

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

Regular Meeting of the Board of Directors  
Community Room, Aberdeen High School  
February 20, 2024, 6 p.m.

**AGENDA**

6:00 p.m. Call to Order

Flag Salute

**Consent Agenda**

1. Minutes
2. Accounts Payable
3. Trip Request

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

1. AHS Schedule

Old Business

1. [Policy 2402 Financial Education Mastery](#)
2. [Policy 2413 Equivalency Credit Opportunities](#)

Superintendent's Report

1. Levy Election Update

Financial Services

1. [Fiscal Status Report](#)

New Business

1. [CWU Placement Agreement](#)

Board Meeting Agenda  
February 20, 2024

2. [Emerald Learning Center](#)
3. [Pacific University Affiliation](#)
4. [Bates Technical College](#)
5. Next Meeting

Executive Session / Closed Session

Personnel Matters

1. [Personnel Report](#)

ADJOURN

ABERDEEN SCHOOL DISTRICT NO. 5  
BOARD INFORMATION AND BACKGROUND

February 20, 2024, 6 p.m.

Call to Order

Flag Salute

Consent Agenda – [Enclosure 1](#)

1. Minutes – The minutes from the regular meeting on Feb. 6, 2024, are enclosed for your review and approval.
2. Accounts Payable – The payroll and the accounts payable for January are enclosed for your review and approval.
3. Overnight Trip Request – The AVID Class at Aberdeen High School is requesting permission to travel to Eastern Washington to visit four major universities on March 20-22.

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

1. AHS Principal Aaron Roiko and staff members will present information regarding a return to trimester scheduling.

Old Business

1. Policy 2401 Financial Education Mastery – CTE Director Lynn Green will present a new policy, 2401 Financial Education Mastery, for second reading and adoption. [Enclosure 2](#)
2. Policy 2413 Equivalency Credit Opportunities – CTE Director Lynn Green will present a new policy, 2413 Equivalency Credit Opportunities, for second reading and adoption. [Enclosure 3](#)

### Superintendent's Report

1. Levy Election Update – Superintendent Thake will share results of the 2024 enrichment and operations levy and capital projects levy. [Enclosure 4](#)

### Financial Services

1. Fiscal Status Report – Director Elyssa Louderback will present the Fiscal Status Report for January. [Enclosure 5](#)

### New Business

1. CWU Placement Agreement – An agreement with Central Washington University for the placement of student teachers in the district is presented for your review and approval. [Enclosure 6](#)
2. Emerald Learning Center – An agreement with the Emerald Learning Center to provide special education and related services for a student in 2024 is presented for your review and approval. [Enclosure 7](#)
3. Pacific University Affiliation – An agreement with Pacific University of Forest Grove, Ore., for clinical and other learning experiences is presented for your review and approval. [Enclosure 8](#)
4. Bates Technical College – CTE Director Lynn Green will present a renewal of the inter-local agreement with Bates Technical College for 2024-2025 for your review and approval. [Enclosure 9](#)
5. Next Meeting – The next regular meeting is scheduled for Tuesday, March 5, in the Community Room at Aberdeen High School.

### Executive Session / Closed Session

At this time the meeting will recess for an executive session expected to last 15 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 10](#)

ADJOURN

**ABERDEEN SCHOOL DISTRICT NO. 5**

Minutes of the Regular Meeting of the

Board of Directors – February 6, 2024

President Jennifer Durney convened the regular meeting of the Aberdeen School District Board of Directors at 6:00 p.m. Tuesday, January 16, 2024, in the Community Room at Aberdeen High School. In attendance were Directors Jessica Jurasin, Annica Mizin, Suzy Ritter and Jeremy Wright, along with Superintendent Jeffrey Thake and xx patrons and staff.

CALL TO ORDER

The meeting began with the flag salute.

Superintendent Jeffrey Thake administered the oath of office to the board of directors, which included President Jennifer Durney, Vice President Suzy Ritter and directors Jessica Jurasin, Annica Mizin and Jeremy Wright.

OATHS OF OFFICE

On a motion by Director Ritter and seconded by Director Jurasin, the Board approved the consent agenda, which included the minutes from the regular meeting on January 16, 2024; correspondence from the Marian Weatherwax Endowment Fund at the Grays Harbor Community Foundation reporting an annual distribution in the amount of \$62,000.00 in support of local programs; a gift to the district from the Marian Weatherwax Scholarship Fund at the Grays Harbor Community Foundation in the amount of \$4,000.00 for valedictorian and salutatorian prizes at Aberdeen High School, and a gift to the district from Emily Jones of Aberdeen, a 2009 Kia Rio valued at \$2,240.00, for use in the automotive program at Aberdeen High School.

CONSENT AGENDA

Director Jurasin reported on her attendance at the annual WSSDA Legislative Conference and shared ideas for greater engagement in the process. President Durney attended remotely.

COMMENTS FROM THE BOARD

The Board welcomed student representatives Harnoor Jandu of Aberdeen High School and Mikyla Gunter of Harbor High School.

STUDENT REPRESENTATIVES

Following a presentation by retired principal Jerry Salstrom on the success of the Miller Centennial Celebration on January 28, President Durney announced that the Board was presenting him with the Jane F. Goldberg Distinguished Service Award in gratitude for his many years of support for the District's schools and programs, which was exemplified most recently by his tireless efforts leading up to the Miller Centennial Celebration.

GOLDBERG SERVICE AWARD

Principal Darby Carroll presented Hopkins Preschool's annual report and school improvement plan. The Board expressed appreciation at the breadth of services offered to preschool students and families.

HOPKINS ANNUAL REPORT

Superintendent Jeff Thake provided an update on the 2024 enrichment and operations levy and the capital projects levy. Ballots are due before 8 p.m. on Tuesday, Feb. 13. He noted that he is hosting one more informational meeting at 6 p.m. Thursday, Feb. 8, in the Community Room at Aberdeen High School.

SUPERINTENDENT  
REPORT

LEVY UPDATE

Following a presentation by CTE Director Lynn Green, the Board accepted for first reading a new policy, 2401 Financial Education Mastery.

2401 FINANCIAL  
EDUCATION  
MASTERY

Following a presentation by CTE Director Lynn Green, the Board accepted for first reading a new policy, 2413 Equivalency Credit Opportunities.

2413 EQUIVALENCY  
CREDIT

Following a presentation by CTE Director Lynn Green, on a motion by Suzy Ritter and seconded by Jessica Jurasin, the Board approved a contract with School's Out Washington to provide required observations and data collection as part of the 21<sup>st</sup> Century After School grant for the remainder of the school year.

SCHOOL'S OUT  
WASHINGTON

On a motion by Jessica Jurasin and seconded by Annica Mizin, the Board approved a recommendation to declare as surplus an obsolete car lift in the automotive program at Aberdeen High School and an inventory of other items provided by the Business Office.

SURPLUS  
EQUIPMENT

President Durney announced that the next regular meeting of the Board is scheduled for 6 p.m. Tuesday, Feb. 20, in the Community Room at Aberdeen High School.

NEXT MEETING

At 6:55 p.m., President Durney recessed the meeting for an executive session expected to last 40 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 7:35 p.m., the meeting was extended for 20 minutes. The meeting reconvened in regular session at 8 p.m.

EXECUTIVE  
SESSION

On a motion by by Director Wright and seconded by Director Mizin, the Board approved the Personnel Report.

PERSONNEL  
REPORT

Under certificated matters, the Board approved a revised leave of absence for Paige Mendenhall, a teacher at Stevens Elementary School, effective Jan. 18 to May 9.

CERTIFICATED

Under classified matters, the Board approved the hiring of Destiny Covault as stage manager and production assistant, Ken Erickson as the sound engineer, Pam Erickson as choreographer, Kyle Guggisberg as the vocal director, Mark Manning as the lead set builder, Jeanie McNeal as costumer and David Workman as lighting designer and technician, all for the musical production at Aberdeen High School effective Jan. 27; approved the hiring of Ken Ashlock as a para-educator and GED tester at the Harbor Learning Center effective Feb. 12, Stephanie Davis as a

CLASSIFIED

special education para-educator at McDermoth Elementary School effective Jan. 22, Tamara King as the LRC technician at Robert Gray Elementary School effective Jan. 29, Geneveve Sawyer as a special education para-educator at Robert Gray Elementary School effective Jan. 29, Bryce Englund as a current-year-only para-educator at Stevens Elementary School effective Jan. 29, and Ones Antoine as a bus driver effective Feb. 1; approved a change of assignment for Ann Dejka from Family Service Worker to MTSS assistant at Miller Junior High School effective Feb. 12 and for Michelle Ryan from Food Service worker to Food Service secretary for the District with an effective date to be determined, approved the retirements of Carol Jenkins as a Food Service Worker at Aberdeen High School effective Jan. 25 and Merlyn Sterling as an MTSS assistant at Central Park Elementary School effective June 30; accepted the resignation of Kelli Rohr as a para-educator at Robert Gray Elementary School effective Jan. 18; approved the hiring of Wendy Clevinger, Samantha Deugan-Leverett, Breanna Gentry, Rees Sturm and Stacy Duvall as head coaches for Volleyball at Miller Junior High School, and Eddie Roosa as head coach and Jason Garmon as assistant coach for Boys' Soccer at Miller Junior High School, all effective Feb. 14; accepted resignations from John Bowers and Craig Yakovich as assistant coaches for Football at Aberdeen High School effective Jan. 12 and Tamar Yakovich as the head coach for Volleyball at Miller Junior High School effective Jan. 30; approved the hiring of Ones Antoine as a substitute bus driver and the hiring of Peter Benitz, Bryce Englund, Ashley Friberg, Kathren Linke, Amalia Stanton, and Debra Trautman as substitutes for the District.

On a motion by Director Mizin and seconded by Director Ritter, the Board approved a revision to the co-curricular salary schedule for the Aberdeen Education Association adding an advisor stipend for National Honor Society.

There being no further business, the regular meeting was adjourned at 8:02 p.m.

ADJOURN

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Jeffrey Thake, Secretary

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Jennifer Durney, President

**Aberdeen School District No. 5  
Aberdeen, Washington**

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**ACCOUNTS PAYABLE VOUCHER REGISTER**

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Vouchers 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, have been recorded on a listing that has been made available to the Board.

As of **February 20, 2024**, the Board, by a unanimous vote, does approve for payment those vouchers included in the attached list and further described as follows:

<b>Fund</b>	<b>Vouchers Numbered</b>			<b>Amount</b>
January Payroll	835737	<i>through</i>	835767	\$3,980,797.66
General Fund	835768	<i>through</i>	835768	859,586.73
	835790		835898	
ASB Fund	835735	<i>through</i>	835736	6,284.25
	835769		835769	
	835899		835899	
Private Purpose Trust Fund	835770	<i>through</i>	835770	11,535.05

School Board Members:

Jennifer Durney \_\_\_\_\_

Jessica Jurasin \_\_\_\_\_

Annica Mizin \_\_\_\_\_

Suzy Ritter \_\_\_\_\_

Jeremy Wright \_\_\_\_\_

Jeffrey Thake, Secretary \_\_\_\_\_



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 February 20, 2024, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$317.94. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: ASB FUND  
Warrant Numbers 835735 through 835736, totaling \$317.94

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

Check Nbr	Vendor Name	Check Date	Check Amount
835735	2A EVERGREEN CONFERENCE	01/18/2024	250.00
835736	I Believe Banners	01/18/2024	67.94
2	Computer	Check(s) For a Total of	317.94

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 February 20, 2024, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$2,009,272.26. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE:  
Warrant Numbers 835737 through 835737, totaling \$2,009,272.26

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

Check Nbr	Vendor Name	Check Date	Check Amount
835737	1ST SECURITY BANK PAYROLL/PERS	01/30/2024	2,009,272.26
1	Computer	Check(s) For a Total of	2,009,272.26

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 February 20, 2024, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$1,971,525.40. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE:  
Warrant Numbers 835738 through 835767, totaling \$1,971,525.40

