

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

Regular Meeting of the Board of Directors  
Community Room, Aberdeen High School  
June 18, 2024, 6 p.m.

**AGENDA**

5:00 p.m. Work Study

6:00 p.m. Call to Order

Flag Salute

**Consent Agenda**

1. Minutes
2. Accounts Payable
3. Overnight / Out-of-State Trip Requests

Comments from Board Members

Comments from Student Representatives

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](mailto:schoolboard@asd5.org).

Presentations

Old Business

Superintendents' Report

1. Last Day of School
2. Superintendents' Office
3. Budget Planning Update
4. Portrait of a Graduate
5. Board Retreat Schedule

Financial Services

1. [Fiscal Status Report](#)
2. [Tennis Court Slope Repair](#)

Board Meeting Agenda  
April 16, 2024

3. RFQ Construction Management

New Business

1. Stepping Stones SLP
2. CDHY Agreement
3. Ampersand Therapy Contract
  - a. Ampersand Addendum SLPA
4. Devereux Advanced Behavioral Health Agreement
5. Surplus
6. Surplus Bus
7. Next Meeting

Executive Session / Closed Session

Personnel Matters

1. Personnel Report
2. 2024-2025 Co-Superintendent Contracts
3. 2024-2025 Classified Staffing List
4. 2024-2025 Substitute Salary Schedule
5. 2024-2025 Central Office Salary Schedule
6. 2024-2025 Unaffiliated Classified Salary Schedule

ADJOURN

ABERDEEN SCHOOL DISTRICT NO. 5  
BOARD INFORMATION AND BACKGROUND

June 18, 2024, 5 p.m.

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

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

Flag Salute

Consent Agenda – [Enclosure 1](#)

1. Minutes – The minutes from the regular meeting on June 4 are enclosed for your review and approval.
2. Accounts Payable – The payroll and accounts payable for May are enclosed for your review and approval.
3. Overnight/Out-of-State Trip Requests – Five extra-curricular teams at Aberdeen High School are requesting permission to travel to summer camps:
  - a. Boys' Basketball is requesting permission to travel to Central Washington University on June 28 to July 1,
  - b. Boys' Wrestling is requesting permission to travel to Cusick, Wash., for wrestling camp on June 29 to July 3,
  - c. Girls' Basketball is requesting permission to travel to Gonzaga University in Spokane for a team camp on July 5-8,
  - d. The Football team is requesting permission to travel to Wenatchee for a football camp on July 14-17, and
  - e. The Cheerleaders are requesting permission to travel to Oregon State University in Corvallis, Ore., for U.C.A. Cheer Camp on Aug. 7-10.

Comments from the Board

Comments from Student Representatives

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](mailto: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. Last Day of School – Interim Co-Superintendents Lynn Green and Traci Sandstrom will report on the last day of school, which was June 13.
2. Superintendents' Office – Superintendents Lynn Green and Traci Sandstrom will provide an overview of their respective responsibilities as co-superintendents.
3. Budget Planning Update – An update on budget preparations for the 2024-2025 school year. A second workshop is planned for Tuesday, July 16. Final adoption is planned for Aug. 6.
4. 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.
5. 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 May. [Enclosure 2](#)
2. Tennis Court Slope Repair – Bids to repair the slide on F Street adjacent to the tennis courts were opened Thursday. It is recommended to award the contract to the low bidder, Quigg Bros. of Aberdeen. [Enclosure 3](#)
3. RFQ for Construction Management – The District advertised for firms to submit statements of qualifications to provide construction management services. After review, it is recommended to contract with the Construction Management Group, ESD 112. [Enclosure 4](#)

### New Business

1. Stepping Stones SLP – An addendum to the contract with the Stepping Stones Group to place Estafania Moreno in the District as a speech language pathologist (virtual) is presented for your review and approval. [Enclosure 5](#)
2. CDHY Agreement – An agreement to extend the contract with the Washington Center for Deaf and Hard of Hearing Youth through the 2024-2025 school year is presented for your review and approval. [Enclosure 6](#)
3. Ampersand Therapy – An agreement with Ampersand Therapy to place specialists in the district is presented for your review and approval. [Enclosure 7](#)
  - a. An addendum to the agreement with Ampersand Therapy to place Charlie Fagin in the District as a speech language pathologist assistant (.8 FTE) is presented for your review and approval. [Enclosure 8](#)

- a. An addendum to the agreement with Ampersand Therapy to place Charlie Fagin in the District as a speech language pathologist assistant (.8 FTE) is presented for your review and approval. [Enclosure 9](#)
4. Devereux Advanced Behavioral Health Agreement – Renewal of agreements with Devereux for ongoing student services in 2024-2025 are presented for your review and approval. [Enclosure 10](#)
5. Surplus – The Business Office is presenting a list of surplus materials and equipment for May and June for your review and approval. [Enclosure 11](#)
6. Surplus Bus – The Transportation Department is recommending that three buses be declared surplus as they are being replaced. [Enclosure 12](#)
7. Next Meeting – The next regular meeting of the Board is scheduled for 6 p.m. Tuesday, July 16, in the Community Room at Aberdeen High School. The meeting scheduled for Tuesday, July 2, is canceled.

#### 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 13](#)
2. 2024-2025 Co-Superintendent Contracts [Enclosure 14](#)
3. 2024-2025 Classified Staffing List [Enclosure 15](#)
4. 2024-2025 Substitute Salary Schedule [Enclosure 16](#)
5. 2024-2025 Central Office Salary Schedule [Enclosure 17](#)
6. 2024-2025 Unaffiliated Classified Salary Schedule [Enclosure 18](#)

ADJOURN

## ABERDEEN SCHOOL DISTRICT NO. 5

### Minutes of the Regular Meeting of the Board of Directors – June 4, 2024

President Jennifer Durney convened the regular meeting of the Aberdeen School District Board of Directors at 6:00 p.m. Tuesday, June 4, 2024, in the Community Room at Aberdeen High School. In attendance were Jessica Jurasin, Annica Mizin and Suzy Ritter, along with student representative Harnoor Jandu, Interim Superintendents Lynn Green and Traci Sandstrom, and 24 patrons and staff. Director Jeremy Wright was excused.

CALL TO ORDER

The meeting began with the flag salute.

President Jennifer Durney administered the oath of office for superintendent to interim Co-Superintendents Lynn Green and Traci Sandstrom

OATHS OF OFFICE

On a motion by Director Jessica Jurasin and seconded by Director Annica Mizin, the Board approved the consent agenda, which included the minutes from the regular meeting on May 14, 2024, and the special meeting on May 27, 2024.

CONSENT AGENDA

Director Jessica Jurasin reported a positive response to the Board's discussion about creating a Legislative Advocacy Committee and the Board discussed forming the committee over the summer.

COMMENTS FROM  
THE BOARD

Student Representative Harnoor Jandu shared information about end-of-year activities taking place at Aberdeen High School. She also noted that the yearbook has been distributed and was very well received.

COMMENTS FROM  
STUDENT  
REPRESENTATIVES

Rick Winters offered professional services as an interim superintendent.

COMMENTS FROM  
THE PUBLIC

Tiffany Montoure was recognized as the 2024 Teacher of the Year and Carrie Smith was recognized as the 2024 Classified Employee of the Year.

EMPLOYEES OF  
THE YEAR

Principal Nani Villarreal presented the annual report and school improvement plan for A.J. West Elementary School.

A.J. WEST ANNUAL  
REPORT

Following remarks by Superintendents Green and Sandstrom, the Board scheduled a budget workshop for 5 p.m. Tuesday, June 18, prior to the regular meeting, a second workshop on Tuesday, July 16, and final adoption of the 2024-2025 budget for the regular meeting on Tuesday, Aug. 6.

BUDGET  
PLANNING  
UPDATE

Superintendent Lynn Green discussed Board participation in graduation, which is scheduled for 6 p.m. Thursday, June 6, at the Harbor Learning Center and 7 p.m. Friday, June 7, at Stewart Field for Aberdeen High School.

GRADUATION  
UPDATE

Superintendent Traci 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. She noted the next meeting of the committee of community members, educators, students and other stakeholders is scheduled for 6 p.m. Tuesday, June 11, in the Commons at Aberdeen High School.

PORTRAIT OF A  
GRADUATE

The Board scheduled a retreat for 2024-2025 planning for 2 p.m. Tuesday, July 30.

BOARD RETREAT

Elyssa Louderback, interim executive director of business and operations, discussed the need for an extension to the 2023-2024 budget in the General Fund, currently estimated at \$750,000 and in Transportation Vehicle Fund in the amount of \$125,000 to cover the receipt of funds and resulting expenses of grants that weren't part of the original budget and to pay for a bus that arrived in the current fiscal year instead of in the fall as expected.

BUDGET  
EXTENSION

On a motion by Vice President Ritter and seconded by Director Jurasin, the Board adopted Resolution 2024-02 authorizing the use of co-superintendent Lynn Green's and Traci Sandstrom's facsimile signatures to be filed with the Grays Harbor County Auditor's Office.

RESOLUTION 2024-02  
SUPERINTENDENT  
SIGNATURE

On a motion by Director Jurasin and seconded by Director Mizin, the Board adopted Resolution 2024-03 authorizing co-superintendents Lynn Green and Traci Sandstrom to draw and sign warrants for the district, and authorizing the County Treasurer to pay such warrants.

RESOLUTION 2024-03  
WARRANT  
AUTHORITY

On a motion by Director Mizin and seconded by Vice President Ritter, the Board adopted Resolution 2024-04 authorizing co-superintendents Lynn Green and Traci Sandstrom to invest fund balances for the District.

RESOLUTION 2024-04  
INVESTING FUNDS

On a motion by Vice President Ritter and seconded by Director Jurasin, the Board adopted Resolution 2024-05 designating co-superintendents Lynn Green and Traci Sandstrom as auditing officers for the District.

RESOLUTION 2024-05  
AUDITING OFFICERS

On a motion by Director Jurasin and seconded by Vice President Ritter, the Board adopted Resolution 2024-06 authorizing co-superintendents Lynn Green and Traci Sandstrom to act on behalf of the District in releasing or accepting non-resident students.

RESOLUTION 2024-06  
CHOICE FORMS

On a motion by Director Mizin and seconded by Vice President Ritter, the Board adopted Resolution 2024-07 designating co-superintendents Lynn Green and Traci Sandstrom as District Agents for state and federal applications.

RESOLUTION 2024-07  
DISTRICT AGENT

On a motion by Vice President Ritter and seconded by Director Jurasin, the Board adopted Resolution 2024-08 governing authority for extracurricular events to the Washington Interscholastic Activities Association.

RESOLUTION 2024-08  
WIAA AUTHORITY

On a motion by Director Jurasin and seconded by Vice President Ritter, the Board approved a personal services contract with Lindsey Kargbo to continue as nursing director for Professional Medical Careers at the Twin Harbors Skills Center.

NURSING DIRECTOR  
CONTRACT

On a motion by Vice President Ritter and seconded by Director Jurasin, the Board approved a personal services contract with Denny Bickar to provide basic first-aid and CPR instruction for staff.

FIRST AID  
CONTRACT

President Durney announced that the next regular meeting is scheduled for 6 p.m. Tuesday, June 18, 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 6:51 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 7:11 p.m., the meeting was extended for 10 minutes. The meeting reconvened in regular session at XXX p.m.

EXECUTIVE  
SESSION

On a motion by Vice President Ritter and seconded by Director Mizin, the Board approved the Personnel Report.

PERSONNEL  
REPORT

Under certificated matters, the Board approved the hiring of Todd Bridge for health, Jason Dore for English Language Arts, Katie Foulds for math, Kacy Karnath for science, Rick Stallo for history and Natalie Tillery for pre-algebra for Session 1 of summer school at Aberdeen High School effective June 14; approved the hiring of Pam Caba for math, Stacy Swinhart for English Language Arts and Natalie Tillery for pre-algebra for Session 2 of summer school at Aberdeen High School effective July 8; approved the retirement of Mark Borgens from the Harbor Learning Center effective Aug. 31; accepted resignations from Kelly Katzer, a teacher at Miller Junior High School effective Aug. 15, Susan Ball, a teacher at Central Park Elementary School effective June 30, Jennifer Pasternak, a teacher at Robert Gray Elementary School effective Aug. 15, Monica Shay, a teacher at Robert Gray Elementary School effective June 13 and Jenny Sturgill, a counselor at Stevens Elementary School effective Aug. 15, and approved the hiring of Timothy Preston as a substitute for the district.

CERTIFICATED

Under classified matters, the Board approved the hiring of Amy Moyer as an MTSS assistant at the Harbor Learning Center effective May 28; approved the hiring of Kathryn Boyer as a Food Service worker/transporter and Esmeralda Flores as a Food Service worker for summer school for the District effective June 17, Angie Evans as a Food Service worker and driver and Leslie Lujan as a Food Service worker for summer school for the District and Aberdeen High School effective June 17, Jennifer Lytle as a cook at Aberdeen High School for summer school effective June 17, Michele Nipper as a para-educator at the Harbor Learning Center for summer school effective June 14 and Amy Rasler as the

CLASSIFIED



office coordinator at the Harbor Learning Center for summer school effective June 13; approved the retirement of Tanya Bowers-Anderson as a para-educator at A.J. West Elementary School effective Aug. 31; accepted resignations from Grace Carossino and Annie Dejka as MTSS assistants at Miller Junior High School effective June 13 and from Adriana Hyatt as a nurse for the District effective June 13; approved the hiring of Anne Eisele as the head coach for Girls' Swim at Aberdeen High School effective Aug. 26, and Zachary Carpenter, Kaj Martin, and Frank Matthews as .5 FTE assistant coaches for Football at Aberdeen High School effective Aug. 21; accepted resignations from Brian King as the assistant coach for boys' and girls' golf at Aberdeen High School effective May 27, Dan Sundstrom as the head coach for boys' and girls' golf at Aberdeen High School effective May 22 and from Kaj Martin as a .5 FTE assistant coach for football at Miller Junior High School effective May 23.

On a motion by Director Jurasin and seconded by Director Mizin, the Board approved addendums to the 2023-2024 contracts for Lynn Green and Traci Sandstrom to perform the duties of superintendent.

2023-2024  
SUPERINTENDENT  
CONTRACTS

On a motion by Vice President Ritter and seconded by Director Jurasin, the Board approved the 2024-2025 salary schedule for Public School Employees.

2024-2025 PSE  
SALARY SCHEDULE

On a motion by Director Mizin and seconded by Director Jurasin, the Board approved the Administrative Staffing List for 2024-2025.

2024-2025  
ADMINISTRATIVE  
STAFFING

There being no further business, the regular meeting was adjourned at 7:23 p.m.

ADJOURN

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Lynn Green, Secretary designee

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Jennifer Durney, President

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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 June 18, 2024, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$365.15. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: ASB FUND  
Warrant Numbers 836354 through 836355, totaling \$365.15

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Check Amount
836354	US Foods - Seattle	05/20/2024	165.15
836355	WF WEST HIGH SCHOOL	05/20/2024	200.00
2	Computer	Check(s) For a Total of	365.15

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As of June 18, 2024, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$2,073,549.81. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE:  
Warrant Numbers 836356 through 836356, totaling \$2,073,549.81

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Check Amount
836356	1ST SECURITY BANK PAYROLL/PERS	05/30/2024	2,073,549.81
1	Computer	Check(s) For a Total of	2,073,549.81

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 June 18, 2024, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$2,012,259.71. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE:  
Warrant Numbers 836357 through 836386, totaling \$2,012,259.71

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Check Amount
836357	1st Security Bank-Child Suppo	05/31/2024	933.80
836358	Aberdeen High School-AHS Schol	05/31/2024	75.00
836359	Aberdeen Sch Dist Kitchen Fund	05/31/2024	24.00
836360	Aberdeen School District-SERS	05/31/2024	166,078.30
836361	Aberdeen School District-TRS	05/31/2024	332,186.72
836362	Aberdeen School District Defer	05/31/2024	20,594.00
836363	AUTOMATED ACCOUNTS	05/31/2024	372.68
836364	Bank Of The Pacific	05/31/2024	714,074.40
836365	Cnty/city Mun Ees	05/31/2024	3,535.12
836366	Dynamic Collectors	05/31/2024	1,238.99
836367	E.S.D.#113 Unemployment Coop	05/31/2024	17,118.41
836368	Ed.Serv.Dist.#113	05/31/2024	34,020.60
836369	Employment Security	05/31/2024	21,965.40
836370	EMPLOYMENT SECURITY DEPT LTC	05/31/2024	9,526.08
836371	First Choice Health	05/31/2024	2,879.25
836372	GESA	05/31/2024	5,785.00
836373	HCA-SEBB BENEFITS-600D01	05/31/2024	607,943.00
836374	HCA-SEBB FLEX SPEND-600D01	05/31/2024	4,376.73
836375	Legal Shield	05/31/2024	63.80
836376	Pse Of Wa	05/31/2024	6,583.24
836377	The Standard Insurance Company	05/31/2024	6,846.97
836378	Tsa Consulting Group Inc	05/31/2024	14,447.00
836379	Twin Star Credit Union	05/31/2024	240.00
836380	Twin Star Scholarship Acct	05/31/2024	64.00
836381	Twinstar Pse Local Dues	05/31/2024	64.00
836382	United Way	05/31/2024	342.38
836383	Veba Contributions-Y1286.001	05/31/2024	15,447.37
836384	Wa State School Ret Assn	05/31/2024	84.00
836385	Wea Chinook	05/31/2024	197.11
836386	Wea Payroll Deductions	05/31/2024	25,152.36

30 Computer Check(s) For a Total of 2,012,259.71

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 June 18, 2024, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$103,630.56. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: GENERAL FUND  
Warrant Numbers 836387 through 836387, totaling \$103,630.56

