864.61
836614	Grays Harbor College	07/16/2024	5,000.01
836615	Grays Harbor Stamp Works	07/16/2024	877.01
836616	Grays Harbor Community Hospita	07/16/2024	21,383.86
836617	Guardian Security Systems, Inc	07/16/2024	272.26
836618	Haley & Aldrich, Inc.	07/16/2024	8,879.00
836619	Harbor Auto & Truck Parts	07/16/2024	4,394.41
836620	Harbor Disposal Co Inc	07/16/2024	2,112.75
836621	HD SUPPLY	07/16/2024	1,138.79
836622	Home Depot	07/16/2024	2,062.61
836623	iCEV	07/16/2024	12,600.00
836624	Impact Applications Inc	07/16/2024	1,025.00
836625	INSTRUCTURE	07/16/2024	1,782.12
836626	JENNINGS EQUIPMENT INC	07/16/2024	39,707.43
836627	Johnstone, Mia	07/16/2024	2,575.00
836628	Kargbo, Lindsey Marie	07/16/2024	367.50
836629	KCDA Purchasing Coop.	07/16/2024	1,876.21
836630	Lemay Mobile Shredding	07/16/2024	287.50
836631	LIBERTY MUTUAL INSURANCE CO	07/16/2024	175.00
836632	LOCKWOOD, JOLENE	07/16/2024	3,000.00
836633	McCleary School District #65	07/16/2024	14,700.00
836634	McGraw Hill Education Llc	07/16/2024	38,539.87
836635	Medicus Health Direct Inc	07/16/2024	14,204.93
836636	Office Depot	07/16/2024	189.03
836637	Pacifica Law Group LLP	07/16/2024	1,046.00
836638	Petrocard Inc	07/16/2024	9,247.90
836639	Public Services Education Mate	07/16/2024	387.00
836640	Pud #1 Of Grays Harbor Co	07/16/2024	37,485.20
836641	RAYKOWSKI, LAURA K	07/16/2024	100.00
836642	Really Great Reading Co, LLC	07/16/2024	33,274.01
836643	Ricoh Usa Inc	07/16/2024	591.25
836644	Riddell/all American	07/16/2024	3,037.82
836645	SCHOOL OUTFITTERS	07/16/2024	8,818.17
836646	SOLIANT EDUCATION	07/16/2024	29,906.06
836647	Taylor, Ann	07/16/2024	1,478.55
836648	THE DEVEREUX FOUNDATION	07/16/2024	75,553.60
836649	The Hello Foundation	07/16/2024	30,491.00
836650	THE MATH LEARNING CENTER	07/16/2024	12,958.70
836651	THE STEPPING STONES GROUP LLC	07/16/2024	6,075.00
836652	United Schools Insurance Progr	07/16/2024	1,423.00
836653	US Foods - Seattle	07/16/2024	3,938.90
836654	Us Postal Service (cmrs-Fp)	07/16/2024	2,000.00
836655	Valley Cleaners	07/16/2024	1,200.00
836656	Verizon Wireless	07/16/2024	2,677.51
836657	VESTIS	07/16/2024	134.85

Check Nbr	Vendor Name	Check Date	Check Amount
836658	Vivi LLC	07/16/2024	2,601.56
836659	Wasbo	07/16/2024	225.00
836660	Washington State Historical So	07/16/2024	188.00
836661	West Coast Mechanical Solution	07/16/2024	3,630.18
836662	Western Steel & Supply Inc	07/16/2024	980.15
836663	WSIPC	07/16/2024	327.30
836664	YMCA	07/16/2024	34,584.80
836665	ZONES LLC	07/16/2024	14,334.45
91	Computer	Check(s) For a Total of	862,392.69

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of July 16, 2024, the board, by a _____ vote, approves payments, totaling \$6,161.17. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: COMP TAX
Warrant Numbers 836666 through 836666, totaling \$6,161.17

Secretary _____ Board Member _____
Board Member _____ Board Member _____
Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
836666	Bank Of The Pacific (use Tax)	07/16/2024	6,161.17
1	Computer	Check(s) For a Total of	6,161.17

Old Capitol Building
PO Box 47200
Olympia, WA 98504-7200



Washington Office of Superintendent of
PUBLIC INSTRUCTION
Chris Reykdal, Superintendent

k12.wa.us

June 5, 2024

Dr. Jeffrey Thake
Superintendent
Aberdeen School District 005
216 North G St
Aberdeen, WA 98520-5297

Dear Dr. Thake:

On behalf of the Office of Superintendent of Public Instruction and the Washington State Patrol, we want to congratulate you, your administration, and your transportation team whose diligent and tireless efforts protect the safety of Washington's students on our school buses.

The recent Washington State Patrol annual inspection of your school buses show that your school district has again demonstrated exceptional results: For the past two years, the results in your district have been outstanding.

These results demonstrate your understanding that student safety is paramount, and the care you take in safely transporting students to and from school and extracurricular activities is evident.

Keep up the fantastic work.

Sincerely,

A handwritten signature in blue ink that reads "Chris Reykdal".

Chris Reykdal
Superintendent of
Public Instruction

A handwritten signature in blue ink that reads "John R. Batiste".

Chief John R. Batiste
Washington State Patrol

CR/JRB:jbp

cc: Ernie Lott, Supervisor



Our Children,
Our Schools,
Our Future

TO: Lynn Green and Traci Sandstrom, Superintendents
 FROM: Elyssa Louderback, Executive Director of Business & Operations
 SUBJECT: Monthly Budget Report for June, 2024
 DATE: July 16, 2024

GENERAL FUND SUMMARY:

Revenue--Receipts were \$ 3,670,585.01.

Expenditures-- Expenditures totaled \$ 5,492,603.01. Expenditures for staff salary and benefits account for 74.9% of all expenditures for the month and 78.2% of year to date total expenditures.

Fund Balance— Current month ending fund balance is \$ 1,436,318.19. We had a negative cash flow of \$ 1,822,018. for the month. We will continue to monitor the cash flow for this year very closely.

Additional General Fund Information

Revenue by Major Category:

<u>Revenue Source</u>	<u>Budgeted</u>	<u>Actual YTD</u>	<u>% Actual</u>	<u>Largely Comprised of:</u>
Local Taxes	\$ 5,129,067	\$ 5,061,338	98.68%	Prop taxes - received Oct/Nov and April/May
Local Nontax	\$ 674,160	\$ 466,769	69.24%	Donations, Traffic Safety, Food Service, Misc
State, General	\$ 31,992,402	\$ 25,568,007	79.92%	Apportionment and LEA
State, Special	\$ 12,539,386	\$ 10,651,323	84.94%	Spec Ed, Detention, LAP, Bilingual, Hi Cap, Transport
Federal, General	\$ 25,000	\$ 45,457	181.83%	Federal Forest; deducted from apportionment
Federal, Special	\$ 11,922,725	\$ 8,875,962	74.45%	Food Service, Fed Grants (Title I, Title 2, ESSER, etc)
Other Districts	\$ 202,200	\$ 158,462	78.37%	Non high payments from Cosmopolis SD
Other Agencies	\$ 28,750	\$ 32,194	111.98%	Private Foundations, ESD 113
Other Fin Sources	\$ -	\$ -		
Totals	\$ 62,513,690	\$ 50,859,513	81.36%	
			83.33%	% of fiscal year elapsed

General Fund Expenditures by Activity: (The budget is an estimate and actual expenditures may be less or more than the estimates. Line item expenditures may exceed the estimated budget as long as total expenditures do not exceed the overall budget.)

Board of Directors	\$ 104,500	\$ 142,758	136.61%	Dues, audits, elections, legal svcs, travel, etc
Superintendent's Office	\$ 447,575	\$ 526,955	117.74%	General Admin/ Supt Office
Business Office	\$ 589,589	\$ 584,989	99.22%	Fiscal operations
Human Resources	\$ 497,908	\$ 361,297	72.56%	Personnel & recruitment, labor relations
Public Relations	\$ 40,000	\$ 48,677	121.69%	Educational/admin info to public
Supervision of Instruction	\$ 1,193,960	\$ 956,437	80.11%	includes secretarial support
Learning Resources	\$ 359,562	\$ 310,858	86.45%	Library resources & staffing
Principal's Office	\$ 3,441,279	\$ 2,808,342	81.61%	includes Secretarial support
Guidance/Counseling	\$ 2,050,081	\$ 1,586,272	77.38%	Counselors/support services
Pupil Management	\$ 11,978	\$ 27,725	100.00%	Bus & playground management, etc
Health Services	\$ 2,154,300	\$ 2,821,553	130.97%	Health including: nursing, OT/PT/SLP, etc
Teaching	\$ 36,357,616	\$ 29,116,922	80.08%	classroom teachers/para support
Extra-curricular	\$ 1,384,918	\$ 1,203,249	86.88%	Coaching, advising, ASB supervision
Payments to other districts	\$ -	\$ 434,137	0.00%	CTE/Skills Center fees/pmts to other schools
Instructional Prof Dev	\$ 1,431,979	\$ 1,033,128	72.15%	Prof development; instructional staff
Instructional Technology	\$ 580,755	\$ 187,273	32.25%	classroom technology
Curriculum	\$ 1,027,138	\$ 755,216	73.53%	District materials adoptions/purchases; staff
Food Services	\$ 2,740,894	\$ 2,524,848	92.12%	Mgmt of food service for district
Transportation	\$ 1,531,849	\$ 1,195,084	78.02%	Co-op payments, fuel, insurance
Maint & Operations	\$ 4,302,455	\$ 3,312,808	77.00%	cust/maint/grounds, warehouse, security
Other Services	\$ 2,323,482	\$ 2,672,969	115.04%	Insurance, utilities, tech, print, motor pool
Transfers	\$ (203,500)	\$ (248,483)	122.10%	in district use of buses, vehicles, food service
Interfund Transfers	\$ 295,000	\$ 284,517	96.45%	Transfers (to Cap Proj/ Debt Service)
Totals	\$ 62,368,319	\$ 52,647,531	84.41%	
			83.33%	% of fiscal year elapsed

CAPITAL PROJECTS FUND SUMMARY:

Revenue -- Total receipts were \$ 3,825.52 and consist of rental fees and interest.

Expenditures — There were expenditures of \$ 143,273.67 for the month.

Fund Balance — Current monthly ending fund balance is \$ 280,585.90.

DEBT SERVICE FUND SUMMARY:

Revenue -- Total receipts were \$ 7,600.87 and consists of tax payments and transfers.

Expenditures — There were no expenditures for the month.

Fund Balance — Current month ending fund balance is \$ 976,860.54. Funds in this account are held for bond principal and interest payments.

ASSOCIATED STUDENT BODY FUND SUMMARY:

Revenue — There was \$ 15,209.29 revenue for the month.

Expenditures -- Expenditures total 57.6% of the budgeted expenditures for this fiscal year.

Fund Balance — Current month ending fund balance is \$ 323,453.14.

TRANSPORTATION VEHICLE FUND SUMMARY:

Revenue – There was \$2,018.04 revenue for the month.

Expenditures — Expenditures of \$194,669.55 were incurred for the month.

Fund Balance — Current month ending fund balance is \$ 269,872.85.

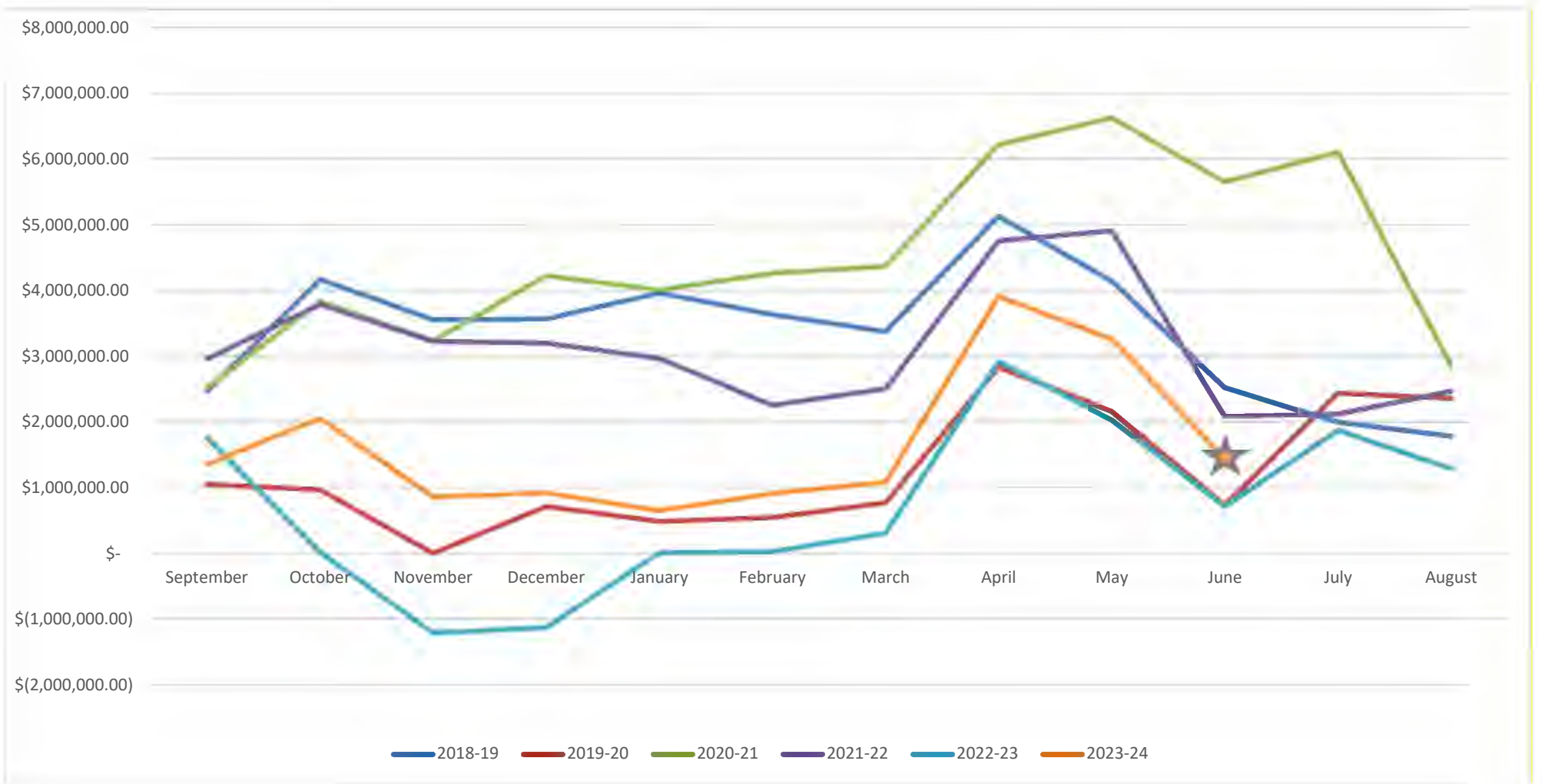
SUMMARY OF BUDGET EXPENDITURE CAPACITY

Budget Capacity as of June, 2024:

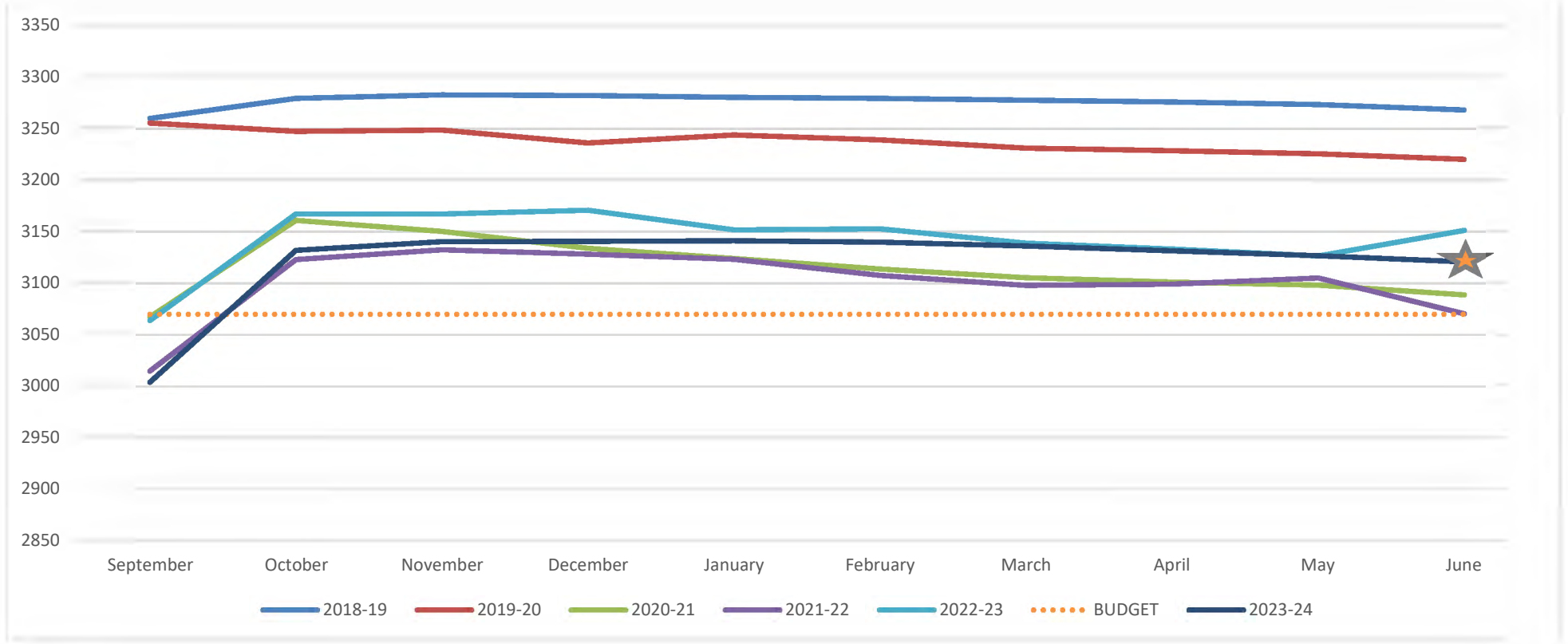
Fund	Budget	Expenditures YTD	Balance	% Expenditures	% Remaining
General	\$ 62,368,331	\$ 52,363,014	\$ 10,005,317	83.96%	16.04%
Capital Projects	\$ 450,000	\$ 349,471	\$ 100,529	77.66%	22.34%
Debt Service	\$ 3,256,985	\$ 3,233,773	\$ 23,212	99.29%	0.71%
ASB	\$ 435,568	\$ 250,899	\$ 184,669	57.60%	42.40%
Trans Vehicle	\$ 400,000	\$ 320,713	\$ 79,287	80.18%	19.82%

GENERAL FUND FUND BALANCE TRENDS

End of June, 2024



ENROLLMENT TRENDS as of June, 2024



AAFTE	Grades K – 5	Gr. 6 – 8	HS	Subtotal	Run Start/ Open Door	+/- (Budget) **
2023-24 Budget	1,233	709	995	2,945	125	(+50.84) 3,070
2023-24 Actual	1,276.92	720.04	974.77	2,971.73	149.11	3,120.84
2022-23 Actual	1,292.06	759.62	982.59	3,034.27	127.93	3,162.20
2021-22 Actual	1,299.38	775.67	963.66	3,038.71	75.13	+ 13.84 (3,100)
2020-21 Actual	1,287.98	777.52	943.61	3,015.97	85.44	+ 1.41 (3,100)
2019-20 Actual	1,445.35	805.48	980.66	3,231.49	98.98	+ 40.47 (3,290)
2018-19 Actual	1,778.50	496.06	993.69	3,268.24	82.30	+ 60.54 (3,290)

** New to the 2018-19 school year, RS/Open Doors are being included in the Budget enrollment data. They had not been included in budget projections as the funds “pass through” to other entities.

10--General Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2023 (September 1, 2023 - August 31, 2024)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of June, 2024

	ANNUAL	ACTUAL	ACTUAL			
<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>BUDGET</u>	<u>FOR MONTH</u>	<u>FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 LOCAL TAXES	5,129,067	21,378.71	5,061,338.26		67,728.74	98.68
2000 LOCAL SUPPORT NONTAX	674,160	31,168.22	466,769.20		207,390.80	69.24
3000 STATE, GENERAL PURPOSE	31,992,402	1,781,799.58	25,568,006.64		6,424,395.36	79.92
4000 STATE, SPECIAL PURPOSE	12,539,386	775,560.92	10,651,323.31		1,888,062.69	84.94
5000 FEDERAL, GENERAL PURPOSE	25,000	.00	45,456.57		20,456.57-	181.83
6000 FEDERAL, SPECIAL PURPOSE	11,922,725	999,489.62	8,875,962.44		3,046,762.56	74.45
7000 REVENUES FR OTH SCH DIST	202,200	51,173.75	158,462.40		43,737.60	78.37
8000 OTHER AGENCIES AND ASSOCIATES	28,750	10,014.21	32,194.22		3,444.22-	111.98
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	62,513,690	3,670,585.01	50,859,513.04		11,654,176.96	81.36
<u>B. EXPENDITURES</u>						
00 Regular Instruction	24,712,137	1,690,866.15	18,414,584.04	46,715.03	6,250,837.93	74.71
10 Federal Stimulus	4,561,856	357,995.72	3,665,907.35	94,359.17	801,589.48	82.43
20 Special Ed Instruction	8,297,633	950,944.66	8,152,290.25	24.51	145,318.24	98.25
30 Voc. Ed Instruction	3,045,094	324,694.37	2,704,124.26	99,149.11	241,820.63	92.06
40 Skills Center Instruction	340,488	38,357.91	335,918.76	152.38	4,416.86	98.70
50+60 Compensatory Ed Instruct.	6,684,530	580,031.88	5,259,378.18	200,272.12	1,224,879.70	81.68
70 Other Instructional Pgms	905,293	50,138.44	525,985.53	31,289.12	348,018.35	61.56
80 Community Services	2,190,044	239,304.44	1,825,654.55	5,498.78	358,890.67	83.61
90 Support Services	11,631,257	1,260,269.44	11,479,170.93	184,591.64	32,505.57-	100.28
<u>Total EXPENDITURES</u>	62,368,332	5,492,603.01	52,363,013.85	662,051.86	9,343,266.29	85.02
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	295,000	.00	284,516.75			
<u>D. OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	149,642-	1,822,018.00-	1,788,017.56-		1,638,375.56-	> 1000
<u>F. TOTAL BEGINNING FUND BALANCE</u>	3,963,078		3,224,335.75			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXXXX		.00			
<u>H. TOTAL ENDING FUND BALANCE</u>	3,813,436		1,436,318.19			
<u>(E+F + OR - G)</u>						

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 815 Restrict Unequalized Deduct Rev	0	.00
G/L 821 Restrictd for Carryover	527,610	1,120,330.63
G/L 823 Restricted for Carryover of Tra	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 828 Restricted for C/O of FS Rev	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	250,000	81,543.30
G/L 845 Restricted for Self-Insurance	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 870 Committed to Other Purposes	14,070	14,070.00
G/L 872 Committed to Econmc Stabilizatn	0	.00
G/L 873 Committed to Depreciation Sub-F	0	.00
G/L 875 Assigned Contingencies	0	.00
G/L 884 Assigned to Other Cap Projects	0	.00
G/L 888 Assigned to Other Purposes	0	.00
G/L 890 Unassigned Fund Balance	107,286-	1,788,017.56-
G/L 891 Unassigned Min Fnd Bal Policy	3,129,042	2,008,391.82
G/L 896 Change in Accounting Principles	0	.00
G/L 897 Change to or within the Financi	0	.00
<u>TOTAL</u>	3,813,436	1,436,318.19

20--Capital Projects-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2023 (September 1, 2023 - August 31, 2024)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of June, 2024

	ANNUAL	ACTUAL	ACTUAL			
	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Support Nontax	19,500	3,825.52	40,614.03		21,114.03-	208.28
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	111,714.27		111,714.27-	0.00
7000 Revenues Fr Oth Sch Dist	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	19,500	3,825.52	152,328.30		132,828.30-	781.17
B. EXPENDITURES						
10 Sites	0	11,837.75	218,034.78	195,259.74	413,294.52-	0.00
20 Buildings	350,000	131,435.92	131,435.92	0.00	218,564.08	37.55
30 Equipment	100,000	.00	.00	0.00	100,000.00	0.00
40 Energy	0	.00	.00	0.00	.00	0.00
50 Sales & Lease Expenditure	0	.00	.00	0.00	.00	0.00
60 Bond Issuance Expenditure	0	.00	.00	0.00	.00	0.00
90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	450,000	143,273.67	349,470.70	195,259.74	94,730.44-	121.05
C. OTHER FIN. USES TRANS. OUT (GL 536)						
	0	.00	.00			
D. OTHER FINANCING USES (GL 535)						
	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN. SOURCES						
<u>OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	430,500-	139,448.15-	197,142.40-		233,357.60	54.21-
F. TOTAL BEGINNING FUND BALANCE						
	462,753		477,997.30			
G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)						
	XXXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE						
<u>(E+F + OR - G)</u>	32,253		280,854.90			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 861 Restricted from Bond Proceeds	0	.00
G/L 862 Committed from Levy Proceeds	0	.00
G/L 863 Restricted from State Proceeds	0	127,349.92-
G/L 864 Restricted from Fed Proceeds	0	111,714.27-
G/L 865 Restricted from Other Proceeds	0	4,086.00-
G/L 866 Restrictd from Impact Proceeds	0	.00
G/L 867 Restricted from Mitigation Fees	0	.00
G/L 869 Restricted fr Undistr Proceeds	0	.00
G/L 870 Committed to Other Purposes	0	.00
G/L 889 Assigned to Fund Purposes	32,253	524,005.09
G/L 890 Unassigned Fund Balance	0	.00
G/L 896 Change in Accounting Principles	0	.00
G/L 897 Change to or within the Financi	0	.00
<u>TOTAL</u>	32,253	280,854.90

30--Debt Service Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2023 (September 1, 2023 - August 31, 2024)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of June, 2024