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

Check Nbr	Vendor Name	Check Date	Check Amount
835738	1st Security Bank-Child Suppo	01/31/2024	1,392.80
835739	Aberdeen High School-AHS Schol	01/31/2024	75.00
835740	Aberdeen Sch Dist Kitchen Fund	01/31/2024	26.00
835741	Aberdeen School District-SERS	01/31/2024	165,397.20
835742	Aberdeen School District-TRS	01/31/2024	326,094.68
835743	Aberdeen School District Defer	01/31/2024	21,604.00
835744	Bank Of The Pacific	01/31/2024	685,143.45
835745	Cnty/city Mun Ees	01/31/2024	3,450.67
835746	Dynamic Collectors	01/31/2024	500.00
835747	E.S.D.#113 Unemployment Coop	01/31/2024	16,931.45
835748	Ed.Serv.Dist.#113	01/31/2024	34,180.32
835749	Employment Security	01/31/2024	21,283.10
835750	EMPLOYMENT SECURITY DEPT LTC	01/31/2024	9,126.26
835751	First Choice Health	01/31/2024	1,300.75
835752	GESA	01/31/2024	5,885.00
835753	Grimm Collections	01/31/2024	681.26
835754	HCA-SEBB BENEFITS-600D01	01/31/2024	606,812.00
835755	HCA-SEBB FLEX SPEND-600D01	01/31/2024	4,376.73
835756	Legal Shield	01/31/2024	63.80
835757	Pse Of Wa	01/31/2024	6,287.70
835758	The Standard Insurance Company	01/31/2024	6,894.75
835759	Tsa Consulting Group Inc	01/31/2024	12,522.00
835760	Twin Star Credit Union	01/31/2024	240.00
835761	Twin Star Scholarship Acct	01/31/2024	60.50
835762	Twinstar Pse Local Dues	01/31/2024	60.50
835763	United Way	01/31/2024	342.38
835764	Veba Contributions-Y1286.001	01/31/2024	15,503.21
835765	Wa State School Ret Assn	01/31/2024	70.00
835766	Wea Chinook	01/31/2024	67.53
835767	Wea Payroll Deductions	01/31/2024	25,152.36

30 Computer Check(s) For a Total of 1,971,525.40

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 February 20, 2024, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$49,070.02. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: GENERAL & ASB FUNDS  
Warrant Numbers 835768 through 835769, totaling \$49,070.02

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

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

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

Check Nbr	Vendor Name	Check Date	Check Amount
835768	1ST SECURITY BANK PC	02/20/2024	44,060.04 GF
835769	1ST SECURITY BANK PC	02/20/2024	5,009.98 ASB
2	Computer	Check(s) For a Total of	49,070.02

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 February 20, 2024, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$1,400.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: PRIVATE PURPOSE TRUST Warrant Numbers 835770 through 835770, totaling \$1,400.00

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

Check Nbr	Vendor Name	Check Date	Check Amount
835770	Linfield College	02/20/2024	1,400.00
1	Computer	Check(s) For a Total of	1,400.00

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

As of February 20, 2024, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$10,135.05. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: ASB FUND  
Warrant Numbers 835771 through 835789, totaling \$10,135.05

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

Check Nbr	Vendor Name	Check Date	Check Amount
835771	Aberdeen Sd #5 Revolving Fund	02/20/2024	719.00
835772	Aberdeen School District #5 -	02/20/2024	750.00
835773	Aberdeen School District #5	02/20/2024	4.41
835774	Aberdeen High School (asb)	02/20/2024	22.00
835775	CMEA - Attn Kim Brumbaugh	02/20/2024	66.00
835776	Harbor Awards & Engraving	02/20/2024	2,759.52
835777	Harbor Pacific Bottling Co	02/20/2024	115.62
835778	Highland Golf Course	02/20/2024	975.00
835779	Music Theatre International	02/20/2024	60.49
835780	North Beach Jr/sr High School	02/20/2024	150.00
835781	Raymond Jr Sr High School	02/20/2024	250.00
835782	River Ridge High School ASB	02/20/2024	550.00
835783	Seattle Mariners Attn Sales Gr	02/20/2024	450.00
835784	Skills Usa Washington	02/20/2024	100.00
835785	SOUTH COUNTY HOBBY	02/20/2024	240.00
835786	Sundstrom, Daniel J	02/20/2024	201.81
835787	TRIALLEY CORP	02/20/2024	108.20
835788	Washington FFA Assoc	02/20/2024	34.00
835789	Weatherwax Asb Fund	02/20/2024	2,579.00

19 Computer Check(s) For a Total of 10,135.05

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 February 20, 2024, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$814,621.57. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: GENERAL FUND  
Warrant Numbers 835790 through 835897, totaling \$814,621.57

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

Check Nbr	Vendor Name	Check Date	Check Amount
835790	1ST SECURITY BANK PAYROLL/PERS	02/20/2024	3,172.62
835791	Aberdeen School Dist-Cte Impre	02/20/2024	640.34
835792	Aberdeen Office Equipment Inc	02/20/2024	14,674.04
835793	Aberdeen Sanitation	02/20/2024	7,609.22
835794	Aberdeen Sd #5 Revolving Fund	02/20/2024	4,946.75
835795	Aberdeen High School (asb)	02/20/2024	824.61
835796	Airgas Usa, Llc	02/20/2024	141.09
835797	Amazon Capital Services	02/20/2024	18,518.24
835798	Aramark Uniform Services	02/20/2024	82.44
835799	Auto-Chlor	02/20/2024	458.14
835800	Avant Assessment	02/20/2024	139.40
835801	BAILEY, SHANNON	02/20/2024	6,160.98
835802	BASICS NW LLC	02/20/2024	8,681.25
835803	Bmi Radio	02/20/2024	400.00
835804	BUDGET BLINDS OF ABERDEEN	02/20/2024	13,570.51
835805	Builders Hardware & Supply	02/20/2024	939.56
835806	Cascade Natural Gas	02/20/2024	34,641.20
835807	Consolidated Electrical Distri	02/20/2024	229.17
835808	Center For Educational Effecti	02/20/2024	4,117.79
835809	Central Welding Supply	02/20/2024	3,933.95
835810	CHARLIES PRODUCE	02/20/2024	23,968.82
835811	CHAVEZ, MARIA	02/20/2024	4,162.50
835812	Cintas Corporation	02/20/2024	3,051.24
835813	City Of Aberdeen	02/20/2024	20,634.55
835814	Comcast	02/20/2024	432.15
835815	Copeland, Carla Marie	02/20/2024	5,940.00
835816	Creative Office	02/20/2024	8,241.76
835817	Cts Language Link	02/20/2024	87.60
835818	Dairy Fresh Farms	02/20/2024	23,242.08
835819	Dancing Goats Coffee	02/20/2024	361.87
835820	Domino's Pizza	02/20/2024	1,244.75
835821	EMERALD LEARNING CENTER	02/20/2024	2,163.46
835822	ESD 113	02/20/2024	43,284.95

Check Nbr	Vendor Name	Check Date	Check Amount
835823	Espresso Products Direct (epd	02/20/2024	394.02
835824	FAIRFAX HOSPITAL	02/20/2024	17,766.37
835825	Fastenal Company	02/20/2024	97.16
835826	Ferrellgas	02/20/2024	3,157.40
835827	Follett School Solutions, Inc	02/20/2024	7,918.88
835828	Franz Family Bakeries	02/20/2024	2,997.62
835829	G12 Communications LLC	02/20/2024	840.84
835830	Garland/DBS, Inc.	02/20/2024	10,693.11
835831	Gh County Water District #2	02/20/2024	563.00
835832	Gopher Sport (pay)	02/20/2024	622.65
835833	GRANITE TELECOMMUNICATIONS LLC	02/20/2024	1,866.36
835834	Grays Harbor County Auditor	02/20/2024	3,811.95
835835	Grays Harbor Community Hospita	02/20/2024	5,404.68
835836	Harbor Auto & Truck Parts	02/20/2024	2,844.25
835837	Harbor Disposal Co Inc	02/20/2024	1,742.87
835838	Hill Learning Center	02/20/2024	3,250.00
835839	Home Depot Pro Institutional	02/20/2024	745.34
835840	iCEV	02/20/2024	1,057.50
835841	INNOSEAL	02/20/2024	296.00
835842	James Bennett DBA Olympic Pen	02/20/2024	210.00
835843	Johnstone, Mia	02/20/2024	4,325.00
835844	Jw Pepper And Son Inc	02/20/2024	135.84
835845	KCDA Purchasing Coop.	02/20/2024	8,572.60
835846	KCDA Purchasing Coop.	02/20/2024	2,658.21
835847	Leithold, Molly K	02/20/2024	4,000.00
835848	Lemay Mobile Shredding	02/20/2024	403.00
835849	Marshall's Garden & Pet Store	02/20/2024	238.65
835850	McCleary School District #65	02/20/2024	14,700.00
835851	MinuteMan Press	02/20/2024	85.42
835852	Northwest Textbook Depository	02/20/2024	962.18
835853	Ocosta School Dst #172	02/20/2024	20,825.00
835854	Ospi	02/20/2024	1,500.00
835855	OSPI	02/20/2024	7,043.66
835856	Pacifica Law Group LLP	02/20/2024	2,308.50
835857	Pape	02/20/2024	751.88
835858	Parris, Trinity A	02/20/2024	976.25
835859	Petrocard Inc	02/20/2024	18,667.63
835860	Porter Foster Rorick	02/20/2024	1,085.00
835861	Pud #1 Of Grays Harbor Co	02/20/2024	50,739.79
835862	Puget Sound Joint Purchasing C	02/20/2024	550.00
835863	Rainier Lanes	02/20/2024	5,910.88
835864	RAYKOWSKI, LAURA K	02/20/2024	100.00
835865	Read Naturally	02/20/2024	379.60
835866	Ricoh Usa Inc	02/20/2024	624.58
835867	Rosetta Stone, Ltd	02/20/2024	272.25
835868	Scholastic, Inc	02/20/2024	654.02
835869	Shaffer, Casandra	02/20/2024	1,469.73
835870	SolarWinds North America, Inc.	02/20/2024	155.99
835871	SOLIANT EDUCATION	02/20/2024	40,551.94
835872	Sound Publishing, Inc.	02/20/2024	134.17



Check Nbr	Vendor Name	Check Date	Check Amount
835873	STAMATEOU, PATRICIA	02/20/2024	3,200.00
835874	Stevens Elementary (asb)	02/20/2024	24.09
835875	Sunshine Enterprises, Inc	02/20/2024	4,120.85
835876	Swanson's Food	02/20/2024	153.68
835877	Taylor, Ann	02/20/2024	2,914.29
835878	Ted Brown Music	02/20/2024	939.48
835879	THE DEVEREUX FOUNDATION	02/20/2024	78,247.72
835880	THE STEPPING STONES GROUP LLC	02/20/2024	16,740.00
835881	TOBII DYNAVOX LLC	02/20/2024	1,367.54
835882	US Foods - Seattle	02/20/2024	96,798.83
835883	Us Postal Service (cmrs-Fp)	02/20/2024	3,000.00
835884	Valley Greens	02/20/2024	1,200.00
835885	Verizon Wireless	02/20/2024	2,515.66
835886	VEX ROBOTICS INC	02/20/2024	1,613.05
835887	Walsworth	02/20/2024	825.00
835888	Warnken's Water Works Llc	02/20/2024	170.00
835889	WASA	02/20/2024	747.00
835890	Washington State School For Bl	02/20/2024	11,895.00
835891	West Coast Mechanical Solution	02/20/2024	11,502.49
835892	Wmea	02/20/2024	570.00
835893	Wsa Head Start & Eceap Program	02/20/2024	1,290.00
835894	WSIPC	02/20/2024	327.30
835895	WSSDA	02/20/2024	12,672.52
835896	YMCA	02/20/2024	43,299.62
835897	ZONES LLC	02/20/2024	728.65

108 Computer Check(s) For a Total of 814,621.57

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 February 20, 2024, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$956.33. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: COMP TAX  
Warrant Numbers 835898 through 835899, totaling \$956.33

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

Check Nbr	Vendor Name	Check Date	Check Amount
835898	Bank Of The Pacific (use Tax)	02/20/2024	905.12 GF
835899	Bank Of The Pacific (use Tax)	02/20/2024	51.21 ASB
2	Computer	Check(s) For a Total of	956.33


# ABERDEEN HIGH SCHOOL ASB

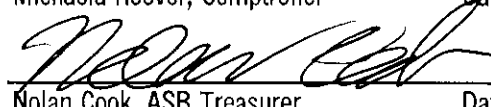
## Accounts Payable February 2024

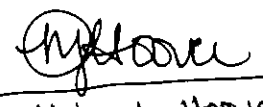
The following bills were submitted for payment by the Comptroller's office for the month of February:

DATE	CLUB/ACCOUNT	PAYEE	DESCRIPTION	AMOUNT
01-04-2024	1015/Reserve	Aberdeen School District	Postage	\$ 4.41
01-04-2024	Varies	Highland Golf Course	Uniforms, Facility Rental	\$ 975.00
01-04-2024	2015/CCO	Dan Sundstrom	Reimbursement	\$ 201.81
01-05-2024	4150/Cheer	South County Hobby	Cheer Megaphones	\$ 90.00
01-08-2024	4166/FFA	WA FFA Association	FFA Dues	\$ 34.00
01-08-2024	4094/SkillsUSA	SkillsUSA WA	Regionals Fees	\$ 100.00
01-09-2024	2140/Wrestling	North Beach High School	Bash at the Beach Tournament	\$ 150.00
01-10-2024	Varies	Harbor Awards	Fall Awards	\$ 1,616.83
01-10-2024	4130/Flying Hands	AHS-CTE	Matt Hamill	\$ 750.00
01-11-2024	1080/Senate	Seattle Mariners	Mariner's Tickets	\$ 450.00
01-17-2024	2060/Football	Harbor Awards	Fall Awards	\$ 1,142.69
01-17-2024	0124/Transportation	Aberdeen School District	Knowledge Bowl Transportation	\$ 605.26
01-23-2024	4045/Musical	Music Theatre International	The Little Mermaid Fees	\$ 60.49
01-24-2024	4150/Cheer	South County Hobby	Mini Cheer Camp T-Shirts	\$ 150.00
01-30-2024	2150/Girls Bowling	Trialley Corp.	Bowling Tournament	\$ 108.20
01-30-2024	2140/Boys Wrestling	Raymond Jr/Sr High School	Wrestling Tournament	\$ 250.00
01-30-2024	4030/Band	WMAA/CMEA	Chinook HS Instrumental	\$ 66.00
01-30-2024	Varies	River Ridge High School	Rumble Wrestling Tournament	\$ 550.00
01-30-2024	6240/InvestED	AHS - Choir	InvestED Choir Registration	\$ 22.00
01-30-2024	Varies	U.S. Bank	VISA Procurement Card Purchases	\$ 1,671.35
01-30-2024	Varies	Weatherwax ASB Fund	Imprest Reimbursement	\$ <del>2,679.00</del> 1579.00
<b>Total:</b>				<b>\$ 11,577.04</b>

<b>Motion / Tabled By:</b> Micah Turpin
<b>Seconded By:</b> Kadence Braaten
<b>ASB Meeting Date:</b> February 1, 2024

  
 Aaron Raiko 2-1-24  
 Michaela Hoover, Comptroller Date

  
 Nolan Cook, ASB Treasurer 2/1/24  
 Date

  
 Michaela Hoover 2/1/24

**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 AVID

School Aberdeen High School

Advisor A. Kohmeier, K. Karnath Phone 360-538-2044(4237)

Date(s) of Trip March 20-22, 2024 Destination CWU, EWU  
Gonzaga, WSU

Lodging Location Holiday Inn - Cheney WA Lodging Phone (509) 235-1100

Objective of Trip college-bound AVID students touring  
4 major universities

Number of Students 39 Number of Chaperones 3

\* Cost per Student \_\_\_\_\_ Cost per Chaperone \_\_\_\_\_

\* Funding Source and/or Account Code 7914 Weatherwax Endowment

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

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

Principal Approval [Signature] Date 1-25-24

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

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

**FINANCIAL EDUCATION MASTERY**

The board recognizes the value of helping students understand the importance of financial education. Financial education includes knowledge and skills related to spending and saving, managing credit and debt, using a career plan to understand income potential, setting and working toward personal financial goals, and applying decision making to matters of personal finance. When students develop their financial education, they are better prepared for successful post-secondary pathways and careers. The district encourages students and their families to take advantage of any financial education learning opportunities available to them through independent activities and programs.

The district will encourage students to learn financial education effectively at a high level of proficiency. The district also recognizes the importance of allowing students to learn at their own pace, and the educational benefits that can be gained by giving students the opportunity to demonstrate competency of skills, proficiency of standards, and mastery of concepts.

As described in the procedures, the district will award financial education credits to students based on demonstrated mastery/proficiency across a range of financial education skills. To ensure cultural responsiveness and equity in awarding mastery-based credit, the district will collect and annually review disaggregated data to see which subgroups of students are receiving mastery-based credit. If disproportionality is found, the district will take appropriate actions to ensure equitable access to these crediting opportunities.

Cross References:	Policy 2410	High School Graduation Requirements
	Policy 2413	Equivalency Credit Opportunities
Legal References:	RCW 28A.230.090	High school graduation requirements or equivalencies Reevaluation of graduation requirements Review and authorization of proposed changes Credit for courses taken before attending high school Postsecondary credit equivalencies
	WAC 180-51-050	High school credit Definition
	WAC 180-51-051	Procedure for granting students mastery-based credit
	WAC 392-121-139	Full-time equivalent enrollment for paid work experience for elective credit
	WAC 392-410-316	Equivalency course of study elective credit for paid work experience

Adopted: \_\_\_\_\_

### **Demonstrating Mastery/Proficiency in Financial Education**

The district will manage the assessment process so that students seeking mastery-based credit can demonstrate mastery/proficiency in financial education skills. Mastery-based credit can be used either for awarding credit in place of a traditional course, or for credit recovery purposes.

Students may recover credit by demonstrating mastery in the following ways:

- The student may recover 0.5 to 1.0 financial education credit following a failed or incomplete financial education course if the student meets standard on an end-of-course exam for a financial education course (where an end-of-course exam is available); or
- The Student may recover 0.5 to 1.0 financial education credit if the student meets standard on another approved state alternative that meets the graduation requirement.

Students may obtain 0.5 financial education credit for passing a district-created assessment that is aligned to state learning standards, if one is available. Students do not need to have attempted and failed a course before being eligible for these options.

- Student-designed portfolio of work;
- Hands-on demonstration of knowledge and skills;
- A combination of assessment approaches, as defined by the district.

#### **Equivalency course of study**

Students may receive credit for learning experiences outside of school that align to state learning standards, in accordance with Board Policy 2413 – Equivalency Credit Opportunities, WAC 392-410-300, and WAC 392-410-316.

#### **Successful completion of next higher-level course**

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

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

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

## EQUIVALENCY CREDIT OPPORTUNITIES

Prior to course scheduling or course registration for the next school term, the district will provide information to students and their parents or legal guardians about meeting credit-based graduation requirements through equivalency courses.

### 1. Experiential Education Opportunities

The district may grant credit, including high school graduation credit, for school planned or approved learning experiences which may be conducted away from the facilities owned, operated, or supervised by the district or conducted primarily by individuals not employed by the district. To grant credit for such experiences, a proposal for approval of credit must be submitted to the district's designated team.

The proposal shall include the following elements:

- a. Name of program or planned learning experience;
- b. Length of time for which approval is desired;
- c. Objectives of the program or planned learning experience;
- d. Which one or more of the state learning goals and related essential academic learning requirements are part of the program or planned learning experience;
- e. Description of how credits shall be determined (completion of a district-defined course or satisfactory demonstration of proficiency/mastery in the related state learning standards in accord with WAC 180-51-050(1)) and WAC 180-51-051;
- f. Content outline of the program and/or major learning activities and instructional materials to be used;
- g. Description of how student performance will be assessed;
- h. Qualifications of instructional personnel;
- i. Plans for evaluation of program; and
- j. How and by whom the student will be supervised.

Approved experiences may include, but are not limited to, the following: School planned or approved learning experiences such as travel study, work study, private lessons, paid work, volunteer work, and education programs sponsored by governmental agencies.

### 2. Career and Technical Education Courses Provided by the District

On or after September 1, 2021, any statewide equivalency course offered by the district or accessed at a skill center will be offered for academic credit. Any approved state and local equivalency course offered by a host district in a skill center in which the district

participates under an interdistrict cooperative agreement will be honored as an equivalency course by the district. Students served at any core, branch, or satellite skill center campus must have access to academic credit for any approved local or state equivalency courses offered at those sites and in accordance with transcript requirements in RCW 28A.230.097.

The district may also adopt local course equivalencies for career and technical education courses that are not on the list of courses approved by the superintendent of public instruction under RCW 28A.700.070.

Each high school will adopt core academic course equivalencies for high school career and technical courses, provided that the career and technical course has been reviewed and approved for equivalency credit by a district team appointed by the superintendent or a designee.

The district team will include a school administrator, the career and technical administrator, an instructor from the core academic subject area, an instructor from the appropriate career and technical course, a school counselor, and a representative from the curriculum department.

Career and technical courses approved for equivalency will be:

- a. Aligned with the state's essential academic learning requirements and grade level expectations; and
- b. Aligned with current industry standards, as evidenced in the curriculum frameworks. The local career and technical advisory committee will certify that courses meet industry standards.
- c. Recorded on the student's transcripts as the academic course the equivalence credit fulfills.

### 3. Mastery/Competency-based credits (See Policies 2401-2409)

**Elective Credit for Paid Work Experience:** Students ages 16 and older may earn up to two elective high school credit through paid work experience according to the requirements contained in chapter 28A.600 RCW, which include preapproval of a proposal and assessment of the student's grade-level proficiency on the state financial education learning standards.

Credits earned through this policy do not restrict students from earning additional credits through cooperative worksite learning (WAC 392-410-315) through mastery/competency policy.

Students who are legally eligible for paid employment may earn elective credit for paid work experience. Students who meet the requirements below as determined by the appropriate school official will be awarded one-half elective credit for each 180 hours of paid, verified work experience. Students may earn up to a maximum of two elective high school credits through this process.



In order to be eligible to receive elective credit, the student's High School and Beyond Plan must be updated to reflect the paid work experience. In addition, the student's paid work experience must be approved in advance and in writing by the school counselor, principal, or principal designee. Approval is contingent upon the student's submission of the following information:

- a. Identification of the work-based sponsor (employer) who will serve as the point of contact for the employer and participate in supervising the student during the student's employment;
- b. A student narrative describing how the paid work experience will enable the student to develop the knowledge and skills necessary to meet the goals of basic education, including those essential to understanding the importance of work and finance and how performance, effort, and decisions directly affect future career and educational opportunities as provided in RCW 28A.150.210(4); and
- c. A plan for demonstrating or otherwise assessing the student's:
  - Grade-level proficiencies on the state financial education learning standards for employment and income or financial decisions as provided in the state financial education learning standards adopted in RCW 28A.300.469; and
  - Growth in proficiency in meeting the state financial education learning standards that occurred between pre-work and post-work experiences.



The hours worked may occur during a student's school day, outside of the regular school calendar, or in accordance with WAC 180-51-050 and 180-51-051. The district will verify the number of paid hours worked by the student at least once per term.

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Cross References:	Policy 2170 Policy 2410  Policy 2401	Career and Technical Education High School Graduation Requirements Financial Education Mastery-Based Learning and Credit
Legal References:	RCW 28A.230.010  RCW 28A.230.097  RCW 28A.230.120  WAC 180-51 WAC 392-410	Course content requirements Access to career and technical course equivalencies Duties of school boards of directors Waivers Career and technical high school course equivalencies. High School Diplomas Issuance- Option to receive final transcripts Notice High school graduation requirements Courses of study and equivalencies

Adopted: \_\_\_\_\_

## Sch Dist 5 - Aberdeen Aberdeen School District EPO Levy

Measure	Vote	Vote %
Levy Yes 	1,655	53.11%
Levy No 	1,461	46.89%
<b>Total Votes</b>	<b>3,116</b>	<b>100%</b>

## Sch Dist 5 - Aberdeen Aberdeen School District Capital Levy

Measure	Vote	Vote %
Levy Yes 	1,698	54.11%
Levy No 	1,440	45.89%
<b>Total Votes</b>	<b>3,138</b>	<b>100%</b>



*Our Children,  
Our Schools,  
Our Future*

TO: Dr. Jeffrey Thake, Superintendent  
 FROM: Elyssa Louderback, Interim Executive Director of Business & Operations  
 SUBJECT: Monthly Budget Report for January, 2024  
 DATE: February 20, 2024

**GENERAL FUND SUMMARY:**

Revenue--Receipts were \$ 4,667,346.27.