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Check Amount
836387	1ST SECURITY BANK PAYROLL/PERS	05/30/2024	103,630.56
1	Computer	Check(s) For a Total of	103,630.56

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 June 18, 2024, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$120,334.32. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: GENERAL & ASB FUND  
Warrant Numbers 836388 through 836389, totaling \$120,334.32

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Check Amount
836388	1ST SECURITY BANK PC	06/18/2024	100,617.60 GF
836389	1ST SECURITY BANK PC	06/18/2024	19,716.72 ASB
2	Computer	Check(s) For a Total of	120,334.32

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 June 18, 2024, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$10,195.90. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: ASB FUND  
Warrant Numbers 836390 through 836405, totaling \$10,195.90

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Check Amount
836390	Aberdeen Sd #5 Revolving Fund	06/18/2024	40.00
836391	Aberdeen School District #5	06/18/2024	44.54
836392	Aberdeen High School (asb)	06/18/2024	219.00
836393	Baltazar, Ismael	06/18/2024	400.00
836394	Benner, Nancy C	06/18/2024	45.00
836395	Bsn Sports	06/18/2024	3,681.83
836396	Grays Harbor Stamp Works	06/18/2024	399.51
836397	Harbor Blooms & Gifts	06/18/2024	136.34
836398	Harbor Pacific Bottling Co	06/18/2024	30.54
836399	HUDL	06/18/2024	1,090.80
836400	Lucas, Alexandra	06/18/2024	54.44
836401	Miller Junior High Asb	06/18/2024	29.00
836402	Montesano High School	06/18/2024	50.00
836403	THE MT PIT LLC	06/18/2024	60.00
836404	US Foods - Seattle	06/18/2024	94.86
836405	Weatherwax Asb Fund	06/18/2024	3,820.04
16	Computer	Check(s) For a Total of	10,195.90

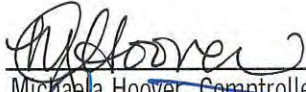
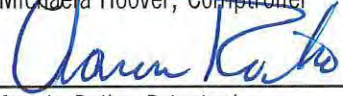
# ABERDEEN HIGH SCHOOL ASB

## Accounts Payable June 2024

The following bills were submitted for payment by the Comptroller's office for the month of June:

DATE	CLUB/ACCOUNT	PAYEE	DESCRIPTION	AMOUNT
05-03-2024	1060-Prom	Ismael Baltazar	Prom DJ	\$ 400.00
05-08-2024	2200-Fastpitch	Montesano Jr/Sr High School	Jamboree	\$ 50.00
05-08-2024	2060-Football	BSN Sports	Socks & Footballs	\$ 3,589.45
05-09-2024	4045-Musical	The MT Pit LLC	Little Mermaid Editing	\$ 60.00
05-16-2024	2060-Football	HUDL	Football 24HR Assist	\$ 1,090.80
05-31-2024	6240-InvestED	AHS ASB - Band	InvestED Reimbursement	\$ 219.00
05-31-2024	1080-Senate	Harbor Blooms	Senior Night	\$ 136.34
05-31-2024	2075-Girls Golf	GH Stamp Works	Awards	\$ 399.51
05-31-2024	Varies	U.S. Bank	VISA Procurement Card Purchases	\$ 18,332.37
05-31-2024	Varies	Weatherwax ASB Fund	Imprest Reimbursement	\$ 3,820.04
<b>Total:</b>				<b>\$ 28,097.51</b>

<b>Motion / Tabled By:</b>	N/A
<b>Seconded By:</b>	N/A
<b>ASB Meeting Date:</b>	N/A

 Michaela Hoover, Comptroller	6/10/24 Date
 Aaron Roiko, Principal	6/10/24 Date



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 June 18, 2024, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$194,669.55. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: TRANSPORTATION FUND  
Warrant Numbers 836406 through 836406, totaling \$194,669.55

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Check Amount
836406	Schetky Nw Sales Inc	06/18/2024	194,669.55
1	Computer	Check(s) For a Total of	194,669.55

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 June 18, 2024, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$143,273.67. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: CAPITAL PROJECTS  
Warrant Numbers 836407 through 836408, totaling \$143,273.67

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Check Amount
836407	Haley & Aldrich, Inc.	06/18/2024	11,837.75
836408	TCF Architecture	06/18/2024	131,435.92
2	Computer	Check(s) For a Total of	143,273.67

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 June 18, 2024, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$1,274,927.05. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: GENERAL FUND  
Warrant Numbers 836409 through 836523, totaling \$1,274,927.05

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Check Amount
836409	1ST SECURITY BANK PAYROLL/PERS	06/18/2024	13,774.98
836410	Aberdeen School Dist-Cte Impre	06/18/2024	870.00
836411	Aberdeen Office Equipment Inc	06/18/2024	10,066.93
836412	Aberdeen Sanitation	06/18/2024	8,574.14
836413	Aberdeen Sd #5 Revolving Fund	06/18/2024	1,166.95
836414	ABSOLUTE MEDICAL EQUIPMENT	06/18/2024	14,500.00
836415	ACTIVE INTERNET TECHNOLOGIES L	06/18/2024	34,177.74
836416	Airgas Usa, Llc	06/18/2024	117.31
836417	Amazon Capital Services	06/18/2024	38,127.41
836418	AMERICAN SAFETY COUNCIL INC	06/18/2024	1,980.00
836419	Apple Computer Inc	06/18/2024	9,806.29
836420	ARCHETYPE INNOVATIONS LLC	06/18/2024	3,300.00
836421	ARMSTRONG MEDICAL INDUSTRIES I	06/18/2024	6,912.68
836422	Ats Automation, Inc	06/18/2024	7,898.76
836423	Auto-Chlor	06/18/2024	229.07
836424	Avid Center	06/18/2024	1,099.00
836425	Bailey, Shannon	06/18/2024	1,662.92
836426	CARDENAS, LETICIA AREDA	06/18/2024	105.00
836427	CARTRIDGE WORKS	06/18/2024	1,044.00
836428	Cascade Natural Gas	06/18/2024	18,605.17
836429	Caskey Industrial Supply Co In	06/18/2024	364.75
836430	Central Welding Supply	06/18/2024	2,342.18
836431	CHARLIES PRODUCE	06/18/2024	26,078.69
836432	CHAVEZ, MARIA	06/18/2024	4,837.50
836433	CHU, REBECA	06/18/2024	105.00
836434	Cintas Corporation	06/18/2024	7,320.18
836435	City Of Aberdeen	06/18/2024	22,822.17
836436	College Board	06/18/2024	9,309.00
836437	Comcast	06/18/2024	431.96
836438	Creative Office	06/18/2024	4,370.42
836439	Cts Language Link	06/18/2024	3.82
836440	Dairy Fresh Farms	06/18/2024	20,387.14
836441	Dancing Goats Coffee	06/18/2024	312.76

Check Nbr	Vendor Name	Check Date	Check Amount
836492	PowerSchool Group LLC	06/18/2024	10,728.23
836493	PROPHET CORP DBA S T E M SUPPL	06/18/2024	5,060.79
836494	Pud #1 Of Grays Harbor Co	06/18/2024	43,362.18
836495	Ricoh Usa Inc	06/18/2024	645.97
836496	School Data Solutions Inc	06/18/2024	3,789.60
836497	Sea Mar Community Health Cente	06/18/2024	18.00
836498	Shaffer, Casandra	06/18/2024	2,065.16
836499	SNAP-ON INDUSTRIAL	06/18/2024	266.01
836500	SOLIANT EDUCATION	06/18/2024	87,602.06
836501	SONOVA USA INC	06/18/2024	1,808.88
836502	Sound Publishing, Inc.	06/18/2024	134.17
836503	State Auditor's Office	06/18/2024	5,285.80
836504	Taylor, Ann	06/18/2024	2,914.29
836505	Ted Brown Music	06/18/2024	582.66
836506	TEPOLE, MARIA	06/18/2024	105.00
836507	THE DEVEREUX FOUNDATION	06/18/2024	78,774.72
836508	The Hello Foundation	06/18/2024	143,531.00
836509	THE MATH LEARNING CENTER	06/18/2024	4,771.16
836510	THE STEPPING STONES GROUP LLC	06/18/2024	12,825.00
836511	Thermal Supply Inc	06/18/2024	123.55
836512	Tke Corp	06/18/2024	5,689.02
836513	US Foods - Seattle	06/18/2024	102,544.39
836514	Us Postal Service (cmrs-Fp)	06/18/2024	2,000.00
836515	Valley Greens	06/18/2024	1,320.00
836516	Verizon Wireless	06/18/2024	2,731.33
836517	VESTIS	06/18/2024	26.97
836518	Walsworth	06/18/2024	16,519.78
836519	Washington State School For Bl	06/18/2024	12,810.00
836520	West Coast Mechanical Solution	06/18/2024	13,180.33
836521	Western Steel & Supply Inc	06/18/2024	337.65
836522	WSIPC	06/18/2024	327.30
836523	YMCA	06/18/2024	35,970.63

115 Computer Check(s) For a Total of 1,274,927.05

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 June 18, 2024, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$3,485.99. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: COMP TAX  
Warrant Numbers 836524 through 836525, totaling \$3,485.99

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Check Amount
836524	Bank Of The Pacific (use Tax)	06/18/2024	3,477.38 GF
836525	Bank Of The Pacific (use Tax)	06/18/2024	8.61 ASB
2	Computer	Check(s) For a Total of	3,485.99

### PRELIMINARY BUILDING FIELD TRIP REQUEST

School: ABERDEEN HIGH SCHOOL

Trip destination(s): COSICK, WA

Date(s) of trip(s): JUNE 29<sup>TH</sup> - JULY 3<sup>RD</sup>

Departure time: 3:00 AM Return time: 6:00 PM

Club/Sponsor(s): BOYS WRESTLING

Educational benefit of the trip: WRESTLING KNOWLEDGE

Activities planned during the trip: (be specific and note all) WRESTLING

Related brochures/information attached? Yes \_\_\_\_\_ No \_\_\_\_\_

Preliminary trip itinerary attached? Yes X No \_\_\_\_\_

Does field trip involve any of the following: Yes \_\_\_\_\_ No \_\_\_\_\_

\*Swimming, boats, or in/around water

\*Animals

\*Remote locations/hiking

\*Air travel

\*Outdoor education

\*Motorized activities

Estimated # of students: 18 Age level of students: 14<sup>YR</sup> - 18<sup>YR</sup>

Student/chaperone ratio: 1:9 # of chaperones needed: \_\_\_\_\_

Any special qualifications of chaperones needed? Yes X No \_\_\_\_\_

List those special qualifications: PAID COACHES

Means of travel: BUS School bus (preferred), # needed? 1

Other (list): \_\_\_\_\_

Food provided, how? CAMP PROVIDES

Details of budget code or financing: 0125

Will fundraising be needed? Yes \_\_\_\_\_ No X

(If yes, attach a fundraising plan)

Sponsor's Signature: [Signature] Date: 5-20-24

Administrator's Signature: [Signature] Date: 6/3/24

Submit to Superintendent or School Board for approval? Yes \_\_\_\_\_ No \_\_\_\_\_

**OVERNIGHT & OUT-OF-STATE STUDENT TRIP REQUEST**

Overnight or out-of-state field trips require approval by the Board of Directors. Use the form below as an outline for the information necessary to submit a request for Board approval. Requests must be submitted to the building principal at least three weeks prior to submission to the Board. Following approval by the building principal and/or ASB, forward the request to the superintendent one week prior to the next scheduled Board meeting.

Group/Team AHS BOYS WRESTLING

School ABERDEEN HIGH SCHOOL

Advisor JEFF HATTON Phone 360-268-4100

Date(s) of Trip JUNE 29<sup>TH</sup> - JULY 3<sup>RD</sup> Destination CUSICK, WA

Lodging Location RIVERVIEW BIBLE CAMP Lodging Phone \_\_\_\_\_

Objective of Trip WRESTLING CAMP

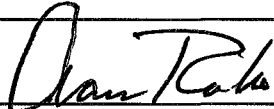
Number of Students 18 Number of Chaperones 2

Cost per Student Ø BOOSTER CLUB FUNDS Cost per Chaperone \_\_\_\_\_

Funding Source and/or Account Code 0125

Type of Transportation BUS Bus form required YES \_\_\_ NO \_\_\_

ASB Approval \_\_\_\_\_ Date \_\_\_\_\_

Principal Approval  Date 6/13/24

Board Approval \_\_\_\_\_ Date \_\_\_\_\_

(Reference School Board Policy – Field Trips and Excursions 2320 and 2320P)

**OVERNIGHT & OUT-OF-STATE STUDENT TRIP REQUEST**

Overnight or out-of-state field trips require approval by the Board of Directors. Use the form below as an outline for the information necessary to submit a request for Board approval. Requests must be submitted to the building principal at least three weeks prior to submission to the Board. Following approval by the building principal and/or ASB, forward the request to the superintendent one week prior to the next scheduled Board meeting.

Group/Team AHS Boys' basketball

School Aberdeen HS

Advisor Brandyn Brooks Phone 360-712-1190

Date(s) of Trip 6/28/24 - 7/1/2024 Destination Central WA University

Lodging Location Dorms @ CWU Lodging Phone \_\_\_\_\_

Objective of Trip To build team chemistry and skill during game time situations. To learn more about basketball

Number of Students 12 Number of Chaperones 2

Cost per Student 0 Cost per Chaperone 0

Funding Source and/or Account Code AHS boosters account

Type of Transportation 2 ASD SUV Bus form required YES \_\_\_ NO \_\_\_

ASB Approval \_\_\_\_\_ Date \_\_\_\_\_

Principal Approval [Signature] Date 6/13/24

Board Approval \_\_\_\_\_ Date \_\_\_\_\_

(Reference School Board Policy – Field Trips and Excursions 2320 and 2320P)



**OVERNIGHT & OUT-OF-STATE STUDENT TRIP REQUEST**

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Group/Team Girls BB

School AHS

Advisor Curtis Eccles Phone 360.593.1716

Date(s) of Trip July 5-8 Destination Spokane

Lodging Location Cenaya Campus Lodging Phone \_\_\_\_\_

Objective of Trip TEAM Camp

Number of Students 14 Number of Chaperones 2

Cost per Student \$345.00 Cost per Chaperone 0

Funding Source and/or Account Code \_\_\_\_\_

Type of Transportation Van Bus form required YES \_\_\_ NO \_\_\_

ASB Approval \_\_\_\_\_ Date \_\_\_\_\_

Principal Approval Alan Rabe Date 5/31/29

Board Approval \_\_\_\_\_ Date \_\_\_\_\_

(Reference School Board Policy – Field Trips and Excursions 2320 and 2320P)

**OVERNIGHT & OUT-OF-STATE STUDENT TRIP REQUEST**

Overnight or out-of-state field trips require approval by the Board of Directors. Use the form below as an outline for the information necessary to submit a request for Board approval. Requests must be submitted to the building principal at least three weeks prior to submission to the Board. Following approval by the building principal and/or ASB, forward the request to the superintendent one week prior to the next scheduled Board meeting.

Group/Team AHS Football

School High School

Advisor Todd Bridge Phone 360 590 6936

Date(s) of Trip July 14-17 Destination Wenatchee

Lodging Location Saddlerock Pres. Church Lodging Phone (509) 663-1187

Objective of Trip Football Camp

Number of Students 40 Number of Chaperones 6

Cost per Student \$60 Cost per Chaperone \$0

Funding Source and/or Account Code \_\_\_\_\_

Type of Transportation Bus Bus form required YES  NO

ASB Approval \_\_\_\_\_ Date \_\_\_\_\_

Principal Approval [Signature] Date 6/3/29

Board Approval \_\_\_\_\_ Date \_\_\_\_\_

(Reference School Board Policy – Field Trips and Excursions 2320 and 2320P)

### OVERNIGHT & OUT-OF-STATE STUDENT TRIP REQUEST

Overnight or out-of-state field trips require approval by the Board of Directors. Use the form below as an outline for the information necessary to submit a request for Board approval. Requests must be submitted to the building principal at least three weeks prior to submission to the Board. Following approval by the building principal and/or ASB, forward the request to the superintendent one week prior to the next scheduled Board meeting.

Group/Team AHS Cheer

School AHS

Advisor Summer Powell Phone (206) 566-2440

Date(s) of Trip August 7th-10th 2024 Destination OSU

Lodging Location OSU Dorms Lodging Phone N/A

Objective of Trip UCA Cheer Camp

Number of Students 28 Number of Chaperones 3

Cost per Student \$455 - Cost per Chaperone \$455 -

Funding Source and/or Account Code AHS Boosters (Cheer) & self pay

Type of Transportation Bus Bus form required YES  NO

ASB Approval \_\_\_\_\_ Date \_\_\_\_\_

Principal Approval  Date 6/3/24

Board Approval \_\_\_\_\_ Date \_\_\_\_\_

(Reference School Board Policy – Field Trips and Excursions 2320 and 2320P)



Our Children,  
Our Schools,  
Our Future

TO: Dr. Jeffrey Thake, Superintendent  
 FROM: Elyssa Louderback, Executive Director of Business & Operations  
 SUBJECT: Monthly Budget Report for May, 2024  
 DATE: June 18, 2024

**GENERAL FUND SUMMARY:**

Revenue--Receipts were \$ 4,377,157.09.

Expenditures-- Expenditures totaled \$ 5,009,703.07. Expenditures for staff salary and benefits account for 81% of all expenditures for the month and 78.6% of year to date total expenditures.