	ANNUAL	ACTUAL	ACTUAL			
<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>BUDGET</u>	<u>FOR MONTH</u>	<u>FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 Local Taxes	1,140,788	3,449.57	1,235,848.98		95,060.98-	108.33
2000 Local Support Nontax	1,500	4,151.30	72,849.44		71,349.44-	> 1000
3000 State, General Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	295,000	.00	284,516.75		10,483.25	96.45
<u>Total REVENUES/OTHER FIN. SOURCES</u>	<u>1,437,288</u>	<u>7,600.87</u>	<u>1,593,215.17</u>		<u>155,927.17-</u>	<u>110.85</u>
<u>B. EXPENDITURES</u>						
Matured Bond Expenditures	3,175,000	.00	3,175,000.00	0.00	.00	100.00
Interest On Bonds	81,085	.00	58,278.00	0.00	22,807.00	71.87
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	900	.00	494.54	0.00	405.46	54.95
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	<u>3,256,985</u>	<u>.00</u>	<u>3,233,772.54</u>	<u>0.00</u>	<u>23,212.46</u>	<u>99.29</u>
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>D. OTHER FINANCING USES (GL 535)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER(UNDER) EXPENDITURES (A-B-C-D)</u>	<u>1,819,697-</u>	<u>7,600.87</u>	<u>1,640,557.37-</u>		<u>179,139.63</u>	<u>9.84-</u>
<u>F. TOTAL BEGINNING FUND BALANCE</u>	<u>2,529,890</u>		<u>2,617,417.91</u>			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	<u>XXXXXXXXX</u>		<u>.00</u>			
<u>H. TOTAL ENDING FUND BALANCE</u>	<u>710,193</u>		<u>976,860.54</u>			
<u>(E+F + OR - G)</u>						
<u>I. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted for Other Items	0		.00			
G/L 830 Restricted for Debt Service	710,193		976,860.54			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
G/L 896 Change in Accounting Principles	0		.00			
G/L 897 Change to or within the Financi	0		.00			
<u>TOTAL</u>	<u>710,193</u>		<u>976,860.54</u>			

40--Associated Student Body Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2023 (September 1, 2023 - August 31, 2024)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of June, 2024

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES						
1000 General Student Body	63,844	2,755.86	67,753.24		3,909.24-	106.12
2000 Athletics	112,670	840.00	105,707.80		6,962.20	93.82
3000 Classes	2,500	.00	.00		2,500.00	0.00
4000 Clubs	168,475	11,613.43	115,661.75		52,813.25	68.65
6000 Private Moneys	80,200	.00	4,027.69		76,172.31	5.02
<u>Total REVENUES</u>	427,689	15,209.29	293,150.48		134,538.52	68.54
B. EXPENDITURES						
1000 General Student Body	34,235	2,048.66	17,889.71	109.08	16,236.21	52.57
2000 Athletics	156,351	15,103.56	141,570.19	3,279.76	11,501.05	92.64
3000 Classes	2,500	981.72	981.72	0.00	1,518.28	39.27
4000 Clubs	162,282	10,989.13	85,904.81	0.00	76,377.19	52.94
6000 Private Moneys	80,200	453.56	4,552.63	0.00	75,647.37	5.68
<u>Total EXPENDITURES</u>	435,568	29,576.63	250,899.06	3,388.84	181,280.10	58.38
C. EXCESS OF REVENUES OVER (UNDER) EXPENDITURES (A-B)						
	7,879-	14,367.34-	42,251.42		50,130.42	636.25-
D. TOTAL BEGINNING FUND BALANCE						
	378,353		281,201.72			
E. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)						
	XXXXXXXXXX		.00			
F. TOTAL ENDING FUND BALANCE (C+D + OR - E)						
	370,474		323,453.14			
G. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted for Other Items	7,500		7,500.00			
G/L 819 Restricted for Fund Purposes	362,974		315,953.14			
G/L 840 Nonspnd FB - Invent/Prepd Itms	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
G/L 896 Change in Accounting Principles	0		.00			
G/L 897 Change to or within the Financi	0		.00			
<u>TOTAL</u>	370,474		323,453.14			

90--Transportation Vehicle Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2023 (September 1, 2023 - August 31, 2024)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of June, 2024

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	5,150	2,018.04	19,676.17		14,526.17-	382.06
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	368,914	.00	.00		368,914.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	30,000	.00	.00		30,000.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
A. <u>TOTAL REV/OTHER FIN.SRCS(LESS TRANS)</u>	404,064	2,018.04	19,676.17		384,387.83	4.87
B. <u>9900 TRANSFERS IN FROM GF</u>	0	.00	.00		.00	0.00
C. <u>Total REV./OTHER FIN. SOURCES</u>	404,064	2,018.04	19,676.17		384,387.83	4.87
<u>D. EXPENDITURES</u>						
Type 30 Equipment	400,000	194,669.55	320,713.23	193,253.85	113,967.08-	128.49
Type 40 Energy	0	.00	.00	0.00	.00	0.00
Type 60 Bond Levy Issuance	0	.00	.00	0.00	.00	0.00
Type 90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	400,000	194,669.55	320,713.23	193,253.85	113,967.08-	128.49
E. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
F. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
G. <u>EXCESS OF REVENUES/OTHER FIN SOURCES</u> <u>OVER(UNDER) EXP/OTH FIN USES (C-D-E-F)</u>	4,064	192,651.51-	301,037.06-		305,101.06-	< 1000-
H. <u>TOTAL BEGINNING FUND BALANCE</u>	194,705		570,909.91			
I. <u>G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXXXX		.00			
J. <u>TOTAL ENDING FUND BALANCE</u> <u>(G+H + OR - I)</u>	198,769		269,872.85			
K. <u>ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted For Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	198,769		269,872.85			
G/L 830 Restricted for Debt Service	0		.00			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
G/L 896 Change in Accounting Principles	0		.00			
G/L 897 Change to or within the Financi	0		.00			
<u>TOTAL</u>	198,769		269,872.85			

***** End of report *****

**ABERDEEN SCHOOL DISTRICT NO. 5
BOARD OF DIRECTORS
RESOLUTION NO. 2024 – 09**

Resolution of Budget Extension for General Fund

WHEREAS, WAC 392-123-071 through WAC 392-123-078 and 393-123-079 permits first and second class district board of directors to petition the Office of Superintendent of Public Instruction to increase the amount of appropriation from any fund, and allows first and second class districts to file an increase of the amount of appropriation from any fund, and

WHEREAS, the General Fund of the Aberdeen School District No. 5 has additional expenditures in the **2023 - 2024** school year for additional contracted services and supplies, which will require an increase in appropriation of **one million dollars, (\$1,000,000.00)**, and

WHEREAS, the General Fund balance and additional revenues will be sufficient to provide for the additional expenditures,

THEREFORE, BE IT RESOLVED the Board of Directors of Aberdeen School District No. 5, Grays Harbor County, Washington, hereby petitions OSPI to increase the **2023 - 2024** General Fund appropriation from **\$ 62,368,331 to \$ 63,368,331, an increase of \$ 1,000,000.**

DATED this 16th day of July, 2024.

ATTEST:

Board of Directors:

Jennifer Durney, President

Jessica Jurasin

Annica Mizin

Suzy Ritter

Jeremy Wright

Traci Sandstrom, Secretary to the Board

Lynn Green, Secretary to the Board

Aberdeen School District No.005

SUMMARY OF GENERAL FUND BUDGET

	(1) Current Budget	(2) Current Year Change	(3) Revised Budget
REVENUES AND OTHER FINANCING SOURCES			
1000 Local Taxes	5,129,067	0	5,129,067
2000 Local Nontax Support	674,160	0	674,160
3000 State, General Purpose	31,992,402	943,800	32,936,202
4000 State, Special Purpose	12,539,386	234,242	12,773,628
5000 Federal, General Purpose	25,000	0	25,000
6000 Federal, Special Purpose	11,922,725	0	11,922,725
7000 Revenues from Other School Districts	202,200	0	202,200
8000 Revenues from Other Entities	28,750	0	28,750
9000 Other Financing Sources	0	0	0
A. TOTAL REVENUES AND OTHER FINANCING SOURCES	62,513,690	1,178,042	63,691,732
EXPENDITURES			
00 Regular Instruction	24,702,237	500,275	25,202,512
10 Federal Special Purpose Funding	4,561,856	0	4,561,856
20 Special Education Instruction	8,297,633	265,483	8,563,116
30 Vocational Education Instruction	3,044,444	0	3,044,444
40 Skill Center Instruction	340,488	0	340,488
50 and 60 Compensatory Education Instruction	6,684,530	226,742	6,911,272
70 Other Instructional Programs	801,114	0	801,114
80 Community Services	2,311,272	0	2,311,272
90 Support Services	11,624,757	7,500	11,632,257
B. TOTAL EXPENDITURES	62,368,331	1,000,000	63,368,331
C. OTHER FINANCING USES--TRANSFERS OUT (G.L.536) 1/	295,000	0	295,000
D. OTHER FINANCING USES (G.L.535) 2/	0	0	0
E. EXCESS OF REVENUES/OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES (A-B-C-D)	-149,640	178,041	28,401
BEGINNING FUND BALANCE			
G.L.810 Restricted for Other Items	0	0	0
G.L.815 Restricted for Unequalized Deductible Revenue	0	0	0
G.L.821 Restricted for Carryover of Restricted Revenues	527,610	592,721	1,120,331
G.L.823 Restricted for Carryover Of Transition To Kindergarten Revenue	0	0	0
G.L.825 Restricted for Skill Center	0	0	0
G.L.828 Restricted for Carryover of Food Service Revenue	0	0	0

Aberdeen School District No.005

SUMMARY OF GENERAL FUND BUDGET

	(1) Current Budget	(2) Current Year Change	(3) Revised Budget
G.L.830 Restricted for Debt Service	0	0	0
G.L.835 Restricted for Arbitrage Rebate	0	0	0
G.L.840 Nonspendable Fund Balance-Inventory & Prepaid Items	250,000	-168,457	81,543
G.L.845 Restricted for Self-Insurance	0	0	0
G.L.850 Restricted for Uninsured Risks	0	0	0
G.L.870 Committed to Other Purposes	14,070	0	14,070
G.L.872 Committed to Economic Stabilization	0	0	0
G.L.873 Committed to Depreciation Sub-Fund for Facility Maintenance	0	0	0
G.L.875 Assigned to Contingencies	0	0	0
G.L.884 Assigned to Other Capital Projects	0	0	0
G.L.888 Assigned to Other Purposes	0	0	0
G.L.890 Unassigned Fund Balance	42,356	-42,356	0
G.L.891 Unassigned to Minimum Fund Balance Policy	3,129,042	-1,120,650	2,008,392
F. TOTAL BEGINNING FUND BALANCE	3,963,078	-738,742	3,224,336
G. G.L.898 PRIOR YEAR CORRECTIONS OR RESTATEMENTS(+ OR -)	XXXXX	XXXXX	XXXXX
ENDING FUND BALANCE			
G.L.810 Restricted for Other Items	0	0	0
G.L.815 Restricted for Unequalized Deductible Revenue	0	0	0
G.L.821 Restricted for Carryover of Restricted Revenues	527,610	592,721	1,120,331
G.L.823 Restricted for Carryover Of Transition To Kindergarten Revenue	0	0	0
G.L.825 Restricted for Skill Center	0	0	0
G.L.828 Restricted for Carryover of Food Service Revenue	0	0	0
G.L.830 Restricted for Debt Service	0	0	0
G.L.835 Restricted for Arbitrage Rebate	0	0	0
G.L.840 Nonspendable Fund Balance-Inventory & Prepaid Items	250,000	-168,457	81,543
G.L.845 Restricted for Self-Insurance	0	0	0
G.L.850 Restricted for Uninsured Risks	0	0	0
G.L.870 Committed to Other Purposes	14,070	0	14,070
G.L.872 Committed to Economic Stabilization	0	0	0
G.L.873 Committed to Depreciation Sub-Fund for Facility Maintenance	0	0	0
G.L.875 Assigned to Contingencies	0	0	0
G.L.884 Assigned to Other Capital Projects	0	0	0
G.L.888 Assigned to Other Purposes	0	0	0
G.L.890 Unassigned Fund Balance	-107,284	135,685	28,401

Aberdeen School District No.005

SUMMARY OF GENERAL FUND BUDGET

	(1) Current Budget	(2) Current Year Change	(3) Revised Budget
G.L.891 Unassigned to Minimum Fund Balance Policy	3,129,042	-1,120,650	2,008,392
H. TOTAL ENDING FUND BALANCE (E+F, +OR-G) 3/	3,813,437	-560,700	3,252,737

1/ G.L. 536 is an account that is used to summarize actions for other financing uses--transfers out.

2/ G.L.535 is an account that is used to summarize actions for other financing uses such as long-term financing and debt extinguishments. Nonvoted debts may be serviced in the Debt Service Fund (DSF) rather than in the fund that received the debt proceeds. In order to provide the resources to retire the debt, a transfer is used by the General Fund, Capital Projects Fund, or Transportation Vehicle Fund to transfer resources to the DSF. Refer to Page DS4 for detail of estimated outstanding nonvoted bond detail information.

3/ Line H must be equal to or greater than all restricted fund balances.

**ABERDEEN SCHOOL DISTRICT NO. 5
BOARD OF DIRECTORS
RESOLUTION NO. 2024 – 10**

Resolution for Budget Extension of Transportation Vehicle Fund

WHEREAS, WAC 392-123-071 through WAC 392-123-078 and 393-123-079 permits first and second class district board of directors to petition the Office of Superintendent of Public Instruction to increase the amount of appropriation from any fund, and allows first and second class districts to file an increase of the amount of appropriation from any fund, and

WHEREAS, the Transportation Vehicle Fund of the Aberdeen School District No. 5 has additional expenditures in the **2023 - 2024** school year for additional equipment, which will require an increase in appropriation of **one hundred twenty-five thousand dollars, (\$125,000.00)**, and

WHEREAS, the Transportation Vehicle Fund fund balance and revenues will be sufficient to provide for the additional expenditures.

THEREFORE, BE IT RESOLVED the Board of Directors of Aberdeen School District, Grays Harbor County, Washington, hereby petition OSPI to increase the **2023 - 2024** Transportation Vehicle Fund appropriation from **\$400,000 to \$ 525,000, an increase of \$ 125,000.**

DATED this 16th day of July, 2024.

ATTEST:

Board of Directors:

Jennifer Durney, President

Jessica Jurasin

Annica Mizin

Suzy Ritter

Jeremy Wright

Traci Sandstrom, Secretary to the Board

Lynn Green, Secretary to the Board

Aberdeen School District No.005

SUMMARY OF TRANSPORTATION VEHICLE FUND BUDGET

	(1) Current Budget	(2) Current Year Change	(3) Revised Budget
REVENUES AND OTHER FINANCING SOURCES			
1100 Local Property Tax	0	0	0
1300 Sale of Tax Title Property	0	0	0
1400 Local in lieu of Taxes	0	0	0
1500 Timber Excise Tax	0	0	0
1600 County-Administered Forests	0	0	0
1900 Other Local Taxes	0	0	0
2200 Sales of Goods, Supplies, and Services, Unassigned	5,000	0	5,000
2300 Investment Earnings	150	0	150
2450 Other Interest Earnings	0	0	0
2500 Gifts and Donations	0	0	0
2600 Fines and Damages	0	0	0
2700 Rentals and Leases	0	0	0
2800 Insurance Recoveries	0	0	0
2900 Local Support Nontax, Unassigned	0	0	0
3600 State Forests	0	0	0
4100 Special Purpose-Unassigned	0	0	0
4300 Other State Agencies-Unassigned	0	0	0
4499 Transportation Reimbursement Depreciation	368,914	0	368,914
5200 General Purposes Direct Federal Grants-Unassigned	0	0	0
5300 Impact Aid, Maintenance and Operation	0	0	0
5400 Federal in lieu of Taxes	0	0	0
5600 Qualified Bond Interest Credit-Federal	0	0	0
6100 Special Purpose-OSPI Unassigned	0	0	0
6200 Direct Special Purpose Grants	0	0	0
6300 Federal Grants Through Other Entities-Unassigned	0	0	0
8100 Governmental Entities	30,000	0	30,000
8101 Governmental Entities-Enrichment	0	0	0
8500 NonFederal ESD	0	0	0
9100 Sale of Bonds	0	0	0
9300 Sale of Equipment	0	0	0
9400 Compensated Loss of Fixed Assets	0	0	0
9500 Long-Term Financing	0	0	0

Aberdeen School District No.005

SUMMARY OF TRANSPORTATION VEHICLE FUND BUDGET

	(1) Current Budget	(2) Current Year Change	(3) Revised Budget
9901 Transfers (local resources)	0	0	0
A. TOTAL REVENUES, OTHER FINANCING SOURCES (less transfers)	404,064	0	404,064
B. 9900 TRANSFERS IN (from the General Fund)	0	0	0
C. TOTAL REVENUES AND OTHER FINANCING SOURCES	404,064	0	404,064
EXPENDITURES			
33 Transportation Equipment Purchases	400,000	125,000	525,000
34 Transportation Equipment Major Repair	0	0	0
43 Transportation Vehicle Energy Audits	0	0	0
44 Transportation Equipment Capital Improvement	0	0	0
61 Bond/Levy Issuance and/or Election	0	0	0
91 Principal	0	0	0
92 Interest	0	0	0
93 Arbitrage Rebate	0	0	0
D. TOTAL EXPENDITURES	400,000	125,000	525,000
E. OTHER FINANCING USES--TRANSFERS OUT (G.L.536) 2/	0	0	0
F. OTHER FINANCING USES (G.L.535) 3/	0	0	0
G. EXCESS OF REVENUES/OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES (C-D-E-F)	4,064	-125,000	-120,936
BEGINNING FUND BALANCE			
G.L.810 Restricted for Other Items	0	0	0
G.L.819 Restricted for Fund Purposes	194,705	376,205	570,910
G.L.830 Restricted for Debt Service	0	0	0
G.L.835 Restricted for Arbitrage Rebate	0	0	0
G.L.850 Restricted for Uninsured Risks	0	0	0
G.L.870 Committed to Other Purposes	0	0	0
G.L.889 Assigned to Fund Purposes	0	0	0
G.L.890 Unassigned Fund Balance	0	0	0
H. TOTAL BEGINNING FUND BALANCE	194,705	376,205	570,910
I. G.L.898 PRIOR YEAR CORRECTIONS OR RESTATEMENTS(+OR-)	XXXXX	XXXXX	XXXXX
ENDING FUND BALANCE			
G.L.810 Restricted for Other Items	0	0	0
G.L.819 Restricted for Fund Purposes	198,769	251,205	449,974
G.L.830 Restricted for Debt Service	0	0	0

Aberdeen School District No.005

SUMMARY OF TRANSPORTATION VEHICLE FUND BUDGET

	(1) Current Budget	(2) Current Year Change	(3) Revised Budget
G.L.835 Restricted for Arbitrage Rebate	0	0	0
G.L.850 Restricted for Uninsured Risks	0	0	0
G.L.870 Committed to Other Purposes	0	0	0
G.L.889 Assigned to Fund Purposes	0	0	0
G.L.890 Unassigned Fund Balance	0	0	0
J. TOTAL ENDING FUND BALANCE (G+H, +OR-I) 4/	198,769	251,205	449,974

1/ Includes interest portion of purchase contracts.

2/ G.L. 536 is an account that is used to summarize actions for other financing uses--transfers out.

3/ G.L.535 is an account that is used to summarize actions for other financing uses such as long-term financing and debt extinguishments. Nonvoted debts may be serviced in the Debt Service Fund (DSF) rather than in the fund that received the debt proceeds. In order to provide the resources to retire the debt, a transfer is used by the General Fund, Capital Projects Fund, or Transportation Vehicle Fund to transfer out resources to the DSF.

4/ Amount on Line J must be equal to or greater than all restricted fund balances.



HALEY & ALDRICH, INC.
2115 S. 56th Street
Suite 405
Tacoma, WA 98409
253.433.7581

Revised 27 June 2024
17 May 2024
File No. 0207858

Aberdeen School District No. 5
216 North G Street
Aberdeen, Washington 98520

Attention: Michael Pauley, Maintenance and Facilities Supervisor

Subject: Change Order Request No. 01 – Geotechnical Construction Support Services
Aberdeen High School – Tennis Court Slope Repair
410 North G Street
Aberdeen, Washington

Dear Michael Pauley:

Haley & Aldrich, Inc. (Haley & Aldrich) is submitting this Change Order Request 01 for providing geotechnical construction support services to Aberdeen School District No. 5 (District) as an amendment to the *Proposal for Geotechnical Engineering Services* dated 22 November 2023 (Agreement) for the project site.

The tennis court slope repair covers an area of approximately 2,500 square feet between the Aberdeen High School tennis courts and North F Street. Slope repair activities will include removal of slide debris, excavation into the slope, placement of rock backfill, and grading to rebuild the slope. Additionally, subdrains will be installed and tied into an existing City stormwater system, which will require demolition and reconstruction of portions of the City sidewalk. Eco blocks that are currently at the base of the slope will be removed during construction and replaced following the slope repair.

Change to Scope

Aberdeen School District No. 5 requested Haley & Aldrich perform geotechnical construction support services including the following:

TASK 02 - GEOTECHNICAL CONSTRUCTION SUPPORT SERVICES

Haley & Aldrich will provide geotechnical construction observation and support services to the District for the proposed slope repair, including the following services.

- Provide pre-bid support including estimations of volumes and quantities for rough order of magnitude costs, plan updates, and support with addressing bid questions.
- Provide permitting support including communications with the City, and permit submittal for Site Development Permit, Right of Way Development Permit, and Permissive Use Permit.
- Provide support for completion of the State Environmental Protection Act (SEPA) Checklist.
- Observe installation of erosion and sediment control improvements.
- Observe site stripping and removal of slide debris.
- Observe excavation of keyway and benches into bedrock.
- Observe the placement of drainage geotextile and installation of subdrain.
- Observe the placement of drain rock and rock backfill.
- Observe finished grading of the slope and installation of erosion control blankets.
- Observe replacement of Eco blocks.
- Prepare field reports summarizing our observations after completion of each site visit and provide copies to members of the design and construction team.
- Prepare a final summary letter for construction observation.
- Provide project management and support services for up to four weeks, including staff coordination, telephone consultations, RFI review, and email communications with the design and construction teams.

We estimate that the bid and permit support tasks will require up to 30 and 15 hours, respectively, of staff time. Completion of the SEPA Checklist is expected to require up to approximately 14 hours of staff time, including review by a Haley & Aldrich biologist. We have assumed that construction will require approximately two to three works to complete, and that during periods of active construction our field staff will be on-site on a full-time basis. Therefore, we have estimated that up to 15 full-time site visits will be required for the project. We anticipate that each visit will require an average of 11 hours, including time for on-site observations, travel, and daily field report preparation.

We have assumed permit submittal fees up to \$750. If actual permit fees are greater, then additional costs will be incurred.

Our estimated costs for these site visits, project management, and support is listed below. However, actual costs may vary, depending upon the actual number of site visits requested, weather, contractor scheduling, etc.

FEE ESTIMATE: \$55,000

Assumptions

1. Our scope of services does not include the observation or testing of:
 - Concrete, steel, asphalt, or piping.
2. The general contractor will provide a minimum 48-hour notice to Haley & Aldrich for site visits.
3. If the construction duration extends beyond three weeks or more than 15 site visits are required, then additional charges may be incurred.

Change to Authorized Budget/Fee

Original Agreement/ Change Order	Date Authorized	Total Budget or Fee
Original Agreement	22 November 2023	\$69,500
Change Order Request No. 1	n/a	\$58,000
Original Agreement Budget/Fee:		\$69,500
Net Change to Original Agreement by Prior Change Orders:		\$0
Contract Price Adjustment Authorized by this Change Order:		\$58,000
Revised Contract Budget/Fee Including this Change Order:		\$127,500

Form of Compensation

The services in this change order will be provided on the following basis:

- Time and Materials (Fee Schedule as specified in the Agreement)
- Fixed Price/Lump Sum
- Unit Price

Terms and Conditions

The services included in this change order will be provided in accordance with the terms and conditions specified in the Agreement.

If this change order is acceptable to you, please indicate your acceptance by signing and returning one copy of this document or issuing a purchase order/work order as applicable.

Sincerely yours,
HALEY & ALDRICH, INC.



Lauren K. Phillips, P.E.
Geotechnical Engineer



Daniel J. Trisler, P.E.
Principal Geotechnical Engineer

This change order is understood and accepted pursuant to the terms and conditions referenced herein:

ABERDEEN SCHOOL DISTRICT NO 5.

By _____
(authorized signature)

By _____
(print or type name)

Title _____

Date _____

WORLD LANGUAGE MASTERY-BASED CREDIT

The board recognizes the value of preparing students to be global citizens with the skills to communicate in English and other world languages. In our state's diverse communities, it is not unusual for students to have various opportunities to develop language skills, for example, through experiences of using the language at home, attending language programs offered in the community, learning online or time spent living abroad. The district encourages students and their families to take advantage of any language learning opportunities available to them.

To enable students to fully benefit from the advantages of multilingualism, the district will encourage students to learn to understand, speak, read and write at a high level of language proficiency. Proficiency can also be demonstrated in languages that are only spoken or signed.

As described in the procedures, the district will award world language credits to students based on demonstrated proficiency across a range of language skills.

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.

Cross References: Policy 2410

High School Graduation Requirements

Legal References: RCW 28A.230.090(4)(5)

High school graduation requirements or equivalencies

WAC 180-51-050

High school credit – Definition

180-151-051

Procedure for granting students mastery-based credit

Adopted: 11/01/11

Updated: 05/04/21

World Language Mastery-Based Credit

World Languages Credit for Mastery/Proficiency

A. 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.”

B. Demonstrating Mastery/Proficiency in a World Language

The district will manage the assessment process by partnering with the Office of Superintendent of Public Instruction so that students seeking competency based credit can demonstrate competency/proficiency 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 the following:

- Standards-based Measurement of Proficiency (STAMP) in reading, writing, and speaking (and listening, if available) for all languages for which it is available (as of 2010, Spanish, French, German, Italian, Japanese, Chinese). STAMP is offered by Avant Assessment (<http://avantassessment.com>).
- For languages that do not currently have any other nationally available proficiency based assessment, the district will work with local language communities and the Office of Superintendent of Public Instruction (OSPI) World Languages Program to develop a collection of evidence process, such as LinguaFolio, that is aligned with ACTFL Proficiency Guidelines.
- OSPI and the federally recognized Tribes in Washington have a language proficiency system in place with the First Peoples’ Language and Culture Certificate. Native/Tribal language students will have their proficiency determined by each Tribe.