Expenditures-- Expenditures totaled \$ 4,935,549.18. Expenditures for staff salary and benefits account for 80.6% of all expenditures for the month and 78.7% of year to date total expenditures.

Fund Balance— Current month ending fund balance is \$ 646,660.71. We had a negative cash flow of \$ 268,202.91 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	\$ 2,078,579	40.53%	Prop taxes - received Oct/Nov and April/May
Local Nontax	\$ 674,160	\$ 205,330	30.46%	Donations, Traffic Safety, Food Service, Misc
State, General	\$ 31,992,402	\$ 12,569,915	39.29%	Apportionment and LEA
State, Special	\$ 12,539,386	\$ 5,137,833	40.97%	Spec Ed, Detention, LAP, Bilingual, Hi Cap, Transport
Federal, General	\$ 25,000	\$ -	0.00%	Federal Forest; deducted from apportionment
Federal, Special	\$ 11,922,725	\$ 3,536,917	29.67%	Food Service, Fed Grants (Title I, Title 2, ESSER, etc)
Other Districts	\$ 202,200	\$ 49,770	24.61%	Non high payments from Cosmopolis SD
Other Agencies	\$ 28,750	\$ 7,920	27.55%	Private Foundations, ESD 113
Other Fin Sources	\$ -	\$ -		
<b>Totals</b>	<b>\$ 62,513,690</b>	<b>\$ 23,586,264</b>	<b>37.73%</b>	
			<b>41.67%</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	\$ 12,222	11.70%	Dues, audits, elections, legal svcs, travel, etc
Superintendent's Office	\$ 447,575	\$ 193,033	43.13%	General Admin/ Supt Office
Business Office	\$ 589,589	\$ 306,381	51.97%	Fiscal operations
Human Resources	\$ 497,908	\$ 181,215	36.40%	Personnel & recruitment, labor relations
Public Relations	\$ 40,000	\$ 10,382	25.95%	Educational/admin info to public
Supervision of Instruction	\$ 1,193,960	\$ 499,228	41.81%	includes secretarial support
Learning Resources	\$ 359,562	\$ 148,142	41.20%	Library resources & staffing
Principal's Office	\$ 3,441,279	\$ 1,366,046	39.70%	includes Secretarial support
Guidance/Counseling	\$ 2,050,081	\$ 756,343	36.89%	Counselors/support services
Pupil Management	\$ 11,978	\$ 16,800	100.00%	Bus & playground management, etc
Health Services	\$ 2,154,300	\$ 1,234,948	57.32%	Health including: nursing, OT/PT/SLP, etc
Teaching	\$ 36,357,616	\$ 13,950,923	38.37%	classroom teachers/para support
Extra-curricular	\$ 1,384,918	\$ 581,156	41.96%	Coaching, advising, ASB supervision
Payments to other districts	\$ -	\$ 165,731	0.00%	CTE/Skills Center fees/tuition to other schools
Instructional Prof Dev	\$ 1,431,979	\$ 616,016	43.02%	Prof development; instructional staff
Instructional Technology	\$ 580,755	\$ 147,997	25.48%	classroom technology
Curriculum	\$ 1,027,138	\$ 563,090	54.82%	District materials adoptions/purchases; staff
Food Services	\$ 2,740,894	\$ 1,175,201	42.88%	Mgmt of food service for district
Transportation	\$ 1,531,849	\$ 610,747	39.87%	Co-op payments, fuel, insurance
Maint & Operations	\$ 4,302,455	\$ 1,753,251	40.75%	cust/maint/grounds, warehouse, security
Other Services	\$ 2,323,482	\$ 1,688,179	72.66%	Insurance, utilities, tech, print, motor pool
Transfers	\$ (203,500)	\$ (79,519)	39.08%	in district use of buses, vehicles, food service
Interfund Transfers	\$ 295,000	\$ 266,431	90.32%	Transfers (to Cap Proj/ Debt Service)
Totals	\$ 62,368,319	\$ 26,163,939	41.95%	
			41.67%	% of fiscal year elapsed

**CAPITAL PROJECTS FUND SUMMARY:**

Revenue -- Total receipts were \$ 3,351.62 and consist of grant reimbursements, rental fees and interest.

Expenditures — There were no expenditures for the month.

Fund Balance — Current monthly ending fund balance is \$ 413,545.84.

**DEBT SERVICE FUND SUMMARY:**

Revenue -- Total receipts were \$ 7,796.88 and consists of tax payments and transfers.

Expenditures — There were no expenditures for the month.

Fund Balance — Current month ending fund balance is \$ 880,640.44. Funds in this account are held for bond principal and interest payments.

**ASSOCIATED STUDENT BODY FUND SUMMARY:**

Revenue — There was \$ 20,159.60 for the month.

Expenditures -- Expenditures total 17.95% of the budgeted expenditures for this fiscal year.

Fund Balance — Current month ending fund balance is \$ 361,452.70.

**TRANSPORTATION VEHICLE FUND SUMMARY:**

Revenue -- Total receipts were \$ 2,016.58 of interest.

Expenditures — There were no expenditures for the month.

Fund Balance — Current month ending fund balance is \$ 454,685.16.

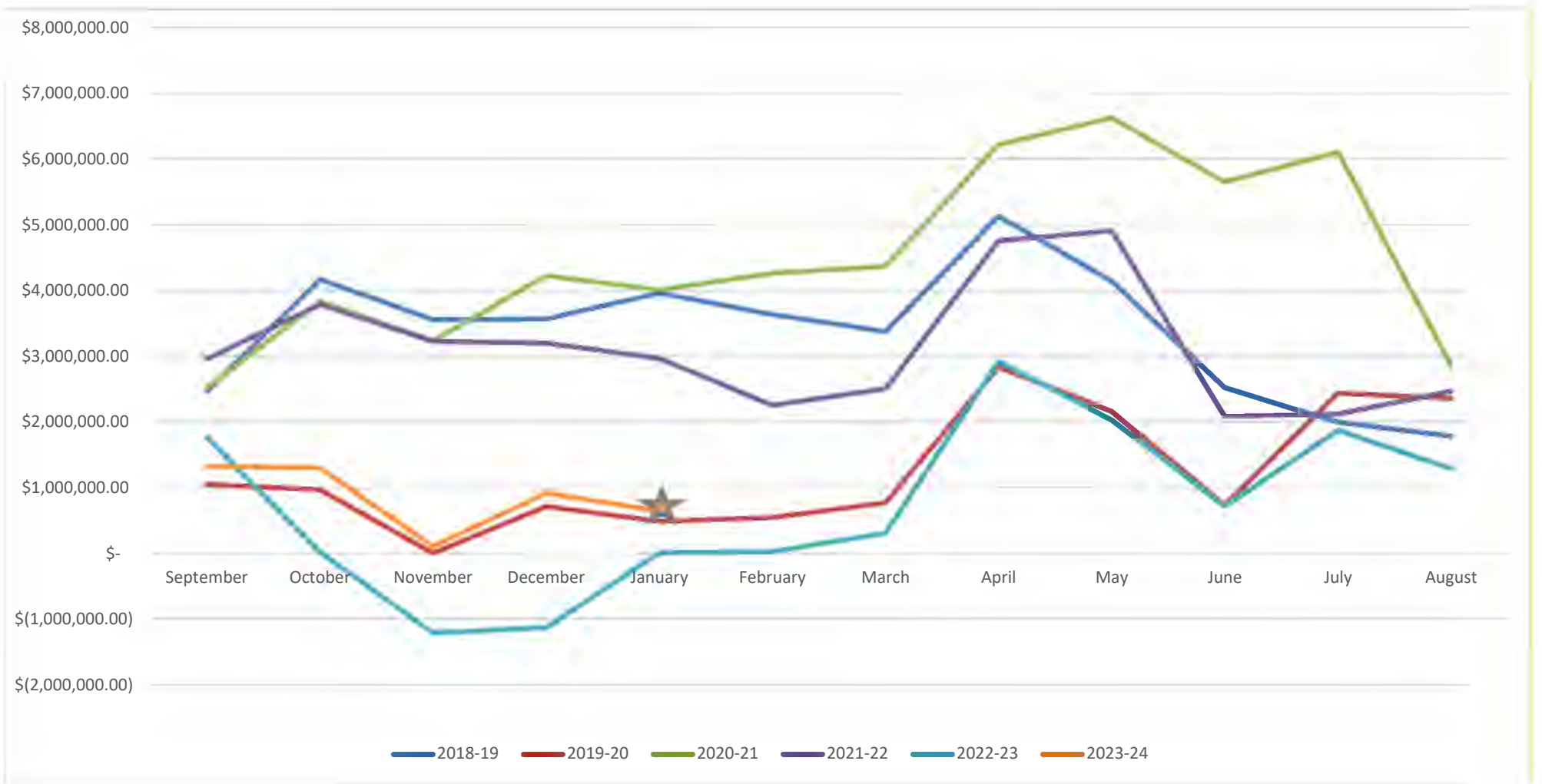
***SUMMARY OF BUDGET EXPENDITURE CAPACITY***

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

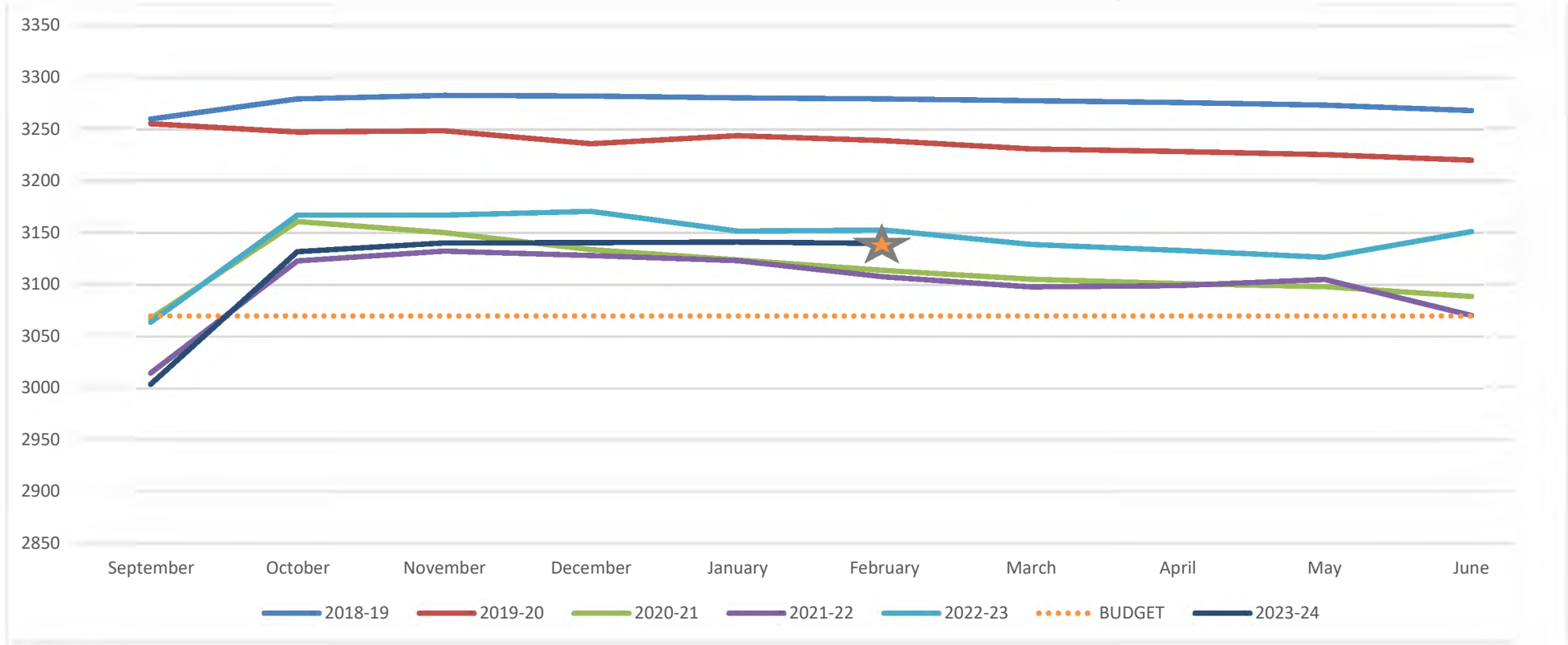
Fund	Budget	Expenditures YTD	Balance	% Expenditures	% Remaining
General	\$ 62,368,331	\$ 25,897,509	\$ 36,470,822	41.52%	58.48%
Capital Projects	\$ 450,000	\$ 196,818	\$ 253,182	43.74%	56.26%
Debt Service	\$ 3,256,985	\$ 3,233,773	\$ 23,212	99.29%	0.71%
ASB	\$ 435,568	\$ 78,174	\$ 357,394	17.95%	82.05%
Trans Vehicle	\$ 400,000	\$ 126,044	\$ 273,956	31.51%	68.49%