Fund Balance— Current month ending fund balance is \$ 3,258,416.19. We had a negative cash flow of \$ 650,632.23 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	\$ 5,039,960	98.26%	Prop taxes - received Oct/Nov and April/May
Local Nontax	\$ 674,160	\$ 434,767	64.49%	Donations, Traffic Safety, Food Service, Misc
State, General	\$ 31,992,402	\$ 23,786,207	74.35%	Apportionment and LEA
State, Special	\$ 12,539,386	\$ 9,875,762	78.76%	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	\$ 7,876,473	66.06%	Food Service, Fed Grants (Title I, Title 2, ESSER, etc)
Other Districts	\$ 202,200	\$ 107,289	53.06%	Non high payments from Cosmopolis SD
Other Agencies	\$ 28,750	\$ 22,180	77.15%	Private Foundations, ESD 113
Other Fin Sources	\$ -	\$ -		
<b>Totals</b>	<b>\$ 62,513,690</b>	<b>\$ 47,188,094</b>	<b>75.48%</b>	
			<b>75.00%</b>	<b>% of fiscal year elapsed</b>

**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	\$ 111,559	106.76%	Dues, audits, elections, legal svcs, travel, etc
Superintendent's Office	\$ 447,575	\$ 449,332	100.39%	General Admin/ Supt Office
Business Office	\$ 589,589	\$ 529,662	89.84%	Fiscal operations
Human Resources	\$ 497,908	\$ 317,215	63.71%	Personnel & recruitment, labor relations
Public Relations	\$ 40,000	\$ 14,499	36.25%	Educational/admin info to public
Supervision of Instruction	\$ 1,193,960	\$ 866,674	72.59%	includes secretarial support
Learning Resources	\$ 359,562	\$ 280,466	78.00%	Library resources & staffing
Principal's Office	\$ 3,441,279	\$ 2,514,325	73.06%	includes Secretarial support
Guidance/Counseling	\$ 2,050,081	\$ 1,424,206	69.47%	Counselors/support services
Pupil Management	\$ 11,978	\$ 25,752	100.00%	Bus & playground management, etc
Health Services	\$ 2,154,300	\$ 2,413,294	112.02%	Health including: nursing, OT/PT/SLP, etc
Teaching	\$ 36,357,616	\$ 26,147,069	71.92%	classroom teachers/para support
Extra-curricular	\$ 1,384,918	\$ 1,090,041	78.71%	Coaching, advising, ASB supervision
Payments to other district	\$ -	\$ 327,465	0.00%	CTE/Skills Center fees/pmts to other schools
Instructional Prof Dev	\$ 1,431,979	\$ 976,508	68.19%	Prof development; instructional staff
Instructional Technology	\$ 580,755	\$ 154,618	26.62%	classroom technology
Curriculum	\$ 1,027,138	\$ 657,570	64.02%	District materials adoptions/purchases; staff
Food Services	\$ 2,740,894	\$ 2,230,301	81.37%	Mgmt of food service for district
Transportation	\$ 1,531,849	\$ 1,080,735	70.55%	Co-op payments, fuel, insurance
Maint & Operations	\$ 4,302,455	\$ 3,009,718	69.95%	cust/maint/grounds, warehouse, security
Other Services	\$ 2,323,482	\$ 2,472,913	106.43%	Insurance, utilities, tech, print, motor pool
Transfers	\$ (203,500)	\$ (224,426)	110.28%	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	\$ 47,154,013	75.61%	
			75.00%	% of fiscal year elapsed

**CAPITAL PROJECTS FUND SUMMARY:**

Revenue -- Total receipts were \$ 3,839.17 and consist of rental fees and interest.

Expenditures — There were expenditures of \$6,103.50 for the month.

Fund Balance — Current monthly ending fund balance is \$ 420,303.05.

**DEBT SERVICE FUND SUMMARY:**

Revenue -- Total receipts were \$ 43,926.36 and consists of tax payments and transfers.

Expenditures — There were no expenditures for the month.

Fund Balance — Current month ending fund balance is \$ 969,259.67. Funds in this account are held for bond principal and interest payments.

**ASSOCIATED STUDENT BODY FUND SUMMARY:**

Revenue — There was \$ 52,788.59 revenue for the month.

Expenditures -- Expenditures total 50.8% of the budgeted expenditures for this fiscal year.

Fund Balance — Current month ending fund balance is \$ 337,820.48.

**TRANSPORTATION VEHICLE FUND SUMMARY:**

Revenue – There was \$1,932.90 revenue for the month.

Expenditures — There were no expenditures for the month.

Fund Balance — Current month ending fund balance is \$ 462,524.36.

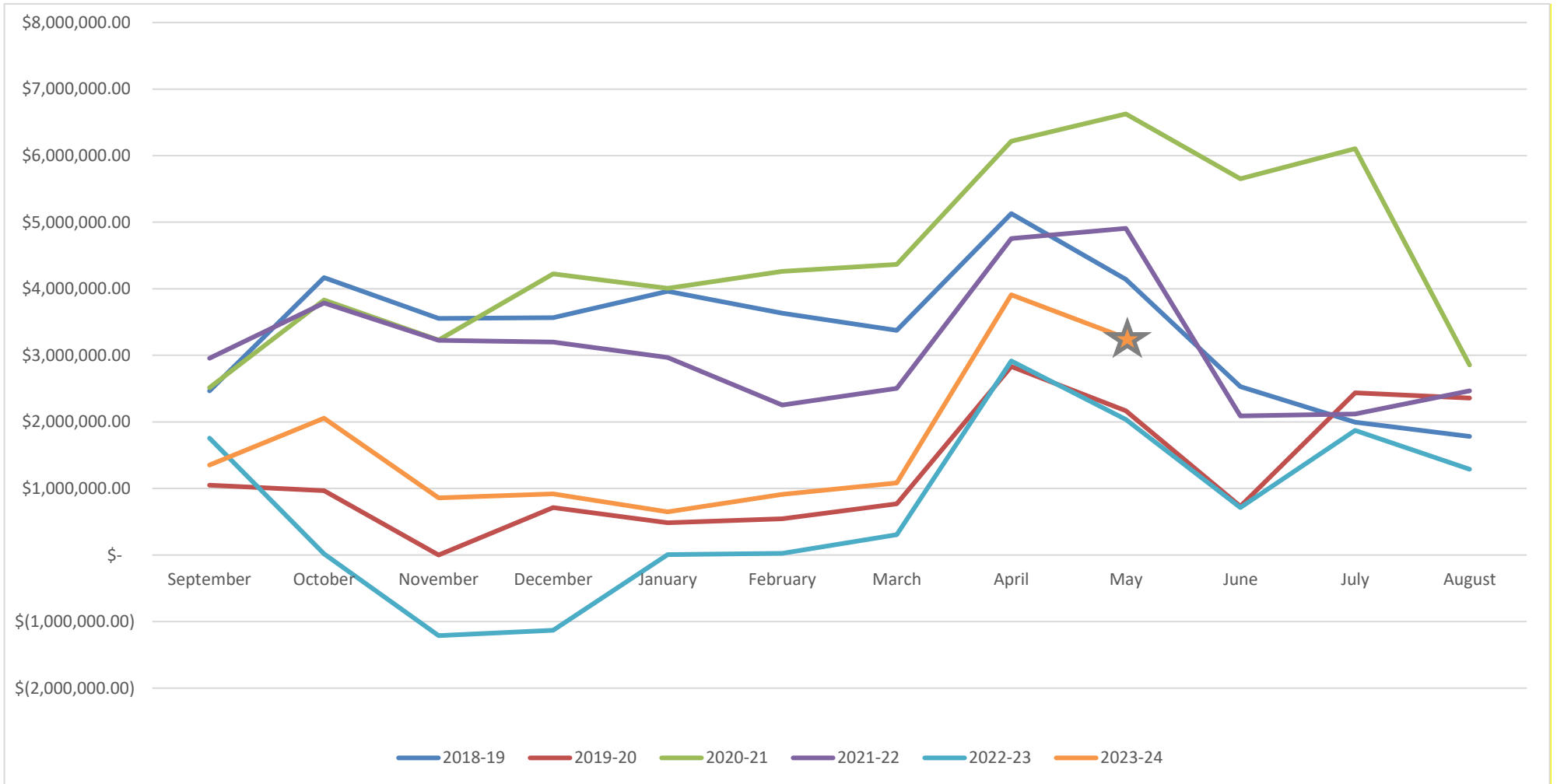
***SUMMARY OF BUDGET EXPENDITURE CAPACITY***

**Budget Capacity as of May, 2024:**

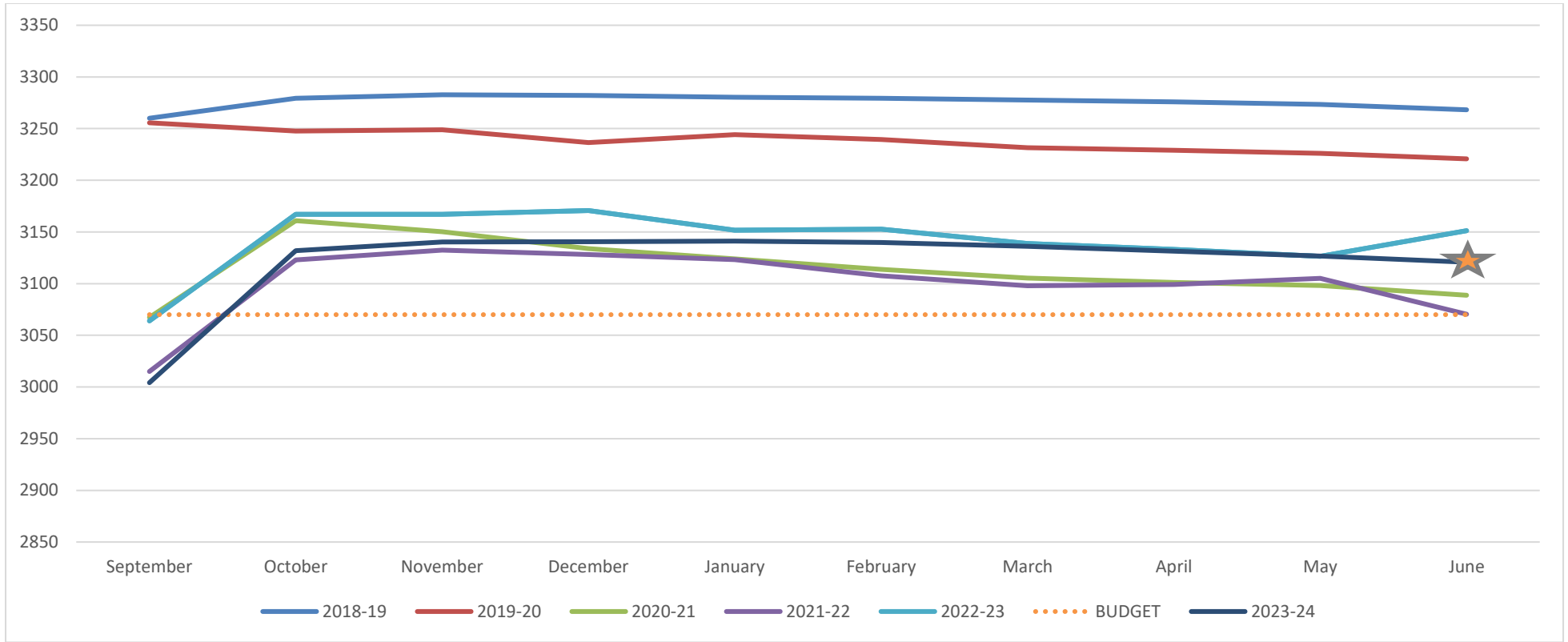
Fund	Budget	Expenditures YTD	Balance	% Expenditures	% Remaining
General	\$ 62,368,331	\$ 47,154,013	\$ 15,214,318	75.61%	24.39%
Capital Projects	\$ 450,000	\$ 206,197	\$ 243,803	45.82%	54.18%
Debt Service	\$ 3,256,985	\$ 3,233,773	\$ 23,212	99.29%	0.71%
ASB	\$ 435,568	\$ 221,322	\$ 214,246	50.81%	49.19%
Trans Vehicle	\$ 400,000	\$ 126,044	\$ 273,956	31.51%	68.49%

# GENERAL FUND FUND BALANCE TRENDS

End of May, 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	<b>3,162.20</b>
2021-22 Actual	1,299.38	775.67	963.66	3,038.71	75.13	<b>+ 13.84 (3,100)</b>
2020-21 Actual	1,287.98	777.52	943.61	3,015.97	85.44	<b>+ 1.41 (3,100)</b>
2019-20 Actual	1,445.35	805.48	980.66	3,231.49	98.98	<b>+ 40.47 (3,290)</b>
2018-19 Actual	1,778.50	496.06	993.69	3,268.24	82.30	<b>+ 60.54 (3,290)</b>

\*\* 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 May, 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	543,329.89	5,039,959.55		89,107.45	98.26
2000 LOCAL SUPPORT NONTAX	674,160	41,097.80	434,766.53		239,393.47	64.49
3000 STATE, GENERAL PURPOSE	31,992,402	2,022,369.38	23,786,207.06		8,206,194.94	74.35
4000 STATE, SPECIAL PURPOSE	12,539,386	798,666.27	9,875,762.39		2,663,623.61	78.76
5000 FEDERAL, GENERAL PURPOSE	25,000	.00	45,456.57		20,456.57-	181.83
6000 FEDERAL, SPECIAL PURPOSE	11,922,725	964,703.30	7,876,472.82		4,046,252.18	66.06
7000 REVENUES FR OTH SCH DIST	202,200	5,646.35	107,288.65		94,911.35	53.06
8000 OTHER AGENCIES AND ASSOCIATES	28,750	1,344.10	22,180.01		6,569.99	77.15
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	62,513,690	4,377,157.09	47,188,093.58		15,325,596.42	75.48
<u>B. EXPENDITURES</u>						
00 Regular Instruction	24,712,137	1,699,595.22	16,705,541.36	59,794.58	7,946,801.06	67.84
10 Federal Stimulus	4,561,856	414,258.53	3,308,760.12	99,262.86	1,153,833.02	74.71
20 Special Ed Instruction	8,297,633	783,159.41	7,201,345.59	2,117.20	1,094,170.21	86.81
30 Voc. Ed Instruction	3,045,094	284,683.02	2,380,590.77	116,818.35	547,684.88	82.01
40 Skills Center Instruction	340,488	34,869.93	297,560.85	3,792.77	39,134.38	88.51
50+60 Compensatory Ed Instruct.	6,684,530	481,375.71	4,676,359.48	86,256.14	1,921,914.38	71.25
70 Other Instructional Pgms	917,899	75,693.27	470,669.03	33,620.60	413,609.37	54.94
80 Community Services	2,177,437	183,087.37	1,586,350.11	324.66	590,762.23	72.87
90 Support Services	11,631,257	1,052,980.61	10,242,319.08	170,888.12	1,218,049.80	89.53
<u>Total EXPENDITURES</u>	62,368,331	5,009,703.07	46,869,496.39	572,875.28	14,925,959.33	76.07
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	295,000	18,086.25	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>	149,641-	650,632.23-	34,080.44		183,721.44	122.77-
<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>	3,813,437		3,258,416.19			
<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	107,285-	34,080.44
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>	3,813,437	3,258,416.19

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 May, 2024

	ANNUAL	ACTUAL	ACTUAL			
	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES/OTHER FIN. SOURCES</b>						
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Support Nontax	19,500	3,839.71	36,788.51		17,288.51-	188.66
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	3,839.71	148,502.78		129,002.78-	761.55
<b>B. EXPENDITURES</b>						
10 Sites	0	6,103.50	206,197.03	195,259.74	401,456.77-	0.00
20 Buildings	350,000	.00	.00	0.00	350,000.00	0.00
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	6,103.50	206,197.03	195,259.74	48,543.23	89.21
<b>C. OTHER FIN. USES TRANS. OUT (GL 536)</b>						
	0	.00	.00			
<b>D. OTHER FINANCING USES (GL 535)</b>						
	0	.00	.00			
<b>E. EXCESS OF REVENUES/OTHER FIN. SOURCES</b>						
<u>OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	430,500-	2,263.79-	57,694.25-		372,805.75	86.60-
<b>F. TOTAL BEGINNING FUND BALANCE</b>						
	462,753		477,997.30			
<b>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</b>						
	XXXXXXXXX		.00			
<b>H. TOTAL ENDING FUND BALANCE</b>						
<u>(E+F + OR - G)</u>	32,253		420,303.05			

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	.00
G/L 864 Restricted from Fed Proceeds	0	111,714.27-
G/L 865 Restricted from Other Proceeds	0	.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	532,017.32
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	420,303.05

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 May, 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	21,950.61	1,232,399.41		91,611.41-	108.03
2000 Local Support Nontax	1,500	3,889.50	68,698.14		67,198.14-	> 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	18,086.25	284,516.75		10,483.25	96.45
<u>Total REVENUES/OTHER FIN. SOURCES</u>	<u>1,437,288</u>	<u>43,926.36</u>	<u>1,585,614.30</u>		<u>148,326.30-</u>	<u>110.32</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>43,926.36</u>	<u>1,648,158.24-</u>		<u>171,538.76</u>	<u>9.43-</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>XXXXXXXX</u>		<u>.00</u>			
<u>H. TOTAL ENDING FUND BALANCE</u>	<u>710,193</u>		<u>969,259.67</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		969,259.67			
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>969,259.67</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 May, 2024