C. Determining Mastery and Credit Equivalencies

The district will award one or more credits based on the student demonstrating an overall proficiency level according to the recommendation from OSPI as follows:

- Novice Mid – 1 credit (Carnegie Unit)
- Novice High – 2 credits
- Intermediate Low – 3 credits
- Intermediate Mid – 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 Intermediate Mid 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. In this example, the student would not receive four credits for Intermediate Mid in Speaking and one credit each for Novice Mid in Reading and Writing. The total award is one World Language credit.)

D. 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. 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.

E. Paying for Assessments

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. Current fees and financial assistance information are available from the student's school.

F. 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, may be awarded. If requested by the student, the school counselors will record the world language credits earned on the official transcript. Credits will be awarded with a grade of "Pass."

G. Cultural Responsiveness and Equity

The district collects and annually reviews disaggregated data to see which subgroups of students are receiving mastery-based credit. If disproportionality is found, the district takes appropriate actions to ensure equitable access to these crediting opportunities.

H. Successful Completion of Next Higher-Level Course

Credit may be awarded for a course when the student successfully completes the next higher-level course in a sequence that includes a natural progression of the state learning standards from the previous course. State or locally determined learning standards will be used as the guide when making decisions regarding what courses should qualify.

Mastery-based credit for world language is available in the courses that fulfill a world language credit if the student achieves a C or higher grade in the next-higher level course.



CTE Four Year Planning Requirement Template

(formerly "District Wide Plan")

District Goal: The mission of the **Aberdeen School District** is to provide a collaborative learning community, which engages all students in learning the academic and work-life skills needed to achieve their individual potential and become responsible citizens. (Quality Criteria indicators are referenced on the Career & Technical Education Evaluation Form.)

Quality Criteria	2023-2024	2024-2025	2025-2026	2026-2027
Educator Licensing WAC 181-77-014 (Criteria 1)	Collaborate with teachers to support necessary coursework for initial CTE certifications Document clock hours required for conditional certifications Ensure current First Aid/CPR certification for CTE instructors	Collaborate with teachers to support necessary coursework for initial CTE certifications Document clock hours required for conditional certifications Ensure current First Aid/CPR certification for CTE instructors	Collaborate with teachers to support necessary coursework for initial CTE certifications Document clock hours required for conditional certifications Ensure current First Aid/CPR certification for CTE instructors	Collaborate with teachers to support necessary coursework for initial CTE certifications Document clock hours required for conditional certifications Ensure current First Aid/CPR certification for CTE instructors
Curriculum, Instruction, and Evaluation RCW 28A.700.010 (Criteria 2)	Incorporate iCEV as a resource in automotive, STEM, FACSE Explore Adobe Final Cut Pro software Identify Universal Service Officer (USO) skills and	Monitor materials and software available across content areas for piloting, adoptions Incorporate automation controls into Industrial Engineering content	Monitor materials and software available across content areas for piloting, adoptions Offer E-Sports as a class at AHS	Monitor materials and software available across content areas for piloting, adoptions



CTE Four Year Planning Requirement Template

(formerly "District Wide Plan")

Quality Criteria	2023-2024	2024-2025	2025-2026	2026-2027
	<p>training for banking and finance program</p> <p>Incorporate standards based grading into ASL program</p> <p>Resume ASL III capacity for interested students</p> <p>Align new CNA standards into curriculum</p> <p>Incorporate the return of Jewelry course offerings in Visual Arts</p> <p>Add welding school year and summer course</p>	<p>Continue to incorporate Microsoft Office programs in CTE classes per advisory committee feedback</p> <p>Ensure communication skills and professionalism are embedded into various programs</p>		
<p>Academic Integration RCW 28A.700.010(2)(a) (Criteria 3)</p>	<p>Explore cross crediting options for courses across the CTE program</p> <p>Incorporate KAHS into video production and communications content</p> <p>Launch Miller Entrepreneurship program</p>	<p>Explore cross crediting options for courses across the CTE program</p> <p>Explore Global Health content - incorporate phlebotomy</p>	<p>Explore cross crediting options for courses across the CTE program</p>	<p>Update all frameworks according to newly adopted state standards in 2026</p> <p>Explore cross crediting options with new state standards</p>



CTE Four Year Planning Requirement Template

(formerly "District Wide Plan")

Quality Criteria	2023-2024	2024-2025	2025-2026	2026-2027
	Expand Miller video news capacity to common areas in the building			
Student Access to Program RCW 28A.700.010 (Criteria 4)	<p>Open entry into all CTE exploratory programs</p> <p>Connect to after school programs for access and exposure to CTE content areas</p> <p>Explore ADA accessibility to the greenhouse facilities</p> <p>Incorporate 7th grade science into CTE</p>	<p>Open entry into all CTE exploratory programs</p> <p>Connect to after school programs for access and exposure to CTE content areas</p> <p>Host elementary and or junior high student visits</p>	<p>Open entry into all CTE exploratory programs</p> <p>Connect to after school programs for access and exposure to CTE content areas</p> <p>Host elementary and or junior high student visits</p>	<p>Open entry into all CTE exploratory programs</p> <p>Connect to after school programs for access and exposure to CTE content areas</p> <p>Host elementary and or junior high student visits</p>
Accountability RCW 28A.700.040(1)(c) (Criteria 5)	<p>Conduct CLNA process and review relevant demographic and student performance data as available</p> <p>Implement application process for some skills center programs due to capacity</p>	<p>Conduct CLNA process and review relevant demographic and student performance data as available</p>	<p>Conduct CLNA process and review relevant demographic and student performance data as available</p>	<p>Conduct CLNA process and review relevant demographic and student performance data as available</p>



CTE Four Year Planning Requirement Template

(formerly "District Wide Plan")

Quality Criteria	2023-2024	2024-2025	2025-2026	2026-2027
Safe Practices RCW 28A.700.010 (Criteria 6)	Continue OSHA certifications in construction and HVAC Emphasize safety guidelines in returning jewelry program	Ensure safety testing is done in all shop and lab classes Ensure transition of greenhouse instructors includes safety orientation	Ensure safety testing is done in all shop and lab classes	Ensure safety testing is done in all shop and lab classes
Facilities RCW 28A.700.010 (Criteria 7)	Replace greenhouse siding - not complete Construct overhang outside of wood shop area for covered outside work area - not complete Redesign 3D Art Room for jewelry station safety Purchase forklift to share among industrial programs Purchase excavator for use in construction program	Replace greenhouse siding Construct overhang outside of wood shop area for covered outside work area Culinary program plans - pursue grant funding and contract for kitchen revisions Explore purchase of venting system for gas fired furnaces for HVAC program Explore outdoor work station for Electrical Engineering program	Complete culinary kitchen revisions Evaluate other needs in various program areas	Evaluate other needs in various program areas



CTE Four Year Planning Requirement Template

(formerly "District Wide Plan")

Quality Criteria	2023-2024	2024-2025	2025-2026	2026-2027
Instructional Materials RCW 28A.700.010 (Criteria 8)	<p>Update textbook and workbook materials in Professional Medical Careers course to align to new CNA standards</p> <p>Replace planer in construction program</p> <p>Explore computer aided drafting program for construction classes</p> <p>Incorporate iCEV program in multiple program areas</p> <p>Replace video equipment for streaming and recording community events</p>	<p>Evaluate texts and online materials for updates, new sources</p> <p>Update Deaf Culture materials if available</p> <p>Add Robotics kits for Miller and AHS</p> <p>Explore resources for incorporating AI standards into various CTE courses</p> <p>Identify CAD software for use in construction and STEM classes</p>	<p>Evaluate texts and online materials for updates, new sources</p>	<p>Evaluate texts and online materials for updates, new sources</p>
Leadership and Employability RCW 28A.700.010 (Criteria 9)	<p>Pursue SKillsUSA at Miller for junior high students</p> <p>Further explore streaming options for district events</p> <p>Host the 1st ever Art Extravaganza</p>	<p>Evaluate Entrepreneurship program at Miller for any changes</p> <p>Continue operation of student run enterprises across all buildings</p>	<p>Continue operation of student run enterprises across all buildings</p> <p>Evaluate program expansion in Career and Technical Student Organizations (FBLA, FFA, SkillsUSA, etc.)</p>	<p>Continue operation of student run enterprises across all buildings</p> <p>Evaluate program expansion in Career and Technical Student Organizations (FBLA, FFA, SkillsUSA, etc.)</p>



CTE Four Year Planning Requirement Template

(formerly "District Wide Plan")

Quality Criteria	2023-2024	2024-2025	2025-2026	2026-2027
		<p>Evaluate program expansion in Career and Technical Student Organizations (FBLA, FFA, SkillsUSA, etc.)</p> <p>Host a CTE showcase event in February for CTE Month</p> <p>Host regional FBLA event at Grays Harbor College</p> <p>Incorporate E-Sports stations at Miller and AHS</p> <p>Expand video production work in the community</p>	<p>Continue Art Extravaganza and CTE Showcase</p>	<p>Continue Art Extravaganza and CTE Showcase</p>
<p>Long Range Planning RCW 28A.700.010(2)(b) (Criteria 10)</p>	<p>Replace espresso machine in CAT's CAVE</p> <p>Complete wood shop overhang and greenhouse siding projects - not completed</p> <p>Pursue CORE Plus Construction grant for further program updates</p>	<p>Explore options for Snug Harbor to re-open to 3 years old and above</p> <p>Complete wood shop overhang and greenhouse siding projects</p> <p>Pursue available grants for program updates</p>	<p>Evaluate program evaluation data from advisory committees and incorporate suggestions into annual planning</p> <p>Restore Criminal Justice skills center block program</p>	<p>Evaluate program evaluation data from advisory committees and incorporate suggestions into annual planning</p>



CTE Four Year Planning Requirement Template

(formerly "District Wide Plan")

Quality Criteria	2023-2024	2024-2025	2025-2026	2026-2027
	Open Snug Harbor Childcare Center to ASD5 staff members	including CORE Plus, High Demand		
Advisory Committee RCW 28A.700.020(1) (Criteria 11)	Annual dinner hosted by Aberdeen Update any advisory committee templates Natural Resource committee expansion Schedule all meetings and conduct annual business including program evaluations	Annual dinner hosted by Montesano Updated any advisory committee templates Schedule all meetings and conduct annual business including program evaluations	Annual dinner hosted by Aberdeen Update any advisory committee templates Restore Criminal Justice advisory committee Schedule all meetings and conduct annual business including program evaluations	Annual dinner hosted by Hoquiam Update any advisory committee templates Schedule all meetings and conduct annual business including program evaluations
Program of Study RCW 28A.700.020(2)(a)(b) (Criteria 12)	Continue vertical alignment 7-12 Evaluate Pierce County articulation options	Explore articulations for HLC courses including hospitality and fashion design Evaluate Pierce County articulation options Implement new automotive articulation with GHC	Renew Grays Harbor College articulations Evaluate Pierce County articulation options	Renew Grays Harbor College articulations Evaluate Pierce County articulation options



CTE Four Year Planning Requirement Template

(formerly "District Wide Plan")

Quality Criteria	2023-2024	2024-2025	2025-2026	2026-2027
		Implement new construction articulation with GHC		
Certification Work based Learning RCW 28A.700.060(2)(c)(d) (Criteria 13A, 13B)	Incorporate WBL activities into all classes Expand certification opportunities for students in all programs OSHA 10 in automotive classes EPA 608 for select individuals in Electrical Engineering program	Incorporate WBL activities into all classes Explore safety certifications in Dragon Cafe Add forklift certification for students Continue to add early childhood certifications at Harbor High	Incorporate WBL activities into all classes Expand certification opportunities for students in all programs	Incorporate WBL activities into all classes Expand certification opportunities for students in all programs
Career Guidance RCW 28A.700.010(3) (Criteria 14)	Continue Forestry field trips with Grays Harbor Youth Works Partner with Big Brothers Big Sisters for Forestry mentors/mentees Continue field trip and guest speaker opportunities within CTE	Expand Big Brothers Big Sisters partnership to other industry areas Continue field trip and guest speaker opportunities within CTE programs in addition to Career Day	Expand Big Brothers Big Sisters partnership to other industry areas Continue field trip and guest speaker opportunities within CTE programs in addition to Career Day	Expand Big Brothers Big Sisters partnership to other industry areas Continue field trip and guest speaker opportunities within CTE programs in addition to Career Day



CTE Four Year Planning Requirement Template

(formerly "District Wide Plan")

Quality Criteria	2023-2024	2024-2025	2025-2026	2026-2027
	programs in addition to Career Day			
Program Evaluation RCW 28A.700.020(1) (Criteria 15)	Early Achievers re-rating of Snug Harbor Renew DOH/DSHS program approval for CNA program Continue annual program evaluations with advisory committee members	Continue annual program evaluations with advisory committee members Complete Early Achievers rating	Renew DOH/DSHS program approval for CNA program Continue annual program evaluations with advisory committee members	Continue annual program evaluations with advisory committee members
Professional Development RCW 28A.700.005(4) (Criteria 16)	Support various conferences for CTE staff that align with district and program goals	Plan CTE PD for all CTE staff for summer 2025 Support various conferences for CTE staff that align with district and program goals	Support various conferences for CTE staff that align with district and program goals	Support various conferences for CTE staff that align with district and program goals

Advisory Chairperson: Lisa Perry (via email)

Date: 7/8/24

CTE Director: Lynne

Date: 7/8/24

**CONTRACT FOR SERVICES
BETWEEN
ABERDEEN SCHOOL DISTRICT #5**

Serving as the host district for TWIN HARBORS, A BRANCH OF NEW MARKET
SKILLS CENTER (hereinafter referred to as ASD #5 and Host District)

216 North "G" Street
Aberdeen, WA 98520

The CHAVEZ BEAUTY SCHOOL
(hereinafter referred to as the "Beauty School")

In consideration of the promises and conditions contained herein, ASD #5 and the Beauty School do mutually agree as follows:

I. DUTIES OF CHAVEZ BEAUTY SCHOOL

The Beauty School shall perform the following duties to the satisfactions of ASD #5's designee:

- A. The general objectives(s) of this contract shall be as follows:
 - Provide instruction and training and award school credits to students enrolled through the Twin Harbors Branch Skills Center in accordance with the Washington State Skill Standards for cosmetology, barbering, manicurist and esthetician, and the Washington State Career and Technical Education standards. Training will be provided on-site at the Chavez Beauty School, 109 West Heron Street in Aberdeen, Washington.
 - It is understood by this Agreement that the students receiving instructional services from the Beauty School are afforded tuition-free enrollment for the training period, provided they remain enrolled as public school students through Twin Harbors Branch Skills Center.

- B. In order to accomplish the general objectives(s) of this Agreement, the Beauty School shall perform the following specific duties:
 - All instruction to students under this agreement shall be by instructors who hold appropriate Career and Technical Education certification by the Office of the Superintendent of Public Instruction. The Beauty School shall require a criminal history records check in accordance with RCW 28A.400.303 for all persons providing services under this agreement. The Beauty School shall not employ any person to perform services under this agreement that has pled

guilty to or has been convicted of any crime against children as specified in RCW 26A.400.330.

- Instructors will hold a valid First Aid/CPR certification.
- Provide instruction in accordance with the state approved Cosmetology framework submitted to OSPI in December, 2022.
- Provide accommodations for students who have current IEP and/or 504 plans.
- Provide student leadership opportunities as outlined in the Leadership Program of Work submitted to OSPI in the 23-24 school year.
- Report the work based learning activities by student annually to the Skills Center Director.
- Report any state certification testing and the outcomes of such testing to the Skills Center Director.
- Provide the necessary textbooks, tools and supplies to students to meet learning standards.
- Keep performance and attendance records on file for seven years for each enrolled student.
- Report all student attendance to ASD #5 by the first day of each month for school days in the prior month. The Beauty School will communicate any change in any student enrollment status with the Skills Center Director on or before the date of the change including graduations, attendance drops, withdrawals and program entrances.
- Report any discipline situations to the Skills Center Director in a timely manner.
- Recruit advisory committee members and facilitate a minimum of three advisory committee meetings per year to address the CTE program standards.
- Participate in recruitment activities at participating high schools.
- Training and facilities to be utilized by the Beauty School in accordance with its duties under this agreement must be in compliance with all applicable laws and regulations, including, but not limited to, RCW 18.16 and WAC 308-20. It is understood that for the duration of this agreement, the Beauty School must be a properly licensed cosmetology school as determined by the Department of Licensing and that the Host District will be notified immediately by the Beauty School if that license is suspended or under investigation.
- The Beauty School agrees to comply on a timely basis with requests for records regarding individual student performance/attendance. Any instructional hours outside of the regular school year will be dependent on legislative funding. The Beauty School agrees to forward final grades for each term and attendance/instruction records to the Host District upon timely request.

C. The time schedule for completion of the Beauty School's duties shall be within the program dates:

- School Year: August 28, 2024 – June 11, 2025
- Summer: June 12, 2024 - August 31, 2025

II. DUTIES OF ASD #5

In consideration of the Beauty School 's satisfactory performance of the duties set forth herein, ASD #5 shall do as follows:

- A. Process payment each month based on \$6,250 multiplied by the Chavez Beauty School (Annual Average FTE) from September through June. The AAFTE will be adjusted monthly based on the official student FTE claimed by Twin Harbors Branch Skills Center. Official monthly count dates are the fourth school day in September and the first school day of the month for October through June. The contractor shall receive 12 monthly payments based on the payment schedule in the table included below. The Host District will make available to the Beauty School a list of FTE claimed for each student per month. In the event of an FTE correction, billing will be adjusted in future months to rectify any AAFTE changes.

Month	Total Due	Payment Formula
September	10% of AAFTE	Program AAFTE*\$6,250.00*.10
October	20% of AAFTE	Program AAFTE*\$6,250.00*.20 –September payment
November	30% of AAFTE	Program AAFTE*\$6,250.00*.30 - September through October payments
December	40% of AAFTE	Program AAFTE*\$6,250.00*.40 – September through November payments
January	50% of AAFTE	Program AAFTE*\$6,250.00*.50 – September through December payments
February	60% of AAFTE	Program AAFTE*\$6,250.00*.60 – September through January payments
March	70% of AAFTE	Program AAFTE*\$6,250.00*.70 – September through February payments
April	80% of AAFTE	Program AAFTE*\$6,250.00*.80 – September through March payments
May	90% of AAFTE	Program AAFTE*\$6,250.00*.90 – September through April payments
June	100% of AAFTE	Program AAFTE*\$6,250.00*1.00 – September through May payments
July	50% of Summer FTE	Summer FTE*\$6,250.00*.5
August	50% of Summer FTE	Summer FTE*\$6,250.00*.5

- B. The Host District Director of Career and Technical Education will accomplish supervision and coordination of the program and administration of the agreement.
- C. Participate in recruitment activities at consortium high schools and share information about the Cosmetology program.
- D. Provide a registration process for the students and families signing up for Cosmetology.

- E. Provide and track necessary documents that are part of the Advisory Committee requirements.
- F. Ensure processes and data reporting mechanisms are available for the Beauty College to report necessary information.
- G. Provide accommodation information from IEP and 504 plans for any enrolled students participating in the Beauty College program

III. PROHIBITION AGAINST ASSIGNMENT

Neither this contract nor any interest therein may be assigned by either party without first obtaining the consent of the other party.

IV. INDEPENDENT CONTRACTOR STATUS

The Beauty School and the Beauty School's employee(s) and agents(s) shall perform all duties pursuant to this agreement as an independent contractor. ASD #5 shall not control or supervise the manner in which this agreement is performed nor withhold or pay taxes on behalf of the Beauty School or the Beauty School's employee(s) or agent(s).

V. INDEMNIFICATION

To the fullest extent permitted by law, the Beauty School agrees to defend, indemnify and hold harmless ASD #5, its directors, volunteers, students and employees from and against all expenses, damages, losses, claims, and liabilities, direct, indirect or consequential (including attorney fees incurred on such claims and in proving the right to indemnification), arising out of or resulting from the acts or omissions of the Beauty School relating to the operation of the Cosmetology program.

Similarly, ASD #5 agrees to defend, indemnify and hold harmless the Beauty School, its directors, officers, and employees from and against all expenses, damages, losses, claims brought by third parties, and liabilities, direct, indirect, or consequential (including attorneys fees incurred) arising out of or resulting from the acts or omissions of ASD #5 and/or its employees relating to the operation of the Cosmetology program.

VI. TERMINATION

This Agreement may be terminated by either party, at any time, upon written notification thereof to the other party. The notice shall specify the date of termination. This written Agreement constitutes the mutual agreement of the Beauty School and ASD #5 in whole. No alteration or variation of the terms of this Agreement and no oral understandings or agreements not incorporated herein, unless made in writing between the parties hereto, shall be binding.

VI. APPLICABLE LAW

This agreement shall be governed by the laws of the State of Washington.

I. NON-DISCRIMINATION

No person shall, on the ground of race, creed, color, national origin, mental/physical/sensory handicap, or sex (including pregnancy, sexual orientation and gender identity), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any activity performed pursuant to this Agreement.

II. EFFECTIVE DATE-DURATION

This Agreement shall commence on the 28th day of August 2024. This agreement shall terminate at midnight on the 31st day of August 2025, with the sole exception of Section V (Indemnification) which shall continue to bind the parties.

III. FEDERAL BACKUP WITHHOLDING INFORMATION

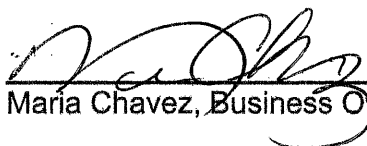
The Beauty School certifies to ASD #5 that the Beauty School is not subject to backup withholding under Section 3406(a)(1)(c) of the Internal Revenue Code. The Beauty School agrees to notify ASD #5 in writing if this information is not true.

IV. CERTIFICATION REGARDING DEBARMENT, SUPERVISION, AND ELIGIBILITY

The contractor certifies that neither it nor its principals are presently debarred, declared ineligible, or voluntarily excluded from participation in transactions by any Federal department or agency.

IN WITNESS THEREOF, ASD #5 and the Beauty School have executed this Agreement consisting of five pages.

CHAVEZ BEAUTY SCHOOL



Maria Chavez, Business Owner

7/11/24

Date

ABERDEEN SCHOOL DISTRICT #5



**Central Washington University
College in the High School**

**Interlocal Agreement
2024-2025 Academic Year**

Parties

This Interlocal Agreement (hereinafter “Agreement”) has been developed between Central Washington University (“CWU”) and _____ School District (“School District”) to govern their relationship in administering the College in the High School Program for the 2024-2025 academic year. It is intended to define the conditions under which the School District’s students (hereinafter “student”) may enroll in CWU courses, and to establish operational rules for enrollment in courses offered at high school sites.

Purpose

The College in the High School Program operated by CWU is intended to provide access for advanced study for qualified high school students in a manner that minimizes enrollment barriers. This Agreement refers to the College in the High School Program at high school locations where students enroll in CWU courses at high school locations. In accordance with RCW 28A.600.287, students will receive college credit from CWU upon successful completion of a College in the High School course.

A. Funding and Fees

This Section A applies to College in the High School student enrollments funding and fees.

1. RCW 28A.600.287, as currently enacted or hereafter amended, defines the College in the High School program for the School District, CWU, and the student.
2. CWU will provide a monthly enrollment count to individual schools. This information will be e-mailed to the individual(s) listed in section A.6. These reports must be regularly reviewed for accuracy by each school.
3. The parties to this Agreement shall maintain documentation supporting College in the High School student enrollment.
4. The State of Washington passed Senate Bill 5048 which eliminates the course fee for College in the High School. CWU will provide the Office of Financial Management the required data to collect state appropriations for the College in the High School program.
5. If School District uses CWU Testing Services, the testing fee of \$15 per exam taken by each student is automatically billed to the School District on a monthly basis. See Section F for more information about testing.

6. In the space below, the School District is to indicate who is to receive all testing invoice correspondences. It is important that this person or persons review and verify all invoice correspondences sent from CWU and remit payment to CWU in a timely manner. Payment is due within 60 days of School District's receipt of each CWU invoice. CWU reserves the right to assess interest on past-due amounts, at the rate of 1% per month, in accordance with applicable law.

Contact #1

First and Last Name: _____

Title: _____

Email: _____

Phone Number: _____

Address to send invoices to:

Contact #2

First and Last Name: _____

Title: _____

Email: _____

Phone Number: _____

Address to send invoices to:

Contact #3

First and Last Name: _____

Title: _____

Email: _____

Phone Number: _____

Address to send invoices to:

7. The College in the High School Program is available during fall, winter, and spring terms.

B. Eligibility

1. High school freshman, sophomores, juniors and seniors are eligible to participate in the College in the High School program as defined by RCW 28A.600.287 and as provided by WAC 392-725.
2. Attachment A hereto lists all the School District teachers approved to offer the CWU approved courses in the College in the High School program. All participating School District teachers must follow and be in compliance with all applicable CWU requirements and policies, including but not limited to those listed in section H2 and H3 of this Agreement and the Instructor and Partner Handbooks, available at <https://www.cwu.edu/academics/specialized-programs/college-high-school/>

C. Credits

1. In accordance with RCW 28A.600.287(6), School District must grant high school credit to a student enrolled in a program course if the student successfully completes the course. If no comparable course is offered by the School District, the district superintendent shall determine how many credits to award for the course. The determination shall be made in writing before the student enrolls in the course. The credits shall be applied toward graduation requirements. Evidence of successful completion of each program course shall be included in the student's secondary school credits and transcript.
2. In accordance with RCW 28A.600.287(7), CWU must grant college credit to a student enrolled in a program course if the student successfully completes the course. The college credit shall be applied toward general education or major requirements. Evidence of successful completion of each program course must be included in the student's college transcript.
3. The School District shall establish on a course-by-course basis the amount of high school required or elective credit, or combination thereof, that shall be awarded for each CWU course successfully completed by the student based upon the conversion rate set forth in WAC 180-51-050; one high school credit (Carnegie Unit) is the equivalent of five university quarter credits of course work that is generally designated 101 level or above by CWU.
4. Pursuant to WAC 392-725-200(3), within five School District business days of a student's request for confirmation of credit, the School District superintendent or other designated School District representative shall confirm in writing the amount of high school required or elective credit, or combination thereof, which shall be awarded upon successful completion of the courses.
5. Upon confirmation by CWU of a student's successful completion of College in the High School Program courses, the School District shall record on the student's secondary school records and transcript the high school credit previously confirmed under WAC 392-725-200 together with a notation that the courses were taken at an institution of higher education.