# GENERAL FUND FUND BALANCE TRENDS

End of January, 2024



# ENROLLMENT TRENDS as of February, 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	(+69.83) 3,070
2023-24 Actual	1,272.94	721.76	993.41	2,988.11	151.72	3,139.83
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 January, 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	8,446.20	2,078,579.19		3,050,487.81	40.53
2000 LOCAL SUPPORT NONTAX	674,160	25,203.41	205,330.09		468,829.91	30.46
3000 STATE, GENERAL PURPOSE	31,992,402	2,522,627.11	12,569,915.18		19,422,486.82	39.29
4000 STATE, SPECIAL PURPOSE	12,539,386	1,253,445.89	5,137,833.18		7,401,552.82	40.97
5000 FEDERAL, GENERAL PURPOSE	25,000	.00	.00		25,000.00	0.00
6000 FEDERAL, SPECIAL PURPOSE	11,922,725	807,373.20	3,536,916.51		8,385,808.49	29.67
7000 REVENUES FR OTH SCH DIST	202,200	47,522.90	49,769.90		152,430.10	24.61
8000 OTHER AGENCIES AND ASSOCIATES	28,750	2,727.56	7,920.33		20,829.67	27.55
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	62,513,690	4,667,346.27	23,586,264.38		38,927,425.62	37.73
<u>B. EXPENDITURES</u>						
00 Regular Instruction	24,702,237	1,742,912.47	9,528,764.86	25,017.14	15,148,455.00	38.68
10 Federal Stimulus	4,561,856	265,167.26	1,283,654.41	8,723.71	3,269,477.88	28.33
20 Special Ed Instruction	8,297,633	732,311.23	3,884,751.15	3,484.82	4,409,397.03	46.86
30 Voc. Ed Instruction	3,044,444	279,326.21	1,309,487.91	17,822.63	1,717,133.46	43.60
40 Skills Center Instruction	340,488	31,508.12	162,446.99	0.00	178,041.01	47.71
50+60 Compensatory Ed Instruct.	6,684,530	499,037.40	2,673,277.05	5,351.16	4,005,901.79	40.07
70 Other Instructional Pgms	960,816	24,322.87	263,408.86	2,060.05	695,347.09	27.63
80 Community Services	2,151,571	152,975.92	825,432.08	296.06	1,325,842.86	38.38
90 Support Services	11,624,757	1,207,987.70	5,966,285.61	253,569.08	5,404,902.31	53.51
<u>Total EXPENDITURES</u>	62,368,332	4,935,549.18	25,897,508.92	316,324.65	36,154,498.43	42.03
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	295,000	.00	266,430.50			
<u>D. OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	149,642-	268,202.91-	2,577,675.04-		2,428,033.04-	> 1000
<u>F. TOTAL BEGINNING FUND BALANCE</u>	3,963,078		3,224,335.75			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXXXX		.00			
<u>H. TOTAL ENDING FUND BALANCE</u>	3,813,436		646,660.71			
<u>(E+F + OR - G)</u>						



I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 815 Restrict Unequalized Deduct Rev	0	.00
G/L 821 Restrictd for Carryover	527,610	1,120,330.63
G/L 823 Restricted for Carryover of Tra	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 828 Restricted for C/O of FS Rev	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	250,000	81,543.30
G/L 845 Restricted for Self-Insurance	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 870 Committed to Other Purposes	14,070	14,070.00
G/L 872 Committed to Econmc Stabilizatn	0	.00
G/L 873 Committed to Depreciation Sub-F	0	.00
G/L 875 Assigned Contingencies	0	.00
G/L 884 Assigned to Other Cap Projects	0	.00
G/L 888 Assigned to Other Purposes	0	.00
G/L 890 Unassigned Fund Balance	107,286-	2,577,675.04-
G/L 891 Unassigned Min Fnd Bal Policy	3,129,042	2,008,391.82
G/L 896 Change in Accounting Principles	0	.00
G/L 897 Change to or within the Financi	0	.00
<u>TOTAL</u>	3,813,436	646,660.71

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 January, 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	3,351.62	20,651.90		1,151.90-	105.91
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	3,351.62	132,366.17		112,866.17-	678.80
<b>B. EXPENDITURES</b>						
10 Sites	0	.00	196,817.63	0.00	196,817.63-	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	.00	196,817.63	0.00	253,182.37	43.74
<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-	3,351.62	64,451.46-		366,048.54	85.03-
<b>F. TOTAL BEGINNING FUND BALANCE</b>						
	462,753		477,997.30			
<b>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</b>						
	XXXXXXXX		.00			
<b>H. TOTAL ENDING FUND BALANCE</b>						
<u>(E+F + OR - G)</u>	32,253		413,545.84			

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	525,260.11
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	413,545.84

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 January, 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	4,093.09	1,177,458.57		36,670.57-	103.21
2000 Local Support Nontax	1,500	3,703.79	53,106.00		51,606.00-	> 1000
3000 State, General Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	295,000	.00	266,430.50		28,569.50	90.32
<u>Total REVENUES/OTHER FIN. SOURCES</u>	<u>1,437,288</u>	<u>7,796.88</u>	<u>1,496,995.07</u>		<u>59,707.07-</u>	<u>104.15</u>
<u>B. EXPENDITURES</u>						
Matured Bond Expenditures	3,175,000	.00	3,175,000.00	0.00	.00	100.00
Interest On Bonds	81,085	.00	58,278.00	0.00	22,807.00	71.87
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	900	.00	494.54	0.00	405.46	54.95
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	<u>3,256,985</u>	<u>.00</u>	<u>3,233,772.54</u>	<u>0.00</u>	<u>23,212.46</u>	<u>99.29</u>
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>D. OTHER FINANCING USES (GL 535)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER(UNDER) EXPENDITURES (A-B-C-D)</u>	<u>1,819,697-</u>	<u>7,796.88</u>	<u>1,736,777.47-</u>		<u>82,919.53</u>	<u>4.56-</u>
<u>F. TOTAL BEGINNING FUND BALANCE</u>	<u>2,529,890</u>		<u>2,617,417.91</u>			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	<u>XXXXXXXXX</u>		<u>.00</u>			
<u>H. TOTAL ENDING FUND BALANCE</u>	<u>710,193</u>		<u>880,640.44</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		880,640.44			
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>880,640.44</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 January, 2024

	ANNUAL	ACTUAL	ACTUAL			
A. REVENUES	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 General Student Body	63,844	2,971.49	42,313.87		21,530.13	66.28
2000 Athletics	112,670	12,972.00	88,243.55		24,426.45	78.32
3000 Classes	2,500	.00	.00		2,500.00	0.00
4000 Clubs	168,475	4,216.11	24,509.72		143,965.28	14.55
6000 Private Moneys	80,200	.00	3,357.69		76,842.31	4.19
<u>Total REVENUES</u>	427,689	20,159.60	158,424.83		269,264.17	37.04
<u>B. EXPENDITURES</u>						
1000 General Student Body	34,235	563.75	9,998.05	0.00	24,236.95	29.20
2000 Athletics	156,351	10,956.50	44,930.32	33,787.58	77,633.10	50.35
3000 Classes	2,500	.00	.00	0.00	2,500.00	0.00
4000 Clubs	162,282	3,763.27	20,225.70	4,336.32	137,719.98	15.14
6000 Private Moneys	80,200	169.07	3,019.78	0.00	77,180.22	3.77
<u>Total EXPENDITURES</u>	435,568	15,452.59	78,173.85	38,123.90	319,270.25	26.70
<u>C. EXCESS OF REVENUES</u>						
<u>OVER (UNDER) EXPENDITURES (A-B)</u>	7,879-	4,707.01	80,250.98		88,129.98	< 1000-
<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		361,452.70			
<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		353,952.70			
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		361,452.70			

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 January, 2024

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	5,150	2,016.58	9,818.93		4,668.93-	190.66
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	368,914	.00	.00		368,914.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	30,000	.00	.00		30,000.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
A. <u>TOTAL REV/OTHER FIN.SRCS(LESS TRANS)</u>	404,064	2,016.58	9,818.93		394,245.07	2.43
B. <u>9900 TRANSFERS IN FROM GF</u>	0	.00	.00		.00	0.00
C. <u>Total REV./OTHER FIN. SOURCES</u>	404,064	2,016.58	9,818.93		394,245.07	2.43
<u>D. EXPENDITURES</u>						
Type 30 Equipment	400,000	.00	126,043.68	0.00	273,956.32	31.51
Type 40 Energy	0	.00	.00	0.00	.00	0.00
Type 60 Bond Levy Issuance	0	.00	.00	0.00	.00	0.00
Type 90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	400,000	.00	126,043.68	0.00	273,956.32	31.51
E. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
F. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
G. <u>EXCESS OF REVENUES/OTHER FIN SOURCES</u> <u>OVER(UNDER) EXP/OTH FIN USES (C-D-E-F)</u>	4,064	2,016.58	116,224.75-		120,288.75-	< 1000-
H. <u>TOTAL BEGINNING FUND BALANCE</u>	194,705		570,909.91			
I. <u>G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXXXX		.00			
J. <u>TOTAL ENDING FUND BALANCE</u> <u>(G+H + OR - I)</u>	198,769		454,685.16			
K. <u>ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted For Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	198,769		454,685.16			
G/L 830 Restricted for Debt Service	0		.00			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
G/L 896 Change in Accounting Principles	0		.00			
G/L 897 Change to or within the Financi	0		.00			
<u>TOTAL</u>	198,769		454,685.16			

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

STUDENT TEACHER PLACEMENT AGREEMENT  
BETWEEN CENTRAL WASHINGTON UNIVERSITY  
AND  
ABERDEEN SCHOOL DISTRICT

Central Washington University requires students in its Educational Programs to complete a series of field placements in K-12 schools. Central Washington University (“University”) and Aberdeen School District. (“District”) enter into this agreement to provide for the placement and supervision of University students (“candidates”) in schools within the District.

1. Definitions

Administrative Candidates: A student who is placed in a school’s administrative office or the District’s central office.

Administrative Mentor: A School’s Principal or the District’s central office administrator employed by the District, with whom an administrative candidate is placed.

Candidate: A student in the University’s Education Program who is placed in a school pursuant to this agreement. “Candidate” includes administrative, counseling, practicum, and student teaching candidates.

Cooperating Counselor: A counselor, employed by the District, with whom a counseling student candidate is placed. Qualification requirements in Appendix A.

Cooperating Teacher: A classroom teacher, employed by the District, with whom a practicum or student teaching candidate is placed. Qualification requirements in Appendix A.

Counseling Candidates: A student who is placed in a school’s counseling office or the District’s central office.

Education Program: The Education Program of Central Washington University.

Field (University) Supervisor: A University employee who supervises, consults with, and evaluates candidates. Qualification requirements in Appendix A.

Mentor Teacher: A teacher employed by the District, with whom a student teaching candidate is placed. Qualification requirements in Appendix A.

Partner School: A school in the District that agrees to accept one or more candidates.

Placement Coordinator: A University employee who coordinates and monitors all placements of student teaching candidates.

Practicum Candidate: A student in the University’s Education Program who is placed in a school for pre-student teaching field work.

Practicum Coordinator: A University employee who coordinates and monitors all placements of practicum candidates.

Student Teaching Candidate: A student in the University’s Education Program who is placed in a school for student teaching experience.