	ANNUAL	ACTUAL	ACTUAL			
A. REVENUES	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 General Student Body	63,844	6,876.49	64,797.38		953.38-	101.49
2000 Athletics	112,670	3,224.00	104,867.80		7,802.20	93.08
3000 Classes	2,500	.00	.00		2,500.00	0.00
4000 Clubs	168,475	42,688.10	104,048.32		64,426.68	61.76
6000 Private Moneys	80,200	.00	4,227.69		75,972.31	5.27
<u>Total REVENUES</u>	427,689	52,788.59	277,941.19		149,747.81	64.99
<u>B. EXPENDITURES</u>						
1000 General Student Body	34,235	2,928.40	15,831.05	109.08	18,294.87	46.56
2000 Athletics	156,351	15,326.61	126,476.63	5,748.60	24,125.77	84.57
3000 Classes	2,500	.00	.00	0.00	2,500.00	0.00
4000 Clubs	162,282	29,573.33	74,915.68	0.00	87,366.32	46.16
6000 Private Moneys	80,200	185.50	4,099.07	0.00	76,100.93	5.11
<u>Total EXPENDITURES</u>	435,568	48,013.84	221,322.43	5,857.68	208,387.89	52.16
<u>C. EXCESS OF REVENUES</u>						
<u>OVER (UNDER) EXPENDITURES (A-B)</u>	7,879-	4,774.75	56,618.76		64,497.76	818.60-
<u>D. TOTAL BEGINNING FUND BALANCE</u>	378,353		281,201.72			
<u>E. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXXXX		.00			
<u>F. TOTAL ENDING FUND BALANCE</u>	370,474		337,820.48			
<u>(C+D + OR - E)</u>						
<u>G. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted for Other Items	7,500		7,500.00			
G/L 819 Restricted for Fund Purposes	362,974		330,320.48			
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		337,820.48			

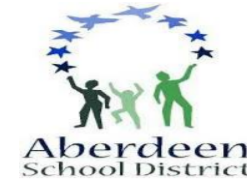
90--Transportation Vehicle Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2023 (September 1, 2023 - August 31, 2024)

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

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES/OTHER FIN. SOURCES</b>						
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	5,150	1,932.90	17,658.13		12,508.13-	342.88
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
<b>A. TOTAL REV/OTHER FIN.SRCS(LESS TRANS)</b>	<b>404,064</b>	<b>1,932.90</b>	<b>17,658.13</b>		<b>386,405.87</b>	<b>4.37</b>
<b>B. 9900 TRANSFERS IN FROM GF</b>	<b>0</b>	<b>.00</b>	<b>.00</b>		<b>.00</b>	<b>0.00</b>
<b>C. Total REV./OTHER FIN. SOURCES</b>	<b>404,064</b>	<b>1,932.90</b>	<b>17,658.13</b>		<b>386,405.87</b>	<b>4.37</b>
<b>D. EXPENDITURES</b>						
Type 30 Equipment	400,000	.00	126,043.68	386,507.70	112,551.38-	128.14
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
<b>Total EXPENDITURES</b>	<b>400,000</b>	<b>.00</b>	<b>126,043.68</b>	<b>386,507.70</b>	<b>112,551.38-</b>	<b>128.14</b>
<b>E. OTHER FIN. USES TRANS. OUT (GL 536)</b>	<b>0</b>	<b>.00</b>	<b>.00</b>			
<b>F. OTHER FINANCING USES (GL 535)</b>	<b>0</b>	<b>.00</b>	<b>.00</b>			
<b>G. EXCESS OF REVENUES/OTHER FIN SOURCES OVER(UNDER) EXP/OTH FIN USES (C-D-E-F)</b>	<b>4,064</b>	<b>1,932.90</b>	<b>108,385.55-</b>		<b>112,449.55-</b>	<b>&lt; 1000-</b>
<b>H. TOTAL BEGINNING FUND BALANCE</b>	<b>194,705</b>		<b>570,909.91</b>			
<b>I. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</b>	<b>XXXXXXXXXX</b>		<b>.00</b>			
<b>J. TOTAL ENDING FUND BALANCE (G+H + OR - I)</b>	<b>198,769</b>		<b>462,524.36</b>			
<b>K. ENDING FUND BALANCE ACCOUNTS:</b>						
G/L 810 Restricted For Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	198,769		462,524.36			
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			
<b>TOTAL</b>	<b>198,769</b>		<b>462,524.36</b>			

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





**Aberdeen School District - Aberdeen High School Tennis Court Slope Repair**

Bid Tabulation form

June 13, 2024 2:00PM

Bidder:	NW Construction G.C. INC,	Brumfield Construction INC.	Rognlin's, INC.	Quigg Bros., INC.		
Addenda: 1	N/A	N/A	N/A	N/A		
Suspension & Department Form	Yes	Yes	No	Yes		
Bid Security - Bid Bond	Yes	Yes	Yes	Yes		
<b>Base Bid</b>	\$ 304,804.97	\$ 240,000.00	\$ 189,500.00	\$ 120,000.00		
<b>Allowance</b>						
<b>Trench Safety</b>	\$ -	\$ -	\$ -	\$ -		
<b>HVAC Subcontractor</b>						
<b>Electrical Subcontractor</b>						
<b>Plumbing Subcontractor</b>						
<b>Structural Steel Installer</b>						
<b>Rebar Installer</b>						

Aberdeen School District

Bids were opened publicly and read aloud at 2:00pm on 6/13/2024. Bids were reviewed by Elyssa Louderback, Michael Pauley, Drew Pearson, Andrew Twyman, and Amber Diel. The team recommends the board award the contract to Quigg Brothers, Inc., pending confirmation that no bidder has claimed an error in their bid.

Confirmation intent to award email to be sent by ESD112 to ASD Monday afternoon.

**ARCHITECT – OWNER**  
**PROFESSIONAL SERVICES AGREEMENT**

**ABERDEEN SCHOOL DISTRICT**  
**District-Wide Master Planning**

This Professional Services Agreement is made this Sixth day of June, 2024, between **Aberdeen School District**, the “Owner”, and **TCF Architecture PLLC**, the “Architect”, of Tacoma, Washington for the **District-Wide Master Planning** (the “Project”), Architect Project No. 2024-002.01. This Agreement is between the parties hereto only and is neither intended to benefit any third party, nor to create any rights in any person or entity other than the parties hereto.

The Owner and Architect agree as follows:

1. **SERVICES.** The Architect shall provide architectural services for the Project as outlined in the Architect’s attached scope of services proposal dated May 9, 2024, the “Scope of Services and Fee Proposal”, which is incorporated into this Agreement as Attachment I. Said services will commence upon receipt of the signed Agreement. Any services commenced prior to the signed Agreement, performed by the Architect for the convenience of the Owner, will be considered a part of this Agreement. If Additional Services are requested of the Architect by the Owner for this Master Planning portion of the Project, subsequent Scope and Fee Proposal letters shall be added to this Agreement by amendment. It is anticipated that if this Project moves forward to Design through Construction Administration, the Owner may choose to issue a full Contract (AIA or Owner’s Agreement).
2. **COMPENSATION.** The Owner shall pay to the Architect, as compensation for the Services, the amounts as identified in the Scope of Services.
3. **REIMBURSABLE EXPENSES.** The Owner shall pay to the Architect the cost for all reimbursable expenses incurred by the Architect, plus a 10% markup administrative fee, all which shall be in addition to the compensation for Basic and Additional Services. Reimbursable expenses shall include expenses incurred by the Architect and Architect’s Principals, employees and subconsultants in the interest of the Project. This mark-up shall also be applied to the fees of the Architect’s consultants.
4. **BILLING AND PAYMENT.**
  - 4.1 **Progress Payments.** Invoices will be submitted by the Architect monthly, and are due upon presentation and shall be considered PAST DUE if not paid within thirty (30) calendar days after the invoice date, regardless of whether the Owner has secured project financing. The Owner shall be deemed to have accepted all portions of the invoice for which the Owner has not given the Architect written notice of objection (specifically stating the portion and grounds of the objection) within thirty (30) calendar days of the date of the invoice.
  - 4.2 **Interest.** If payment is not received by the Architect within thirty (30) calendar days of the date of the invoice, the Owner shall pay an additional charge of one-and-one-half percent (1 ½%) (or the maximum allowable by law, whichever is lower) of the PAST DUE amount per month.
5. **TERMINATION, SUSPENSION OR ABANDONMENT.** In the event of termination, suspension or abandonment of the Project, the Architect shall be equitably compensated for all services performed plus all accrued reimbursable expenses. Failure of the Owner to make payments to the Architect in accordance with this Agreement shall be considered substantial nonperformance and is sufficient cause for the Architect to either



suspend or terminate services. Either the Architect or the Owner may terminate this Agreement after giving no less than seven (7) calendar days' written notice if the other party substantially fails to perform in accordance with the terms of this Agreement.

6. OWNERSHIP OF DOCUMENTS. Reports, drawings, and other documents, including those in electronic form, prepared by the Architect and the Architect's consultants are Instruments of Service for use solely with respect to this Project. The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service and shall retain all common law, statutory and other reserved rights, including copyrights.
7. OPINIONS OF PROBABLE COST. Since Architect does not have control over the cost of labor, materials, or equipment, or over the contractor's means and methods, or market conditions, opinions of probable cost, when provided, are to be made on the basis of the Architect's (or their cost consultant's) experience and qualification and represent the Architect's (or their cost consultant's) best judgement as design professionals generally familiar with the construction industry. However, the Architect cannot and does not guarantee that proposals, bids, or the construction cost will not vary from opinions of probable cost prepared for the Owner. If the Owner wishes greater assurance as to costs, the Owner shall employ an independent cost estimator.
8. RISK ALLOCATION. In the execution of its services, the Architect will exercise its best professional judgement. No other warranties, expressed or implied, are given.

Owner recognizes the inherent risk of claims associated with the service to be provided by Architect. In partial consideration of Architect's commitment to perform the services under this Agreement, Owner and Architect agree:

- 8.1 Indemnification. The Owner will defend, indemnify and hold harmless the Architect (along with its principals and employees) and the Architect's consultants against any and all claims, damages and liability arising out of or related to this Agreement or the services performed hereunder that are caused partly or wholly by the act, error or omission of the Owner or its employees, agents or consultants, provided, however, that the Owner shall have no duty to indemnify or hold harmless the Architect (or its principals or employees) if the claim, damages and liability are caused by the sole negligence of the Architect. Provided further, that if the claim, damages and liability are caused by the concurrent negligence of the Owner and the Architect, the Owner's duty to indemnify and hold harmless shall be limited to the extent of the Owner's contributory negligence.
- 8.2 Consequential Damages. The Owner and the Architect waive consequential damages for claims, disputes and other matters in question arising out of or related to this Agreement or the breach or alleged breach of this Agreement.
- 8.3 Limitation of Liability. The Architect's total liability under this Agreement for all claims, losses or damages to any party directly or indirectly related to this project shall be limited to \$50,000 or the total amount of fees for the Project under this Agreement, whichever is less.

## 9. DISPUTE RESOLUTION

Except for the payment of invoices, the parties will attempt to first resolve any dispute arising out of the performance or interpretation of this Agreement, including any claim for negligence, by mediation pursuant to the Washington Mediation Act. Should mediation fail, either party may then pursue legal action to resolve the matter. Arbitration shall not be a form of dispute resolution.

## 10. MISCELLANEOUS PROVISIONS

- 10.1 Hidden Conditions. Inasmuch as the review of an existing building and/or site requires that certain assumptions be made regarding existing conditions, and because some of these assumptions may not be verifiable without expending additional sums of money or destroying otherwise adequate or serviceable

portions of the building and/or site, the Owner agrees not to make any claims against the Architect if it develops that the conditions actually reviewed do not accurately reflect conditions elsewhere in the existing building and/or site.

- 10.2 Environmental Hazards Waiver and Indemnity. The Architect and the Architect's consultant(s) shall have no responsibility for the discovery, presence, handling, removal of, or exposure of persons to, hazardous materials or toxic substances in any form at the project site.
- 10.3 Taxes. The Owner shall compensate the Architect, in addition to all fees and reimbursable costs, for the application of all new or retroactive taxes on the services for the Project by the federal, state or local government.
- 10.4 Assignment. Neither party to this Agreement shall assign the contract without written consent of the other.
- 10.5 Collection Costs. In the event legal action is necessary to enforce this Agreement, the Architect shall be entitled to collect from the Owner any judgement or settlement sums due, actual attorney's fees, expert witness fees, court costs and expenses incurred by the Architect in connection therewith and, in addition, the reasonable value of the Architect's time spent and expenses incurred by the Architect in connection with such collection action, computed at the Architect's prevailing fee schedule and expense policies.
- 10.6 Governing Law. This Agreement shall be governed by the internal laws of the State of Washington.
- 10.7 Merger. This Agreement states the entire agreement between the Owner and the Architect with respect to its subject matter and supersedes all prior and contemporaneous negotiations, commitments, understandings and agreements with respect to its subject matter. This Agreement shall not be modified or amended except by way of an instrument signed by both the Owner and the Architect.
- 10.8 Signing Authority. Each individual signing this Agreement on behalf of a named party warrants that he or she has the authority to sign on behalf of his or her principal and to bind his or her principal to this Agreement and its terms.

## 11. SCHEDULE

- 11.1 Professional Services began as noted on Attachment A (Consulting Services Fee Proposal dated May 9, 2024) and shall be terminated on August 30, 2024 (per the previously noted Fee Proposal) unless mutually agreed, in writing, by both parties to extend the contract date.

**For TCF Architecture PLLC**

124 N. I Street  
Tacoma, WA 98403  
Phone: (253) 572-3993

By:   
Steve Wachtler, Managing Principal

Date: June 6, 2024

**Aberdeen School District**

216 N. G Street  
Aberdeen, WA 98520  
Phone: 360-538-2000

\_\_\_\_\_  
Signature, Authorized Owner's Representative

Date: \_\_\_\_\_

Elyssa Louderback, Executive Director of Business & Operations  
Printed Name and Title  
[elouderback@asd5.org](mailto:elouderback@asd5.org)

Attachments:

1: Scope of Services and Fee Proposal (Dated May 9, 2024).



May 9, 2024

Re: Aberdeen School District  
District-Wide Master Planning  
TCF Project No. 2024-002  
Consulting Services Fee Proposal

Attn: Mr. Andrew Twyman, Associate Director of Design, Value Engineering + Construction Project Management

Dear Andy,

I am pleased to provide you with this Design Consulting Services proposal for the Aberdeen District-Wide Master Planning Project. We look forward to continuing our work with your team and the Aberdeen School District and are excited for this opportunity to work together on another project.

This fee proposal is to provide you with our latest understanding of the scope, fee, schedule, and project requirements. Our goal is to provide you with the services that you desire and set fees that will allow us to do a quality job for you. Our proposal is based on the understanding and assumptions noted herein.

**Project Schedule:** Following is a summary of the preliminary proposed project schedule to be reviewed and reevaluated as we start the Master Planning Process.

- |                                      |   |
|--------------------------------------|---|
| • Contracts:                         | April - May                                     |
| • School Board Contract Approval:    | May 23 <sup>rd</sup>                            |
| • Master Planning Duration:          | May 24 <sup>th</sup> - August 30 <sup>st</sup>  |
| • Site Visits (If needed):           | June  |
| • Cost Estimating:                   | August 1 <sup>st</sup> - August 8 <sup>th</sup> |
| • Draft Master Plan Report Issuance: | August 15 <sup>th</sup>                         |
| • Final Master Plan Report Issuance: | August 30 <sup>th</sup>                         |

**General Project Scope & Services:** Our scope of services included in this proposal for the District-Wide Master Planning Project includes facilitating a process of reviewing, refining, prioritizing, and pricing the scope included in the District's master planning project list. The following specific services will be performed by TCF and our consultants and billed on an hourly basis.

**Architectural Services:** Our architecture services will include the following:

- *General Administration & Correspondence:* Correspond with CSG|ESD 112, Aberdeen School District and consultants throughout duration of project as required to support project needs.
- *Meetings:* Facilitation of a series of master planning meetings to review, refine, and prioritize, the scope included in the District's master planning project list.
- *Site Visits:* If needed perform a site visit(s) to prioritize a list of projects included in the master plan to help inform project scope definition.
- *Cost Estimate Coordination:* Work with 3<sup>rd</sup> party cost estimator to estimate Masterplan scope.



- *Future Design & Construction Timeline:* TCF will work with the District and CSG | ESD 112 to develop approximate timelines to draft an appropriate schedule for future phases of design and construction for projects identified in the Master Plan.
- *Draft Report:* Create a phase report summarizing master plan findings and analysis. Develop draft report by assembling all narratives and documents developed through process, writing an executive summary, and combining them into a single PDF document. Deliver to ASD for review and comment.
- *Final Report:* Address comments, finalize report, and deliver bookmarked PDF and/or hard copy.

**Consultants:** The following are the proposed consultants that we plan on using on this project. As we get deeper into the master planning process and if it is determined additional consultants would be needed to further refine scope or costs, we can bring them on via an additional services request proposal.:

- **Cost Control Consultant:** RC Cost Group

**Project Budget:** The Design Team will provide high level ROM cost analysis for the scope of work covered in the Master Plan to help the Owner prioritize the scope and timing of proposed projects.

**Fee Type:** Our fee is proposed on an Hourly fee basis with a not to exceed amount of \$25,000. This amount is inclusive of consultant and reimbursable expenses.

**Contract Type:** We anticipate a short form Prime Agreement similar to the contract for the OSPI School Seismic Safety Grant - Phase I Planning will be used for this project.

**Reimbursable Expenses:** Reimbursable Expenses plus mark-ups will be charged in addition to our Services fees. We have provided an estimate for expenses. We will bill our expenses on the project as incurred plus a 10% mark-up.

Please give me a call if you have any questions.

Respectfully,  
TCF Architecture PLLC

A handwritten signature in black ink, appearing to read 'Steve Wachtler'.