D. Equity/Accommodations

1. Any ADA accommodations made for disabled students will be the obligation of the School District.
2. For students under an Individualized Education Program (IEP) that provides for participation in College in the High School program, the School District which establishes the IEP will be responsible for ensuring compliance with the IEP.

E. Student Behavior

1. The School District and CWU shall independently have and exercise jurisdiction over academic and disciplinary matters involving a student's enrollment and participation in courses, and the receipt of services and benefits from the School District or CWU.
2. Student conduct will be governed by the high school's policies and expectations as it pertains to the student's physical actions and presence in the classroom and in the school during the College in the High School course offered at the high school class period. The CWU academic integrity policy and course syllabus will govern the student's academic performance, expectations, and standards. Please refer to: <https://www.cwu.edu/student-life/student-support/student-rights/>

F. Testing

1. School District has the option of utilizing CWU Testing Services to satisfy placement requirements into College in the High School program courses.
2. CWU will waive all Accuplacer Next-Generation testing fees for School District except for the English exam. The English exam is not included in this waiver because CWU has a free self-directed placement that is used to meet the course prerequisite for English 101. CWU will invoice School District monthly for testing services at the rate of \$15 per English exam taken.

G. CWU Responsibilities for College in the High School Program

CWU will:

1. Offer authorized and approved CWU courses at high school locations, taught by School District teachers who have gone through the CWU application process and been approved by the appropriate CWU faculty liaison, CWU department chair, and CWU college dean or associate dean.
2. Determine final teacher appointment and eligibility for each course. Approved School District's teachers and courses are identified in Attachment A.
3. Provide access to the online registration system according to the established deadlines for participating students to enroll in university credit options. Appropriate placement testing scores may be required. (Please see registrar catalog (<https://www.cwu.edu/academics/academic-resources/course-catalog.php>) for official requirements for all courses) Students will be admitted as non-degree seeking, non-matriculated students.

4. Provide clear documentation of academic expectations for students enrolled in each approved course offered at the high school location. The documentation will provide guidelines, as delineated by the course syllabus, for College in the High School students taking college courses.
5. Coordinate team/individual meetings with School District teacher to ensure adherence to syllabi and expected rate of student progress. Meetings will be coordinated, at CWU or the high school campus, as necessary.
6. Depending on program/accreditation requirements, conduct observation of each School District teacher at least once per year and provide feedback on the effectiveness of the classroom experience to the School District teacher and the designated high school official.
7. Provide recommendations to remedy any inadequate performance issues to the designated School District official within 60 days of classroom observation.
8. Remove from the program any instructors who have failed to comply with College in the High School policies or procedures. Noncompliance issues will be handled in consultation with the School District.
9. Arrange to have each CWU approved instructor evaluated using the CWU Student Evaluation of Instruction (SEOI).
10. Solicit input from CWU approved instructors as appropriate, for development of course final exam.
11. Provide each student the opportunity to visit the CWU campus upon mutual agreement between the School District and CWU.
12. Provide each eligible student with a CWU student ID card if requested.
13. Conduct ongoing research in accordance with WAC 392-725-160 for the benefit of the program and its participants.
14. Provide access to an advisor who can talk about the benefits and implications of taking college courses.
15. In conjunction with the high school, provide students enrolled in CWU classes with suitable access to learning resources and student support services.
16. Inform School Districts of required materials including, but not limited to, textbooks for each college in the high school course. School District will be responsible for purchasing and replacing any required textbooks. See attachment for list of required textbooks if applicable.
17. Pay \$200.00 to each School District's attendee if they attended for the entirety of the required Summer Institute training. An attendee is eligible to receive \$200.00 for attending more than one Summer Institute only if they are approved for more than one discipline within the College in the High School program. Attendees must follow the direction provided to them by CWU in order to receive payment.

18. Send a one-time administrative reimbursement to the School District at the end of the academic year, based on the following:

- a) CWU recognizes that some of the duties connected to this program can require more or less work depending on the number of students (i.e. the registration process, grading, etc.). The administrative reimbursement is broken down by class size to reflect that additional work. Because additional periods of the same course do not require any extra team meetings or training time the additional reimbursement is meant to reflect further work done by teachers, administrators, support staff, etc. (i.e. the registration process, grading, etc.).
- b) The administrative reimbursement will be paid in the amount of \$35 per student, up to a maximum of 20 students per class period. CWU will collect the class period data provided by the high schools from the online registration system, Canusia, to determine the reimbursement.
- c) School District must be current with all invoice payments to CWU and, when prompted by CWU, provide the Washington State Invoice Voucher form A-19. The administrative reimbursement cannot be processed if this item is not provided to CWU and/or the School District is not current with payment(s). In the space below, the School District is to indicate who is to receive all administrative reimbursement correspondence from CWU:

Contact #1

First and Last Name: _____

Title: _____

Email: _____

Phone Number: _____

Contact #2

First and Last Name: _____

Title: _____

Email: _____

Phone Number: _____

H. School District Responsibilities for College in the High School Program

School District will:

- 1. Supervise and evaluate School District teachers per the School District collective bargaining agreement.

2*. Ensure each CWU approved School District teacher completes or provides the following for each approved course:

- a) Provide a professional and prepared classroom environment.
- b) Submit course syllabus to CWU for approval.
- c) Provide each enrolled CWU student with the approved CWU syllabus at the start of the term.
- d) Course evaluations in accordance with the university established deadlines.
- e) Attend individual/team meetings as designated or requested by CWU.
- f) Attend yearly summer institute training session in accordance with CWU policy.
 - a. New teachers, both brand new to teaching and new to a discipline, who have gone through the CWU application process and have been approved by CWU must attend a Summer Institute training prior to their first time offering a CWU course.
 - b. CWU approved returning teachers who have successfully completed H2.f.a for each approved discipline are required to attend summer institute training, at minimum, every three years (i.e. if a teacher attends in 2024, at minimum, they will have to attend in summer 2027 to remain eligible to teach CWU classes). Approved CWU teachers are encouraged to attend the summer institute annually.
 - c. Teachers approved in multiple disciplines must be in compliance with the required training for each specific discipline in order to offer CWU courses in the respective disciplines.
- g) Allow CWU to conduct classroom observation, either in person or online/remote, at least once per year for each approved course.
- h) Coordinate completion of Student Evaluation of Instruction (SEOI) in accordance with the CWU student evaluation process.
- i) Provide input to CWU faculty on the development of the course final.
- j) Ensure students complete course requirements and learning outcomes as indicated in the course syllabi.
- k) Assign grades for CWU students who are enrolled in approved courses in accordance with the university established deadlines.
- l) Check their class rosters in both their MyCWU and CIHS web portals to verify enrollment and notify CWU of any discrepancies.
- m) Notify parents of required parent consent via school's internal notification system

*Instructors found to be in non-compliance with section H.2. will be removed from the program.

3. In the event an approved instructor is unable to continue teaching their CWU course for a period of 10 consecutive instructional days (an instructional day is defined as a day in which classes are officially being held at the school and count toward the state mandated 180 days of instruction as prescribed in RCW 28A.150.220), the School District must notify CWU. If the instructor is unable to continue, only an approved instructor, who has gone through the CWU application process, attended the required training, and been approved by CWU, may continue teaching the course. If the original approved instructor is unable to continue teaching their CWU course, after missing 10 consecutive instructional days, and no other School District teacher has been approved to offer that CWU course, the course will be cancelled, all students will be dropped from their CWU class, and any charges assessed will be reversed.

4. Respond to recommendations regarding inadequate performance as identified by CWU in accordance with the School District collective bargaining agreement.
5. For mixed enrollment classes, maintain documentation that differentiates instruction and class requirements between high school class and approved CWU course.
6. Ensure that any course materials required by CWU including, but not limited to, textbooks for each College in the High School course, are purchased, maintained, and replaced as necessary, either by the students or the School District.
7. Remit payment within 60 days of receipt of invoice or invoice date, whichever is later, to:

Central Washington University
 Cashiers Office
 400 E University Way
 Ellensburg, WA 98926-7490

8. In conjunction with CWU, provide students enrolled in CWU classes with suitable access to learning resources and student support services.

9. Student teachers can be involved with a CWU course under the direct supervision of an approved and trained CWU College in the High School teacher. Student teachers may co-teach, act in a support role and teach under the direct supervision of the CWU approved teacher. Here, direct supervision means the CWU teacher is always in the room when the student teacher is teaching or supporting the class. In courses involving a student teacher, the CWU teacher remains the primary instructor for the course and is responsible for teaching the CWU curriculum, evaluating students, and assigning all CWU grades. If/when a student teacher is teaching, the CWU teacher must ensure they are teaching the CWU curriculum in the correct manner and following the CWU syllabus. The student teacher will not administer or grade any CWU assessments. Student teachers will not be able to establish a MyCWU or access MyCWU-protected information or resources. Teachers with a student teacher assisting in their CWU course should notify their faculty liaison. Additionally, when scheduling the class observation, teachers should schedule the visit for when they are teaching as opposed to the student teacher as the class observation needs to be of the course's primary and CWU approved instructor. Student teachers are not permitted to teach without the CWU approved instructor present in the classroom.

10. Please indicate what term system is/are your high school(s) using (when do you put official grades on a student's high school transcripts)?

High School Name(s)	Term Type (Semester, Trimester)

11. Assist with student registration online in accordance with due dates and deadlines.

a) This includes but is not limited to identifying reviewers for the high school(s). A reviewer reviews each registration and approves or denies a student registration based on several factors including meeting the prerequisite, signed up for the correct class, etc. The reviewer also provides data necessary to process enrollments including, class period, test scores, test score sheets, high school GPA range, grade level, if needed, a high school transcript or a different colleges transcript. The work conducted by a reviewer is acknowledged in section G18 of this agreement.

b) It is recommended to have at least one reviewer for every 250 students participating in the College in the High School program. Please plan accordingly at the high school level.

12. Provide any data required by Senate Bill 5048 to CWU, such as but not limited to: free and reduced lunch recipients and award of high school credit.

13. According to Senate Bill 5084, a high school that offers a college in the high school program must include the following information about program courses in a notification to parents and guardians of students in grades eight through twelve, including by email and in beginning of the year packets, and in the high school catalogue or equivalent:

- a) There is no fee for students to enroll in a program course for high school credit or for students to enroll in a program course for both high school and college credit.
- b) A notification that enrolling in a program course for college credit automatically starts an official college transcript with the institution of higher education offering the program course regardless of student performance in the program course, and that college credit earned upon successful completion of a program course may count only as elective credit if transferred to another institution of higher education.

14. Coordinate with internal information technology or similar department that works with emails to ensure CWU emails for registration are not blocked at the student, teacher, and administration levels. This can be done by adding@cwu.edu and @cihs.cwu.edu to the School Districts approved domains.

I. Term

This Agreement shall commence upon full execution and continue through June 30, 2025. In accordance with WAC 392-725-050, the term of this Agreement shall be limited to one school year.

J. Conditions / Compliance

1. This Agreement is intended to provide direction in the administration of the College in the High School Program for CWU and the School District. Any changes must be in writing and agreed to by both parties prior to any amendments.

2. CWU and School District shall comply with all laws, ordinances, RCWs, WACs, and regulations of governmental bodies applicable to the program as well as applicable local policies and procedures. If any part of this Agreement conflicts with current RCWs and WACs, the RCWs and WACs will govern the Agreement.

3. To the extent permitted by law, CWU shall provide access to all CWU documentation as it pertains to this Agreement, to School District, its officers, agents and employees, and to any other agent or official of the federal, state, or local governmental authorities, at all reasonable times, for the purpose of auditing, monitoring, and/or evaluating educational performance and compliance with this Agreement.

4. The parties acknowledge that regular ongoing communication is vital to the success of the collaborative nature of this Agreement. It is understood that team meetings will be held, as needed, between School District and CWU staff to communicate issues regarding delivery of services under this Agreement.

5. Primary Point(s) of Contact. The Primary Point(s) of Contact are usually the principal, vice-principal, counselor or someone at the district. Each party hereby designates the following to be their Primary Point(s) of Contact under this Agreement and their responsibilities are as follows:

- a) Attend the Summer Institute training
- b) Understand CWU's High School Partnerships policies and procedures
- c) Assist with registering students
- d) Serve as the contact if there are any issues with instructors, registrations, payments, administrative reimbursements, etc.
- e) If your school uses CWU testing services, coordinate with the testing department
- f) Work with the CWU Primary Point of Contact on issues

*If your school district has multiple high schools that partner with CWU College in the High School, please have a Primary Point of Contact for each high school.

Primary Point(s) of Contact

_____ School District

Contact #1

First and Last Name: _____

Title: _____

High School: _____

Phone Number: _____

Email: _____

Contact #2

First and Last Name: _____

Title: _____

High School: _____

Phone Number: _____

Email: _____

Contact #3

First and Last Name: _____

Title: _____

High School: _____

Phone Number: _____

Email: _____

Contact #4

First and Last Name: _____

Title: _____

High School: _____

Phone Number: _____

Email: _____

Primary Point of Contact for CWU: **Director of Concurrent Enrollment**

6. Nondiscrimination/Anti-Harassment. In the performance of this Agreement, the parties assure compliance with all local, state and federal guidelines and regulations regarding nondiscrimination and harassment involving any employee/student on the basis of age, sex, marital status, sexual orientation, gender identity, race, color, creed, national origin, citizenship or immigration status, honorably discharged veteran or military status, the presence of any sensory, mental, or physical disability, the use of a trained dog guide or service animal by a person with a disability, genetic information, or any protected status, in compliance with applicable state and federal law, including RCW 49.60.530. In addition, Contractor, including any subcontractor, must give written notice of this nondiscrimination requirement to any labor organizations with which Contractor, or subcontractor, has a collective bargaining or other agreement..

7. No Dual Employment. Nothing contained in this Agreement, or related documents shall be construed as creating any form of an employment relationship between the School District and

CWU or the agents, officers, volunteers, or employees of CWU. The officers, agents, employees, or volunteers of CWU shall not be entitled to any rights or privileges of employment with School District. School District employees and students do not, by this Agreement, become agents or employees of CWU. Accordingly, School District employees and its students shall not be entitled to any rights or privileges established for employees of CWU, such as vacation, sick leave with pay, paid days off, life, accident and health insurance or severance pay upon termination of this Agreement.

8. Unsupervised Access to Students. Pursuant to RCW 28A.400.303, any employees of either party providing services who will have regularly scheduled unsupervised access to children pursuant to this Agreement, shall be required to have successful completion of a background record check through the Washington State Patrol Criminal Identification System, under RCW 43.43.830-.834, RCW 10.97.30 & .50, and through the Federal Bureau of Investigation prior to hiring and prior to unsupervised access to children. The record check shall include a fingerprint check using a complete Washington state criminal identification fingerprint card. Each party bears responsibility for the cost of required background checks for their respective employees.

9. Indemnification. Each party to this Agreement shall be responsible for its own acts or omissions and for those of its officers, employees, and agents. Neither party shall be responsible for the acts of omission of persons or entities not a party to this Agreement. Neither party to this Agreement shall be considered the agent of the other party.

10. Insurance. During the term of this Agreement, the School District shall maintain in force, at its own expense, the following insurance:

a) Worker's Compensation Insurance in compliance with RCW Title 51;

b) General Liability Insurance on an occurrence basis, with a limit of not less than \$1,000,000 each occurrence and \$2,000,000 aggregate for bodily injury and property damage. It shall include premises and operations, independent contractors, products and completed operations, personal injury liability, and contractual liability coverage for the defense, indemnity, and hold harmless obligations provided under this Agreement;

If requested, each party shall furnish acceptable insurance certificates to the other, evidencing each party's insurance coverage.

For the duration of this Agreement, it is mutually understood and agreed by each party that School District is a member of a risk management pool for schools.

CWU, an agency of the State of Washington, warrants that it is self-insured against liability claims in accordance with the risk management and tort claims statutes, including RCW 4.92 and RCW 43.19. The tort claims procedure, RCW 4.92.100 et seq., provides the fundamental remedy for all tort liability claims against CWU and its officers, employees, and agents acting as such and all such claims must be filed and processed as provided therein.

11. Confidentiality. Both parties acknowledge the obligations for maintaining the confidentiality of student records and access to the parents/guardian and students of such records. Parties will confer

and agree to the content of any official announcements regarding this Agreement, its contents, objectives and results in accordance with the Family Educational Rights and Privacy Act (FERPA).

12. Student Enrollment Eligibility for College in the High School will be determined by the university’s pre-requisites. Student/school eligibility for the state subsidy is between the School District and the Office of Superintendent of Public Instruction.

13. Assignment/Binding Effect. Performance of any or all aspects of this Agreement may not be assigned without written authorization by the other party. Likewise, neither party may assign their respective rights to any claims or actions arising out of or relating to this Agreement without written authorization.

14. Integration/Modification. This Agreement constitutes the entire and exclusive Agreement between the parties regarding this matter and no deviations from its terms shall be allowed unless a formal, written, mutual agreement occurs between the parties.

15. Waiver of Breach. No waiver of any breach of any term of this Agreement shall be construed, nor shall be, a waiver of any other breach of this Agreement. No waiver shall be binding unless it is in writing and signed by the party waiving the breach.

16. Severability. If any provision of this Agreement is determined to be invalid or ultra vires under any applicable statute or rule of law, it is to that extent to be deemed omitted and the balance of the Agreement shall remain enforceable.

17. Governing Law/Venue. The terms of this Agreement shall be governed by the laws of the State of Washington. In the event that legal action is commenced to resolve a dispute arising out of this Agreement, the venue of such action shall be in Kittitas County, Washington.

18. Authority to Sign and Obligate. The undersigned represent and warrant that they are authorized to enter into this Agreement on behalf of the parties.

**Agreed to by Central Washington University and
_____ School District**

DATED this _____ day of _____, 20_____

_____ **SCHOOL DISTRICT:**

Superintendent or designee Printed Name

Date: _____

Superintendent or designee Signature

Superintendent or designee email address

CENTRAL WASHINGTON UNIVERSITY:

Kyle Carrigan,
Director of Concurrent Enrollment

Date: _____

AAG 03.25.2024

Attachment A

The _____ School District is approved to offer the following Central Washington University Courses instructed by the instructor named below:

XXXXX School District					
High School		High School		High School	
Instructor	Approved Courses	Instructor	Approved Courses	Instructor	Approved Courses
Instructor	Approved Courses	Instructor	Approved Courses	Instructor	Approved Courses
Instructor	Approved Courses	Instructor	Approved Courses	Instructor	Approved Courses
Instructor	Approved Courses	Instructor	Approved Courses	Instructor	Approved Courses

Attachment A

The Aberdeen School District is approved to offer the following Central Washington University Courses:

Aberdeen School District	
Aberdeen High School	
Karnath, Kacy	ENST 201, ENST 202, PHYS 101
Revel, Harley	MATH 153, MATH 154
Winter, Jessie	Conditionally Approved for: MATH 211

AFFILIATION AGREEMENT

THIS AFFILIATION AGREEMENT (“Agreement”) is made and entered into by and between **Twin Harbors, a branch of New Market Skills Center**, a consortium of eleven high schools in ten school districts in Washington located at 410 North G Street in Aberdeen, Washington (“the Skills Center”) and **Grays Harbor Community Hospital**, a Washington non-profit corporation located at 915 Anderson Drive in Aberdeen, Washington (“Training Site”).

The purpose of this Agreement is for Training Site, which is committed to training health care professionals, to provide desirable clinical learning experiences and facilities for the Skills Center’s students who are enrolled in the Professional Medical Careers (“PMC”) program at the Skills Center and for the Skills Center to provide students who desire to obtain clinical learning experiences as a Nursing Assistant-Certified. The sole PMC program associated with this contract is a Nursing Assistant-Certified program. Training Site’s provision of clinical learning experiences and facilities for the Skills Center’s students enrolled in its PMC program shall be referred to as a “Clinical Education Program” and will be in compliance with the Skills Center curriculum, in accordance with written objectives provided by the Skills Center to the Training Site, in compliance with the standards and recommendations of the Washington State Department of Social and Health Services and the Washington State Department of Health, and in accordance with Training Site policies and procedures.

In consideration of the mutual covenants and agreement contained herein, the Skills Center and Training Site agree as follows:

I. GENERAL PROVISIONS

- A. The Skills Center and Training Site agree that contemporaneous with or following execution of this Agreement and within the scope of its provisions, the Skills Center may develop letter agreement(s) with Training Site to formalize operational details of the Clinical Education Program (a “Letter Agreement”). These details include, but are not limited to, the following:
- Beginning date and length of the Clinical Education Program (to be mutually agreed upon at least one (1) month before the beginning of the Clinical Education Program);
 - Number of students that may participate in the Clinical Education Program at any time. The maximum student to instructor ratio will be 10 to 1 in accordance with Washington State Department of Health and Washington State Department of Social and Health Services requirements. Each student will be supervised by an instructor employed by the Skills Center;
 - Specific days, hours, and locations for the Clinical Education Program;
 - Specific learning objectives and performance expectations for students;
 - Specific allocation of responsibilities for the Faculty Liaison and Clinical Education Program Instructor(s) as referenced elsewhere in this Agreement
 - Deadlines and format for student progress reports and evaluation forms

Any such Letter Agreement shall be attached to the Agreement as Exhibit A, will be considered to be attachments to this Agreement and incorporated herein, will be binding when signed by authorized representatives of each party, and may be modified by subsequent Letter Agreements signed by authorized representatives of each party.

- B. The Skills Center and Training Site will collaborate on appropriate student assignments and Training Site personnel in the coordination of the student's clinical learning experience.
- C. The Skills Center and Training Site will instruct their respective faculty, staff, and students participating in the Clinical Education Program, to maintain confidentiality of student and patient information as required by law and by the policies and procedures of the Skills Center and Training Site.
- D. There will be no payment of charges or fees between the Skills Center and Training Site.
- E. The Skills Center and Training Site shall not discriminate against any program participant or applicant covered under this Agreement because of race, color, creed, marital status, religion, national origin, age, handicap, status as a Vietnam era or disabled veteran, sex, or sexual orientation, nor will the Skills Center and Training Site engage in such discrimination in their employment or personnel policies; provided that the prohibition against participation because of handicap shall not apply if the particular disability prevents the individual from performing the essential function of his or her clinical responsibilities, even with reasonable accommodation.

II. THE SKILLS CENTER RESPONSIBILITIES

- A. The Skills Center will provide information to Training Site concerning its curriculum and the professional and academic credentials of its faculty for the students at Training Site. Faculty are to be licensed, registered, or certified as required by law. The Skills Center will designate an appropriately qualified and credentialed faculty member to coordinate and act as the Liaison with the Training Site. The Skills Center will be responsible for instruction and administration of the students' academic education program. The Skills Center will notify Training Site in writing of any change or proposed change of its Liaison. The Skills Center will have the final responsibility for grading students.
- B. The Skills Center Program Director and faculty shall have the responsibility, with consultation by Training Site, to plan the Clinical Education Program for student clinical experiences. The Skills Center faculty will attend and complete orientation to Training Site in preparation for supervising students during the Clinical Education Program. The Skills Center faculty will provide adequate orientation in Training Site policies and procedures as well as all applicable federal and state laws for students.
- C. The Skills Center faculty will meet with the Training Site at the beginning and end of the Clinical Education Program to discuss and evaluate the Clinical

Education Program, and more frequently, as needed. These meetings will take place in person if practicable; otherwise by telephone conference. The Skills Center is responsible for arranging and planning the meetings. Training site may request such meetings as it determines necessary.

- D. The Skills Center will provide the names and information pertaining to relevant education and training for all students enrolled in the Clinical Education Program at least four (4) weeks before the beginning date of the Clinical Education Program. The Skills Center is responsible for supplying any additional information required by Training Site as set forth in this Agreement, prior to the arrival of students. The Skills Center will notify Training Site in writing of any change or proposed change in a student status.
- E. The Skills Center will obtain evidence of current immunizations against diphtheria, tetanus, poliomyelitis, measles (rubeola), mumps, rubella (or a positive rubella titer), and of Hepatitis B immunization status for those students who will be in contact with patients/clients. For each student born after 1956, the Skills Center will maintain on file records of positive titer or of post-1967 immunization for rubella and rubeola. At the time of immunization, students with no history of exposure to chicken pox will be advised to get an immune titer. The Skills Center will require PPD testing or follow-up as recommended if the students are PPD-positive or have had BCG. The Skills Center will provide information to Training Site regarding student status concerning the above requirements. The Skills Center shall require that NAC students only need to have HBV and TB skin testing or X-ray on file.
- F. The Skills Center will assign to Training Site only those students who have satisfactorily completed the prerequisite didactic and skills training portions of the curriculum and who meet the other qualifications set forth in the Letter Agreement(s) for the Clinical Education Program.
- G. The Skills Center shall require each student who may be placed at Training Site to obtain his/her criminal history background record pursuant to RCW 43.43.834, RCW 43.43.838, and "Child and Adult Abuse Laws" and to release a copy of that record to the Skills Center, and to authorize the Skills Center to transmit that record or copy thereof to Training Site at the beginning of the Clinical Education Program. The Skills Center acknowledges that placement of each student at Training Site is contingent upon provision of the criminal backgrounds check results dated less than two months prior to the commencement of the Clinical Education Program placement.
- H. The Skills Center will comply with and ensure to the extent possible that students comply with the policies and procedures established by Training Site. The Skills Center will notify each student of his/her status and responsibilities pursuant to this Agreement.
- I. The Skills Center will inform students that they are responsible for their own health needs, health care costs, and health insurance coverage.
- J. The Skills Center agrees to make available the necessary equipment and books that are needed to meet the curriculum objectives.