2. General Provisions

a. The University and District agree that contemporaneous with or following execution of this Agreement and within the scope of its provisions, the University may develop letter agreements with District to formalize operational details of the directed fieldwork program. These details will include, but are not limited to, the following:

- Beginning dates and length of experience (Appendix B contains a summary of the anticipated length and nature of field experience);



- Number and kind of candidates eligible to participate in the training;
- Specific days, hours, and locations for the training;
- Specific allocation of responsibilities for the cooperating teacher or mentor.
- Deadlines and format for candidate progress reports and evaluation forms.
- A stipend will be paid by the University to each Cooperating/Mentor Teacher, as applicable, for Candidates who are placed with that person. The stipend for a teacher will be at least \$100.00 for each full-time assignment. A stipend will be paid by the University to each Cooperating Counselor, as applicable for candidates who are placed with that person. The stipend for a Cooperating Counselor will be at least \$25.00 for each full-time assignment. The District expressly acknowledges that the Cooperating Mentor Teachers and Counselors will remain employees of the District, not of the University. If a candidate withdraws or is moved within the first ten school days following the assigned reporting date, the University shall not pay a stipend.

b. Any such letter agreements will be considered attachments to this Agreement, will be binding when signed by authorized representatives of each party, and may be modified by subsequent letter agreements signed by authorized representatives of each party.

c. The University and District will jointly plan the training program and jointly evaluate candidates. Exchange of information will be maintained by on-site visits when practical and by letter, telephone, video-conferencing, or email in other instances.

d. The University and District will instruct their respective faculty, staff, and candidates participating in the training to maintain confidentiality of candidate and District information as required by law and by the policies and procedures of the University and the District.

e. The parties to this Agreement each agree to comply with applicable federal and state laws prohibiting discrimination in education, employment, or public accommodations based on age, sex, marital status, sexual orientation, race, creed, color, national origin, genetic information, honorably discharged veteran or military status, or the presence of any sensory, mental, or physical disability or the use of a trained dog or service animal by a person with a disability.

### 3. Responsibilities of Central Washington University

a. The University will assign to a partner school only candidates who, in the judgment of the University, have the required academic background and basic skills to be trained in the District. Candidates will not be placed in settings that present conflict of interest or in which personal relationships that could interfere with objective evaluation of candidates.

b. The University agrees to designate partner schools, cooperating teachers, and mentors, in coordination with the District and the principal of the partner school.

c. The University, through the director of the Educational Program, shall outline the University's educational goals and objectives to be attained within the District.

d. Pursuant to WAC 181-78A-125 (3) and (4), the University agrees, by separate letter agreement signed by the parties, to provide a description of the duties and responsibilities of all parties involved in the candidate's placement and completion of the experience, as well as the anticipated length and nature of the placement. This information will include appropriate

information about each candidate's academic profile, professional interests, and background. In reaching such mutual agreement, the District shall ascertain that requirements of RCW 28A.405.240 are included in the employment contracts by and between the School District and the Cooperating Teacher, Mentor Teacher or Cooperating Counselor who will be involved in the Candidate supervision. RCW 28A.405.240 reads, in part, as follows: "No certificated employee shall be required to perform duties not described in the contract unless a new or supplemental contract is made..."

e. The University agrees to schedule regular meetings by the field supervisors with the candidates and the Cooperating Teachers, Mentor Teachers, or Cooperating Counselor.

f. The University is covered by the State of Washington Self-Insurance Program and the Tort Claims Act (Chapter 4.92 RCW). Claims against University and its employees, officers, and agents while acting in good faith within the scope of their official University duties, are covered by the State of Washington Self-Insurance Program and the Tort Claims Act (RCW 4.92, 060 et seq), and successful claims against the University, its officers, employees, and agents will be paid from the tort claims liability account as provided in RCW 4.92.

g. The University may terminate this Agreement upon thirty days written notice if the District has not, in the reasonable judgment of the University, provided adequate supervision or training opportunities, or has breached any provision of the Agreement.

h. The University requires that every candidate complete a State Character and Fitness Supplement and submit a request for a background check to the Washington State Office of the Superintendent of Public Instruction (OSPI). The University agrees to check the OSPI database and confirm clearance for each candidate considered for placement at District. The University acknowledges that placement of each candidate at the District is contingent upon provision of background check information dated less than two years before the commencement of the clinical education placement. Pursuant to WAC 181-78A-125, fingerprint and character clearance under RCW 28A.410.010 must be current at all times during the field experience for candidates who do not have a valid Washington certificate. District acknowledges that the University is not responsible for the accuracy of the information provided in the Character and Fitness Supplement or other information provided by the Candidate and, except for checking the OSPI database; it has no obligation to do any further investigation into the Candidate's background, including checking other records of the University. District further acknowledges that the University is not responsible for the accuracy of the information provided through this OSPI background check and that the University's provision of this OSPI background check information does not relieve District of any of its legal obligations related to these background checks. District understands and agrees that any information forwarded to it by the University has been procured through this process. The University does not certify the veracity of the records provided and, furthermore, the obligation to conduct appropriate background checks and the liability for non-compliance remains the responsibility of District.

i. University agrees to notify students in advance of their placement that they are responsible for reporting on time to the assigned District location, complying with District policies and procedures, and maintaining the confidentiality of any information related to District students.

The University may require video recordings of District students participating in fieldwork to be

submitted for purposes of assisting the University student to improve their teaching/clinical practices, subject to the following conditions:

1. Parents and guardians of District Students must give prior written consent to having their children appear in a video recording, with explicit knowledge about how the video recording will be used and shared. It shall be the University's responsibility to produce and facilitate the collection of these forms.
2. The University fieldwork student must position the camera accordingly so as not to include those students whose families do not grant permission to be recorded. However, non-consenting students must not be excluded from the learning activity.
3. Video recordings may only be submitted to the University as part of the University student's fieldwork. Upon completion of the fieldwork, the University shall be responsible for ensuring that video recordings are securely maintained and destroyed in accordance with the state approved record retention schedule.

#### 4. Responsibilities of the District

a. The District shall appoint one or more persons to act as liaisons with the University with regard to all activities undertaken in performance of this Agreement, specifically assuming administrative, educational, supervisory, and evaluation responsibility for rotating candidates. The Practicum Coordinator shall be the University's liaison. Each party shall provide the other with the names, addresses, and telephone numbers of their respective liaisons.

b. The District shall make its facilities available to be used for educational purposes and shall supervise candidates, provide guidance, and help the candidates acquire and demonstrate initial skills as professional educators, administrators, counselors.

c. The District shall provide the candidates access to available information or sources of information that will further their education while they are assigned to the District.

d. Through the cooperating teachers or building or district mentors, the District agrees to assess and evaluate the candidates, including written formative and summative narratives. The University shall specify the frequency of these reports and may change the frequency from time to time.

e. The District shall also have the right to immediately limit or withdraw the use of its facilities by an individual candidate whenever in the judgment of the District use of the facility by that particular candidate endangers the operations of the District. If use of the facility by an individual candidate is limited or withdrawn in whole or in part because the District believes that its operations have been endangered, the District agrees to immediately notify the University and to use reasonable efforts to reach agreement with the University on terms under which District would permit use of its facilities by that candidate under this Agreement to resume, if determined appropriate by the District. Notwithstanding any other provision of this Agreement, the District reserves the right to terminate the use of its facilities by a particular candidate where necessary in District's reasonable judgment to maintain its operations free of disruption.

f. The District will indemnify, defend, and hold harmless the University and its board of trustees, employees, officers, and candidates from any liability, claim, or damage (including without limitation reasonable attorney's fees and litigation costs) arising from or alleged to arise

from the negligent acts or omissions of District's trustees, officers, employees, and agents in their performance of their responsibilities under this Agreement.

g. The District shall maintain at its own expense general liability insurance with limits of not less than \$1,000,000 per occurrence and \$3,000,000 annual aggregate. Proof of such coverage shall be provided to University before execution of this Agreement. The District may, where permitted by law, satisfy its insurance obligations with an equivalent program of self-insurance.

h. The District may terminate this Agreement upon thirty days written notice if the University has not, in the reasonable judgment of the District, complied with its obligations under the Agreement.

#### 5. Relationship of the University and the District

Each party to this Agreement will be responsible for the negligent acts or omissions of its own employees, officers, or agents in the performance of this Agreement. Neither party will be considered the agent of the other, nor does either party assume any responsibility to the other party for the consequences of any act of omission of any person, firm, or corporation not a party to this Agreement.

#### 6. Workers' Compensation

This agreement shall not create an employer-employee relationship between the University candidates and the District. Unless the District and a candidate have entered into a separate employer-employee relationship, the District does not assume and shall not assume any liability under any law relating to workers' compensation on account of any injury or illness suffered by any candidate performing, receiving training, or traveling pursuant to this Agreement.

#### 7. Term of the Agreement

This Agreement is effective beginning January 23, 2024, and will continue thereafter from year to year, unless the University or District sooner terminates the agreement pursuant to paragraph 3.g or 4.h above. This agreement will be reviewed no later than three years from its effective date, or earlier at the request of either party. This Agreement may be modified by mutual consent of the parties in writing.

#### 8. Governing Law

The parties' rights or obligations under this Agreement will be construed in accordance with, and any claim or dispute relating thereto will be governed by, the laws of the State of Washington.

#### 9. Notices.

All notices, demands, requests, or other communications required to be given or sent by School or District will be in writing and will be mailed by first-class mail, postage prepaid, or transmitted by hand delivery or facsimile, addressed as follows:

To University:

Central Washington University  
400 E University Way  
Ellensburg, WA 98926-7480

To District:

Aberdeen School District  
216 North G Street  
Aberdeen, WA 98520

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

10. Survival

The University and District expressly agree that the liability coverage provisions of this Agreement will survive the termination of this Agreement.

11. Severability

If any provision of this Agreement is held to be wholly or partially invalid or unenforceable under applicable law, that provision will be ineffective to that extent only, without in any way affecting the remaining provisions of the Agreement.

12. Waiver

Neither the waiver by any of the parties of a breach of or a default under any of the provisions of this Agreement, nor the failure of either of the parties to enforce any of the provisions of this Agreement or to exercise any right or privilege hereunder, will be construed as a waiver of any subsequent breach or default of a similar nature, or as a waiver of any provisions, rights, or privileges hereunder.

CENTRAL WASHINGTON UNIVERSITY

\_\_\_\_\_  
*Signature*

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

*Jennifer Dechaine-Berkas*

\_\_\_\_\_  
*Name*

*School of Education Director/Associate Dean of Education and Professional Studies*

\_\_\_\_\_  
*Title*

Aberdeen School District  
216 North G Street  
Aberdeen, WA 98520

\_\_\_\_\_  
*Signature*

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

\_\_\_\_\_  
*Name*

\_\_\_\_\_  
*Title*

## Appendix A

### University Supervisors

University supervisors meet the following criteria for appointment to the School of Education & Professional Studies

1. Exceed minimum criteria for a Washington State Continuing Teaching Certificate.
2. Have at least three years of teaching or administrative experience in the settings where they will supervise.
3. Hold a master's degree.

### Cooperating Teachers

Criteria for selection of cooperating teachers in practica include:

- Holds a valid residency teacher certificate
- Has had three years of successful teaching experience
- Is willing to accept a practicum student in the classroom
- Is recommended by the school principal or school district administrator
- Is willing to accept the roles specified in the field experience manual.

Criteria for selection of cooperating teachers in student teaching and internship include:

- Holds a Continuing or Professional Certificate
- Has at least three years of successful teaching experience
- Is recommended by the principal or school district
- Meets school district criteria for cooperating teachers
- Is willing to accept a student teacher
- Shows an aptitude for working with beginners who are learning to teach
- Is willing to accept the responsibilities outlined for cooperating teachers

### Mentor Teacher (Alternative Routes Program)

Criteria for selection of mentor teachers in student teaching and internship include:

- Holds a Continuing or Professional Certificate
- Has at least three years of successful teaching experience
- Is recommended by the principal or school district
- Meets school district criteria for mentor teachers
- Is willing to accept an intern
- Shows an aptitude for working with beginners who are learning to teach
- Is willing to accept the responsibilities outlined for cooperating teachers
- Has completed mentor training

**Appendix B**

<b>Program</b>	<b>Field Experiences (observation and/or practicum)</b>	<b>Clinical Practice (student teaching or internship)</b>	<b>Total number of hours/weeks</b>
<b>Undergraduate</b>	Term I & Term II (year long school placement)		Term I – 45  Term II – 60
	Term III (year long school placement in association with Term IV)	Term IV Student teaching	Term III – 60  Term IV – Entire CWU quarter full time, including full-time teaching for a minimum of 4 weeks  Term V Specialized Programs: Entire CWU quarter full time
<b>MA with Certification</b>	Term I & Term II (year long school placement)	Term III – Student Teaching	Term II – 60  Term III – 225  Term III – Entire CWU quarter full time, including full-time teaching for a minimum of 6 weeks
<b>Alternative Routes</b>	Term I & Term II (year long school placement)	Term III – Student Teaching	Term II – 60  Term III – 225  Term III – Entire CWU quarter full time, including full-time teaching for a minimum of 6 weeks





1819 East 72<sup>nd</sup> St #1903 | Tacoma, WA 98404  
www.emeraldlearningwa.com

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## 2024 EMERALD LEARNING CENTER CONTRACT

This Agreement is by and between Happy Hour 4 Kids, Inc., which is doing business in the State of Washington as “**The Emerald Learning Center**” and is a “Private Provider” of special education services and therapies, and the **Aberdeen School District** (the “District”), collectively referred to herein as the “Parties.”