Steve Wachtler, AIA  
Managing Principal



**Attachments:**

Fee Calculations

Fee Schedule

District Capital Levy Project Idea List



# District Wide Master Planning Aberdeen School District



## Fee Calculation

Revised: 5/9/2024

**SUMMARY OF WORK / ASSUMPTIONS:** The following is a detailed breakdown of the scope of services and projected hours that TCF Architecture will provide for the Aberdeen School District District Wide Master Planning Project. All work will be billed under an hourly basis against the total NTE amount of \$25,000. More or less hours may be spent on each specific task but will remain within the overall NTE amount. Also reference our fee proposal letter for additional clarification on these items.

TASK	PROJECT TASK DESCRIPTION	TEAM MEMBER HOURS / FEES				TOTALS
		Principal	Project Architect	Job Captain	Project Coordinator	

TASK 1 - ARCHITECTURAL SERVICES						
1.01	General Admin, Project Management & Correspondence	8.0			2.0	
1.02	Meetings & Workshops	8.00				
1.03	Site Visit & Documentation	8.0				
1.04	Master Plan Creation	18.0	16.0	8.0		
1.05	Cost Estimate Coordination	1.0				
1.06	Report Creation	4.0	4.0		1.0	
ESTIMATED HOURS		47.0	20.0	8.0	3.0	
HOURLY RATE		\$325	\$185	\$135	\$125	
ESTIMATED FEES		\$15,275	\$3,700	\$1,080	\$375	
Reimbursable Expenses						\$500
<b>TOTAL TASK 1 ARCHITECTURAL FEE</b>						<b>\$20,930</b>

TASK 2 - COST ESTIMATING CONSULTANT SERVICES				
2.01	Cost Estimating, Hourly Fee - RC Cost Group		\$3,700	
SUBTOTAL CONSULTANT FEES			\$3,700	
10% MARKUP ON CONSULTANT FEES			\$370	
SUBTOTAL			\$4,070	
<b>TOTAL TASK 5 FEE</b>				<b>\$4,070</b>

<b>TOTAL FEES</b>	<b>\$25,000</b>
-------------------	-----------------

## 2024 Hourly Rate and Reimbursable Expense Schedule

Effective: January 1, 2024

Description	Rates
<b>TCF Personnel:</b>	
Principal-In-Charge	\$325.00 / hour
Interior Design Principal	\$220.00 / hour
Senior Design Director	\$200.00 / hour
Senior Architect / Senior Project Manager	\$185.00 / hour
Project Architect	\$165.00 / hour
Architect 3	\$145.00 / hour
Designer 3 / Architect 2	\$135.00 / hour
Designer 2 / Architect 1	\$125.00 / hour
Designer 1	\$115.00 / hour
Project Coordinator	\$125.00 / hour
Administration	\$115.00 / hour
<b>Subconsultant Services:</b>	
Subconsultant Services Contracted Through TCF	Direct Cost plus 10%
<b>Reimbursable Expenses:</b>	
Mileage	Current Federal Rate
Other Expenses:	Direct Cost plus 10%
(Meals, air travel, per diem, reproductions, shipping, postage, etc.)	

## Capital Levy Project ideas (Sept 2023)

I am removing anything for Stevens, Miller JH, AJ West and Harbor/Hopkins as they may be included in other project planning with Seismic dollars and we don't want to confuse them.

1. Intercom upgrades (district-wide)
2. Roofs for multiple buildings
  - a. Garland Roofing Report
3. Safety system - (access points;intercom/camera; ADA compliant)
  - a. Modification of front entrances (specifically AHS; ~~AJ West~~;
4. Landslide repair
  - a. Tennis Court (also resurfacing)
  - b. Stewart Field
5. Master planning for district facilities
6. Building envelope -
  - ~~a. Miller JH~~
    - ~~i. Siding~~
  - ~~b. AJ West~~
    - ~~i. Painting~~
  - ~~e. Harbor Learning Center~~
    - ~~i. Windows~~
  - d. McDermoth -
    - i. Seal/Paint
  - e. Maintenance -
    - i. Paint
  - f. Ad bldg -
    - i. Seal/paint
7. Playgrounds
  - ~~a. Stevens~~
  - b. Robert Gray
  - c. Central Park
8. Parking Lot repairs/resurfacing
  - a. AHS
  - ~~b. Miller JH~~
  - c. Stewart (between building and field)
9. Sidewalk repairs
  - ~~a. Miller~~
  - b. AHS
  - c. Ad building
10. Ramps for portables replaced
  - a. Robert Gray
  - ~~b. AJ West~~
  - ~~c. Stevens~~
  - d. Ad building
11. Elevators
  - ~~a. Miller~~
  - b. McDermoth (Stairwell/Main)
  - c. Robert Gray
  - d. Administration

- ~~12. Separate cafeteria/ gym at AJ West (vertical evacuation center)~~
13. Permanent cover over concrete area outside at Miller JH
14. Install HVAC systems
  - ~~a. Harbor Learning Center~~
  - b. Stewart Building
  - c. Admin Building
  - d. Maintenance
15. Stewart Field Grandstands
  - a. Wood structure deteriorating (home/away)
- 16.

#### Food Service Equipment

- Replace refrigerators/freezers portable
- Storage rooms
- Other equipment
- Evaluate spaces for efficiency

#### Technology

- Device replacements - \$200-\$300k/ year



**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 The Stepping Stones Group (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) Provide School Psychology Services, Occupational Therapy Services, Physical Therapy Services, Speech Language Pathology Services and/or Nursing Services for the 2023-24 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 5<sup>th</sup> 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, 2023 and shall terminate on July 31, 2024** 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 04 day of June, 2024.

**ABERDEEN SCHOOL DISTRICT**

**PROVIDER**

Signature \_\_\_\_\_

Signature Andrea Rosales

Title: \_\_\_\_\_

Title: Client Services Manager



**Assignment Confirmation Addendum**

This Addendum, made as of June 04, 2024, between The Stepping Stones Group LLC ("Contractor"), and Aberdeen School District ("School District"). The purpose of this Addendum is to establish bill rate and billing information for the services listed below. All other terms and conditions to remain based on current contract.

**BILLING DETAILS:**

SSG Employee Name: Estefania Moreno

Specialty: Speech Language Pathologist- Tele

Billable Hours per Week: 37.5 hours

**Bill Rate:** \$95.00

**Assignment Duration:** 8/28/24 – 6/11/25

A/P Contact Name and Title: Elyssa Louderback, Executive Director of Business and Operations

A/P Email & Phone Number: elouderback@asd5.org, (360) 538- 2007

Special Billing Instructions: \_\_\_\_\_

Signed for Contractor:

Signed for School District:

Signature: Andrea Rosales

Signature: \_\_\_\_\_

Name: Andrea Rosales

Name: \_\_\_\_\_

Title: Client Services Manager

Title: \_\_\_\_\_

Date: 06/04/24

Date: \_\_\_\_\_

**NON-SOLICITATION:** During the term of this Agreement and for a period of two years after the termination of this Agreement, School District agrees not to contract with directly or indirectly, offer employment to or hire any employee of the Contractor assigned to School District or any candidate submitted by Contractor to School District for consideration. School District agrees that if it directly hires any contracted employee provided by the Contractor or candidate submitted by the Contractor there is a one-time fee equal to 20% of the School District salary of that employee or candidate.



## 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:** Stepping Stone Group                      **Term:** Aug 28, 2024 – June 11, 2025

**Services Provided:** Speech Language Pathologist    **Hours:** up to 40 hours per week

### RATE & PAYMENT DETAILS:

**Contracted Employee:** Estafania Moreno                      **Position:** Speech Language Pathologist - Virtual  
(Example: OT, PT, PTA, SLP)

**Bill Rate:** \$ 95/hour

**Payment:** Invoices submitted by the 5<sup>th</sup> of the month, paid after the 2<sup>nd</sup> Board meeting of the month

### ADDITIONAL INFORMATION:

Comments:

---

---

### VENDOR:

**By:** Andrea Rosales

**Date:** 06/04/24

### ABERDEEN SCHOOL DISTRICT

**By:** \_\_\_\_\_  
Superintendent or Designee

**Date:** \_\_\_\_\_



**AMENDMENT TO**  
**CONSULTING SERVICES AGREEMENT**  
**CSA 2325018 - FY2**  
**BY AND BETWEEN**  
**WASHINGTON CENTER FOR DEAF AND HARD OF HEARING YOUTH**  
**611 GRAND BLVD. VANCOUVER, WA 98661**  
**AND**  
**ABERDEEN SCHOOL DISTRICT**  
**216 NORTH G STREET, ABERDEEN, WA 98520**

This Amendment to the Consulting Services Agreement (“Amendment”) is entered into by and between the Washington State Center for Deaf and Hard of Hearing Youth (“CDHY”) and ABERDEEN SCHOOL DISTRICT (“District”).

**RECITALS**

**WHEREAS**, CDHY and District entered into a Consulting Services Agreement (“Agreement”) on July 26, 2023.

**WHEREAS**, the parties now desire to enter into this Amendment to the Agreement to extend the period of performance and update compensation for the delivery of consultation services for deaf and hard of hearing children.

**AMENDMENT**

**NOW, THEREFORE**, for and in consideration of the mutual covenants and agreements contained herein or attached and incorporated by reference and made part hereof, the parties agree to amend the Agreement as follows:

**1. PERIOD OF PERFORMANCE.**

The term of this agreement shall extend from August 1, 2024 to July 31, 2025, unless terminated sooner as provided in the Agreement, or extended through a properly executed amendment.

**2. COMPENSATION.**

The District shall pay two hundred and twenty-five dollars (\$225.00) per Direct Service hour provided at the District request, billed in one (1) hour increments.



“Direct Service” includes:

- a. Consultation(s), evaluation(s), assessments, and/or professional development in the presence of or by alternative communication to an individual(s) at the request of the District;
- b. File or case reviews with a subsequent assessment; and
- c. Consultation or expanded service analysis for Individual Education Plans (IEP) as defined in WAC 392-172A-03090, or an Individual Family Service Plans (IFSP) as defined in WAC 182-537-0200, or a 504 Plan identified in section 504 of the Rehabilitation Act of 1973 as defined in WAC 392-190.

CDHY shall invoice at least monthly for services provided under this Agreement.

At the request of the District, CDHY shall provide a statement of invoiced services for the term of this Agreement.

Payments under this Agreement shall be remitted to:

CDHY  
611 Grand Blvd.  
Vancouver WA, 98661  
ATTN: Business Office

### **3. COUNTERPART SIGNATURES.**

This Agreement may be signed in counterparts with the same effect as if the signatures to each counterpart were upon a single instrument, and all such counterparts together shall be deemed an original of this Agreement. For purposes of this Agreement, a facsimile or electronic copy of a party’s signature shall be sufficient to bind such party.



**4. ALL OTHER TERMS AND CONDITIONS.**

All other terms and conditions of this contract remain in full force and effect.

**IN WITNESS WHEREOF**, the parties have executed this Amendment.

**WASHINGTON CENTER FOR DEAF  
AND HARD OF HEARING YOUTH**

**ABERDEEN SCHOOL DISTRICT**

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
NAME (PRINT)

Elyssa Louderback

\_\_\_\_\_  
NAME (PRINT)

\_\_\_\_\_  
TITLE (PRINT)

Executive Director of Business & Operations

\_\_\_\_\_  
TITLE (PRINT)

\_\_\_\_\_  
DATE

\_\_\_\_\_  
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 Ampersand Therapy (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) Provide School Psychology Services, Occupational Therapy Services, Physical Therapy Services, Speech Language Pathology Services and/or Nursing 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 5<sup>th</sup> 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 10 day of \_\_\_\_\_ June \_\_\_\_\_, 2024.

**ABERDEEN SCHOOL DISTRICT**

**PROVIDER**

By \_\_\_\_\_

By Kyle Volatin

Its \_\_\_\_\_

Its Director of Operations, Ampersand Therapy



# 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:** Ampersand Therapy

**Term:** August 1, 2024 – July 31, 2025

**Services Provided:** SLP - Asst

**Hours:** 7.5 hours/day; 30 hrs/week

## RATE & PAYMENT DETAILS:

**Contracted Employee:** Charlie Fagin

**Position:** SLP – Asst - .8 fte

(Example: OT, PT, PTA, SLP, Psychologist)

**Bill Rate:** \$ 75/hour

**Payment:** Invoices submitted by the 5<sup>th</sup> of the month, paid after the 2<sup>nd</sup> Board meeting of the month

## ADDITIONAL INFORMATION:

**Comments:** \_\_\_\_\_

### VENDOR:

**By:** *Kyle Volante*

**Date:** 6/06/2024

### ABERDEEN SCHOOL DISTRICT

**By:** \_\_\_\_\_  
Superintendent or Designee

**Date:** \_\_\_\_\_

## **RESIDENTIAL PLACEMENT AGREEMENT**

This Residential Placement Agreement (“**Agreement**”) is entered into between the Devereux Foundation, a Pennsylvania non-profit corporation with its principal place of business at 2012 Renaissance Blvd., King of Prussia, PA 19406 and its local affiliate the Devereux Advanced Behavioral Health Texas, 1150 Devereux Drive, League City, Texas 77573 (“**Devereux**”), and the Aberdeen School District (“**District**”), located in Aberdeen, Washington. Devereux and the District are collectively referred to as the “Parties.”

**Whereas**, the District has determined that Devereux is able to meet the residential treatment and special education needs of [REDACTED] (“**Student**”), a student enrolled in the District, and

**Whereas**, the District desires to place Student at Devereux, and

**Whereas**, the District represents that Student’s parents have agreed that Devereux is able to meet Student’s special education needs,

Now, therefore, in consideration of the terms set forth below, the Parties agree as follows:

1. Term and Renewal. This Agreement will be effective from July 1, 2024 through June 30, 2025, unless the Agreement is terminated earlier by either party, and may be renewed annually on July 1 of subsequent years.
2. Devereux Services. Devereux will provide Student with basic psychiatric intervention, psychological services, room and board, mental health related services, and education as called for in the Student’s individual treatment plan, which will be developed by Devereux.
3. Evaluations and Individualized Education Programs (“IEPs”). The District is responsible for preparing IEPs, convening IEP meetings, and initiating annual IEP reviews. The District is also responsible for reevaluations, as determined appropriate by Student’s IEP team. Devereux will participate in IEP team meetings and assist in preparation of IEP documentation by providing written present levels, written goals, transition plans, and behavior plans as needed. Evaluation and IEP team meetings will be scheduled at a time and place convenient for both parties. Devereux is responsible for implementing Student’s IEPs.
4. Compensation. The District shall pay to Devereux a fee for services per Attachment “A.” If Student is admitted or discharged during a payment period, the fee shall be prorated. The District is responsible for payment-in-full of fees for any and all days that the Student is enrolled in Devereux’s program. Payment is due no later than thirty (30) calendar days from the date of invoice. The District is not responsible for any costs not specifically set forth in this Agreement.

The fee does not cover, and Devereux shall not be responsible for Student's medical, pharmacy, dental, vision, medical insurance premiums, personal and clothing expenses, transportation to and from Devereux and other expenses generally considered as being personal to an individual in residential placement. Devereux will provide or obtain transportation for Student to a hospital and/or physician's office when needed.

5. Records and Progress Reporting. Devereux will keep records or logs of the services provided to Student under this Agreement. Devereux will also take data on the goals and objectives in Student's IEP and provide periodic reports on Student's progress on those goals and objectives in accordance with his IEP. Devereux will provide the District with access to Student's records, logs, and data upon request. If Devereux requires written authorization from Student's parents to provide the District with records and information related to Student, Devereux will promptly obtain that written authorization from Student's parents.

6. Observations. Devereux agrees that District representatives or appropriate staff members and Student's parents may visit and observe Devereux's program, facilities, and Student's receipt of the services provided by Devereux at any reasonable time. They may also meet with Devereux staff who are working with Student.

7. Records Maintenance. Devereux must maintain Student's records in compliance with the Family Educational Rights and Privacy Act, 20 U.S.C. Section 1232g, ("**FERPA**"); 34 C.F.R. Part 99; and WAC 392-172A- 05180 through 392-172A-05245, and in accordance with record retention laws, the Public Schools (K-12) Records Retention Schedule from Office of the Secretary of State, Washington State Archives, and District record retention policies. Devereux must cooperate with the District regarding requests for records regarding Student, including, but not limited to, requests under FERPA, the Washington Public Records Act, or the IDEA.

8. Records Audit or Review. Devereux must maintain and have available for audit or review by the District and/or state or federal agencies documentation of attendance, hours of services provided to Student, personnel data, and financial data, including all revenues and expenditures pertaining to this Agreement.

9. Individuals with Disabilities Education Act. Devereux agrees that its provision of services under this Agreement will comply with the Individuals with Disabilities Education Act, 20 U.S.C. §§ 1400 *et seq.*; its implementing federal regulations, 34 C.F.R. 300 *et seq.*; RCW Chapter 28A.155; and implementing state regulations, WAC Chapter 392-172A (collectively referred to as the "**IDEA**").

10. Prohibition against Sectarian or Religious Control. Services provided under this Agreement must be free of sectarian or religious influence or control.

11. Compliance with Law. Devereux and its employees must comply, and ensure Devereux's services comply, with all applicable laws, ordinances, rules, regulations, and other requirements applicable to the services provided by Devereux under this Agreement, in effect at the time the services are provided. Devereux will provide any documentation that may be required to evidence compliance with this section. Failure to comply with this Section is grounds for the District to immediately terminate this Agreement.