- K. The Skills Center shall seek and maintain accreditation as a program in Washington State.
- L. The Skills Center shall ensure that its students participating in the Clinical Education Program shall comply with the requirements in Section IV of this Agreement.
- M. The Skills Center will prohibit the publication by the students of any material relative to their clinical learning experience that has not been approved for release by publication by both Training Site and the Skills Center.
- N. The Skills Center will obtain the signature of each student on a copy of the Student Acknowledgement form, Exhibit B, and provide signed form to Training Site prior to commencement of the Clinical Education Program.

III. TRAINING SITE RESPONSIBILITIES

- A. Training Site will use its reasonable best efforts to provide students with a desirable clinical education experience within the scope of health care services provided by Training Site. Training Site will designate in writing one person as the Clinical Education Program Coordinator who will maintain contact with the Skills Center designated Liaison to assure mutual participation in and review of the Clinical Education Program and student progress. Training Site will submit in writing to the Skills Center the academic credentials for the Clinical Education Program Coordinator. Training Site will notify the Skills Center in writing of any change or proposed change of the Clinical Education Program Coordinator.
- B. Training Site will provide the Skills Center faculty with orientation in preparation for supervising students during the Clinical Education Program.
- C. Training Site will provide students with access to sources of information necessary for the Clinical Education Program, within Training Site's policies and procedures and commensurate with patients' rights.
- D. Training Site will make available to students basic supplies and equipment necessary for care of patients/clients and the Clinical Education Program. Within the limitation of facilities, Training Site will make available office and conference space for students and faculty.
- E. Training Site will submit required reports, if applicable, on each student's performance and will provide student evaluations, if applicable, to the Skills Center on forms provided by the Skills Center.
- F. Training Site retains full responsibility for the care of patients/clients, and will maintain the quality of patient care without relying on the students' clinical training activities for staffing purposes.
- G. Training Site shall have the right to take immediate temporary action to correct a situation where a student's actions endanger any of Training Site's patients

or jeopardize patient care. As soon as possible thereafter, Training Site's Clinical Education Program Coordinator will notify the Skills Center of the action taken. All final resolutions of the student's academic status in such situations will be made solely by the Skills Center after reviewing the matter and considering whatever written factual information Training Site provides for the Skills Center; however, Training Site reserves the right, in its sole and absolute discretion, to terminate the use of its facilities by any particular student where necessary to maintain its operation free of disruption and to ensure quality of patient care.

- H. In the event a student participating in the Clinical Education Program is injured while on Training Site's premises, the Training Site agrees to provide such student emergency health care. The student shall bear full responsibility for the cost of such emergency care and any necessary follow-up care, including care described elsewhere in the Agreement.
- I. Except as provided in this Agreement, Training Site will have no obligation to furnish medical or surgical care to any student.

IV. STUDENTS' STATUS AND RESPONSIBILITIES

- A. Students will have the status of learners and will not replace Training Site personnel. Any service rendered by students is incidental to the education purpose of the Clinical Education Program.
- B. Students are required to adhere to the standards, policies, and regulations of Training Site during their Clinical Education Program.
- C. Students will wear appropriate attire and name badges, and will conform to the standards and practices established by the Skills Center and Training Site during their Clinical Education Program at Training Site.
- D. Students assigned to Training Site will be and will remain students of the Skills Center and will in no sense be considered employees of Training Site. Training Site does not and will not assume any liability under any law relating to Worker's Compensation on account of any Skills Center student's performing, receiving training, or traveling pursuant to this Agreement. Students will not be entitled to any monetary or other remuneration for services performed by them at Training Site, nor will Training Site otherwise have any monetary obligation to the Skills Center or its students by virtue of this Agreement.

Neither the Skills Center nor any of its employees, agents, or students shall have any claim under the Agreement or otherwise against Training Site for Worker's Compensation, unemployment compensation, vacation pay, sick leave, retirement benefits, Social Security benefits, disability insurance benefits, unemployment insurance benefits, or any other benefits. The Skills Center and its students shall indemnify, defend and hold harmless Training Site from any and all claims that the Skills Center, or any of its employees, agents, or students participating in a Clinical Education Program, is an employee of Training Site.

- E. It is the students' responsibility to be on time, be prepared and be in uniform for all clinical shifts.
- F. Student complaints about the Nursing Assistant Training program can be filed with the Washington State Board of Nursing (WABON).

V. LIABILITY COVERAGE PROVISIONS; INDEMNIFICATIONS

- A. Each party to this Agreement will be responsible for the negligent acts or omissions of its own employees, officers, agents, or representatives (which includes students participating in the Clinical Education Program) in the performance of this Agreement. Neither party will be considered the agent of the other, and neither party assumes any responsibility to the other party for the consequences of any act or omission of any person, firm, or corporation not a party to this Agreement, except as set forth below.
- B. The Skills Center will defend, indemnify, and hold Training Site and its employees, agents, and representatives harmless from and against any and all liabilities that might be asserted against Training Site, and any and all costs, expenses and damages (including, without limitation, attorneys' fees and costs of appeals) incurred by Training Site arising from or in connection with the negligent or intentional acts or omissions of the Skills Center's employees, officers, agents, and students participating in the Clinical Education Program in connection with this Agreement.
- C. Training Site will defend, indemnify, and hold the Skills Center and its employees, agents, and representatives harmless from and against any and all liabilities that might be asserted against the Skills Center, and any and all costs, expenses and damages (including, without limitation, attorneys' fees and costs of appeals) incurred by the Skills Center arising from or in connection with the negligent or intentional acts or omissions of Training Site's employees, officers, agents, and students participating in the Clinical Education Program in connection with this Agreement.
- D. Each party to this Agreement shall provide or arrange for the provision of professional liability coverage either by a policy or by verification of applicable self-insured retention for itself and its employees, directors or trustees, officers, and agents in the amount of One Million Dollars (\$1,000,000.00) per occurrence and Three Million Dollars (\$3,000,000.00) in the aggregate, and shall provide upon request a certificate or other evidence of such insurance to the other.
- E. The Skills Center is covered by the State of Washington Self-Insurance Program and the Tort Claims Act (RCW 4.92.060 et seq.) and claims against the Skills Center and its employees, officers, and agents in the performance of their duties and the Agreement will be paid from the tort claims liability account as provided in RCW 4.92.130.
- F. Training Site maintains professional liability insurance coverage with Physicians Insurance A Mutual Company. Through that coverage, Training Site provides liability coverage for its employees, officers, and agents in the performance of this Agreement; and further provides the means for defense

and payment of claims that may arise against such individuals. The Skills Center maintains Students Medical Malpractice insurance coverage with Washington State Department of Risk Management for students performing under this Agreement at the Training Site.

VI. TERM

- A. This Agreement is effective for 3 years beginning September 1, 2024 and will expire on July 31, 2027. The Skills Center and Training Site will jointly plan student placement in advance of clinical experience taking into account the needs of the school for clinical placement, maximum number of students for who Training Site can provide a desirable clinical education experience, and the needs of other disciplines or schools requesting clinical placements.
- B. Either party shall have the right to terminate this Agreement, with or without cause, upon three (3) months' written notice to the other party. However, any Clinical Education Program currently in progress at the time of such termination shall continue for the remaining duration of the Clinical Education Program, unless terminated by mutual agreement of the parties.

VII. PROVISIONS REGARDING BLOOD-BORNE PATHOGENS

- A. The Skills Center certifies that it has trained each student it sends to Training Site in universal precautions and transmission of blood-borne pathogens and that it will send to Training Site only students who have been trained in and have practiced using universal precautions. The Skills Center has provided the opportunity to receive Hepatitis B (HBV) vaccine to all Clinical Education Program students before assignment to Training Site. Training Site will provide personal protection equipment that is appropriate for the tasks assigned to the Skills Center's students.
- B. In the event a student sustains a needle-stick injury or other substantial exposure to bodily fluids of another or other potentially infectious material while participating in the Clinical Education Program at Training Site, Training Site agrees to provide the following services, subject to Section III. H above:
 - Be seen by Training Site's employee health service and/or Emergency Department as soon as possible after the exposure;
 - Emergency medical care following the exposure;
 - Initiation of HBV, Hepatitis C (HCV), and HIV protocol;
 - HIV counseling and appropriate testing
- C. The source patient's HBV, HCV, and HIV status will be determined by Training Site in the usual manner to the extent possible. Training Site does not accept liability for any illness or injury subsequent to such accidental exposure, except as otherwise provided in the Agreement.

VIII. MISCELLANEOUS PROVISIONS

- A. Compliance with Applicable Laws. The Skills Center, Training Site, and students participating in the Clinical Education Program shall comply with all applicable federal, state, and local laws, regulations, and restriction in the performance of their obligations under this Agreement, including without limit, all laws and regulations related to the provision of health care services to Medicare, Medicaid, or other beneficiaries of state or federally funded health care programs. In addition, students participating in the Clinical Education Program shall comply with all policies, procedures, bylaws, rules, and regulations of Training Site.
- B. HIPAA Compliances. The Skills Center and Training Site acknowledge that medical and other records (“protected health information”) are protected by and subject to numerous laws, rules, and regulations regarding privacy, security, confidentiality, consent, access and disclosure requirements, including all documentation and access requirements, of applicable federal and state law, rules and regulations, including, without limitation, the Washington State Health Care Information Act (RCW 70.02) and the Health Insurance Portability and Accountability Act of 1996, 42 U.S.C. §1320d.

Solely for the purpose of defining the students’ role in relation to the use and disclosure of the protected health information at Training Site, such students are defined as members of the Training Site’s workforce, as that term is defined by 45 C.F.R 160.103, when engaged in activities pursuant of this Agreement. However, such students are not and shall not be considered to be employees of Training Site.

- C. Confidentiality Protections. If either party (“Nondisclosing Party”) has access to, or knowledge of, information of a confidential or sensitive nature, including, but not limited to, this Agreement, medical records, business or financial records, or other matters or practices of the other party, (“Disclosing Party”), the Nondisclosing Party shall not, and shall ensure that its employees, agents or representatives (including students participating in a Clinical Education Program) do not, directly or indirectly, during the term of this Agreement or thereafter, disclose or use any such information for purposes other than those necessary and proper for the performance by the Nondisclosing Party of the services rendered pursuant to the Agreement or for the purpose of defending a Nondisclosing Party in a court, administrative or arbitration proceeding against it.
- D. Entire Agreement. This Agreement constitutes the entire agreement between the parties, and supersedes all prior oral or written agreements, commitments, or understandings concerning the matters provided for herein.
- E. Amendment. The Agreement may be modified only by a subsequent written Agreement executed by the parties. The provisions in the Agreement may not be modified by any attachment or Letter Agreement as described elsewhere in this Agreement.
- F. Order of Precedence. Any conflict or inconsistency in this Agreement and its attachments will be resolved by giving the documents precedence in the following order:

1. This Agreement;
 2. Attachments to this Agreement in reverse chronological order.
- G. Governing Law; Venue. The parties' rights or obligations under this Agreement will be construed in accordance with, and any claim or dispute relating thereto will be governed by the laws of the State of Washington. Venue for any legal proceeding concerning the parties' rights and obligations under this Agreement shall be proper in a court having jurisdiction in Grays Harbor County, Washington.
- H. Notices. All notices, demands, requests, or other communications required to be given or sent by the Skills Center or Training Site, will be in writing and will be mailed by first-class mail, postage prepaid, or transmitted by hand delivery or facsimile, addressed to Jeannine Roth, PhD, Clinical Educator, Grays Harbor Community Hospital, 915 Anderson Drive, Aberdeen WA 98520.

Each party may designate change of address by notice in writing. All notices, demands, requests, or communications that are not hand-delivered will be deemed received three (3) days after deposit in the U.S. mail, postage prepaid; or upon confirmation of successful facsimile transmission.

- I. Survival of Terms. Sections III.H, IV.D, V.A through V.C, VIII.A through VIII.C and VIII.F through VIII.G shall survive the expiration of termination of this Agreement for any reason.
- J. Severability. If any provision of this Agreement, or of any other agreement, document or writing pursuant to or in connection with the Agreement, shall be held to be wholly or partially invalid or unenforceable under applicable law, said provision will be ineffective to that extent only, without in any way affecting the remaining parts or provisions of said agreement.
- K. Waiver. Neither the waiver by any of the parties hereto of a breach of or a default under any of the provisions of the Agreement, nor the failure of either of the parties, on one or more occasions to enforce any of the provisions of this Agreement or to exercise any right or privilege hereunder, will thereafter be construed as a waiver of any subsequent breach or default of a similar nature, or as a waiver of any of such provisions, rights, or privileges hereunder.
- L. Inspection. Training Site will permit, on reasonable notice and request, the inspection of clinical and related facilities by agencies charged with responsibility for accreditation of the Skills Center and/or the Professional Medical Careers program.

IN WITNESS WHEREOF, THE PARTIES HAVE EXECUTED THE Agreement on the date(s) indicated below.

THE SKILLS CENTER:

TRAINING SITE:

EXHIBIT A
LETTER AGREEMENT(S)

EXHIBIT B

STUDENT ACKNOWLEDGMENT

I desire to receive clinical training at Grays Harbor Community Hospital (the "Facility") and I acknowledge the following:

1. I am a student of Twin Harbors, a branch of New Market Skills Center (the "School") and will receive clinical training in the Facility as part of a course at the School.
2. I am subject to, and shall abide by, all the written and verbal rules, regulations, policies, standards, and practices of the Facility.
3. Any and all patient information created or maintained in any form or media that is accessed and/or utilized during the clinical experience is confidential and will not be used or disclosed except as is necessary in the course of the clinical training. I will avoid talking to my friends, my parents, my family, my teachers and anyone else not involved in the patient care about patients, the Facility, or co-workers. I will only talk with my clinical instructor and staff who are taking care of the patients.

I understand that if I violate Patient Confidentiality I will be terminated from the Professional Medical Careers program. I also understand that I, my parents, my School, and the Facility may be held legally liable for any damages, including monetary, as a result of my violating Patient Confidentiality.

- Confidentiality: trusting others with personal and private information. Patient information is private and personal and may not be shared (disclosed) with anyone other than staff who are involved in the patient's care.

4. I shall provide all services without regard to race, color, creed, sex, age, handicap or national origin of any individual requiring services. I shall comply with all applicable laws prohibiting discrimination.
5. I will present to the Facility, prior to the commencement of my training in the Facility, results of any and all TB tests or other vaccinations requested by Facility.
6. I am not, and during the training I will not be, an employee or agent of the Facility. The Facility is not responsible for the payment of any wages or other benefits to me (including, without limitation, fringe benefits and coverage under workers' compensation insurance). While in the Facility, I will have the status of a student, and I am not to replace the staff of the Facility. I will not render patient care and/or services except as expressly directed by Facility.
7. The Facility is not obligated, now or at any time in the future, to hire me as an employee.
8. The Facility may revoke my right to receive training in the Facility if, in Facility's sole discretion: (a) my performance is unsatisfactory; (b) my health status is or becomes a detriment to the successful completion of the training; or (c) I fail to fully comply with each of the statements in this Acknowledgment.

Printed Name

Signature

Date

**CONTRACT FOR SERVICES BETWEEN
Twin Harbors, a branch of New Market Skills Center
AND
Grays Harbor Community Hospital**

In consideration of the promises and conditions contained herein, Twin Harbors, a branch of New Market Skills Center (the Skills Center) and Grays Harbor Community Hospital (GHCH) do mutually agree as follows:

1. Conditional upon the action of the Aberdeen School District Board of Directors at its meeting on August 6, 2024 the Skills Center hereby contracts with GHCH to perform the professional services identified in Paragraph 3 hereof.
2. GHCH shall perform all duties pursuant to this Contract as an independent contractor, and persons engaged by GHCH to perform services pursuant to this Contract shall be its employees and not employees of the Skills Center. GHCH and its employees are not employees, agents, representatives, or spokespersons of the Skills Center, and will not represent or hold themselves out as employees, agents, representatives, or spokespersons of the Skills Center. The Skills Center shall not direct the manner in which the services provided for herein are performed or withhold or pay any taxes on behalf of GHCH or its employees.
3. Description of Professional Services:

GHCH shall provide professional advisory services to assist the instructor employed by the Skills Center in the provision of all course materials and information in the Professional Medical Careers program. It is expected that such services may be concentrated at the beginning of the school year and will taper to an as needed basis.

- A. Assist in the continued curriculum development of Skills Center's Professional Medical Careers program.
- B. Provide mentoring to include classroom instruction techniques, use of course materials, and familiarity with course standards including DSHS and DOH regulatory requirements.
- C. Participate in the Professional Medical Careers Advisory Committee.

Further, if GHCH shall provide professional instructional services of not less than one session of three hours each of career and technical education on an as needed or substitute (fill-in) basis upon request of the Aberdeen School District. GHCH shall provide said services in a manner consistent with applicable health care standards.

For one session GHCH shall provide professional services of up to four (4) hours per day, including not less than three (3) hours per day of direct student instructional contact time. GHCH and its employees shall provide the following professional services:

- a. Assist with training of students in the Professional Medical Careers skill areas.
- b. Assess student skills/competencies and student progress.

- c. Such other related services as the Skills Center Director may request, upon mutual agreement.
4. Student instruction will be provided in accordance with the Skills Center school calendar. The services provided pursuant to Paragraph 3 shall not include summer school programs.
5. Any person providing services under this Contract shall hold a career and technical education teaching certificate issued by the Office of the Superintendent of Public Instruction. GHCH shall file with the Skills Center a copy of the career and technical education teaching certificate(s) for persons providing services pursuant to this Contract. Any fees associated with obtaining this certificate shall be borne by the Skills Center.
6. GHCH and its employees providing services under this Contract shall comply with all applicable laws and regulations and Skills Center policies and procedures. GHCH will remove from performance of services under this Contract instructional staff that the Skills Center determines to be less than satisfactory.
7. Students enrolled in the program identified in Paragraph 3 shall not perform duties of GHCH personnel. Any service rendered by students is incidental to the educational purpose of the activity.
8. GHCH will hold harmless and indemnify Skills Center from liabilities, bodily injury or property damage due to the negligence of GHCH. Furthermore, Skills Center will hold harmless and indemnify GHCH from liabilities, bodily injury or property damage due to the negligence of Skills Center in connection with this Agreement. If both parties are deemed negligent, then each party will be responsible for their proportional amount as deemed by Washington State Law.
9. GHCH shall maintain such insurance as will protect against claims, damages, losses and expenses arising out of, or resulting from, all activities relating to this Contract. Such insurance coverage shall be for a minimum of the following amounts and may be provided through GHCH's self-insurance program:
 - A. Bodily Injury liability - \$1,000,000
 - B. Property Damage liability - \$1,000,000
 - C. GHCH agrees to name the Skills Center as an additional insured with respect to the above-described insurance coverage

Evidence of insurance in accordance with the paragraph shall be provided to the Skills Center upon request during the term of this Contract. Such insurance shall provide that the Skills Center shall receive notification prior to any cancellation, expiration, or termination of the coverage during the term of this Contract.

10. GHCH is solely responsible for the payment of all payroll taxes (including but not limited to FICA, FUTA, federal income tax withholding, workers' compensation, and state unemployment compensation) on behalf of all persons providing services on behalf of

GHCH pursuant to this Contract. GHCH shall maintain any and all business and other required licenses. The Skills Center reserves the right to require annual certification of

GHCH's compliance with the terms of this paragraph by a Certified Public Accountant. Professional fees and costs incurred in connection with such annual certification will be the sole responsibility of the Skills Center.

11. GHCH shall be compensated by the Skills Center for professional services provided pursuant to Paragraph 3, in the amount of \$45.79 – \$86.83 hourly range depending on Instructor qualifications (see Addendum A). GHCH will provide a monthly invoice to Skills Center with payment due 30 days from invoice date, subject to the termination provisions of the Contract. Upon prior approval by the Skills Center Director, additional services shall be billed at the rate of \$45.79 – \$86.83 per hour, including expenses. Expenses related to student leadership and advising of student leadership activities will be paid for by the Skills Center.
12. The Skills Center is responsible for student record keeping, program communication with parents, the provision of student supplies, clerical program supplies, classroom supplies, and textbooks.
13. The Skills Center is responsible for the purchase and expenses of medical supplies used in instruction. GHCH will provide information and listing of necessary supplies and work with the Skills Center to purchase said supplies.
14. GHCH equipment/supplies will remain the property of GHCH and will be maintained at the GHCH STAT Center. Additional durable equipment and supplies purchased by The Skills Center will remain the property of The Skills Center. The Skills Center will have access, at no charge, to the GHCH STAT Center for skills training at minimum of two (2) days per week, three (3) hours per day. Such schedule will be negotiated in accordance and agreement with GHCH Education Calendar. Additional skills training hours will be provided for up to three (3) weeks prior to student NACES testing.
15. GHCH shall require a criminal history records check in accordance with RCW 28A.400.303 or 1996 Washington Laws, Chapter 126 for all persons providing services pursuant to this Contract. GHCH shall not employ any person to perform services pursuant to this Contract who has pleaded guilty to or been convicted of any felony crime(s) against children, as specified in RCW 28A.400.330. Failure to comply with this condition shall be grounds for immediate termination of the Contract by the Skills Center.
16. GHCH and its employees will not have the authority to accept donations, loan, or give away Skills Center property, or borrow or accept property from other schools, businesses, or private individuals on behalf of the Skills Center.
17. No person shall, on the grounds of race, creed, color, national origin, sex, age, marital status, or disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any activity performed pursuant to the Contract.
18. This Contract shall commence as of August 28, 2024 for professional services as described in Paragraph 3 until June 30, 2025 unless earlier terminated by either party with or without cause with not less than thirty (30) days written notice to the other party.

If terminated before June 30, 2025, payment for services provided hereunder shall be pro-rated based on the number of days of service actually rendered.

19. Each party acknowledges that during the course of the Contract, each party may be brought into contact with confidential patient records, business plans, methods of operations, compensation methods and formulas, performance standards, pricing policies, marketing strategies, records, trade secrets and other information about the other party's operations and business of a confidential nature (collectively "Confidential Information"). Therefore, during the term of the Contract and thereafter, each party agrees that it shall not in any manner, directly or indirectly, disclose or divulge to any person or other entity whatsoever, or use for any purpose any Confidential Information of the other party, except for purposes necessary and proper for the performance of a party's obligation under the Contract, as required by law (including, but not limited to, Hospital's compliance with Washington's Public Records Act as set forth in RCW Chapter 42.56, as applicable), or for the purposes of defending such party in a court, administrative or arbitration proceeding against it. The confidentiality provisions of this Section 20 shall survive the expiration or termination of the Agreement.

20. The parties acknowledge that medical and other records ("protected health information") are protected by and subject to numerous laws, rules and regulations regarding privacy, security, confidentiality, consent, access and disclosure. The parties agree to comply with all privacy, security, confidentiality, consent, access and disclosure requirements, including all documentation and access requirements, of applicable federal and state laws, rules and regulations, including, without limitation, the Washington State Uniform Health Care Information Act (RCW 70.02) and the Health Insurance Portability and Accountability Act of 1996, 42 U.S.C. §1320d, and the implementing administrative simplification regulations codified at 45 C.F.R. Subtitle A, Subchapter C, Part 160 et. seq., as amended from time to time, including without limitation amendments promulgated under the Health Information Technology for Economic and Clinical Health ("HITECH") Act ("HIPAA"). If the parties determine that either party is a "business associate" of the other as defined by HIPAA, the parties will enter into Hospital's standard business associate agreement regarding compliance with the HIPAA privacy regulations.

21. In the performance of its obligations under this Contract, it is the parties' intent that GHCH and its employees, contractors, agents, and representatives are at all times acting and performing as independent contractors. Nothing in this Contract is intended to create or imply any sort of joint venture, partnership, co-venture, investment or other business relationship between the parties, nor is it intended to create or imply any sort of employer/employee relationship between the parties. Neither party will have the authority to bind the other party under any contract or agreement or incur any debts or other obligations on behalf of the other party without the express prior written approval of the other party.

22. Neither party may assign its rights, duties or obligations under the Contract without the prior written consent of the other party, which shall not be unreasonably withheld. Notwithstanding the foregoing, either party may assign the Contract to any affiliate, subsidiary, parent, or related organization of such party, or to a successor by purchase, lease, merger, consolidation or operation of law without the other party's consent.

23. The provisions of the Contract shall be deemed severable and if any portion shall be held invalid, illegal or unenforceable for any reason, the remainder of the Contract shall be effective and binding upon the parties.
24. A party's failure at any time to require strict performance of any of the provisions under the Contract shall not waive or diminish the party's right thereafter to demand strict compliance with that or any other provision. Waiver of any default shall not waive any other default.
25. The validity, interpretation and performance of the Contract shall be governed by and construed in accordance with the laws of the State of Washington. Venue for any action brought to interpret or enforce any provision of the Contract shall be proper in any court having jurisdiction in Grays Harbor County, Washington.
26. The Contract including all attachments, exhibits, schedules and addenda, is the entire agreement between the parties regarding the Services and Equipment, and no other agreements, oral or written, have been entered into with respect to the subject matter of the Contract. The Contract, as may be amended from time to time, supersedes all prior agreements related to the subject matter herein between the parties, whether oral or written. The Contract may only be amended by the mutual agreement of the parties without additional consideration, provided that before any amendment shall become effective, it shall be reduced to writing and signed by the parties.
27. This Contract may be executed in any number of counterparts, each of which shall be deemed an original, but all such counterparts together shall constitute one and the same instrument. Signatures transmitted by facsimile or electronic mail shall be deemed valid execution of this Contract, binding on the parties.
28. Each of the individuals executing this Contract on behalf of the Skills Center and GHCH warrant that they are the authorized signatory of the entity for which they are signing, and have sufficient corporate authority to execute this Contract.
29. Neither party is liable for any failure or reasonable delay in performance under this Contract due to a cause beyond a party's reasonable control, including, but not limited to, restrictions of law, regulations, orders or other governmental directives, labor disputes, strikes, acts of God, acts of war, terrorist activities, fire or floods. In the event of any such delays, the time for performance shall be extended as reasonably necessary to enable performance.
30. This Contract shall be binding upon and inure to the benefit of the parties hereto and their respective permitted successors and assigns.
31. Sections 8, 12, 19, 20, 21, 23, 25, 27, 28, 29, 30 of this Contract shall survive the expiration or termination of the Contract for any reason.