WHEREAS the District is the local educational agency (“LEA”) responsible for providing educational and related services for [REDACTED] (“the Student”) pursuant to the Individuals with Disabilities Education Act (the “IDEA”) and Washington State law; and

WHEREAS, the District and the Student’s parents have determined that the Student’s special education needs cannot be met in the District’s educational program at this time, that the Student’s special education needs can be met in the Private Provider’s program during the term of this Agreement, and that there is no less restrictive setting that would be appropriate for the Student; and

WHEREAS, the District, the Student’s Parents and the Private Provider have agreed that the Student shall be placed in the Private Provider’s program during the term of this Agreement; and

NOW THEREFORE, for good and valuable consideration, the receipt of which is hereby acknowledged, the Parties agree to the following terms:

1. The Private Provider agrees to provide the services set forth in Paragraph 3 of this Agreement to the Student at its facility, which is in Tacoma, WA. The cost of the Private Provider’s program, which includes extended school year (ESY), shall be:

**2024 Monthly Tuition (8-month program): \$12,500.00**

2. The term of the Agreement shall commence on or about January 29, 2024 and shall continue through August 2024 at the end of the academic year, and the Extended School Year (ESY) according to Emerald Learning Center’s academic calendar, unless terminated by either of the Parties, as set forth in this Agreement.

3. During the term of this Agreement, the Private Provider shall furnish to the Student the special education and related services in accordance with the Student’s individualized education program (IEP) at 1819 E 72<sup>nd</sup> St #1903, Tacoma, WA, 98404. The Student will be supported by a 1:1 aide throughout the school day in order to attend and access the Student’s therapies and special education instruction to the best of the Student’s abilities during the academic and extended school year.

4. The Parties agree that the services set forth in Paragraph 3 of this Agreement are sufficient to allow the Student to achieve the goals and objectives set forth in the Student’s IEP. Should either Party believe at any point during the term of this Agreement that the services set forth in Paragraph 3 of this Agreement are not sufficient to achieve said goals and objectives, such Party shall immediately notify the other party, and the Parties shall work together to schedule an IEP meeting without undue delay

to discuss and revise the Student's program, if determined appropriate by the Student's IEP team. Any agreement regarding programmatic revisions by the Student's IEP team shall be included in a written amendment to this Agreement, which shall be promptly executed by the Parties and attached hereto. Progress monitoring data for academics and behavior, IEP goals, and attendance, will be provided to the District on a monthly basis.

5. In the event the Private Provider's facilities are closed for a long-term period in accordance with local, state or federal public health requirements during the Term of this Agreement due to the COVID-19 pandemic (the "School Closure Period"), the Parties agree that the Private Provider shall continue to be responsible for providing the Student with a free appropriate public education (FAPE) through the delivery of the Student's educational services pursuant to this Agreement, albeit through remote or other alternative learning, consistent with the requirements of federal and state law in effect at that time. The District agrees to pay the tuition identified in Paragraph 2 above during the School Closure Period, assuming the Student is receiving the same hours of instruction and staff support during the remote or alternative learning.

6. In consideration for the Student's placement in the program of the Private Provider and the provision of services consistent with Paragraph 3 of this Agreement, and provided that the Student is enrolled and consistently attending the program of the Private Provider, the District shall make the following monthly payments to the Private Provider within thirty (30) days of receipt of appropriate monthly invoices from the Private Provider:

**\$12,500.00 per month**

7. Professional staff employed by the District shall have the right to make site visits to the program of the Private Provider at reasonable times for the purpose of observing the Student and/or the services provided by the Private Provider. The District agrees to provide at least twenty-four (24) hours' notice before conducting a site visit pursuant to this Paragraph. The Private Provider shall allow District staff to access and review records maintained in accordance with Paragraph 10 of this Agreement during any site visit conducted during the term of this Agreement.

8. The Private Provider hereby represents that all staff members who will provide the services set forth in this Agreement hold the appropriate training, licensure and/or certification to provide said services. The Private Provider represents further that, in its best professional judgment, the staff working with the Student meet all of the qualifications set forth in Washington and federal law and this Contract and are fit to perform services that involve contact with children. This includes as required by the Washington Office of Superintendent of Public Instruction (OSPI), the following requirements will be adhered to by The Private Provider: 1) Retain a list of staff members providing the education and related services and a copy of the license that qualifies each staff member to provide the service; 2) Employ at least one licensed teacher with a special education endorsement; and 3) Acknowledge that staff are regularly trained on the constitutional and civil rights of students in schools; child and adolescent development; trauma-informed approaches to working with children and youth; cultural competency, diversity, equity, and inclusion, including best practices for interacting with students from particular backgrounds including English learners, LGBTQ, immigrants, female and nonbinary students; student isolation and restraint requirements under RCW 28.A.600.485; the Federal Family Educational Rights and Privacy Act, Title 20 U.S.C. Sec 1232g requirements regarding access to and dissemination of student information; recognizing and responding to student mental health issues; and educational rights of students with disabilities, the relationship of disability to behavior, and best practices for interacting with students with disabilities.

9. The Private Provider agrees that in providing services to the Student it will comply at all times with the following requirements: 1) The District and the Private Provider will clearly establish their respective responsibilities and processes for student data collection and reporting; 2) The Private Provider will promptly submit to the district any complaints it receives; 3) The Private Provider will submit other information required by the District or OSPI; 4) The Private Provider will comply with student isolation and restraint requirements under RCW 28A.600.485 and WAC 392-172A-02110; 5) The Private Provider will comply with all relevant Washington state and federal laws and regulations applicable to school districts; 6) The Private Provider acknowledges that the District must provide OSPI with the opportunity to review the contract and related documentation upon request; 7) The Private Provider will notify the District and OSPI of any program, staffing, or facility changes that may affect the Private Provider's ability to provide the services described in this Agreement; and 8) The Private Provider will notify OSPI and the District if there are: (a) any major program changes that occur during the authorization period including adding or eliminating the types of programs available to students; and (b) any complaints it receives regarding services to students, as well as any law enforcement incident reports involving the authorized entity and its enrolled students.

10. The Private Provider agrees that in providing services to the Student it will comply at all times with the requirements of the Family Educational Rights and Privacy Act ("FERPA") and all other applicable Washington State and Federal laws and regulations related to the maintenance and confidentiality of the Student's records. To the extent that educational records concerning the Student are created and/or maintained by the Private Provider as a result of the services provided under this Agreement, the Private Provider agrees that such records shall be considered the property of the District and shall be returned to the District upon request or upon the Student's discharge or disenrollment from the Private Provider. The District shall have the right to review all educational records related to the Student and to confer with staff of the Private Provider regarding the Student or the Student's educational program. Pursuant to FERPA, the Private Provider shall not disclose or re-disclose any personally identifiable student information or educational records pertaining to the Student, as those terms are used under FERPA, without parental consent, except as otherwise authorized by law. No educational records of the Student shall be destroyed without the express written consent of the District, following appropriate notification procedures under Washington and federal law.

11. The Private Provider represents that the rates charged by the Private Provider are reasonable in light of the Student's unique needs. The Private Provider agrees to document and maintain records of all educational and therapeutic services provided to the Student and all payments made by the District during the term of this Agreement. Such records shall be consistent with any guidance or standards developed by the Washington State Department of Education. The Private Provider shall maintain such records for a period of twelve (5) years from the date of termination of this Agreement and shall promptly provide such records to auditors of the District or the State of Washington upon request made during the term of this Agreement or within twelve (5) years of the date of termination of this Agreement.

12. If for any reason, the Private Provider determines that it can no longer provide appropriate services to the Student, the Private Provider may terminate this Agreement by written notice to the District and a meeting will be held to coordinate transition of the Student to another program and/or placement, as appropriate. Except in the event of an emergency, such written notice by the Private Provider to the District shall be provided at least thirty (30) days in advance of the Student's anticipated discharge from the Private Provider's program. The District may terminate this Agreement by providing written notice to Private Provider.

13. Notices to District: The Private Provider shall provide prompt notice to the District: (a) in the event of any change in address of the Student, of the Student's new address; and (b) upon execution, of the school calendar and, during the course of this Agreement, any changes thereto.

14. Private Provider shall defend, hold harmless and indemnify the District, and any of its members, officers, agents, employees, and/or representatives, from any lawsuit, action, proceeding, liability, judgment, claims, demand, fine, penalty, expense or fee (including attorneys' fees) or other costs or obligations which may arise in connection with its services hereunder resulting from the conduct negligent or otherwise of the Private Provider, its agents, officers, and/or employees, including, but not limited to, the breach of the Private Provider's obligation(s) under this Contract.

15. The District shall defend, hold harmless and indemnify the Private Provider, its agents, owners, investors, directors, officers staff, teachers, drivers, contractors, and/or any and all employees, from any lawsuit, action, proceeding, liability, judgment, claims, demand, fine, penalty, expense, or fee (including attorneys' fees) or other costs or obligations which may arise from the District's grossly negligent conduct.

16. The Private Provider affirmatively represents that it does not discriminate on any basis prohibited by applicable Washington or Federal laws or regulations with regard to the admission of any student or in its hiring or employment practices, including on the basis of sex, sexual orientation, race, color, creed, religion, national origin, age, marital status, veteran status, disability or gender identity or expression. In carrying out the terms of this Agreement, the Private Provider shall comply with all applicable provisions of Washington and Federal law, including, but not limited to, the Individuals with Disabilities Education Act ("IDEA"), 20 U.S.C. §1400 *et seq.*, as amended, Section 504 of the Rehabilitation Act, the Americans with Disabilities Act, 42 U.S.C. §1983, FERPA and any other applicable laws and regulations including those related to restraint and seclusion and the mandated reporting of suspected child abuse and neglect.

17. The Parties agree and acknowledge that this Agreement does not create a joint employer relationship, nor should one entity be deemed an affiliate, subsidiary, division, agent or representative of the other.

18. Whenever possible, each provision of this Agreement shall be interpreted in such a manner as to be effective and valid under applicable law. In the event that any portion of this Agreement is found to be null and void under applicable law, such provision shall be deemed to be restated to reflect the original intentions of the Parties, as nearly as possible in accordance with the applicable law, and if capable of substantial performance, the remaining portions of the Agreement shall survive and be enforced as if this Agreement was entered into without an invalid provision. If the ruling and/or controlling principle of law or equity leading to the ruling is subsequently overruled, modified or amended by legislation, judicial or administrative action, then the provision(s) in question as originally set forth in this Agreement shall be deemed valid and enforceable to the maximum extent permitted by the new controlling principle of law or equity.

19. This Agreement constitutes the entire agreement between the District and the Private Provider, and supersedes all previous agreements and understandings, whether written or oral, related to such subject matter. Any modifications or amendments to this Agreement shall be in writing and signed by both Parties and attached to this Agreement.

20. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington, without regard to conflicts of law rules. The Parties hereby agree that any dispute(s) arising under the terms of this Agreement shall be resolved by a court of competent jurisdiction within the State of Washington, each Party to bear its own costs and expenses.