12. Crimes against Children. Pursuant to RCW 28A.400.330, Devereux must prohibit any employee of Devereux from providing services under this Agreement if the employee has pled guilty to or been convicted of any felony crime specified under RCW 28A.400.322. Devereux must provide documentation, prior to providing the services described in this Agreement, that any employees who will provide the services have not pled guilty to, or been convicted of, any felony crime in RCW 28A.400.322. Failure of Devereux to comply with this Section is grounds for the District to immediately terminate this Agreement.

13. Policies and Regulations. Devereux will ensure that all of its employees who provide services under this Agreement comply with all applicable District Policies and Regulations. This includes, without limitation, complying with the following requirements:

- a. Confidentiality: Devereux and its employees, volunteers, agents, and subcontractors are required to comply with FERPA, 34 C.F.R. Part 99, and all other applicable federal and state laws regarding the confidentiality of student information and educational records.
- b. Child Abuse: Devereux will comply with the duty to report any suspected abuse or neglect of a child, as required by RCW 26.44.020. Devereux will notify the District immediately of any such reports.
- c. Non-discrimination: Devereux will comply with applicable local, state, and federal laws prohibiting discrimination with regard to race, creed, color, national origin, sex, sexual orientation, including gender expression or identity, marital status, age or the presence of any sensory, mental or physical handicap.

14. Debarment and Suspension. Devereux, by signing this Agreement, certifies that it is not presently debarred, suspended, declared ineligible, or voluntarily excluded from participating in federal programs or being eligible to receive federal funds by any local, state, or federal department or agency. Devereux will maintain evidence of compliance in its files.

15. Release and Indemnification. All activities performed by Devereux are performed at its own risk. Devereux must indemnify, defend, and hold the District, including its agents, board members, employees, directors, and officers, harmless from any liability, claim, loss, damages, injuries, or expenses, including, but not limited to, attorney's fees, arising out of or related to Devereux's performance of its obligations under this Agreement.

16. Independent Contractor. Devereux, including its agents, officers, and employees, will at all times be an independent contractor and not an employee, partner, agent, or representative of the District with respect to its performance of the services described in this Agreement. Devereux may not represent that it is, or hold itself out as, an agent or representative of the District.

17. Rights, Benefits, and Workers' Compensation. As an independent contractor, Devereux is not entitled to the rights or benefits afforded to the District's employees, including disability or unemployment insurance, worker's compensation, medical insurance, sick leave, or any other employment benefit. Devereux is responsible for providing at Devereux' own expense, disability, unemployment, worker's compensation, and other insurance, training permits, and licenses for Devereux and for Devereux' employees, as required by law. Devereux expressly waives any immunity or limitations (e.g., on the type or amount of damages, compensation, benefits, or liability payable by Devereux) that might otherwise be afforded Devereux under any industrial insurance, worker's compensation, disability benefit or similar law, rule, regulation or order of any governmental authority having jurisdiction (including, but not limited to, the Washington Industrial Insurance Act, Title 51 of the Revised Code of Washington). By executing this Agreement, Devereux acknowledges that the foregoing waiver has been mutually negotiated by the parties. Devereux' waiver of immunity in this paragraph extends only to claims against Devereux by the District and does not include claims by Devereux' employees directly against Devereux.

18. Termination. The District may terminate this Agreement at any time for material breach by Devereux, by providing written notice, in which case Devereux will be liable for the direct and incidental damages suffered by the District for such breach. In addition, either party may terminate this Agreement by providing thirty (30) days written notice to the other party. In the event of termination, the District shall pay for, and Devereux shall provide services through the date of termination, unless the parties agree otherwise. In the event that Devereux loses its license to operate Student's program, this Agreement shall terminate immediately. This Agreement will no longer be active once Student has been discharged.

19. Taxes. Devereux is responsible for paying all taxes, including estimated taxes and sales taxes, incurred as a result of the compensation paid by the District to Devereux for services provided under this Agreement.



20. Insurance. Devereux must provide the District with evidence of Professional Liability insurance in the amount of at least one million dollars (\$1,000,000.00).

21. Authority. All Parties to this Agreement represent and warrant that they have full authority to enter into and be bound by this Agreement. The Parties further represent and warrant that the individual signing this Agreement has the necessary authority to execute this Agreement.

22. Governing Law. This Agreement is entered into, and must be construed and interpreted in accordance with, the laws of the state of Washington and the United States.

23. Entire Agreement. This Agreement is the entire agreement and understanding of the Parties. There are no oral understandings, terms, or conditions, and neither party has relied upon any representation, express or implied, not contained in this Agreement. This Agreement cannot be changed or supplemented orally and may be modified or superseded only by written agreement signed by both Parties.

24. Assignment. Devereux will not assign, transfer, or delegate any of its rights or obligations under this Agreement without the prior written approval of the District.

25. Interpretation. The language of all paragraphs of this Agreement must be construed as a whole, according to its fair meaning. This Agreement must be construed and interpreted in a neutral manner.

26. Severability. If a court of competent jurisdiction finds any provision in this Agreement to be invalid or unenforceable, the remaining portions of the Agreement will remain in full force and effect.

**Each party's signature below indicates agreement with the terms of this Agreement.**

For: **Aberdeen School District**

For: **Devereux Advanced Behavioral Health,  
Texas**

By: \_\_\_\_\_

By: *Pamela E. Reed*

Name: Lynn Green

Name: Pamela E. Reed

Title: Co-Superintendent

Title: Executive Director

Date: \_\_\_\_\_

Date: 6-13-24

**Devereux Advanced Behavioral Health, Texas**  
**Devereux Texas Treatment Network**  
**Attachment "A"**  
Rates Effective Through 6/30/25

<b><u>Program</u></b>	<b><u>Daily Rate</u></b>
Autism Intensive Residential Services	
Room and Board	\$ 331.45
Mental Health Related Services	\$ 806.28
Education (250 day school calendar)	<u>\$ 276.68</u>
Full Daily Rate	\$1,327.00

**Services not included in the above rate:**

One-to-One Supervision / Additional Staff Support	\$ 40.00 per hour
Speech and Language	at local provider cost
Occupational/Physical Therapy	at local provider cost
Evaluations/Assessments	at local provider cost

Devereux Advanced Behavioral Health Texas  
1150 Devereux Drive  
League City, Texas 77573  
281-335-1000

FIN: 23-1390618  
NPI: 1235212895

*Remittance Address:*  
*P.O. Box 74292*  
*Cleveland, OH 44194-0002*

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- b. Child Abuse: Devereux will comply with the duty to report any suspected abuse or neglect of a child, as required by RCW 26.44.020. Devereux will notify the District immediately of any such reports.
- c. Non-discrimination: Devereux will comply with applicable local, state, and federal laws prohibiting discrimination with regard to race, creed, color, national origin, sex, sexual orientation, including gender expression or identity, marital status, age or the presence of any sensory, mental or physical handicap.

14. Debarment and Suspension. Devereux, by signing this Agreement, certifies that it is not presently debarred, suspended, declared ineligible, or voluntarily excluded from participating in federal programs or being eligible to receive federal funds by any local, state, or federal department or agency. Devereux will maintain evidence of compliance in its files.

15. Release and Indemnification. All activities performed by Devereux are performed at its own risk. Devereux must indemnify, defend, and hold the District, including its agents, board members, employees, directors, and officers, harmless from any liability, claim, loss, damages, injuries, or expenses, including, but not limited to, attorney's fees, arising out of or related to Devereux's performance of its obligations under this Agreement.

16. Independent Contractor. Devereux, including its agents, officers, and employees, will at all times be an independent contractor and not an employee, partner, agent, or representative of the District with respect to its performance of the services described in this Agreement. Devereux may not represent that it is, or hold itself out as, an agent or representative of the District.

17. Rights, Benefits, and Workers' Compensation. As an independent contractor, Devereux is not entitled to the rights or benefits afforded to the District's employees, including disability or unemployment insurance, worker's compensation, medical insurance, sick leave, or any other employment benefit. Devereux is responsible for providing at Devereux' own expense, disability, unemployment, worker's compensation, and other insurance, training permits, and licenses for Devereux and for Devereux' employees, as required by law. Devereux expressly waives any immunity or limitations (e.g., on the type or amount of damages, compensation, benefits, or liability payable by Devereux) that might otherwise be afforded Devereux under any industrial insurance, worker's compensation, disability benefit or similar law, rule, regulation or order of any governmental authority having jurisdiction (including, but not limited to, the Washington Industrial Insurance Act, Title 51 of the Revised Code of Washington). By executing this Agreement, Devereux acknowledges that the foregoing waiver has been mutually negotiated by the parties. Devereux' waiver of immunity in this paragraph extends only to claims against Devereux by the District and does not include claims by Devereux' employees directly against Devereux.

18. Termination. The District may terminate this Agreement at any time for material breach by Devereux, by providing written notice, in which case Devereux will be liable for the direct and incidental damages suffered by the District for such breach. In addition, either party may terminate this Agreement by providing thirty (30) days written notice to the other party. In the event of termination, the District shall pay for, and Devereux shall provide services through the date of termination, unless the parties agree otherwise. In the event that Devereux loses its license to operate Student's program, this Agreement shall terminate immediately. This Agreement will no longer be active once Student has been discharged.

19. Taxes. Devereux is responsible for paying all taxes, including estimated taxes and sales taxes, incurred as a result of the compensation paid by the District to Devereux for services provided under this Agreement.

20. Insurance. Devereux must provide the District with evidence of Professional Liability insurance in the amount of at least one million dollars (\$1,000,000.00).

21. Authority. All Parties to this Agreement represent and warrant that they have full authority to enter into and be bound by this Agreement. The Parties further represent and warrant that the individual signing this Agreement has the necessary authority to execute this Agreement.

22. Governing Law. This Agreement is entered into, and must be construed and interpreted in accordance with, the laws of the state of Washington and the United States.

23. Entire Agreement. This Agreement is the entire agreement and understanding of the Parties. There are no oral understandings, terms, or conditions, and neither party has relied upon any representation, express or implied, not contained in this Agreement. This Agreement cannot be changed or supplemented orally and may be modified or superseded only by written agreement signed by both Parties.

24. Assignment. Devereux will not assign, transfer, or delegate any of its rights or obligations under this Agreement without the prior written approval of the District.

25. Interpretation. The language of all paragraphs of this Agreement must be construed as a whole, according to its fair meaning. This Agreement must be construed and interpreted in a neutral manner.

26. Severability. If a court of competent jurisdiction finds any provision in this Agreement to be invalid or unenforceable, the remaining portions of the Agreement will remain in full force and effect.

**Each party's signature below indicates agreement with the terms of this Agreement.**

For: **Aberdeen School District**

For: **Devereux Advanced Behavioral Health, Texas**

By: \_\_\_\_\_

By: *Pamela E. Reed*

Name: Lynn Green

Name: Pamela E. Reed

Title: Co-Superintendent

Title: Executive Director

Date: \_\_\_\_\_

Date: 6-13-24



**Devereux Advanced Behavioral Health, Texas**  
**Devereux Texas Treatment Network**  
**Attachment "A"**  
Rates Effective Through 6/30/25

<b><u>Program</u></b>	<b><u>Daily Rate</u></b>
Autism Intensive Residential Services	
Room and Board	\$ 331.45
Mental Health Related Services	\$ 806.28
Education (250 day school calendar)	<u>\$ 276.68</u>
Full Daily Rate	\$1,327.00

**Services not included in the above rate:**

One-to-One Supervision / Additional Staff Support	\$ 40.00 per hour
Speech and Language	at local provider cost
Occupational/Physical Therapy	at local provider cost
Evaluations/Assessments	at local provider cost

Devereux Advanced Behavioral Health Texas  
1150 Devereux Drive  
League City, Texas 77573  
281-335-1000

FIN: 23-1390618  
NPI: 1235212895

*Remittance Address:*  
*P.O. Box 74292*  
*Cleveland, OH 44194-0002*



**Aberdeen School District No. 5**  
**Surplus Materials Equipment**  
**May June 2024**

Qty	Description	Manufacturer	Model #	Color or Detail	Condition	tor	Building	to list	Notes
5 boxes	Non-fiction weeded and deleted books	Various	N/A	Boxes	Used/damaged	Nani	AJ West	5/6/2024	Damaged beyond repair/outdated
1	telehook television and projector mount	atdec	th-3060-UT	in a box brand new	brand new	griebel	HLC	6/7/2024	Not surplus, has been returned to Tech Dept
1	Laminator	GBC Imagine		white	old/broken	Stotler	Stevens	5/9/2024	
6 Boxes	Non-fiction weeded and deleted books	Various	N/A	Boxes	Used/damaged	Nani	AJ West	5/13/2024	Outdated/ damaged/ not in circulation
8	Teacher Desks (not work stations)	unsure	n/a		used	Hubbard	Robert Gray	5/23/2024	Remove teacher desks
1	American Republic Teacher Edition	McGraw/Hill	2005 edition	red	used	Meers	MJH	5/29/2024	Outdated curriculum
9	Heating, Ventilating, and air conditioning Training guide - 1		ISBN-13: 978-0-13-614416-8		good	Green	AHS	5/31/2024	
1	Heating, Ventilating, and air conditioning Annotated Instructor's guide - 2		ISBN 0-13-614387-3		good	Green	AHS	5/31/2024	
1	Heating, Ventilating, and air conditioning Annotated Instructor's guide - 3		ISBN-13 978-0-13-604493-2		good	Green	AHS	5/31/2024	
8	Electrical Trainee Guide - 1		ISBN-13: 978-0-13-604460-4		good	Green	AHS	5/31/2024	
2	Heating, Ventilating, and air conditioning Training guide - 2		ISBN 0-13-614385-7		good	Green	AHS	5/31/2024	
1	Heating, Ventilating, and air conditioning Annotated Instructor's guide - 1		ISBN-13: 978-0-13-614418-2		good	Green	AHS	5/31/2024	
1	Electrical Annotated Instructor's guide		ISBN-13: 978-0-13-604463-5		good	Green	AHS	5/31/2024	
3	Heating, Ventilating, and air conditioning Training guide - 3		ISBN-13 978-0-13-604492-5		good	Green	AHS	5/31/2024	
2	Electrical Trainee guide - 2		ISBN-13: 978-0-13-604466-6		good	Green	AHS	5/31/2024	
1	Core Curriculum introductory craft skills edition 4		ISBN 13: 978-0-13-608637-6		good	Green	AHS	5/31/2024	
1	Electrical Trainee Guide - 3		ISBN-13: 978-0-13-256955-2		good	Green	AHS	5/31/2024	
1	Electrical Trainee Guide - 2		ISBN-13: 978-0-13-256953-8		good	Green	AHS	5/31/2024	
1	Electrical Trainee Guide - 1		ISBN-13: 978-0-13-256958-3		good	Green	AHS	5/31/2024	
1	Electrical Trainee Guide - 4		ISBN-13: 978-0-13-256956-9		good	Green	AHS	5/31/2024	
9	Electricity and Electronics Technology		ISBN 0-02-683427-8		good	Green	AHS	5/31/2024	
1	Box of weeded/damaged library books	various			damaged	Meers	MJH	6/4/2024	
3	Boxes of weeded/damaged/outdated library books	various			Used/damaged	Stotler	Stevens	6/4/2024	
1	washing machine	unknown		white	used	griebel	HLC	6/6/2024	
300+	Snappet student workbooks K-5	Snappet Math	First printing 2/2/2022	Replaced with updated version for 24/25	New	G Hagen	Stewart	6/7/2024	
2	Canon HD Camcorder	Canon	Vixia HF R100		Used	G Hagen	Stewart	6/7/2024	
2	Tripod	Slik	U900		Used	G Hagen	Stewart	6/7/2024	
2	Directional Stereo Microphone	Azden	SMX-10		Used	G Hagen	Stewart	6/7/2024	
8	boxes of weeded/damaged books (320 books)	Various	N/A	Brown boxes	Used/damaged	Nani	AJ West	6/7/2024	Damaged beyond repair/outdated
3	boxes of damaged books	various	N/A	cardboard boxes	used/damaged	Roiko	AHS	6/10/2024	
1	Box of text books, criminal justice	Glenco	N/A	cardboard box	good	Roiko	AHS	6/10/2024	



## MEMO

TO: Board of Directors  
Superintendent Lynn Green  
Superintendent Traci Sandstrom

RE: **Surplus Vehicles**

FROM: Ernie Lott

DATE: June 18, 2024

---

I am recommending that the following vehicles located at the Transportation Center be declared surplus:

**Bus 113**  
2007 Thomas  
VIN: 1T7YT4C2171273289  
Miles: 191,000

**Bus 103**  
2008 Thomas  
VIN: 1T7YT4C2081295141  
Miles: 160,000

**Bus 152**  
2011 International  
VIN: 4DRAPSKKXBB261665  
Miles: 63,000  
Needs a new engine

Regarding Bus 152: In 2019, it developed engine problems. We looked into replacing the engine with a retrofitted upgrade, but OSPI would not approve the use of Transportation Vehicle Funds for this purpose. We parked it and legally collected the last five years of depreciation. It is now off the depreciation schedule and no longer has value to the district.

Thank you.