As of January 1, 2015, the provisions set forth below shall apply in addition to the terms and provisions set forth in Section 1 through 31 above. In the event of any conflict between the provisions of Section 1 through 31 of this Contract and the provisions 32

through 35 set forth below of this Contract, the provisions 32 through 35 set forth below shall control.

32. **Assignment to Public Hospital District.** Effective as of January 1, 2015, the Contract and all amendments thereto, is assigned by ~~Harbor Regional Health~~, Grays Harbor Community Hospital a Washington non-profit corporation, to Grays Harbor Public Hospital District No. 2 d/b/a Harbor Regional Health Community Hospital, a Washington municipal corporation. All references in the Contract to “Hospital” or “GHCH” shall refer to Grays Harbor County Public Hospital District No. 2 d/b/a Harbor Regional Health Community Hospital.
33. **Public Records Act.** The parties acknowledge and agree that Hospital, as a Washington state public hospital district and a municipal corporation under Washington law, is required to comply with the Washington State Public Records Act, Ch. 42.56 RCW (the “PRA”). Nothing in the Agreement shall be deemed to require Hospital to act in any manner that is inconsistent with Hospital’s obligations under the PRA.
34. **Termination for Jeopardy to Public Hospital District Status.** In the event that either party’s performance of any provision of the Agreement could jeopardize Hospital’s status as a public hospital district, the parties will immediately initiate good faith negotiations to resolve the matter through amendments to the Agreement. If the parties are unable to resolve the matter within thirty (30) days, either party may, at its option, terminate this Contract immediately, by providing written notice thereof to the other party.
35. **Survival of Terms.** Sections 32, 33, and 34 of this Addendum shall survive the expiration or termination of the Agreement for any reason. For purposes of clarity, the sections set forth in this Section 35 shall be in addition to those sections set forth in Section 31.

All applicants seeking employment opportunities and all contracts for personal services, and goods and services will be considered and will not be discriminated against on the basis of race, color, national origin, gender, sexual orientation or disability. This is in accordance with Title VII of the 1964 Civil Rights Act; Section 504 of the Rehabilitation Act, 1973, as amended; Americans with Disabilities Act, July 26, 1990, PL 101-336; and Title IX of the Education Amendments of 1972, as amended.

Executed this _____ day of _____, 2024.

Twin Harbors, a branch of New Market
Skills Center

Grays Harbor Community Hospital

Lynn Green
Superintendent

Tom Jensen
CEO

**Addendum A
Professional Services**

Employee	Salary	% Benefit Multiplier	Total Compensation
1	34.69	32	45.79
2	47.74	32	63.02
3	54.00	32	71.28
4	65.78	32	86.83

Current effective September 1, 2024

Employee 1: Non-RN. Assist with monitor classroom for exams, class work, and projects.

Employee 2: Clinical RN Educator with BSN

Employee 3: Clinical RN Educator with MN, MEd, MSN, MNE or equivalent

Employee 4: Director/Clinical RN Educator with MN, MEd, MSN, MNE or equivalent

Proudly supporting families in Grays Harbor, Kitsap, Mason and Thurston Counties.

Interagency Agreement
Between
South Sound Parent to Parent
And
Aberdeen School District

This Interagency Agreement is made and entered into by and is between South Sound Parent to Parent, hereinafter referred to as “SSP2P” and Aberdeen School District, hereinafter referred to as “the District.”

It is the purpose of this agreement to:

- A. Outline the procedures for the transition of toddlers with developmental delays and qualifying disabilities from Part C to Part B services, ensuring that Part B eligible toddlers shall experience a smooth and effective transition to preschool services, as authorized in 34 CFR 303.209(a)(3)(i)(A).

It is mutually agreed that:

1. SSP2P is responsible for oversight of EIS provider compliance of transition requirements for children ages birth through three years of age under IDEA Part C.
2. The District is responsible for LEA compliance with IDEA Part B and OSPI policies.
3. SSP2P and the District will promote individualized, family-centered, and culturally responsive early childhood transition planning in preparation, implementation and reflection of transition planning conferences.

Period of Performance:

This agreement shall become effective on July 1, 2024 and shall remain in effect until June 30, 2025, unless terminated or further amended with thirty days’ notice by either Party. This agreement will be reviewed annually to determine if modifications are needed.

Scope of Work:

The Parties agree to coordinate at the local level to ensure that implementation of the following transition steps occur, so that toddlers who are potentially eligible receive timely transitions:

1. Transition Timeline and Procedures: Throughout an infant or toddler's enrollment in early intervention, the family and the child's IFSP Team discuss the transition steps to be taken to ensure a smooth transition for the toddler when early intervention services end, by the toddler's third birthday. The provision of a FAPE through an IEP is required no later than

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the eligible toddler's third birthday. The toddler is no longer enrolled in and eligible for early intervention services after the toddler's third birthday. For those toddlers who are not potentially eligible for Part B special education, SSP2P shall make reasonable efforts to identify other possible and appropriate resources in the community to assist the toddler and family in transitioning out of early intervention services.

2. Transition Notification

- a. At least 90 days prior to the toddler's third birthday, ESIT shall send an electronic notification to the District where the toddler receiving Part C services resides for all toddlers who are potentially eligible for services under Part B and who shall shortly turn 3 years old and exit the Part C program.
- b. The electronic notification data report is transmitted by ESIT to the District on a monthly basis. The report covering the prior month is for toddlers potentially eligible for Part B, who shall shortly turn 3 years old (i.e., between 2 years and 3 months and 2 years and 9 months), will have a transition planning conference offered, and will be exiting the Part C program, according to Section 2.2(a). The report lists the toddler's name, date of birth, and parent contact information. IDEA 20 USC 1437 §637(a)(9)(A)(ii)(I) and 34 CFR §303.401 (d)
- c. If a toddler is determined eligible for Part C less than 90 days but more than 45 days before the third birthday, ESIT shall provide the notification to the District as soon as possible after determining the toddler's eligibility for Part C and potential eligibility for the Part B. IDEA 20 USC 1437 §637(a)(9)(A)(ii)(I) and 34 CFR §303.209(b)(ii).
- d. If a toddler is referred to Part C less than 45 days before the toddler's third birthday SSP2P, with parental consent, shall refer the family to the District. SSP2P is not required to conduct an evaluation, assessment, or initial IFSP meeting. IDEA 20 USC 1437 §637(a)(9)(A)(ii)(I) and 34 CFR §303.209(b)(iii)

3. Transition Conference

- a. If the parent has provided approval, SSP2P's FRC shall convene a transition conference no later than 90 days before the toddler's third birthday, regardless of the availability of each invitee. IDEA 20 USC 1437 §637(a)(9)(A)(ii) {II} - {III} and 34 CFR §303.209(c)
- b. The transition conference shall be held no later than 90 days before the toddler's third birthday, but at the discretion of all Parties, the transition conference may occur up to 9 months before the toddler's third birthday. The transition conference is reported in the Data Management System (DMS) as an IFSP meeting, held to develop the transition plan. The transition conference shall be held at a time and location convenient for the family and in the native language of the family or other mode of communication used by the family, unless it is clearly not feasible

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to do so. Meeting arrangements shall be made with, and written notice provided to, the family and other participants early enough before the meeting date to ensure that they shall be able to attend. IDEA 20 USC 1437 §637

(a)(9)(A)(ii) {II} - (III) and 34 CFR §§303.209(c) and 303.342(d) - (e)

- c. The Part C FRC is responsible for inviting meeting participants to the transition conference.
 - i. For the toddler who may be eligible for preschool services under Part B, the transition conference must include the Part C Family Resources Coordinator, family of the toddler, and the District representative. The District representative will participate (in person or virtually) in the transition planning conference to provide an overview of the types of preschool special education services that may be available and a description of the evaluation and eligibility process. 34 CFR §300.124(c) and WAC 392-172A-02080(2)
 - ii. If the transition conference is for a toddler who is not potentially eligible for preschool services under Part B, meeting participants include the family, the FRC, and representatives of the other early childhood program option(s) of interest to the family. 34 CFR §303.209(c) and (e) and §303.343(a) (d) Any transition conference must meet the requirements in 34 CFR §§303.432(d) and (e); §303.343(a) and §303.209(e).

In Witness Whereof, the Parties have executed this Agreement.

**South Sound Parent to Parent
 Early Intervention Provider Agency**

Aberdeen School District

 Signature

 Signature

 Printed Name

 Printed Name

 Title

 Title



MEMORANDUM OF UNDERSTANDING

The mission of Michael LaCorte Dentistry, PC (dba “Big Smiles Washington”) is to improve the quality of children’s lives by providing preventive and, where appropriate, restorative dental services to children often left without care. With parental/guardian permission, Big Smiles can provide a dental exam, cleaning, fluoride treatments, x-rays and sealants, where applicable. In addition, restorative services such as simple fillings, pulpotomies (a root canal on baby teeth), extractions of baby teeth and pulp caps are offered. We generously provide donated care to children-in-need which includes a cleaning, screening and fluoride treatment. No child is ever turned away for lack of resources.

The purpose of this memorandum is to establish an understanding between:

Big Smiles Washington

And

Aberdeen School District

Big Smiles Washington agrees:

- At a date to be mutually agreed upon, to provide preventive and restorative dental services, including: exams, cleanings, fluoride treatments (including Silver Diamine Fluoride), as well as x-rays and sealants where applicable, in addition to simple fillings, pulpotomies on baby teeth, baby teeth extractions and pulp caps. Such care shall be offered to the children with parental/guardian consent.
- All children ages 18 months -18 years are eligible.
- Each site will be served by our licensed Washington dentist(s) and/or hygienist(s) and/or dental assistants.
- The District is not responsible for any payments or costs related to services or care provided by Big Smiles Washington under this MOU.
- When available, Medicaid covers 100% of treatment. Most insurances are accepted. For those without insurance, self-pay options are available.
- When children-in-need without insurance, Public Aid or the ability to self-pay receive grant funding, a dental screening, cleaning and fluoride treatment (excluding Silver Diamine Fluoride) will be provided at no expense once per school year, ~~with~~ if the parental provide written consent and completion of our grant form confirming eligibility.
- Restorative dental care, including services listed above, is available only to those children with Medicaid, CHIP or applicable private insurance coverage.

- In the end, no child is turned away based on his/her ability to pay.
- All children will be given a “report card” for their parents’ review. Copies of x-rays are available to the family and dental offices.
- Big Smiles Washington and its employees who provide services under this MOU will comply with the Health Insurance Portability and Accountability Act (HIPPA) and the Family Educational Rights and Privacy Act (FERPA).
- Big Smiles Washington agrees to comply with all applicable federal, state, and local laws and regulations, and any applicable District policies, when providing services under this MOU.
- All individuals who provide services under this MOU at a District site will comply with the record check requirements set forth in RCW 28A.400.303. Any individuals who have pled guilty to or been convicted of any felony crime specified under RCW 28A.400.322 are prohibited from providing services at a District facility.
- Big Smiles Washington agrees to indemnify, defend, and hold the District harmless from any liability, claim, loss, damages, injuries, or expenses arising out of Big Smiles Washington’s provision of services under this MOU.

Aberdeen School District agrees to:

- Distribute Permission Forms to students in the fall and spring semesters of each school year and at other times upon request, as well as to collect the Permission Forms from the students in advance of the dental visit, and to send the completed Permission Forms to Big Smiles Washington as far in advance of the dental visit as reasonably possible.
- Communicate directly with parents via electronic medium (i.e. text, email) and/or robo-calls, as well as posting to the school/district website and social media pages, to make them aware that the in-school dentist is coming to school and provide parents with the online sign-up option, available at www.myschooldentist.com
- Provide a space that is a minimum of 15 feet x 15 feet including 2 standard power outlets and access to water, suitable for the staff of Big Smiles Washington to set up its “dental office”.
- Provide a minimum of 25 children per site to be treated. If minimum is not reached, the visit may be rescheduled or cancelled.

This agreement is non-financial in nature. It shall run for a period of one year and shall be renewed automatically on an annual basis for additional one year terms, unless notified by either party in writing with 30 days’ notice.

Michael LaCorte Dentistry, PC
600 Stewart Street
Suites 300 & 400
Seattle, WA 98101

By: _____
Signature

Print Name

Title

Date: _____

Aberdeen School District
216 North G Street
Aberdeen, WA 98520

By: _____
Signature

Print Name

Title

Date: _____



MEMORANDUM OF UNDERSTANDING BETWEEN
ABERDEEN SCHOOL DISTRICT
AND
TREEHOUSE

This Memorandum of Understanding ("MOU") is entered into between Aberdeen School District ("District") and Treehouse (collectively, the "Parties") for the period of September 01, 2023 to August 31, 2029.

I. SCOPE AND PURPOSE

The district is a public school district organized under the laws of the State of Washington that provides educational instruction to students in grades K-12.

Treehouse is a statewide organization that advances equity and racial justice in the foster care and education systems. We partner with youth and young adults to determine their own path, build resilience and develop self-advocacy skills through education planning and coaching. By 2027, 90% of youth who have experienced foster care across Washington State will complete high school, with support and a plan to transition into independence.

These support services include but are not limited to:

- promoting and facilitating school enrollment and continuity for each youth;
- recruiting, connecting, and supporting a team of adults to support each foster youth, including but not limited to caregiver, social worker, and school personnel;
- systematically monitoring daily attendance, behavior, and course performance risks;
- performing personalized, timely interventions focused on problem-solving, skill building, goal setting, and academic achievement;
- coaching and mentoring for foster youth and caregivers around academic mindset, self-determination, self-advocacy, and persistence;
- assessing the impact of interventions and planning for the immediate and future needs of students;

- collecting relevant educational documents to inform and evaluate service delivery;
- assisting with high school completion planning (course selection, academic progress, credit accrual, and retrieval) in collaboration with student, caregiver, and school staff and counselors;
- supporting youth in developing and implementing their post-high school plan;
- assisting with appropriate education placement and services to meet the academic needs of each youth;
- partnering with youth and school staff to promote positive behavior and address discipline referrals; and
- coordinating and/or providing additional supports for participating youth, such as (a) tutoring or academic remediation; (b) homework or project help; (c) credit retrieval and accrual; (d) organizational and study skills; (e) college and career supports; (f) paying for extracurricular activities and other school related needs; and (g) clothing, school supplies, and other material needs.

Treehouse is authorized to provide such services to foster youth by the State of Washington Office of Superintendent of Public Instruction (“OSPI”).

The Parties wish to establish a working relationship between the District and Treehouse to ensure the educational success of foster youth attending District schools. Treehouse will provide some or all of the above support services to foster youth attending District schools and the District will provide Treehouse access to school sites, students, data, and relevant staff to accomplish these goals. The specific school(s) to be served will be agreed upon by the principal of each school and Treehouse.

II. RELATIONSHIP OF PARTIES

This MOU establishes a mutually beneficial relationship between the Parties reflecting their shared interest in ensuring the academic and social success of foster youth. Under this MOU, no representative or employee of a Party is authorized to act on behalf of, or is to be considered an employee or agent of, the other Party. The employees of each Party are not entitled to any of the benefits that the other Party provides its employees. The conduct and control of the work conducted under this MOU will lie solely with Treehouse. The District retains the right to immediately prohibit any Treehouse staff, agent, or volunteer from coming on District property if the District has good reason, which includes but is not limited to violation of a District policy, procedure, or guideline.

III. TREEHOUSE AGREEMENTS

Treehouse agrees to:

- A. Designate at least one individual to act as the Treehouse Education Specialist who will provide some or all of the education support services described above to eligible students within the District.
- B. Assist the District in identifying students eligible for Treehouse services.
- C. Exchange personally identifiable information (“PII”) as allowed by law and on an as-needed basis for purposes directly related to supporting the student's educational needs and resource attainment.
- D. Protect the confidentiality of students and their families, including students’ foster care status, and share information with the District and school staff only as it pertains to meeting the education needs of the student.
- E. Initiate and participate in individualized education programs (“IEP”) and other meetings as appropriate and as requested by students, caregivers/guardians, and/or school staff to support the education and resource needs of eligible students.
- F. Provide information to students, caregivers, and school staff and refer students to other Treehouse and community resources as needed to support their education and development needs and aspirations through its Treehouse Education Specialist(s) and other Treehouse staff.
- G. Provide technical assistance and confidentiality processes to the District foster care liaison and school staff in understanding and navigating the child welfare system, understanding and meeting the needs of youth in foster care, and protecting student confidentiality.
- H. Comply with all applicable District policies, procedures, and guidelines at the school site.

IV. DISTRICT AGREEMENTS

The District agrees to:

- A. Permit the Treehouse Education Specialist(s) access to eligible students on school grounds and during regular school hours, as well as before and after school hours on occasion, in order to provide foster youth education support services.
- B. The District will attempt to provide a meeting space in the school building for Treehouse Education Specialist(s) to meet with youth. The school will attempt to provide a consistent space, which is conducive to the privacy and confidential needs of services and to the needs of other students and staff. In the event the use of the space conflicts with any school event or program, the District may elect to use the space for such school event or program, provided that the District will provide reasonable notice

to Treehouse of the need for such use. In such an instance, all reasonable efforts will be made to provide a similar alternative space. The building principal will have final authority over building use and availability issues.

- C. Assist Treehouse staff in identifying students in foster care who are eligible for Treehouse services.
- D. Provide Treehouse counselor-level or equivalent access to relevant student data and PII through the District's electronic portal, provided that such access must be consistent with federal and state law and subject to a separate data-sharing agreement where appropriate.
- E. Protect the confidentiality of students and their families, including the students' foster care status, and share information only to the extent required to assist students in meeting educational needs.
- F. The District and school staff will collaborate with Treehouse Education Specialist(s), DCYF social workers, and caregivers/guardians to meet the educational needs of eligible students.

V. BACKGROUND CHECKS

In accordance with RCW 28A.400.330, any employee of Treehouse assigned to duties under this contract is prohibited from having unsupervised contact with children while working at District schools if the individual pled guilty to or has been convicted of any felony crime against children or adults. Any failure to comply with this section shall be grounds for the District to immediately terminate this MOU.

Employees of Treehouse will not engage in activities that involve unsupervised contact with children during the course of the work to be performed under this MOU unless the employee has completed the fingerprint and background check requirement of the State of Washington Office of Superintendent of Public Instruction ("OSPI"), and those records can be verified by the District or school.

VI. CONFIDENTIAL STUDENT AND STAFF INFORMATION

Treehouse agrees that any student PII obtained through this MOU is confidential. Treehouse will obtain PII only where there is prior, written consent from the parent, legal guardian, eligible student (i.e. a student who is the age of 18 and older), or Department of Children, Youth and Families where DCFY has authority to provide such consent, unless otherwise permitted by law. Treehouse further agrees and understands that the District will provide PII to Treehouse only for students who have such consent or for whom Treehouse is legally authorized to obtain PII directly and such documentation is provided to the District in advance.

VII. INDEMNIFICATION

Each Party will hold harmless, defend, and indemnify the other Party, its agents, employees, and board members from any and all liabilities, penalties, losses, damages, claims, expenses, attorneys' fees, taxes, expenses of litigation, judgments, suits, liens, and encumbrances, without limitation, arising out of or resulting from any and all acts or omissions by the indemnifying Party or its employees under this MOU. The indemnified Party shall have the right to demand that the indemnifying Party defend any and all claims, lawsuits, or proceedings related to services the indemnifying Party provided under the MOU, without cost to the indemnified Party, with a lawyer acceptable to the indemnified Party. The terms of this section shall survive termination of this MOU.

VIII. INSURANCE

Treehouse, at its own cost, shall maintain public liability insurance for bodily injuries (including sickness or death) and property damages in the minimum amount of \$1,000,000; Employers Liability (Washington Stop-Gap) in the amount of no less than \$1,000,000 per occurrence; and auto bodily injury and property damage liability in a minimum amount of \$1,000,000 per accident for owned, non-owned and hired vehicles. Prior to the commencement of this MOU, Treehouse will furnish the District with evidence of such insurance protection in the form of a certificate of insurance reflecting the District as an additional insured. Treehouse's insurance shall be primary to and non-contributory with any insurance maintained by the District. Treehouse also will provide proof of professional liability (malpractice) insurance in a minimum amount of \$1,000,000 per claim.

IX. TERM

This MOU is effective from September 1, 2023 to August 31, 2029, unless terminated sooner as provided in this MOU.

X. TERMINATION

Either Party may terminate this MOU for any reason, with 30 days written notice to the other Party.

XI. ASSIGNMENT

Neither Party shall assign its rights or responsibilities under this MOU without the written authorization of the other Party.

XII. SEVERABILITY

If any provision of this MOU is held invalid or unenforceable, the remainder of the MOU will not be affected, but continue in full force.

XIV. AMENDMENT

This MOU shall not be modified or amended except by a written agreement executed by both of the Parties.

XV. COUNTERPARTS

The Parties agree that this MOU may be executed in one or more counterparts, each of which shall constitute an enforceable original of the agreement, and that electronic signatures shall be as effective and binding as original signatures.

XVI. NOTICES

All notices contemplated or required under this MOU shall be sent to:

To the District: Elyssa Louderback, Executive Director of Business and Operations

To Treehouse: Jess Lewis, Chief Impact Officer, Treehouse, 2100 24th Ave S. Suite 200 Seattle, WA 98144

ABERDEEN SCHOOL DISTRICT

TREEHOUSE

SIGNATURE

SIGNATURE

PRINTED NAME

PRINTED NAME

TITLE

TITLE

DATE

DATE



MASTER SERVICE AGREEMENT

This Contract for Services is entered into on this 18th day of June, 2024 by and between Aberdeen School District and Premere Rehab LLC, dba Therapy Solutions Collective.

Agreement

I. Services and Fee

- a. Therapy Solutions Collective will provide speech-language pathology, school psychology, speech-language pathology assistant, certified occupational therapy assistant, and/or occupational therapy services to School's staff and students (the "Services"). Such Services may include direct student services, program planning, evaluation, supervision, IEP writing, and such other services as School may request. Services may be performed by independent contractors engaged by Company and approved by School.
- b. Services shall be 2.0 FTE of ASHA-certified SLP services. 180 Total working days per 1.0 FTE at 8 hours per day.
- c. Services may be provided via in-person, synchronous video, or a hybrid therapy model that includes both in-person and synchronous video. For hybrid therapy, the number of on-site visits necessary will be determined by Therapy Solutions Collective and School, but shall occur at least one (1) time per month.

The Company shall provide a minimum of 2880 hours of Services during the Term.

- d. The School District shall pay Therapy Solutions Collective the hourly rate of \$95/hr.

II. Licenses and Certification

All Therapy Solutions Collective personnel will possess required licenses and certifications to provide the Services to School. All Services will be performed to the highest professional standards.

- #### III. Term: The Contract shall begin on the Effective Date. Therapy Solutions Collective shall begin providing Services on 8/26/2024 and end on 6/10/2025.

School shall be responsible for payment of any Services provided to School by Therapy Solutions Collective prior to the Service Start Date.

- #### IV. School Requirements: The School will have technology available for speech program including teleconferencing capability and high-speed internet access.





V. Expenses and Payments

- a. Invoice and Payment: Therapy Solutions Collective shall provide the School with an invoice within fifteen (15) days after the end of the month outlining all of the Services provided to School in the immediately preceding month.

The invoice shall be mailed to:

School agrees to pay for the Services performed. Invoices are due upon receipt. School agrees to pay interest at 1 ½% per month if the invoice is not paid within sixty (60) days of date of the invoice.

- b. Travel Expenses: The School agrees to pay the federal per diem rate when the SLP travels on-site. Current federal per diem rate is \$185.00 per night. The federal per diem rate is subject to change as it updates throughout the school year. 8-9 on-site visits expected for the school year with 5 days on-site per visit.

Student Data Access: Company employees or contractors may access student data only if authorized by the School and such access is necessary to fulfill the official duties of the employee or contractor in Company's performance of the provisions of this Contract.

Independent Contractor: It is expressly acknowledged by the parties that School and Company are independent contractors and nothing in this Contract is intended, and nothing shall be construed, to create an employer/employee relationship, a joint venture relationship, a partnership, or other similar relationship.

Insurance: Both parties shall carry professional liability insurance in a coverage amount of no less than \$1,000,000 per occurrence and \$3,000,000 aggregate. Both parties shall provide evidence of this insurance to the other party upon request.

Termination: Each party may terminate this Contract upon thirty (30) days' prior written notice to the other party. Services already scheduled through the effective date of termination are not required to be cancelled. Any Services that occur prior to the effective date of termination shall be billed to Company.

- VI. Indemnification: Each party (the "Indemnifying Party") shall forever defend, indemnify and hold the other party and its directors, officers, employees, agents, and representatives (the "Indemnified Party") harmless from and against any and all liabilities, together with any and all costs, expenses, and damages, including reasonable attorneys' fees and costs (collectively, "Damages") arising from claims asserted by a third party





or the Indemnifying Party's employees or agents as a result of the Indemnifying Party's, or its directors', officers', employees', agents' and representatives' negligent acts or omissions, intentional acts or wrongful acts relating to performance under this Contract. Damages shall not include any amount resulting from the Indemnified Party's (i) negligent acts or omissions, intentional acts or wrongful acts or (ii) breach or failure of performance under this Contract. The indemnification obligation stated herein shall survive the termination or expiration of this Contract.

Notice: All notices required or permitted hereunder shall be in writing and shall be served on the parties at the addresses set forth in this Contract. Notices to Company shall be sent to Premere Rehab, LLC, dba Therapy Solutions, 8100 SW Nyberg St, Suite 200, Tualatin, OR 97062, Attn: President. A mandatory copy of such notices shall be sent to Avamere Skilled Advisors, LLC, 25115 SW Parkway Ave., Suite B, Wilsonville, OR 97070, Attn: General Counsel. Any such notices shall be sent by overnight delivery using a nationally recognized overnight courier. It shall be deemed received when received or when delivery is refused. A party's address may be changed by written notice to the other party; provided, however, that no notice of a change of address shall be effective until actual receipt of such notice.

Sole Agreement: This Contract may not be amended or modified in any respect whatsoever except by instrument in writing signed by the parties hereto. This Contract constitutes the entire agreement between the parties hereto and supersedes all prior negotiations, discussions, writings, and agreements between them.

Counterparts: This Contract shall be deemed to be a contract made under the laws of the State of Oregon, and for all purposes shall be governed by, and construed in all respects (including matters of construction, validity, and performance) in accordance with, the laws of the State of Oregon, without regard to the conflicts of law rules of such state.

SIGNATURE PAGE

Company

School

Keri Crompton

By: Keri Crompton
Title: Vice President
Date: 07/01/2024

By:
Title:
Date:





**ABERDEEN SCHOOL DISTRICT
216 NORTH G STREET
ABERDEEN, WASHINGTON**

SPECIAL SERVICES CONTRACT

In consideration of the promises and conditions contained herein, Aberdeen School District (the “District”) and Soliant (the “Provider”) mutually agree as follows:

1. **Services.** The District hereby contracts with the Provider to perform the services identified in paragraph 2 hereof.
2. **Description of Services:**
 - (a) Speech Language Pathology Services for the 2024-25 school year and/or extended school year as needed.
 - (b) Such other related services as the District may request. Said services shall be provided in a manner consistent with the accepted practices for other similar services, performed to the District’s satisfaction, within the time period prescribed by the District.
3. **Insurance.** Contracting agency or individual will maintain (at its expense), a valid policy of insurance evidencing general and professional liability coverage of not less than \$1,000,000 per occurrence covering acts or omissions and general liability which may give rise to liability for services under this Agreement. Provider shall provide a certificate of insurance evidencing such coverage upon request by the District. Provider will provide the District with assurance of this insurance coverage in writing before commencement of services under this Contract. Provider will notify the District within three (3) days in the event of cancellation or modification of such insurance. Provider’s failure to maintain such insurance policies shall be grounds for the District’s immediate termination of this Contract. The provisions of this paragraph shall survive the expiration or termination of this Contract for cause with respect to any event occurring prior to such expiration or termination.
4. **Certification and Licensing Requirements.** Provider warrants that all individuals providing services under this Agreement (“Service Providers”) meet applicable licensing and certification requirements. Provider must obtain and provide evidence to the District of current appropriate state certification and licensure at least 30 days prior to the beginning of each school year. Providers should have or be able to obtain an NPI number.
5. **Background Checks.** Pursuant to RCW 28A. 400. 303, any Service Providers under this Contract shall be required to have successfully completed a criminal history record check through the Washington State Patrol Criminal Identification System, under RCW 43.43.830-834 and RCW 10.97.030-050, and through the Federal Bureau of Investigation prior to providing any services under this Agreement. Provider will be responsible for securing these criminal history record checks and payment of all costs for obtaining such background checks. Results of the background checks must be made available to the District prior to a Service Provider providing services to the District.
6. **Prohibited Employment.** The nature of the work performed under this Contract involves services provided to children and disabled adults. Therefore, no assigned Service Provider shall have pled guilty or been convicted of any felony crime specified under RCW 28A.400.322. Any failure to comply with this paragraph shall be grounds for immediate termination of this Contract for cause.

7. **Failure to Report.** Service Providers will inform Provider and the District of any inability to provide services no later than one (1) hour prior to reporting time. The District will notify Provider as soon as possible should any Service Provider assigned to the District fail to report to work as scheduled. Provider shall be responsible for providing substitute coverage without a lapse in service to the District for Service Providers who are absent for more than 5 consecutive days.

8. **Contemporaneous Log of Service Time.** Each Service Provider shall complete a log of the names (or initials) of the students served and the amount of time for each student. Any deviation from the amount of service time shall be noted and explained. Such log shall be submitted weekly (or monthly as agreed upon) via email to the District's Special Education Director.

9. **Record Access.** Provider and Service Providers shall be responsible for maintaining and securing any records or logs necessary to justify, support, and document the services provided under this Contract. Provider shall retain such records for not less than the period prescribed by law. All duly authorized auditors of Provider and the District shall have access to examine said records.

10. **Confidentiality.** In providing services under this Contract, Provider and Service Providers may have access to personally identifiable education records and confidential information regarding District students, parents/guardians, or staff (collectively referred to as "Confidential Information"). Provider agrees that it and its Service Providers will maintain the confidentiality of Confidential Information. The use or disclosure of any Confidential Information for any purpose not directly connected to Provider's services under this Contract is strictly prohibited except where required or authorized by law.

Provider and Service Providers agree to maintain the confidentiality of student records and provide access to the parents/guardians and students of such records in accordance with the Family Education Rights and Privacy Act (FERPA) and the Health Information Privacy and Accountability Act (HIPAA).

11. **Independent Contractor.** The Provider shall perform all duties pursuant to this Contract as an independent contractor. The District shall not control or supervise the manner in which this Contract is performed, except as expressly provided herein. Nothing in this Contract shall be construed to create a partnership, agency relationship, or employer-employee relationship between the District and Provider or its personnel. Neither party may incur debts or make commitments for the other party. Provider and its personnel shall not represent himself, herself, or itself as an employee, representative, or spokesperson for the District.

12. **Provider and Service Providers Not Employees of District.** Employees of Provider shall not be entitled to any rights or privileges of District employment. Provider assumes exclusive responsibility for any and all acts or omissions of its agents, officers, or employees. Provider will maintain direct responsibility as the employer of Service Providers for payment of wages, benefits, and other compensation, and for any applicable mandatory withholdings and contributions such as federal, state, and local income taxes, social security taxes, workers' compensation, and unemployment insurance. Provider acknowledges that the District is not withholding federal income tax or FICA (Social Security) tax from Provider's payment or paying Washington State unemployment, industrial insurance, or any other taxes on behalf of Provider or Provider's personnel. Provider shall be solely responsible for the payment of any taxes imposed by any lawful jurisdiction as a result of the performance and payment of this Contract.

13. **Quality of or Need for Services.** If the District's Special Education Director determines that the services of Provider's personnel is unable to perform or has failed to perform the services required by the District in a manner satisfactory to the District within the first sixty (60) days of service, the Director will communicate any concerns with the Provider. The Provider will work with

the District's Special Education Director to facilitate improvement. If improvement is not made in the noted time period, the District will notify Provider and such assignment will end immediately. The District's obligation to compensate for such Service Provider's services will be limited to the number of hours actually worked.

14. Orientation. Provider will cooperate with the District to provide Service Providers with an adequate and timely orientation to the assigned school(s).

15. Billing, Payment, and Accounting. Provider will submit invoices to the District's Business Office. Each invoice must identify the District purchase order number. Provider will be paid based on the rate sheet attached as Addendum A. Payment shall be made on a monthly basis after the District's Business Office receives Provider's billing statement in the form specified by the District, which statement shall include the services performed, the dates such services were rendered, and the name(s) and location(s) of the Provider's personnel performing such services. Each such billing statement must be approved before submission to the District's Business Office by the District's Special Education Director.

Invoices must be submitted one (1) time per month by the 5th of each month and payments will be made after the second school board meeting of the following month. The District will send all payments to the address printed on acceptable invoices.

Upon request, Provider shall provide to the District with an accounting of services, which shall detail the services performed on each invoice and such other information as the District may reasonably request. Upon request, Provider shall provide the District with access to the books and records related to the services of Provider for inspection, audit, and reproduction.

16. Nondiscrimination. By entering into this Contract, Provider assures the District that Provider complies with all laws and regulations pertaining to nondiscrimination. No person shall, on the grounds of race, creed, religion, color, national origin, sex, sexual orientation including gender expression or identity, age, marital status, veterans' status, disability, or use of a trained guide dog or service animal by a person with a disability, be excluded from participation in, be denied the benefits of, or be otherwise subject to discrimination under any activity performed pursuant to this Contract.

17. Indemnification and Hold Harmless. Each party ("Indemnifying Party") shall defend, indemnify, and hold harmless the other party and such other parties officers, directors, employees, agents and contractors (the "Indemnified Parties") from and against any and all liabilities, claims, losses, costs, judgments, penalties, fines, damages and expenses arising from or connected with any act or omissions of the Indemnifying Party, its officers, directors, agents, employees or contractors. Additionally, and notwithstanding the previous sentence, the District shall indemnify the Provider for all costs incurred and associated with any suits or other causes or action brought by an HCP against the District.

18. Debarment and Suspension. Provider certifies that to the best of its knowledge and belief, its principals and assigned service providers are not presently debarred, suspended, proposed for debarment, declared ineligible, or involuntarily excluded for the award of contracts by a federal government agency or department. Further, Provider certifies that it is not presently indicted for and has not within three (3) year period preceding this Contract been convicted of or had a civil judgment rendered against it for commission of performing a public transaction or contract. If it is later determined that Provider knowingly rendered an erroneous certification, in addition to any other remedies available to the District, the District may terminate this Contract for cause.

19. Contract Default. Provider's failure to provide the services as indicated in this Contract in accordance with the terms and conditions of this Contract will constitute contract default, and, after due written notification, allows the District to terminate the Agreement for cause.

When Provider fails to furnish services in accordance with the terms and conditions of this Contract and the District must purchase replacement services at a price greater than the contract price, the difference may be charged to Provider. The District may exercise this charge as a credit against invoices due Provider.

20. Termination. In addition to the District's other rights under this Agreement, the District may terminate this Agreement for cause upon seven (7) days' written notice to Provider should Provider breach any of the terms of this Agreement, in which case the District shall pay Provider for all services performed through the effective date of the termination less any costs incurred by the District resulting from the breach(es). The District may terminate this Agreement for its convenience upon sixty (60) days' written notice to Provider, in which case the District shall pay Provider for all services performed through the effective date of the termination. In the event that earmarked funding is withdrawn, reduced, or limited after the effective date of this contract but prior to completion, the District may terminate the Agreement without the required notice.

21. Compliance with Rules and Laws. Provider agrees to comply with all applicable laws, orders, rules, regulations and ordinances of governmental bodies applicable to this Contract as well as applicable District policies and procedures. All services provided will be in accordance with local, state and federal laws and regulations.

22. Severability. Each numbered clause of this Contract stands independent of all other numbered clauses. If any clause of this Contract or the application thereof to any persons or circumstances is held invalid, such invalidity shall not affect other terms, conditions, or applications which can be given effect without the invalid term, condition, or application. Should any clause be adjudged invalid, that judgment shall not invalidate the total Contract; only clauses judged invalid shall not be enforced.

23. Term. Unless terminated earlier pursuant to provisions stated herein, this Contract shall commence on **August 1, 2024 and shall terminate on July 31, 2025** or the completion of the services identified in paragraph 2 hereof, whichever should first occur. This contract may be renewed annually by the District for up to three additional years.

24. Assignment. This Agreement may not be assigned without written authorization by the other party.

25. Licenses, Permits, and Warranty. Provider warrants that it and its personnel have the requisite training, skill, and experience necessary to provide the services under this Contract and are appropriately accredited and licensed by all applicable agencies and governmental entities. Provider shall be responsible for maintaining any and all licenses, permits, or other requirements for doing business or providing services under this Contract.

26. Entire Agreement and Modification. This written Contract constitutes the entire agreement between Provider and the District. No alterations or variations of the terms of this Contract shall be effective unless reduced to writing and signed by both parties.

27. Governing Law. The terms of this Contract shall be governed by the laws of the State of Washington. In the event that a dispute arises under the terms and conditions of this Contract, the parties agree to mediate the dispute prior to taking any formal legal action. In the event that legal

action is commenced to resolve a dispute arising out of this Contract, the prevailing party shall be entitled to its reasonable costs and attorneys' fees.

Executed this 16th day of July, 2024.

ABERDEEN SCHOOL DISTRICT

By Traci Sandstrom

Title Co-Interim Superintendent

Signature _____

Date _____

SOLIANT

By _____

Title _____

Signature _____

Date _____



CLIENT ASSIGNMENT CONFIRMATION

This Client Assignment Confirmation is entered into on the date first signed below and supplements the Client Services Agreement between Soliant Health, LLC ("Soliant" or "the Company") and the Client named below. The Soliant Consultant has been placed with Client and Client will pay Soliant for hours worked by Consultant according to the terms outlined in this confirmation.

ASSIGNMENT DETAILS

CLIENT NAME: Aberdeen School District PID: -
Consultant: Lauren Land Position: SLP
Assignment Start Date: 06/18/2024 Assignment End Date: 06/12/2025
Bill Rate per hour: \$85.00 Overtime Bill Rate per hour: \$127.50
Minimum Hours: 37.5 per week

Miscellaneous: Start and end date are tentative and subject to change

It is the Client's responsibility to notify their Account Representative if a Teaching Certification will be required for this position.

Please note: Sales tax will be added to professional fees if required by state law and client is not a tax-exempt entity.
If Consultant should be required to travel to other locations at the specific request of the Client, the Client will be responsible for all expenses incurred.
Option of virtual services will be offered by Soliant in lieu of onsite services.
All precautions will be taken by the Client to create a safe and healthy environment.
Should Client desire to convert the Consultant named above from contracted personnel to a direct employee, Client shall reach out to their Company representative for detailed information.

Account Representative Contact Information: Sean Vere
sean.ver@soliant.com
770.325.0310

By: 164683 - Aberdeen School District

Print Name: _____

Title: _____

Date: _____

*Terms and conditions outlined in this Client Assignment Confirmation will be considered agreed upon by all parties unless Soliant is notified of changes by Client within forty-eight (48) hours of client's receipt of this Client Assignment Confirmation.



CLIENT ASSIGNMENT CONFIRMATION

This Client Assignment Confirmation is entered into on the date first signed below and supplements the Client Services Agreement between Soliant Health, LLC ("Soliant" or "the Company") and the Client named below. The Soliant Consultant has been placed with Client and Client will pay Soliant for hours worked by Consultant according to the terms outlined in this confirmation.

ASSIGNMENT DETAILS

CLIENT NAME: Aberdeen School District PID: -
Consultant: Audrey Baylous Position: SLPA
Assignment Start Date: 08/28/2024 Assignment End Date: 06/12/2025
Bill Rate per hour: \$74.00 Overtime Bill Rate per hour: \$111.00
Minimum Hours: 37.5 per week
Miscellaneous: Start and end date are tentative and subject to change

It is the Client's responsibility to notify their Account Representative if a Teaching Certification will be required for this position.

Please note: Sales tax will be added to professional fees if required by state law and client is not a tax-exempt entity.
If Consultant should be required to travel to other locations at the specific request of the Client, the Client will be responsible for all expenses incurred.
Option of virtual services will be offered by Soliant in lieu of onsite services.
All precautions will be taken by the Client to create a safe and healthy environment.
Should Client desire to convert the Consultant named above from contracted personnel to a direct employee, Client shall reach out to their Company representative for detailed information.

Account Representative Contact Information: Sean Vere
sean.ver@soliant.com
770.325.0310

By: 164683 - Aberdeen School District

Print Name: _____

Title: _____

Date: _____

*Terms and conditions outlined in this Client Assignment Confirmation will be considered agreed upon by all parties unless Soliant is notified of changes by Client within forty-eight (48) hours of client's receipt of this Client Assignment Confirmation.

REHABILITATION SERVICES AGREEMENT

THIS AGREEMENT, made this 1st day of September, 2024 by and between the following:

Service Provider: Harbor Regional Health
915 Anderson Drive
Aberdeen, WA 98520
(hereinafter referred to as Hospital)

Recipient: Aberdeen School District #5
216 North G Street
Aberdeen, WA 98520
(hereinafter referred to as SD)

SD is required to provide certain special services for handicapped and disabled children residing within the district. These services include physical therapy performed by duly licensed practitioners. SD has determined that Hospital desires to expand the services it is providing in the community.

Hospital agrees to provide staff to provide necessary physical therapy, staff inservices, data for Individualized Education Plans, and assist in providing information for reports required of SD on an as-needed basis.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

1. SERVICES

Hospital shall provide staff to perform necessary evaluation and testing of children of SD, including those whom the SD contracts to provide services and those not yet enrolled but residing within the district and qualifying for services, for physical therapy and occupational therapy; actual therapy as required based on such information and SD's determination of appropriate action (the Individual Education Plan); staff training and inservices as required by SD to properly function and comply with applicable governmental regulation, and such assistance as is necessary to allow SD to file reports and statistical summaries for reimbursement and compliance audit. Hospital reserves the right of first refusal pending availability of hospital staffing to provide requested services.

2. TERM

This Agreement shall commence upon the execution hereof and continue throughout September 1, 2024– August 31, 2025 and renew in writing only for subsequent years. Either party may cancel this agreement at any time with thirty day written notice.

3. COMPENSATION

SD shall pay Hospital a fee of \$87.00 (eighty-seven dollars and no cents) per hour portal to portal for requested physical therapy services provided by the physical therapist or occupational therapist. SD shall pay Hospital a fee of \$77.00 (seventy-seven dollars and no cents) per hour portal to portal for services provided by the physical therapist assistant. Mileage will be paid at the current federal rate (IRS has set this rate at 56 cents per mile for 2021). These charges shall apply to actual therapy services, record keeping, inservices, and any other actions related to services for SD incident to this Agreement without adjustment or reduction.

REHABILITATION SERVICES AGREEMENT

Grays Harbor Community Hospital/Aberdeen School District #5, Aberdeen, WA

SD shall pay for services rendered by the 20th day of the month following the month in which services were rendered. Hospital shall prepare monthly itemized billing statements for services performed and deliver them to SD no later than the 25th day of the month. SD shall cooperate as Hospital may request to provide information for Hospital's regulators, auditors and other monitoring agencies.

4. CONTROL

The relationship created hereby between SD and Hospital is that of an independent contractor, and not that of employer-employee, principal agent, partnership or any other arrangement. Hospital at all times remains the employer of physical therapists providing services contracted for by SD. Hospital controls the means and methods by which this contract is performed. SD specifies the desired results and impacts on scheduling by control of student or qualified children availability, but such does not change the nature of this independent contractor arrangement.

5. INDEMNIFICATION

SD will hold Hospital harmless from any loss, claim, demand, judgment, suit or other proceeding relating to services provided to children (students or otherwise) at the instruction and request of SD. SD shall hold Hospital harmless from all loss, claim, demand, judgment, suit or other proceeding based on or caused by any act or omission of any SD employee. Hospital shall hold SD harmless from any loss, claim, demand, judgment, suit or other proceeding relating to therapy services provided by Hospital employees. Hospital shall hold SD harmless from any loss, claim, demand, judgment, suit or other proceeding based on or caused by any act or omission of any Hospital employee.

6. RECORDS

All records made incident to services provided by Hospital's therapists shall be in their care, custody and control. Any records of Hospital relating to services provided pursuant to this Agreement shall be released only upon SD's written authorization. SD shall not release any information in its possession relating to any child's medical condition made by therapists' incident to providing services hereunder without Hospital's written authorization.

7. INSURANCE

The cost of professional and general liability insurance for Hospital's staff shall be borne by Hospital, who will, upon request, furnish proof of such coverage to SD. Hospital's current policy limits are \$1,000,000/\$3,000,000, and future coverage may not be less than this amount. SD agrees to maintain public liability insurance on all common areas and agrees to indemnify Hospital from all claims arising out of the use of public and common areas by patients of Hospital. SD will, upon request, furnish proof of this insurance to Hospital.

8. MISCELLANEOUS

The following provisions are applicable to this Agreement:

- (a) Amendment: This Agreement shall be amended only by a writing executed by both parties.
- (b) Incorporation: This Agreement incorporates all prior negotiations and understandings. There are no other understandings or agreements except as set forth herein.
- (c) Severability: If any term hereof is found to be illegal or unenforceable, such invalidity shall not affect the validity of remaining provisions, which shall be construed in such a manner as to give effect to the intent of the parties herein.

REHABILITATION SERVICES AGREEMENT

Grays Harbor Community Hospital/Aberdeen School District #5, Aberdeen, WA

- (d) During the term of this Agreement and for one (1) year after its termination, neither SD, any subsidiaries, related parties, or rehabilitation services companies contracted by SD will attempt to induce any employee or contractor of Hospital to terminate his/her relationship with Hospital unless agreed to by Hospital and, during the term of this Agreement and for one (1) year after termination, SD, any subsidiaries, related parties, or rehabilitation services companies contracted by SD will not knowingly employ or contract with any individual or entity for any type of rehabilitation services including but not limited to patient care and management/administrative functions, who was employed or under contract with Hospital during the existing term of this Agreement or the last term if this Agreement is not then in effect unless agreed to by Hospital. All former SD employed staff who become employees of Hospital are exempt from this provision of this section.

EXECUTED IN DUPLICATE ORIGINALS, each signed copy having the full force and effect of an original this _____ day of _____, 2024.

Grays Harbor Community Hospital

Aberdeen School District #5

 Tom Jensen
 Administrator
Grays Harbor Community Hospital

 Elyssa Louderback
 Executive Director of Business & Operations
Aberdeen School District #5

Date

Date

XC: RehabVisions
11623 Arbor Street
Omaha, NE 68144



SPEECH-LANGUAGE PATHOLOGIST SERVICE CONTRACT

This is a Speech Therapy Contracting Agreement (“Agreement”) made and entered into as of July 16th, 2024 (“Execution Date”) between the Aberdeen School District (“School District”) and Northwest Speech, LLC (“Provider”) an Oregon limited liability company.

In consideration of the mutual covenants and obligations of this Agreement and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. **TERM.** The term of this Agreement shall commence on or around the beginning of the 2024/2025 school year and shall terminate on the last day of the 2024/2025 school year (“Term”). The term of this Agreement may also include any Extended School Year services provided at the request of the School. This contract will continue unless one or both of the parties involved gives 30 days written notice of termination.
2. **AGREEMENT TERMS.** All services rendered by the Provider shall be rendered in a competent, efficient, and satisfactory manner and in strict accordance with currently approved methods and practices of the Provider’s profession. The parties agree that the Provider shall be an independent contractor and not the School’s employee.
3. **PROVIDER’S QUALIFICATIONS.** All services provided by the Provider shall be performed by a state licensed Speech-Language Pathologist (“SLP”) holding a current Education Staff Associate Certificate and Certificate of Clinical Competence (“CCC”) with ASHA Certification and a Master’s degree. All SLPs shall provide the School District with any required qualification documentation upon request of the School.
4. **SERVICES OF PROVIDER.** Services shall include Speech-Language Pathology furnished in accordance with the plan of treatment/IEP. SLPs shall utilize best efforts to:
 - a. Provide appropriate speech therapy services on a regular basis according to IEP specifications using the telepractice service model, for a caseload not to exceed 55 students.
 - b. Provide appropriate documentation required by the School District.
 - c. Develop and follow the IEP for the student’s communication deficits or work with appropriate School staff to adjust IEP to meet the student’s needs.
 - d. Evaluate communication skills of students when needed.
 - e. Communicate regularly with appropriate staff via email or phone.
 - f. Participate in student’s IEP meetings and appropriate conferences via computer or

phone.

g. Re-schedule any missed sessions caused by the SLP. Missed sessions caused by the student/school may be re-scheduled if possible and will be billed at the regular rate. h. Complete all documentation requested by the School for which the School is attempting to seek MA payment. The Provider does not directly bill MA, does not provide expert advice in MA billing, and does not determine which students, schools, or services may qualify for MA funding. It is the School's responsibility to determine what speech therapy services provided by the Provider are eligible to bill for MA funding.

5. INSURANCE. Provider shall maintain professional liability insurance coverage of at least \$1,000,000 per occurrence. A copy of the certificate of insurance evidencing such coverage is available upon request.

6. CONFIDENTIALITY. Provider shall keep all student information confidential, only discussing information with parents, teachers, or other involved professionals on a need-to know basis. Any information and methods of service provided by the Provider to the School District shall be kept confidential by the School District and may not, without prior written consent of the Provider, be disclosed in any manner for any other purpose than performing its requirements under this Agreement.

7. TECHNOLOGY. SLPs shall provide and maintain their own technology to use the online speech therapy meeting room for the scheduled sessions. In the event that the SLP's technology is temporarily not functional, the SLP will contact the School District and the School District will not be charged for the scheduled sessions. All attempts will be made to re-schedule those missed sessions. The School District shall be responsible to provide and maintain its own technology in order to adequately use the online speech therapy meeting room. This includes a Microsoft Windows or Mac based computer with an adequately sized monitor, webcam, and reliable high-speed internet with adequate bandwidth for telepractice. Any missed sessions (without 24-hour notice) due to the school's non-functional technology will be billed at the regular rate. Reasonable efforts will be made to re-schedule those missed sessions and will be billed at the regular rate.

9. OTHER ACCOMMODATIONS. The School shall provide at its own expense, a "telepractice assistant" (usually a paraprofessional) to maintain the continuity of the telepractice services under the SLP's supervision and direction. The School shall also provide a quiet room that is adequate for telepractice speech therapy services.

10. COMPENSATION. Provider shall be compensated by School District for speech therapy services rendered at the request of the district at the rate of \$90.00 per hour. Speech therapy services include but are not limited to evaluation, direct time, indirect time, make-up sessions, preparation time, documentation time, meeting time, and therapy-related communication. All scheduled appointments require a minimum of 24-hour notice for cancellation in order to avoid being charged at the regular rate. Invoices submitted by the 5th of the month, paid after the 2nd Board meeting of the month.