## ADMINISTRATION

**HIRES:** We recommend the Board approve the following administrator hires:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Matthew Mahon	Stewart Building	Technology Systems Manager	07/01/24
Jamie Stotler	District	Program Administrator – CYO	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>
Saige Berglund	Central Park Elementary	Elementary Teacher	08/28/24
Paige Wallin	TBD	Elementary Teacher	08/28/24

**SUMMER SCHOOL HIRES:** We recommend the Board approve the following certificated summer school hires:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Joshua Dea	Aberdeen High School	ELA Teacher – Session 1	06/14/24
Chelsea Everson	Aberdeen High School	SpEd Teacher – Session 1	06/14/24
Erik Hiles	Aberdeen High School	Science Teacher – Session 2	07/08/24

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

<u>Name</u>	<u>Location:</u>	<u>Position To:</u>	<u>Position From:</u>	<u>Effective Date</u>
Tom Floch	AJ West Elementary	Teacher	Teacher – CYO	08/28/24
Stephanie Hoffman	Harbor Learning Center	CTE Teacher	Elementary Teacher	08/28/24
Charles Stover	Central Park Elementary	Teacher	Teacher – CYO	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>
Heather Berentsen	Teacher .5 FTE	McDermoth	Stevens Elementary	08/28/24
Doris Hatton	Teacher .5 FTE	McDermoth	Stevens Elementary	08/28/24
Alexandra Lucas	SpEd Teacher	Central Park	Robert Gray Elementary	08/28/24

**LEAVE OF ABSENCE:** We recommend the Board approve the following certificated leave of absence:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Brandi Creviston	Robert Gray Elementary	Teacher	06/04/24-06/13/24

**RESIGNATION:** We recommend the Board approve the following certificated resignation:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Ana Farias	McDermoth Elementary	Teacher	06/30/24

**Certificated Substitute Resignation:**

Larena Lake, effective 06/12/24

**CLASSIFIED**

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Crystal Haggard	Administration	State and Federal Program Secretary	08/14/24
Cole Revel	Maintenance	Maintenance Summer Help	06/24/24
Madelyn Williamson	Maintenance	Maintenance Summer Help	06/24/24

**SUMMER SCHOOL HIRES:** We recommend the Board approve the following classified summer school hires:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Rob Burns	Twin Harbors Skills Ctr	Fire Science Paraeducator	06/14/24
Rob Burns	Twin Harbors Skills Ctr	Marine Science Paraeducator	07/08/24
Mason Campeau	Aberdeen High School	Paraeducator – Session 1	06/14/24
Mason Campeau	Aberdeen High School	Paraeducator – Session 2	07/08/24
Vickie Crocker	Aberdeen High School	Paraeducator – Session 1	06/14/24
Kelly Hamblin	Aberdeen High School	MTSS Assistant – Session 1	06/14/24
Kelly Hamblin	Aberdeen High School	MTSS Assistant – Session 2	07/08/24
Amber Mullins	Aberdeen High School	Paraeducator – Session 2	07/08/24
Barb Tingwall	Aberdeen High School	Paraeducator – Session 1	06/14/24
Shilo Todd	Aberdeen High School	Paraeducator – Session 1	06/14/24
Shilo Todd	Aberdeen High School	Paraeducator – Session 2	07/08/24
Justin Zelepuza	Aberdeen High School	Paraeducator – Session 1	06/14/24
Justin Zelepuza	Aberdeen High School	Paraeducator – Session 2	07/08/24

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

<u>Name</u>	<u>Location:</u>	<u>Position To:</u>	<u>Position From:</u>	<u>Effective Date</u>
Yazmin Carbajal	Administration	SFSA	Migrant Family Svc Wkr	08/14/24

**LEAVE OF ABSENCE:** We recommend the Board approve the following classified leave of absence:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Angela SeaBliss	Robert Gray Elementary	Custodian	05/28/24-08/31/24

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Cherie Shay	Miller Junior High	Custodian	07/01/24

**EXTRA-CURRICULAR HIRES:** We recommend the Board approve the following extra-curricular hires:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Benton Butcher	Aberdeen High School	.5 FTE Assistant Football Coach	08/21/24
Carl Howard	Aberdeen High School	.5 FTE Assistant Football Coach	08/21/24

**EXTRA-CURRICULAR RESIGNATION:** We recommend the Board approve the following extra-curricular resignation:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Carl Howard	Miller Junior High	Assistant Football Coach	06/03/24

**ABERDEEN SCHOOL DISTRICT NO. 5**  
**Aberdeen, Washington**

**SUPERINTENDENT'S CONTRACT**

It is hereby agreed by and between the **Board of Directors of the Aberdeen School District No. 5**, Grays Harbor County, Washington (the "Board") and **Lynn Green** ("Co-Superintendent") that the Board, in accordance with its action at its meeting on the **18th day of June, 2024**, hereby employs **Lynn Green** as Co-Superintendent of the Aberdeen School District for the period commencing July 1, 2024, and ending June 30, 2025.

**AGREEMENTS**

1. In consideration of an annual salary of \$198,943/2 (\$99,471.50) the Superintendent agrees to faithfully perform the duties of the Superintendent of the Aberdeen School District as prescribed by the laws of the State of Washington and by the policies, rules, and regulations made thereunder by the Board. The annual salary shall be paid in equal monthly installments in accordance with the rules and regulations of the Board.
2. The Superintendent shall perform the duties of Superintendent of Schools of the District and Secretary of the Board as prescribed by the laws of the State of Washington, the rules and regulations of the State Board of Education and the Office of the Superintendent of Public Instruction, Board policies and procedures, and the Code of Ethics of the State and National Associations of School Administrators.
3. The Superintendent may attend appropriate professional meetings at the local, state, and national level, after providing the Board chairperson proper notification. Reasonable expenses incurred as a result of said attendance shall be paid/reimbursed by the District according to established Board policies.
4. The Superintendent will have freedom to recommend to the Board the organization, reorganization, and arrangement of the administrative and supervisory staff of the District in the manner which, in her judgment, best serves the interests of education and the District. The Superintendent shall be responsible for the administration of instruction and the business affairs of the District with the assistance of the staff. It is the responsibility of the Superintendent to recommend to the Board of Directors the selection, placement, and transfer of all personnel within the District in accordance with State law and the policies and procedures adopted by the Board. Nothing contained in this paragraph shall authorize the Superintendent to perform any act, which under the laws of the State of Washington, cannot be delegated by the Board to the Superintendent.
5. The Board shall provide the Superintendent with periodic opportunities to discuss Superintendent-Board relationships. The Board shall evaluate and assess in writing the performance of the Superintendent at least once a year on or before June 30 of each year of this contract.

6. Following evaluation of the Superintendent's performance, the Board shall determine whether the Superintendent's contract shall be extended for one (1) year beyond its then existing termination date. If the Board determines to extend the contract, the parties shall execute a written document identifying the new termination date of the contract. The Superintendent shall notify the Board not later than January 20th of her intent to retire at the conclusion of that contract year.
7. The District hereby retains the right to increase the annual salary of the Superintendent. In subsequent contract years, the Superintendent's salary shall be increased by any state-funded implicit price deflator (IPD) afforded to nonsupervisory certificated staff in the District. Any such increase granted shall be subject to the limitations of law pertaining thereto. Any adjustment in the salary made during the life of this contract shall be in the form of an amendment and shall become a part of this contract, but it shall not be deemed that the District and Superintendent have entered into a new contract nor that the termination date of the existing contract has been extended as a result of any such amendment.
8. In addition to annual salary, the Superintendent shall receive the following in consideration for the performance of duties as the Superintendent of the District.
  - A. The Superintendent shall supply her own vehicle for District business. The annual salary described in paragraph one shall be augmented in an amount equal to two hundred and fifty dollars (\$250.00) each month in lieu of other expense reimbursement for in-District travel. (Pursuant to RCW 42.24.090, it is the determination of the Board that this means of reimbursement is less costly than providing an automobile to the Superintendent.) The Superintendent will also be entitled to out-of-District mileage and other expense reimbursement for official business as provided by law and District policy for administrators.
  - B. Twelve (12) days sick leave with compensation for illness, injury, and emergencies to accumulate as provided by law with unused leave treated in the manner prescribed by law and District policy.
  - C. The Superintendent shall be afforded medical, dental, long-term disability, term life insurance and other benefits commensurate with that provided other full-time administrative personnel through the School Employee Benefits Board (SEBB).
  - D. Holidays recognized by the District.
  - E. The Superintendent's contract consists of 260 days, which is inclusive of 12 paid holidays. The Superintendent shall earn thirty (30) days of paid vacation per year, to be used upon prior notification to the Board. Unused vacation shall accumulate to a maximum of sixty (60) days. Such accumulated vacation may be taken in a subsequent year, provided that no

more than six (6) weeks of continuous vacation will be permitted regardless of accumulation. Up to ten (10) days of unused vacation as of June 30 of any calendar year shall be compensable on the July pay warrant. To the extent consistent with law and without causing the District any financial penalty or pension chargeback, unused vacation will be compensable upon termination of employment at the then applicable salary rate (1/224 per day) to a maximum of thirty (30) days.

- F. The Superintendent is expected to participate in civic and business affairs of the community. Membership in a service club and attendance at various community events shall be integral to the Superintendent's duties, and the District shall pay dues and other costs associated with participation in such activities in accordance with Board-approved guidelines and procedures. Dues to maintain active membership in the professional organizations of Washington Association of School Administrators and the American Association of School Administrators shall be paid by the District.
  - G. The Board reserves the right to require the Superintendent to submit to a medical examination when the Board deems the Superintendent disabled. The physician shall be selected and paid by the Board. If the Superintendent is certified to be disabled such that she cannot perform her duties, the Board may terminate this contract, whereupon any further obligations of the Board shall cease, except that the Superintendent shall be allowed to use any accumulated leave in the manner prescribed by law and District policy. In the event of termination due to extended absence or disability, any further obligations of the Board under this contract shall thereupon cease, provided that, in the event of termination due to disability, the Board will reassign the Superintendent to inactive administrative status for the period of the Superintendent's accumulated disability leave.
9. The Superintendent agrees to devote her time, energies and skills to the services of the District and the promotion of its interest and shall not accept any other employment or engage in any outside enterprise, unless by mutual agreement. Any consulting activities must take place during approved leave days.
10. The District shall defend and hold harmless the Superintendent from any claim, action or legal proceeding arising out of the Superintendent's performance or failure of performance of duties for, or employment with, the District, provided that the Superintendent was acting in good faith and with the scope of her employment and in compliance with the policies and procedures of the District. Where the District so defends, it will indemnify the Superintendent against any resulting judgment or settlement payment. The District's obligations under this paragraph are limited to civil claims and litigation, shall not apply to action by the District relating to the Superintendent's employment status, and are only effective to the extent that they are within the authority of the District under the laws of the State of Washington.

ASD5 Superintendent Contract  
July 2024 – June 2025 / Green

11. Termination of Agreement: Should the Board decide to terminate this agreement without cause, the Superintendent will be entitled to twelve (12) months' severance salary and associated benefits, or the balance of the contract, whichever is less.

By signing the foregoing contract, Lynn Green and the Board of Directors of this District named herein, agree to its terms.

**ACCEPTED** this 18th day of June, 2024:

---

Lynn Green  
Co-Superintendent

**ACCEPTANCE APPROVED** this 18th day of June, 2024, by the Board of Directors of Aberdeen School District No. 5, Grays Harbor County, State of Washington.

---

Jennifer Durney  
President, Board of Directors  
Aberdeen School District No. 5



**ABERDEEN SCHOOL DISTRICT NO. 5**  
**Aberdeen, Washington**

**SUPERINTENDENT'S CONTRACT**

It is hereby agreed by and between the **Board of Directors of the Aberdeen School District No. 5**, Grays Harbor County, Washington (the "Board") and **Traci Sandstrom** ("Co-Superintendent") that the Board, in accordance with its action at its meeting on the **18th day of June, 2024**, hereby employs **Traci Sandstrom** as Co-Superintendent of the Aberdeen School District for the period commencing July 1, 2024, and ending June 30, 2025.

**AGREEMENTS**

1. In consideration of an annual salary of \$198,943/2 (\$99,471.50) the Superintendent agrees to faithfully perform the duties of the Superintendent of the Aberdeen School District as prescribed by the laws of the State of Washington and by the policies, rules, and regulations made thereunder by the Board. The annual salary shall be paid in equal monthly installments in accordance with the rules and regulations of the Board.
2. The Superintendent shall perform the duties of Superintendent of Schools of the District and Secretary of the Board as prescribed by the laws of the State of Washington, the rules and regulations of the State Board of Education and the Office of the Superintendent of Public Instruction, Board policies and procedures, and the Code of Ethics of the State and National Associations of School Administrators.
3. The Superintendent may attend appropriate professional meetings at the local, state, and national level, after providing the Board chairperson proper notification. Reasonable expenses incurred as a result of said attendance shall be paid/reimbursed by the District according to established Board policies.
4. The Superintendent will have freedom to recommend to the Board the organization, reorganization, and arrangement of the administrative and supervisory staff of the District in the manner which, in her judgment, best serves the interests of education and the District. The Superintendent shall be responsible for the administration of instruction and the business affairs of the District with the assistance of the staff. It is the responsibility of the Superintendent to recommend to the Board of Directors the selection, placement, and transfer of all personnel within the District in accordance with State law and the policies and procedures adopted by the Board. Nothing contained in this paragraph shall authorize the Superintendent to perform any act, which under the laws of the State of Washington, cannot be delegated by the Board to the Superintendent.
5. The Board shall provide the Superintendent with periodic opportunities to discuss Superintendent-Board relationships. The Board shall evaluate and assess in writing the performance of the Superintendent at least once a year on or before June 30 of each year of this contract.

6. Following evaluation of the Superintendent's performance, the Board shall determine whether the Superintendent's contract shall be extended for one (1) year beyond its then existing termination date. If the Board determines to extend the contract, the parties shall execute a written document identifying the new termination date of the contract. The Superintendent shall notify the Board not later than January 20th of her intent to retire at the conclusion of that contract year.
7. The District hereby retains the right to increase the annual salary of the Superintendent. In subsequent contract years, the Superintendent's salary shall be increased by any state-funded implicit price deflator (IPD) afforded to nonsupervisory certificated staff in the District. Any such increase granted shall be subject to the limitations of law pertaining thereto. Any adjustment in the salary made during the life of this contract shall be in the form of an amendment and shall become a part of this contract, but it shall not be deemed that the District and Superintendent have entered into a new contract nor that the termination date of the existing contract has been extended as a result of any such amendment.
8. In addition to annual salary, the Superintendent shall receive the following in consideration for the performance of duties as the Superintendent of the District.
  - A. The Superintendent shall supply her own vehicle for District business. The annual salary described in paragraph one shall be augmented in an amount equal to two hundred and fifty dollars (\$250.00) each month in lieu of other expense reimbursement for in-District travel. (Pursuant to RCW 42.24.090, it is the determination of the Board that this means of reimbursement is less costly than providing an automobile to the Superintendent.) The Superintendent will also be entitled to out-of-District mileage and other expense reimbursement for official business as provided by law and District policy for administrators.
  - B. Twelve (12) days sick leave with compensation for illness, injury, and emergencies to accumulate as provided by law with unused leave treated in the manner prescribed by law and District policy.
  - C. The Superintendent shall be afforded medical, dental, long-term disability, term life insurance and other benefits commensurate with that provided other full-time administrative personnel through the School Employee Benefits Board (SEBB).
  - D. Holidays recognized by the District.
  - E. The Superintendent's contract consists of 260 days, which is inclusive of 12 paid holidays. The Superintendent shall earn thirty (30) days of paid vacation per year, to be used upon prior notification to the Board. Unused vacation shall accumulate to a maximum of sixty (60) days. Such accumulated vacation may be taken in a subsequent year, provided that no

more than six (6) weeks of continuous vacation will be permitted regardless of accumulation. Up to ten (10) days of unused vacation as of June 30 of any calendar year shall be compensable on the July pay warrant. To the extent consistent with law and without causing the District any financial penalty or pension chargeback, unused vacation will be compensable upon termination of employment at the then applicable salary rate (1/224 per day) to a maximum of thirty (30) days.

- F. The Superintendent is expected to participate in civic and business affairs of the community. Membership in a service club and attendance at various community events shall be integral to the Superintendent's duties, and the District shall pay dues and other costs associated with participation in such activities in accordance with Board-approved guidelines and procedures. Dues to maintain active membership in the professional organizations of Washington Association of School Administrators and the American Association of School Administrators shall be paid by the District.
  - G. The Board reserves the right to require the Superintendent to submit to a medical examination when the Board deems the Superintendent disabled. The physician shall be selected and paid by the Board. If the Superintendent is certified to be disabled such that she cannot perform her duties, the Board may terminate this contract, whereupon any further obligations of the Board shall cease, except that the Superintendent shall be allowed to use any accumulated leave in the manner prescribed by law and District policy. In the event of termination due to extended absence or disability, any further obligations of the Board under this contract shall thereupon cease, provided that, in the event of termination due to disability, the Board will reassign the Superintendent to inactive administrative status for the period of the Superintendent's accumulated disability leave.
9. The Superintendent agrees to devote her time, energies and skills to the services of the District and the promotion of its interest and shall not accept any other employment or engage in any outside enterprise, unless by mutual agreement. Any consulting activities must take place during approved leave days.
10. The District shall defend and hold harmless the Superintendent from any claim, action or legal proceeding arising out of the Superintendent's performance or failure of performance of duties for, or employment with, the District, provided that the Superintendent was acting in good faith and with the scope of her employment and in compliance with the policies and procedures of the District. Where the District so defends, it will indemnify the Superintendent against any resulting judgment or settlement payment. The District's obligations under this paragraph are limited to civil claims and litigation, shall not apply to action by the District relating to the Superintendent's employment status, and are only effective to the extent that they are within the authority of the District under the laws of the State of Washington.

ASD5 Superintendent Contract  
July 2024 – June 2025 / Sandstrom

11. Termination of Agreement: Should the Board decide to terminate this agreement without cause, the Superintendent will be entitled to twelve (12) months' severance salary and associated benefits, or the balance of the contract, whichever is less.

By signing the foregoing contract, Traci Sandstrom and the Board of Directors of this District named herein, agree to its terms.