11. MISCELLANEOUS PROVISIONS.

- a. Captions. The headings in this Agreement are for convenience of reference only and do not affect the interpretation of this Agreement.
- b. Modification. This Agreement may not be altered, modified or amended except by an instrument in writing signed by each of the parties hereto.
- c. Governing Law. The laws of the State of Washington shall govern the validity, construction and performance of this Agreement, to the extent not pre-empted by federal law.
- d. Notices. All notices and other communications required or permitted under this Agreement shall be in writing, and provided to the other party either in person, by fax, or by certified mail.
- e. Attorney's Fees. In the event of any litigation by any party to enforce or defend its rights under this Agreement, the prevailing party, in addition to all other relief, shall be entitled to reasonable attorney's fees.

IN WITNESS WHEREOF, we the undersigned, duly authorized representatives of the parties to this Agreement herein above expressed, have entered into this Agreement and have read the terms herein.

Accepted by:

_____ on 07/16/24
Aberdeen School District Representative
Lynn Green, Co-Interim Superintendent


_____ on 07/16/24

Northwest Speech, LLC
Olivia Martin, M.S. CCC-SLP
olivia.martin@northwestspeech.com
503-217-4183



CONTRACTED EMPLOYEE

This is made part of the Account Services Contract entered by and between Aberdeen School District and the Account identified below.

PROVIDER PLACEMENT DETAILS:

Provider Name: Northwest Speech, LLC **Term:** August 1, 2024 – June 31, 2025

Services Provided: Speech-Language Pathology **Hours:** not to exceed 1448 hours

RATE & PAYMENT DETAILS:

Contracted Employee: Olivia Martin **Position:** Speech-Language Pathologist- Virtual
(Example: OT, PT, PTA, SLP, Psychologist)

Bill Rate: \$90/hour

Payment: Invoices submitted by the 5th of the month, paid after the 2nd Board meeting of the month

ADDITIONAL INFORMATION:

Comments:

VENDOR: Northwest Speech, LLC

ABERDEEN SCHOOL DISTRICT

By: 

By: _____
Superintendent or Designee

Date: 07/16/24

Date: _____

Qty	Description	Manufacturer	Model #	Color or Detail	Condition	Administrator	Building	Date added to list
1	JUMP SHOT MEDIA CARD READER #2	LEXOR	N/A		BROKEN	LYNN GREEN	AHS	6/13/2024
1	JUMP SHOT MEDIA CARD READER #3	LEXOR	N/A		BROKEN	LYNN GREEN	AHS	6/13/2024
1	COMPACT FLASH CARD READER #1	COMPACTFLASH	ATE40225455		BROKEN	LYNN GREEN	AHS	6/13/2024
1	COMPACT FLASH CARD READER #5	COMPACTFLASH	ATE40225442		BROKEN	LYNN GREEN	AHS	6/13/2024
1	SET OLD BROKEN SPEAKERS	N/A	N/A		BROKEN	LYNN GREEN	AHS	6/13/2024
4	Boxes of weeded and deleted nonfiction books	N/A	N/A		Outdated/used/d	Nani	AJ West	6/13/2024
1	Interactive notebook (Math grade 4)	Carson-Dellosa	NA		oudated	J Stotler	Stevens	6/13/2024
3	LifePrints ESL for Adults workbooks	New Readers Press	NA		oudated	J Stotler	Stevens	6/13/2024
1	LifePrints ESL for Adults teachr edition	New Readers Press	NA		oudated	J Stotler	Stevens	6/13/2024
1	Matemáticas diarias Grades 4-6	McGraw Hill	NA		oudated	J Stotler	Stevens	6/13/2024
1	Esoanol tercer grado actividades		NA		oudated	J Stotler	Stevens	6/13/2024
2	Matemáticas tercer grado		NA		oudated	J Stotler	Stevens	6/13/2024
1	Side by Side Teachers Guide 3rd edition	Pearson Education	NA		oudated	J Stotler	Stevens	6/13/2024
1	Side by Side Teachers Guide activity wkbk	Pearson Education	NA		oudated	J Stotler	Stevens	6/13/2024
1	Side by side 3rd edition Book 1	Pearson Education	NA		oudated	J Stotler	Stevens	6/13/2024
1	Side by Side 3rd edition activity workbook #2	Pearson Education	NA		oudated	J Stotler	Stevens	6/13/2024
1	Side by Side 3rd Edition book 2	Pearson Education	NA		oudated	J Stotler	Stevens	6/13/2024
1	Side by Side 3rd editions Teacher's Guide #3	Pearson Education	NA		oudated	J Stotler	Stevens	6/13/2024
1	Side by Side 3rd edition Activitiy workbook #3	Pearson Education	NA		oudated	J Stotler	Stevens	6/13/2024
1	Side by Side 3rd edition book 3	Pearson Education	NA		oudated	J Stotler	Stevens	6/13/2024
6	What is recycling	McGraw Hill	Education group books	books in English/Spanish	outdated	J Stotler	Stevens	6/13/2024
6	Que es el reciclaje	McGraw Hill	Education group books	books in English/Spanish	outdated	J Stotler	Stevens	6/13/2024
6	Class project	McGraw Hill	Education group books	books in English/Spanish	outdated	J Stotler	Stevens	6/13/2024
5	Proyecto de clase	McGraw Hill	Education group books	books in English/Spanish	outdated	J Stotler	Stevens	6/13/2024
6	Oceans: Into the Deep	McGraw Hill	Education group books	books in English/Spanish	outdated	J Stotler	Stevens	6/13/2024
6	Oceanos: Hacia Las Profundidades	McGraw Hill	Education group books	books in English/Spanish	outdated	J Stotler	Stevens	6/13/2024
6	Life in the US	McGraw Hill	Education group books	books in English/Spanish	outdated	J Stotler	Stevens	6/13/2024
6	La Vide en Estados Unidos	McGraw Hill	Education group books	books in English/Spanish	outdated	J Stotler	Stevens	6/13/2024
6	A Force to Rechon With	McGraw Hill	Education group books	books in English/Spanish	outdated	J Stotler	Stevens	6/13/2024
6	Una Fuerza Para Tener En Cuenta	McGraw Hill	Education group books	books in English/Spanish	outdated	J Stotler	Stevens	6/13/2024
6	Rivers and Mountains of the US	McGraw Hill	Education group books	books in English/Spanish	outdated	J Stotler	Stevens	6/13/2024
6	Rios y Montanas De Estados Unidos	McGraw Hill	Education group books	books in English/Spanish	outdated	J Stotler	Stevens	6/13/2024
5	Expanding the US	McGraw Hill	Education group books	books in English/Spanish	outdated	J Stotler	Stevens	6/13/2024
6	Expansion de Estados Unidos	McGraw Hill	Education group books	books in English/Spanish	outdated	J Stotler	Stevens	6/13/2024
6	Trapped in Tar	McGraw Hill	Education group books	books in English/Spanish	outdated	J Stotler	Stevens	6/13/2024
6	Atrapados en Brea	McGraw Hill	Education group books	books in English/Spanish	outdated	J Stotler	Stevens	6/13/2024
6	Riding the Mail Trail	McGraw Hill	Education group books	books in English/Spanish	outdated	J Stotler	Stevens	6/13/2024
6	Sigue la rua del correo	McGraw Hill	Education group books	books in English/Spanish	outdated	J Stotler	Stevens	6/13/2024
6	Ancient Giants of the Forest	McGraw Hill	Education group books	books in English/Spanish	outdated	J Stotler	Stevens	6/13/2024
6	Gigantes Antiguos Del Bosque	McGraw Hill	Education group books	books in English/Spanish	outdated	J Stotler	Stevens	6/13/2024
6	Growing Goods in a Growing Country	McGraw Hill	Education group books	books in English/Spanish	outdated	J Stotler	Stevens	6/13/2024
6	Produccion de bienes en un pais que cvece	McGraw Hill	Education group books	books in English/Spanish	outdated	J Stotler	Stevens	6/13/2024
6	Strange but True	McGraw Hill	Education group books	books in English/Spanish	outdated	J Stotler	Stevens	6/13/2024
6	Aunque parazca Extrano	McGraw Hill	Education group books	books in English/Spanish	outdated	J Stotler	Stevens	6/13/2024
6	Predicting the Power of Nature	McGraw Hill	Education group books	books in English/Spanish	outdated	J Stotler	Stevens	6/13/2024
6	Americans on the Move	McGraw Hill	Education group books	books in English/Spanish	outdated	J Stotler	Stevens	6/13/2024
5	Estadounidenses en Constante Movimiento	McGraw Hill	Education group books	books in English/Spanish	outdated	J Stotler	Stevens	6/13/2024
6	The Olympic Games	McGraw Hill	Education group books	books in English/Spanish	outdated	J Stotler	Stevens	6/13/2024
6	Los Juegos Olumpicos	McGraw Hill	Education group books	books in English/Spanish	outdated	J Stotler	Stevens	6/13/2024

Qty	Description	Manufacturer	Model #	Color or Detail	Condition	Administrator	Building	Date added to list
6	Solving the Pyramid Puzzle	McGraw Hill	Education group books	books in English/Spanish	outdated	J Stotler	Stevens	6/13/2024
6	REsuelve El Acertijo De La Piramide	McGraw Hill	Education group books	books in English/Spanish	outdated	J Stotler	Stevens	6/13/2024
1	Blizzards Science Vocabulary Reader	Scholastic			outdated	J Stotler	Stevens	6/13/2024
7	etrek navigator & B Accessories	etrek	190-00234-00		used/old	J Stotler	Stevens	6/13/2024
±	audio Student's book (social studies)	Houghton Mifflin	M10409		new	J Stotler	Stevens	6/13/2024
±	test generator	Houghton Mifflin	M10423		new	J Stotler	Stevens	6/13/2024
±	lesson planner	Houghton Mifflin	M01370		new	J Stotler	Stevens	6/13/2024
1	Multisyllabic word Rewards	Sopris West	13:978-1-59318-522-7	book	used/old	J Stotler	Stevens	6/13/2024
1	Fast Track	Chris Biffle	9781721725861	book	used/old	J Stotler	Stevens	6/13/2024
1	The Book Whisperer	Donalyn Miller	978-0-470-37227-2	book	used/old	J Stotler	Stevens	6/13/2024
1	Snapshots	The Guilford Press	0-325-00272-X	book	used/old	J Stotler	Stevens	6/13/2024
1	Reading Essentials	Heinemann	978-0-325-00492-1	book	used/old	J Stotler	Stevens	6/13/2024
1	Notice and Note	Heinemann	978-0-325-04693-8	book	used/old	J Stotler	Stevens	6/13/2024
1	Locating & Correcting Reading Difficulties	Merrill Education	013-030700-9	book	used/old	J Stotler	Stevens	6/13/2024
90	Math/Science/Social Studies Levelled Readers	McGraw Hill		book set	used/old	J Stotler	Stevens	6/13/2024
6	headphones			black	broken	J Stotler	Stevens	6/13/2024
8	magnifying glasses			science tool	used/old	J Stotler	Stevens	6/13/2024
6	magnifying cup set	Discount School Supply		science tool	used/old	J Stotler	Stevens	6/13/2024
1	cord	Victsing		dongle	used/old	J Stotler	Stevens	6/13/2024
5	chromebook covers			blue sleeve	new	J Stotler	Stevens	6/13/2024
1	Classroom Instruction that Works	ASCD	978-0-87120-504-9	book	used/old	J Stotler	Stevens	6/13/2024
1	How to Teach So Students Remember	ASCD	978-1-4166-0152-4	book	used/old	J Stotler	Stevens	6/13/2024
1	1st/2nd grade developing writer	DMA		book	used/outdated	J Stotler	Stevens	6/13/2024
1	AVID Elementary Foundations	Avid press	EFTIS5	book	used/outdated	J Stotler	Stevens	6/13/2024
1	CORE Literacy Assessing Reading Multiple Measures	CORE	978-1-57128-4	book	used	J Stotler	Stevens	6/13/2024
1	Xerox color printer	Xerox	Phaser 6130	white printer	used	J Stotler	Stevens	6/14/2024
±	Kinder Social Studies big book	Houghton Mifflin		spiral book	used/outdated	J Stotler	Stevens	6/17/2024
±	Kindergarten SS kit	Houghton Mifflin	floor maps	clear bag w/ yellow handles	used/outdated	J Stotler	Stevens	6/17/2024
±	Kinder Social Studies teacher edition	houghton Mifflin	Holiday books		used/outdated	J Stotler	Stevens	6/17/2024
6	Unit Big Books 1st grade	houghton Mifflin	Big Books		used/outdated	J Stotler	Stevens	6/17/2024
1	Small Wooden Table	unknown		light brown	broken	D Carroll	Hopkins	6/17/2024
2	2 Drawer file cabinets			light brown, cream	used	D Carroll	Hopkins	6/17/2024
1	Big Green Desk			Light Green	Used	D Carroll	Hopkins	6/17/2024
3	Office Chairs			black, gray, wood/light blue	used	D Carroll	Hopkins	6/17/2024
1	Wooden Desk			Light Wood	Used	D Carroll	Hopkins	6/17/2024
1	Wooden TV Tray			Light Wood	Used	D Carroll	Hopkins	6/17/2024
1	Box of Masks				New	D Carroll	Hopkins	6/17/2024
1	Wooden Student Desk			Light Wood	Used	D Carroll	Hopkins	6/17/2024
1	Dark Wood Desk			Dark Wood	Used	D Carroll	Hopkins	6/17/2024
25	boxes of surplus library books	various			used/outdated	Erwin-Svoboda	Central Park	6/24/2024
1	The World of Coins and Coin Collecting by David L.Ganz-Condition: Great				Great	Roiko	AHS	6/24/2024
1	Slipcasting by Sasha Wardell-Condition: Great				Great	Roiko	AHS	6/24/2024
1	Building Big by David Macauley-Condition: Great				Great	Roiko	AHS	6/24/2024
1	Building Big by David Macauley-Condition: Great				Great	Roiko	AHS	6/24/2024
1	Building Big by David Macauley-Condition: Great				Great	Roiko	AHS	6/24/2024
1	Building Big by David Macauley-Condition: Great				Great	Roiko	AHS	6/24/2024
1	Biology: The Dynamics of Life by Glencoe-Condition: Ok				ok	Roiko	AHS	6/24/2024
1	Prentice Hall Mathematics: Teachers Edition Algebra 2-Condition: Ok				ok	Roiko	AHS	6/24/2024
1	Prentice Hall Mathematics: Teachers Edition Geometry-Condition: Ok				ok	Roiko	AHS	6/24/2024

Qty	Description	Manufacturer	Model #	Color or Detail	Condition	Administrator	Building	Date added to list
1	Teachers Editions Algebra 2 Vol. 1 & 2-Condition: Good				good	Roiko	AHS	6/24/2024
1	Algebra 1: Common Core-Condition: Good				good	Roiko	AHS	6/24/2024
1	Algebra 2: Common Core-Condition: Good				good	Roiko	AHS	6/24/2024
1	GED Prep Plus 2022-2023-Condition: Bad				Bad	Roiko	AHS	6/24/2024
1	GED Prep Plus 2022-2023-Condition: Bad				Bad	Roiko	AHS	6/24/2024
1	GED Prep Plus 2022-2023-Condition: Bad				Bad	Roiko	AHS	6/24/2024
1	GED Prep Plus 2022-2023-Condition: Bad				Bad	Roiko	AHS	6/24/2024
1	GED Prep Plus 2022-2023-Condition: Bad				Bad	Roiko	AHS	6/24/2024
1	GED Prep Plus 2022-2023-Condition: Bad				Bad	Roiko	AHS	6/24/2024
1	GED Prep Plus 2022-2023-Condition: Bad				Bad	Roiko	AHS	6/24/2024
1	GED Prep Plus 2022-2023-Condition: Bad				Bad	Roiko	AHS	6/24/2024
1	Treasure Island by Robert Louis Stevenson-Condition: Bad				Bad	Roiko	AHS	6/24/2024
1	Of Mice and Men by John Steinbeck-Condition: Bad				Bad	Roiko	AHS	6/24/2024
1	Teachers Edition Algebra 1: Common Core-Condition: Great				bad	Roiko	AHS	6/24/2024
1	World History by Holt-Condition: Ok				great	Roiko	AHS	6/24/2024
	Edmark curriculum				ok	Roiko	AHS	6/24/2024
	Frog Curriculum				good	Roiko	AHS	6/24/2024
±	Glider Chair				Poor	Sandstrom	Stewart	6/24/2024
6	Boxes of old curriculum				used	Hubbard	Robert Gray	6/25/2024
±	4th Grade Snappet Math Manipulatives				used	Hubbard	Robert Gray	6/25/24
8	Boxes of books				used	Hubbard	Robert Gray	6/25/24
1	Printer	HP	Office Jet Pro	Black	used	Hubbard	Robert Gray	6/25/2024
1	Book Cart			Brown	used	Hubbard	Robert Gray	6/25/2024
3	Adult chairs on wheels			Black	Broken/Bad	Villarreal	West	6/25/2024
1	Student Chair			Maroon	Broken/Bad	Villarreal	West	6/25/2024
1	White board easel			White/silver	Broken/Bad	Villarreal	West	6/25/2024
8	Honeywell Air Purifiers			Black	good	Villarreal	West	6/25/2024
1	Chalkboard sandwich board			Maroon/black	used	Villarreal	West	6/25/2024
±	Multiple math manipulatives			Mint-green	used/old	Villarreal	West	6/26/2024
1	Circle Time Center	Lakeshore			used	Villarreal	West	6/26/2024
1	Metal rolling cart			Tan	used/old	Villarreal	West	6/26/2024
1	Wooden book shelf			Black	Used/old	Villarreal	West	6/26/2024
2	Student Chairs			Maroon	Used/Broken	Villarreal	West	6/26/2024
29	Student calculators with plastic carrying boxes	Texas Instruments	TI-15	Blue	Used	Villarreal	West	6/27/2024
9	Student calculators with plastic carrying boxes	Texas Instruments	TI-108	Blue	Used	Villarreal	West	6/27/2024
1	Rolling ball chair			Brown	Used	GHagen	Stewart warehouse	6/28/2024
1	Small Desktop Shelf			White	Used	Kwolfe	Stewart warehouse	6/28/2024
3	FLASH Elementary binders	King County	2022 Revision		Used	GHagen	Stewart warehouse	7/1/2024

ADMINISTRATION

HIRE: We recommend the Board approve the following administrator hire:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Tosha Love	Stevens Elementary	Principal – CYO	07/01/24
Matthew Mahon	Stewart Building	Technology Systems Manager	07/01/24

CERTIFICATED

HIRES: We recommend the Board approve the following certificated hires:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Leigh (Alison) Cline	Harbor Learning Center	SpEd Teacher	08/28/24
Monica Kaufman	Miller Jr. High	SpEd Teacher	08/28/24
Michele Crane	Central Park Elementary	SpEd Teacher	08/28/24
Hannah Quinn	Central Park Elementary	Counselor .4 FTE	08/28/24

CHANGE OF ASSIGNMENTS: We recommend the Board approve the following certificated change of assignments:

<u>Name</u>	<u>Position:</u>	<u>Location To:</u>	<u>Location From:</u>	<u>Effective Date</u>
Sam Schneider	Teacher	Robert Gray	Stevens Elementary	08/28/24
Elizabeth Simms	Teacher	Robert Gray	McDermoth & Robert Gray	08/28/24

CLASSIFIED

HIRES: We recommend the Board approve the following classified hires:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Mary Jean Mezzulo	McDermoth Elementary	Paraeducator	08/28/24
Bryce Englund	Stevens Elementary	Paraeducator	08/28/24
Christian Barragan-Lopez	Maintenance	Summer Student Helper	07/08/24
Samuel Dorsch	Maintenance	Summer Student Helper	07/08/24

CHANGE OF ASSIGNMENT: We recommend the Board approve the following classified change of assignment:

<u>Name</u>	<u>Position:</u>	<u>Position To:</u>	<u>Position From:</u>	<u>Effective Date</u>
Esmeralda Flores	Robert Gray	Cook	Satellite Cook	08/28/24

RETIREMENT: We recommend the Board approve the following classified retirement:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
James Messer	AJ West Elementary	Custodian	06/14/24

SUMMER SCHOOL RESIGNATION: We recommend the Board approve the following classified summer school resignation:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Amber Mullins	Aberdeen High School	Paraeducator	06/24/24

EXTRA-CURRICULAR HIRE: We recommend the Board approve the following extra-curricular hire:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Brandon Ainsworth	Aberdeen High School	Head Boys' Golf Coach	08/26/24



To: Aberdeen School District Board Members
 From: Lynn Green & Traci Sandstrom Superintendent
 Re: **Request for Assignment Exception**
WAC 181-82-110
 Date: June 30, 2024

Assignment Exception Requested:

Assign Jeremy Rayne to Science Teacher at Harbor Learning Center School.

Jeremy has a Washington State Teaching Certificate with a Mathematics and Middle Level Mathematics. He has a Bachelor of Science in Mathematics from San Diego State University.

Plan of Assistance:

1. Lisa Griebel principal of Harbor Learning Center, will act as a mentor and provide the following support:
 - a. Monitoring of lesson plans and curriculum to ensure alignment with required district and state standards
 - b. Classroom observations and feedback.
 - c. Provide opportunities for collegial discussions and participation with other staff.
 - d. Ensure collaboration opportunities with other staff throughout the district.
 - e. Provide other support as needed.

I, Jeremy Rayne, agree to the proposed plan of assistance:

We, Lynn Green & Traci Sandstrom give our assurance that the assignment of Jeremy Rayne was made in compliance with WAC 181-82-110.

Lynn Green 7/9/2024

Traci Sandstrom 7/9/2024

 Jeremy Rayne Date
 Certificate #577257R

 Lynn Green & Traci Sandstrom Date
 Superintendent(s)

Approved by the Aberdeen School District Board of Directors:

 Jennifer Durney Date
 Board President



To: Aberdeen School District Board Members
 From: Lynn Green & Traci Sandstrom Superintendent
 Re: **Request for Assignment Exception**
WAC 181-82-110
 Date: June 30, 2024

Assignment Exception Requested:

Assign Nancy Vazquez Fuentes to EL Teacher at Miller Jr. High School. From September 2023 through April 9, 2024.

Nancy has a Washington State Teaching Certificate with an Elementary Education. She has a Bachelor of Arts in Elementary Education from Grays Harbor College.

Plan of Assistance:

1. John Meers principal of Miller Jr. High School, will act as a mentor and provide the following support:
 - a. Monitoring of lesson plans and curriculum to ensure alignment with required district and state standards
 - b. Classroom observations and feedback.
 - c. Provide opportunities for collegial discussions and participation with other staff.
 - d. Ensure collaboration opportunities with other staff throughout the district.
 - e. Provide other support as needed.

I, Nancy Vazquez Fuentes, agree to the proposed plan of assistance:

We, Lynn Green & Traci Sandstrom give our assurance that the assignment of Nancy Vazquez-Fuentes was made in compliance with WAC 181-82-110:

Lynn Green 7/9/2024

Traci Sandstrom 7/9/2024

Nancy Vazquez Fuentes 2024

 Nancy Vazquez Fuentes Date
 Certificate #564635A

 Lynn Green & Traci Sandstrom Date
 Superintendent(s)

Approved by the Aberdeen School District Board of Directors:

 Jennifer Durney Date
 Board President

ABERDEEN CENTRAL OFFICE ADMINISTRATORS
JULY 1, 2024 - JUNE 30, 2025

	Years	0-1	2-4	5-7
POSITION	1.00	2.00	3.00	
Executive Director of Business & Operations **	\$165,228	\$170,636	\$176,043	
Director - Teaching & Learning **	\$162,224	\$167,632	\$173,039	
Director - Special Education **	\$162,224	\$167,632	\$173,039	
Director - Career & Technical Services **	\$162,224	\$167,632	\$173,039	
Director - Human Resources **	\$162,224	\$167,632	\$173,039	
Program Administrator	\$162,224	\$167,632	\$173,039	
Manager - Maintenance & Custodial Services	\$120,166	\$125,573	\$130,981	
Manager - Technology Systems	\$120,166	\$125,573	\$130,981	
Manager - Risk & Benefits	\$105,145	\$110,553	\$115,960	
Executive Assistant to Supt/ Communications Mgr	\$105,145	\$110,553	\$115,960	
Manager - Food Service	\$99,137	\$104,544	\$109,952	
Athletic Director (MS/HS) **	\$125,573	\$130,981	\$136,388	

Full salary - 260 day calendar

** The Directors will have the equivalent of five (5) furlough days during the 2024-25 school year only. Which is not yet reflected in the salaries above.

Behavior Technician Supervisor 180 work days + 10 holidays	\$102,141	\$107,549	\$112,956
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Board Approval:
Effective: July 1, 2024

UNAFFILIATED SALARY SCHEDULE
 JULY 1, 2024 – JUNE 30, 2025

	<u>POSITION</u>	<u>0.00</u>	<u>1.00</u>	<u>2.00</u>	<u>3.00</u>	<u>4.00</u>
U-5	REGISTERED NURSE	\$39.56	\$41.54	\$43.62	\$45.80	\$48.09
U-4	FOREMAN STUDENT INFORMATION SYSTEMS TECHNOLOGY SYSTEM SUPPORT TECH 2 ADMIN. ASSISTANT – FISCAL ADMIN. ASSISTANT - HUMAN RESOURCES	\$34.25	\$35.97	\$37.77	\$39.65	\$41.64
U-3	LICENSED PRACTICAL NURSE PAYROLL SPECIALIST TECHNOLOGY SUPPORT TECH. 1	\$29.66	\$31.14	\$32.70	\$34.33	\$36.05
U-2	INDIAN EDUCATION COORDINATOR	\$25.68	\$26.96	\$28.31	\$29.73	\$31.21
U-1	HEALTH ASSISTANT	\$22.23	\$23.34	\$24.51	\$25.74	\$27.02

SCHOOL YEAR EMPLOYEE HOLIDAY/VACATION BENEFIT 7.7% (Nurses only)

Eligibility for salary schedule advancement is based upon verified years' of experience. Advancement from one step to another will occur only on July 1. Employees whose first day of work for the district occurred on or after Jan. 1 will have zero years of salary advancement on the following July.

Board Approval:

Effective: July 1, 2024