**ACCEPTED** this 18th day of June, 2024:

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Traci Sandstrom  
Co-Superintendent

**ACCEPTANCE APPROVED** this 18th day of June, 2024, by the Board of Directors of Aberdeen School District No. 5, Grays Harbor County, State of Washington.

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Jennifer Durney  
President, Board of Directors  
Aberdeen School District No. 5

**Classified Staffing Recommendations  
2024-25 School Year**

- |     |                                |      |                                |
|-----|--------------------------------|------|--------------------------------|
| 1.  | <b>MELODY ANCHETA</b>          | 58.  | <b>DAWN CRABB</b>              |
| 2.  | <b>GAYLE ANDERSON</b>          | 59.  | <b>JULIE CRAMER</b>            |
| 3.  | <b>KELLY ANDERSON</b>          | 60.  | <b>VICKIE CROCKER</b>          |
| 4.  | <b>LISA ANDERSON</b>           | 61.  | <b>KIMBERLY DANIELS</b>        |
| 5.  | <b>ONES ANTOINE</b>            | 62.  | <b>CHRISTI DAVIS</b>           |
| 6.  | <b>BATSEBA AREVALO</b>         | 63.  | <b>ALAINA DELANOY</b>          |
| 7.  | <b>GUADULUPE ARIS-MORELIA</b>  | 64.  | <b>LAURA DENNIS</b>            |
| 8.  | <b>SHELBY ARNETT</b>           | 65.  | <b>SARA DENNY</b>              |
| 9.  | <b>KRISTINE ASCHIM</b>         | 66.  | <b>ZACHARY DENNY</b>           |
| 10. | <b>CHARLES ASHE</b>            | 67.  | <b>AMBER DIEL</b>              |
| 11. | <b>JOYCE ASHE</b>              | 68.  | <b>SHIRLEY DISMUKE</b>         |
| 12. | <b>KENNETH ASHLOCK</b>         | 69.  | <b>JERI DISTLER</b>            |
| 13. | <b>SARAH BALESTERI</b>         | 70.  | <b>DAVID DOUGLASS</b>          |
| 14. | <b>JEANNA BALTAZAR</b>         | 71.  | <b>AARON DOULL</b>             |
| 15. | <b>MISTY BARLAN</b>            | 72.  | <b>JANET EATON</b>             |
| 16. | <b>VIRGINIA BARRAGAN</b>       | 73.  | <b>KIM EDWARDS</b>             |
| 17. | <b>CARI BAXTER</b>             | 74.  | <b>RUSSELL EDWARDS</b>         |
| 18. | <b>STACIE BELL</b>             | 75.  | <b>TAPRINA ERVIN</b>           |
| 19. | <b>PETER BENITZ</b>            | 76.  | <b>TAHLIA ESPINO</b>           |
| 20. | <b>NANCY BENNER</b>            | 77.  | <b>ANGELA EVANS</b>            |
| 21. | <b>NORMAN BENNER, JR.</b>      | 78.  | <b>INDIGO EVENSEN</b>          |
| 22. | <b>KELLY BIELEC</b>            | 79.  | <b>VICKI FILYAW</b>            |
| 23. | <b>CHRISTINA BIENAPFL</b>      | 80.  | <b>RHONDA FINK</b>             |
| 24. | <b>CHARLENE BOLDEN</b>         | 81.  | <b>BRYCE FITZPATRICK</b>       |
| 25. | <b>STACEY BOONE</b>            | 82.  | <b>LYNN FLETCHER</b>           |
| 26. | <b>IAN BORDEN</b>              | 83.  | <b>JENNIFER FLOCH</b>          |
| 27. | <b>MCKENZIE BOWLING</b>        | 84.  | <b>ESMERALDA FLORES</b>        |
| 28. | <b>BROOKE BOWMAN</b>           | 85.  | <b>SHERI FRAFJORD</b>          |
| 29. | <b>KATHRYN BOYER</b>           | 86.  | <b>MERCADES FOX</b>            |
| 30. | <b>DIANE BRAMSTEDT</b>         | 87.  | <b>DANIELLE GADDY</b>          |
| 31. | <b>RONNY BRIDGFORD</b>         | 88.  | <b>MARGARET GARRISON</b>       |
| 32. | <b>NICHOLE BROUGH</b>          | 89.  | <b>CHERYL GEBHART</b>          |
| 33. | <b>HELEN BROUGHER</b>          | 90.  | <b>BREANNA GENTRY</b>          |
| 34. | <b>WADE BRUFFETT</b>           | 91.  | <b>DIANE GIRON</b>             |
| 35. | <b>THERESA BUCHANAN</b>        | 92.  | <b>DESIREE GLANZ</b>           |
| 36. | <b>HEIDI BURGESS</b>           | 93.  | <b>KELLY GLEASON</b>           |
| 37. | <b>RENEE BURNETT</b>           | 94.  | <b>LIZA GLOWACKI</b>           |
| 38. | <b>ROBERT BURTON</b>           | 95.  | <b>TERI GOODRICH</b>           |
| 39. | <b>LAURIE BUTCHER</b>          | 96.  | <b>RONALD GREER</b>            |
| 40. | <b>MASON CAMPEAU</b>           | 97.  | <b>ISAURA GUZMAN-HERNANDEZ</b> |
| 41. | <b>YAZMIN CARBAJAL-FUENTES</b> | 98.  | <b>GRACE HAGEN</b>             |
| 42. | <b>JILL CARLSON-MARSH</b>      | 99.  | <b>EVELYN HAMILTON</b>         |
| 43. | <b>KELLY CARNEY</b>            | 100. | <b>RALPH HAMMOND</b>           |
| 44. | <b>GERALD CARRIGAN</b>         | 101. | <b>CARLA HARDEN</b>            |
| 45. | <b>MICHELLE CASKEY</b>         | 102. | <b>LISA HILL</b>               |
| 46. | <b>SARA CAVIN</b>              | 103. | <b>JACQUELINE HOGGATT</b>      |
| 47. | <b>DEBORAH CHAPIN</b>          | 104. | <b>MICHAELA HOOVER</b>         |
| 48. | <b>DIANE CHENOWETH</b>         | 105. | <b>ANGELA HOWARD</b>           |
| 49. | <b>CASSANDRA CHESTERMAN</b>    | 106. | <b>CARL HOWARD</b>             |
| 50. | <b>JACQUELINE CLEMENS</b>      | 107. | <b>NATHANIEL ISEMINGER</b>     |
| 51. | <b>MARY CLINTON</b>            | 108. | <b>NICOLE JELOVICH STOVER</b>  |
| 52. | <b>TIMOTHY CLINTON</b>         | 109. | <b>KIMBERLY JOHNSEN</b>        |
| 53. | <b>CATHERINE CONNELL</b>       | 110. | <b>JEFFERY JOHNSON</b>         |
| 54. | <b>JORDAN CONNELL</b>          | 111. | <b>TAMMY JOHNSON</b>           |
| 55. | <b>TINA COOK</b>               | 112. | <b>NICOLE JOHNSTON</b>         |
| 56. | <b>CARLA COPELAND</b>          | 113. | <b>PATTI JONES</b>             |
| 57. | <b>KAMERON COVALL</b>          | 114. | <b>REBEL JORDAN</b>            |

**Classified Staffing Recommendations  
2024-25 School Year**

115.	<b>TROY KAUFMAN</b>	172.	<b>DEBRA ROSE</b>
116.	<b>TERRENCE KEHN</b>	173.	<b>RACHEAL ROSE</b>
117.	<b>PAMELA KING</b>	174.	<b>PETER ROSS</b>
118.	<b>TAMARA KING</b>	175.	<b>MARIA RUIZ GARCIA</b>
119.	<b>WENDY KOSKI</b>	176.	<b>MICHELLE RYAN</b>
120.	<b>JENNIFER KRASOWSKI</b>	177.	<b>CRYSTAL SANCHEZ</b>
121.	<b>JONATHAN LAWRENCE</b>	178.	<b>COURTNEY SANDSTROM</b>
122.	<b>BASIL LEE</b>	179.	<b>LAURA SANZ</b>
123.	<b>DIANE LEE</b>	180.	<b>GENEVEVE SAWYER</b>
124.	<b>MATTHEW LOMAN</b>	181.	<b>NANCY SCHRECK</b>
125.	<b>KARA LONG</b>	182.	<b>ANGELA SEABLISS</b>
126.	<b>JESSENIA LOPEZ</b>	183.	<b>CHRISTINA SEGUIN</b>
127.	<b>ELI LUGO</b>	184.	<b>CASSIE SIMPSON</b>
128.	<b>LESLIE LUJAN</b>	185.	<b>TERESA SIMPSON</b>
129.	<b>CRAIG LUND</b>	186.	<b>JOEY SINGHARATH</b>
130.	<b>JENNIFER LYTLE</b>	187.	<b>JESSICA SISON</b>
131.	<b>KIMBERLEY MALIZIA</b>	188.	<b>CARRIE SMITH</b>
132.	<b>CHERIE MARBUT</b>	189.	<b>ERIC SMITH</b>
133.	<b>JUDITH MARTI</b>	190.	<b>GLENDA SMITH</b>
134.	<b>FLORENTINO MARTINEZ</b>	191.	<b>MICHAEL SMITH</b>
135.	<b>LESLIE MCALLISTER</b>	192.	<b>JOSE SOTO LOPEZ</b>
136.	<b>CYNTHIA MCGOWAN</b>	193.	<b>MICHELLE STALLO</b>
137.	<b>JULIE MCKAY</b>	194.	<b>AMANDA STAMPER</b>
138.	<b>JEANNIE MCNEAL</b>	195.	<b>JOHN STANLEY</b>
139.	<b>JAMES MESSER</b>	196.	<b>PATRICIA STANTON</b>
140.	<b>JOSIE MICHEAU</b>	197.	<b>JANIS STEELE</b>
141.	<b>JULIE MINSKER</b>	198.	<b>JEFFERY STEUBEN</b>
142.	<b>ARMANDO MONAHAN</b>	199.	<b>ANESHIA STROUP</b>
143.	<b>JAMES MOUNCER</b>	200.	<b>KRISTINA TAYLOR</b>
144.	<b>STEPHANY MURRAY</b>	201.	<b>AMY THELIN</b>
145.	<b>JANEAN NEWBERRY</b>	202.	<b>DOREEN THOMPSON</b>
146.	<b>MICHELE NIPPER</b>	203.	<b>STACEY TIMMONS</b>
147.	<b>BRIDGET ONASCH</b>	204.	<b>BARBARA TINGWALL</b>
148.	<b>DELORIS ONASCH</b>	205.	<b>EVA TO</b>
149.	<b>MIRSA ORTUNO SUAREZ</b>	206.	<b>SHILO TODD</b>
150.	<b>CONNER OTEY</b>	207.	<b>LINDA TOWNSEND</b>
151.	<b>DIANNE PAINTON</b>	208.	<b>CHANDRA TOY</b>
152.	<b>AMANDA PEARSON</b>	209.	<b>HEATHER TRADER</b>
153.	<b>SARAH PENDERGRASS</b>	210.	<b>ALEXIS TRAVERS</b>
154.	<b>BRITNEY PEREZ</b>	211.	<b>JACE VARNER</b>
155.	<b>ANJULEAH PETERSON</b>	212.	<b>ROBERT VEACH</b>
156.	<b>NATHAN PETTIS, JR.</b>	213.	<b>JESSICA VERNON</b>
157.	<b>SEAN PHILBRICK</b>	214.	<b>WADE WATKINS</b>
158.	<b>KELLIE PISANI</b>	215.	<b>RACHEL WHITE</b>
159.	<b>LISA POOR</b>	216.	<b>TEDD WHITE</b>
160.	<b>ELIZABETH POWELL</b>	217.	<b>BUDDY WILLIAMS, JR</b>
161.	<b>JOAN RABUNG</b>	218.	<b>MELISSA WILLIAMS</b>
162.	<b>GLENN RANEY</b>	219.	<b>TONI PAVLETICH WILLIAMS</b>
163.	<b>AMY RASLER</b>	220.	<b>LINDSEY WILLIAMSON</b>
164.	<b>WILLIAM RATTIE</b>	221.	<b>ARNE WILPPONE</b>
165.	<b>KEITH REID</b>	222.	<b>PAMELA WILSON</b>
166.	<b>GARY RHOADS JR</b>	223.	<b>EMMA-LEIGH WIMBERLEY</b>
167.	<b>AMANDA RIDGWAY</b>	224.	<b>KYMM WOLFE</b>
168.	<b>IAN RINEY</b>	225.	<b>JENNIFER WRIGHT</b>
169.	<b>KRISTEN ROBEY</b>	226.	<b>SUZANNE WRIGHT</b>
170.	<b>STACY ROMERO</b>	227.	<b>JEANIE YALE</b>
171.	<b>KRISAUNDR A ROSALEZ-ROSS</b>	228.	<b>CHRISTINE ZELEPUZA</b>

**Classified Staffing Recommendations  
2024-25 School Year**

- 229. **JUSTIN ZELEPUZA**
- 230. **REBECCA ZVONO**

ABERDEEN SCHOOL DISTRICT NO. 5  
Aberdeen, Washington  
2024-25

SUBSTITUTE SALARY SCHEDULE

1. **Substitute Certificated Employees** will be paid at the rate of **\$217.00** per (full) day.
2. **Substitute Custodial Employees** will be paid at the initial Step of the assigned M&O classification, M&O salary schedule. **\$24.97** per hour.
3. **Substitute Cafeteria Employees** will be paid at the initial Step of the assigned F&T classification, F&T salary schedule. **\$19.92** per hour.
4. **Substitute Clerical Employees** will be paid at the initial Step of the assigned PSE classification, PSE salary schedule. **\$24.02** per hour.
5. **Substitute Para-educator Employees** will be paid at the initial Step of the assigned PSE classification, PSE salary schedule **\$21.82** per hour.
6. **Substitute Maintenance Employees** will be paid at the initial Step of the assigned M&O classification, M&O salary schedule. **\$27.47** per hour.
7. **Substitute Bus Drivers** will be paid at the initial Step of the assigned F&T classification, F&T salary schedule. **\$26.53** per hour.
8. **Tutors** will be paid the current state minimum hourly wage **\$16.28 + \$2.00** per hour
9. **All Student Helpers** will be paid at the current state minimum hourly wage of **\$16.28** per hour.
10. **Interpreters** will be paid at the rate of **\$21.82** per hour.
11. **Gear Up Math and ELA Tutors** will be paid at the rate of **\$50.00** per hour.
12. **Site Coordinators** for Summer School and 21<sup>st</sup> Century/After School Program will be paid at a rate of **\$33.71** per hour.

Substitutes and student helpers will not receive fringe benefits such as vacation, insurance, etc. Affordable Care Act benefit eligibility criteria apply to substitutes and student helpers. In the event of the need for a substitute for an extended period of time or other extenuating circumstances, modifications will be made to fit the particular need as determined by the Superintendent.

**Summer Custodial or Maintenance Employees**

Short-term summer custodial or maintenance employees will be paid at the beginning step of the custodial classification. Summer employees will not receive insurance contribution or vacation pay.

Board Approved:  
Effective: August 28, 2024



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

	Years	0-1	2-4	5-7
<b>POSITION</b>	<b>1.00</b>	<b>2.00</b>	<b>3.00</b>	
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	\$109,351	\$114,759	\$120,166	
Manager - Risk & Benefits	\$102,141	\$107,549	\$112,956	
Executive Assistant to Supt/ Communications Mgr	\$102,141	\$107,549	\$112,956	
Manager - Food Service	\$96,133	\$101,540	\$106,948	
Athletic Director (MS/HS) **	\$125,573	\$130,981	\$136,388	

Full salary - 260 day calendar

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

Behavior Analyst/Supervisor	\$102,141	\$107,549	\$112,956
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180 work days + 10 holidays

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-15 TECHNOLOGY TEAM LEAD	\$45.84	\$48.13	\$50.54	\$53.07	\$55.72
U-14 REGISTERED NURSE STUDENT INFORMATION SYSTEMS TECHNOLOGY SYSTEM SUPPORT TECH 2	\$38.77	\$40.71	\$42.74	\$44.88	\$47.12
U-13 EXECUTIVE ASSISTANT	\$36.97	\$38.81	\$40.75	\$42.79	\$44.93
U-12 ADMIN. ASSISTANT – FISCAL ADMIN. ASSISTANT - HUMAN RESOURCES	\$35.23	\$36.99	\$38.84	\$40.78	\$42.82
U-11 FOREMAN	\$33.54	\$35.21	\$36.97	\$38.82	\$40.76
U-10 PAYROLL SPECIALIST	\$31.92	\$33.52	\$35.20	\$36.96	\$38.80
U-9	\$30.40	\$31.92	\$33.52	\$35.19	\$36.95
U-8 LICENSED PRACTICAL NURSE	\$28.94	\$30.39	\$31.91	\$33.50	\$35.18
U-7 TECHNOLOGY SUPPORT TECH. 1	\$27.56	\$28.93	\$30.38	\$31.90	\$33.49
U-6 ASSESSMENT DATA TECHNICIAN	\$26.43	\$27.75	\$29.13	\$30.59	\$32.12
U-5 INDIAN EDUCATION COORDINATOR	\$25.07	\$26.32	\$27.64	\$29.02	\$30.47
U-4	\$23.84	\$25.03	\$26.28	\$27.59	\$28.97
U-3	\$22.68	\$23.81	\$25.00	\$26.25	\$27.57
U-2	\$21.61	\$22.69	\$23.83	\$25.02	\$26.27
U-1 HEALTH ASSISTANT	\$20.53	\$21.56	\$22.64	\$23.77	\$24.96

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