21. Whenever notice is given or required to be given by either of the parties hereto to the other, it shall be in writing and deemed to have been given: (i) when delivered or refused by hand during regular business hours; (ii) five (5) days after being sent by United States Postal Service, registered or certified mail, postage prepaid, return receipt requested; (iii) the next business day if sent by a reputable national overnight express mail service that provides tracing and proof of receipt or refusal of items mailed; or (iv)

when sent if sent by email during business hours, addressed to Private Provider or the District, as the case may be, at the address or addresses, email address set forth below or such other addresses as the parties may designate in a notice similarly sent. Notices to Private Provider and the District shall be delivered as follows:

If to Private Provider:

Jonathan Trichter C/O Michael Sycz  
The Emerald Learning Center  
1819 East 72nd St #1903  
Tacoma, WA 98404  
jonathan@happyhour4kids.com

If to District:


Dr. Richard K. Bates - Director of Special Education  
Aberdeen School District #5  
216 North G Street  
Aberdeen, WA 98520

21. This Agreement shall be executed in one or more counterparts, each of which shall be considered an original, and all of which taken together shall constitute one in the same agreement.

22. No waiver by any party of a breach of any provision of this Agreement, and no failure by any party to exercise any right or remedy relating to a breach of any provision of this Agreement, shall (a) constitute a waiver or relinquishment for the future of such provision, (b) constitute a waiver of or consent to any subsequent breach of such provision, or (c) bar any right or remedy of such party relating to any subsequent breach.

THE PRIVATE PROVIDER

THE DISTRICT

By:  \_\_\_\_\_  
56D82D7D647844A...

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

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

Date: 1/22/2024

Date:

Print name: Jonathan Trichter

Print Names:

**PACIFIC UNIVERSITY  
SCHOOL OF COMMUNICATION SCIENCES & DISORDERS  
AND ABERDEEN SCHOOL DISTRICT  
AFFILIATION AGREEMENT FOR  
CLINICAL OR OTHER  
LEARNING EXPERIENCES (“Agreement”)**

THIS AGREEMENT is entered into by and between **Pacific University** hereinafter referred to as **SCHOOL** and **Aberdeen School District**, situated at **216 North G Street, Aberdeen, WA 98520**, hereinafter referred to as **FACILITY**. SCHOOL and FACILITY may be referred to below collectively as “parties” or individually as “party.”

**WITNESSETH**

WHEREAS, this Agreement is to help guide the parties regarding student learning opportunities at FACILITY, including clinical rotations, internships, externships, capstone project work, practica, etc., (“Learning Experiences”);

WHEREAS, the parties desire to have high-quality learning experiences in the area of Communication Sciences and Disorders.

WHEREAS, neither party intends for this Agreement to alter its respective legal rights or obligations to any third party; and

NOW THEREFORE, it is understood and agreed by the parties as follows:

**1. General Information**

- a. Subject to the terms of this Agreement, FACILITY will provide planned, supervised Learning Experiences in the above-identified areas to an agreed upon number of currently enrolled students in good standing in a planned education program in the above-identified areas at the SCHOOL (“Students”).
- b. Learning Experiences will begin only after approval by both FACILITY and SCHOOL and no Student assignments will be made by SCHOOL without approval of FACILITY .
- c. Any patient care in which Students observe or participate in as part of the Learning Experiences will be under the supervision of a licensed (in good standing) clinical supervisor of the FACILITY. Additionally, each student will be assigned a faculty member who will be an employee of SCHOOL and responsible for overseeing the education and assessment of the student (“School Faculty”). Upon mutual agreement of FACILITY and SCHOOL a credentialed clinical supervisor may receive a faculty designation. The terms and conditions of such agreements shall be documented in a separate writing, duly executed by FACILITY and SCHOOL.
- d. This Agreement is not intended, and may not be construed, to create an employment or agency relationship or the relationship of a partnership, joint venture, or association between the SCHOOL, FACILITY, or Student.

## 2. Responsibilities of SCHOOL

- a. SCHOOL will retain responsibility for the education and assessment of Students and will plan and determine the adequacy of the educational experience of the Students in theoretical background, basic skill, professionalism, and behavior.
- b. SCHOOL shall assign to FACILITY only those students who are in good standing with the requirements and expectations of the SCHOOL.
- c. SCHOOL will designate one or more clinical education coordinators/School Faculty members who will monitor Student progress and who shall serve as a liaison with FACILITY, including providing FACILITY with a copy of Student learning objectives.
- d. SCHOOL shall provide FACILITY with written notification each semester/term regarding the specific Student(s) to be scheduled pursuant to this Agreement, as well as the name and credentials of the designated SCHOOL Faculty.
- e. SCHOOL will ensure the following standards established under Oregon Administrative Rules 409-030-0100 to 409-030-0250 are met:
  - i. **Immunizations** per CDC guidelines for Health Care Personnel.
  - ii. **Screenings**
    - Tuberculosis: FACILITY choice of skin test or IGRA Blood test in accordance with CDC guidelines
    - Substance Abuse: 10-panel drug screen, which must include screens for the following eight substances: Amphetamines, including methamphetamines; Barbiturates; Benzodiazepines; Cocaine; Marijuana; Methadone; Opiates; Phencyclidine
    - Criminal Background Check: Must include Social Security Number trace, state/national criminal background history, sex offender registry check, and OIG LEIE check
  - iii. **Trainings:** Students must complete the following trainings in advance of the start date of the students' initial clinical placement.
    - In-person training program in cardiopulmonary resuscitation (CPR), also known as Basic Life Support (BLS), at the healthcare provider level. Students must maintain current certification for CPR/BLS during clinical placement.
    - The Health Insurance Portability and Accountability Act (HIPAA)
    - Family Educational Rights and Privacy Act (FERPA)
    - Bloodborne Pathogen training that is compliant with federal Occupational Safety and Health Administration (OSHA) requirements.
    - OSHA-recommended safety guidelines, including the following. SCHOOL must verify Student familiarity or exposure to topics:
      - Fire and electrical safety;

Personal protective equipment;  
Hazard communications; and  
Infection prevention practices

FACILITY may require students to complete additional site-specific trainings, including:

- *Site-specific* privacy and confidentiality practices-will occur at each FACILITY
  - *Site-specific* orientation and on-boarding (e.g., FACILITY-specific protocols for safety, security, standards of behavior, etc.) – will occur at each FACILITY.
- f. Should facilities outside the state of Oregon have more stringent requirements, SCHOOL and its students will accommodate such reasonable requests.
- g. SCHOOL will maintain evidence of each Student’s immunization status and Tuberculosis screening and will direct students to provide evidence of such within a reasonable time period of a request by the FACILITY.
- h. SCHOOL will inform each Student about the expectation to follow the administrative policies, regulations, standards, practices, and procedures of FACILITY, including policies concerning confidentiality of FACILITY's students' information.
- i. SCHOOL shall maintain confidentiality regarding confidential business practices of FACILITY and will on release confidential information regarding FACILITY upon written approval of FACILITY or as required by law.
- j. The SCHOOL shall reasonably cooperate in claims investigation procedures and in securing the cooperation of witnesses if there is a claim involving a Student or School Faculty member.

### **3. Rights and Responsibilities of FACILITY**

- a. FACILITY shall have sole responsibility for its operations and the determination of appropriate treatment and care of all students of the FACILITY.
- b. FACILITY shall provide equipment, materials, and other necessary resources that are adequate to provide an appropriate Learning Experiences.
- c. FACILITY verifies that the clinical supervisors who participate in training of SCHOOL’s Students while at the FACILITY are active staff members in good standing at the Facility and meet the educational standards established by the program’s accreditation organization. FACILITY agrees that it is the responsibility of its clinical supervisors to provide information regarding Student performance and complete any evaluation reports provided by the SCHOOL.
- d. FACILITY will provide an orientation for Students and will provide the SCHOOL and Students with documentation regarding the educational experience requirements, site specific objectives, expectations, and general information regarding the FACILITY.
- e. FACILITY will notify the SCHOOL in the event of difficulties in resolving issues related to Student Learning Experiences, but FACILITY reserves the right to remove any Student who it reasonably believes has engaged in inappropriate behavior or refused to comply with



reasonable requests of the FACILITY supervisory staff. FACILITY will immediately notify SCHOOL of such action and will, when possible, notify SCHOOL prior to removal.

- f. FACILITY shall, on reasonable request, permit the inspection by SCHOOL or its accrediting bodies of the FACILITY if not prohibited by confidentiality laws and regulations of Washington, the Federal Government, or by FACILITY policies and procedures.
- g. FACILITY may schedule Students in cooperation with and in rotation with other agencies and Institutions under FACILITY'S control. FACILITY, at its sole discretion, will designate which program or location will be assigned a particular rotation in the event of conflict.
- h. FACILITY is not responsible for loss or damage to Student's or FACULTY'S property including autos parked on the FACILITY'S property.
- i. FACILITY agrees to promptly and thoroughly investigate any complaint by any participating Student of unlawful discrimination or harassment at the FACILITY or involving employees and agents of the FACILITY; to take prompt and effective remedial action when discrimination or harassment is found to have occurred; and to promptly notify SCHOOL of the existence and outcome of any complaint of harassment or discrimination by, against, or involving any participating Student. FACILITY will provide Students with copies of its grievance policies and procedures.

#### **4. Relationship and Expectations of Student(s)**

- a. Students, while participating in the Learning Experiences conducted pursuant to this Agreement, shall not be considered employees of the FACILITY. By virtue of this Agreement, FACILITY does not assume any liability under any law relating to workers' compensation on account of any act of any Student engaged in Learning Experiences or traveling pursuant to this Agreement, unless otherwise required by law.
- b. Students participating in Learning Experiences pursuant to this Agreement shall not be entitled to any monetary remuneration for any activities performed by them in the course of receiving Learning Experiences, nor shall FACILITY otherwise have any monetary obligations to School's Faculty or other individuals by virtue of this Agreement.
- c. Each Student shall maintain health insurance covering activities during the Learning Experiences and will be responsible, including for financial expenses, for any required medical care provided to the Student by FACILITY.
- d. Students shall wear an identification badge, which identifies the individual by name, the fact that he/she/they is a student, and the SCHOOL with which the student is associated.
- e. Students shall wear business attire complying with FACILITY and school program dress code.

#### **5. Health Insurance Portability and Accountability Act (HIPAA)**

The parties agree to comply with applicable federal laws and regulations governing the use and/or disclosure of individually identifiable health information. FACILITY shall provide students with appropriate training regarding patient privacy and confidentiality. Such training shall satisfy the Health Insurance Portability and Accountability Act of 1996 and related regulations. SCHOOL will

provide training to Students regarding the confidentiality of patient/client records and information prior to initial clinical placement.

For the purpose of complying with HIPAA Privacy Rule alone, Students participating in learning Experiences at the FACILITY pursuant to this Agreement will be deemed members of the FACILITY workforce as defined by the HIPAA Privacy Rule, and each Student may be required to sign the FACILITY's Confidentiality Agreement. Students of the SCHOOL failing to comply with FACILITY'S policies and procedures regarding PHI may face disciplinary action commensurate with the severity of the violation, up to and including dismissal.

## **6. FERPA Compliance**

SCHOOL and FACILITY agree to abide by the limitations set forth in the Family Educational Rights and Privacy Act ("FERPA") and regulations at 34 CFR 99.33 regarding the protection of educational data. Both parties acknowledge that this Agreement allows access to educational data and agree to hold that information in strict confidence. Both parties agree not to use or disclose educational data received from or on behalf of either institution except as permitted or required by this Agreement, as otherwise required by law, or as authorized in writing by Student.

## **7. Insurance**

- a. SCHOOL and FACILITY shall each maintain comprehensive general liability and professional liability insurance with minimum limits of \$1,000,000 per incident and \$3,000,000 aggregate. SCHOOL's general liability and professional liability insurance required herein shall cover SCHOOL's trustees, officers, directors, agents, employees, students and volunteers. FACILITY's general liability and professional liability insurance required herein shall cover FACILITY's officers, directors, agents, employees and volunteers. Failure by either party to maintain professional liability and general liability insurance as required herein will constitute grounds for immediate termination of this Agreement.
- b. Each party to this Agreement agrees to provide the other party to this Agreement with a Certificate of Insurance upon request, and evidence that such coverage is in force and will remain in force during Learning Experiences at FACILITY. If coverage is provided on a Claims Made basis and should that policy be cancelled for any reason during the term of this agreement or within 5 (five) years after termination of this Agreement or any renewal of this Agreement, SCHOOL and FACILITY agree to acquire "tail coverage" covering any incurred but not reported claims.
- c. Each party to this Agreement shall provide the other party to this Agreement with thirty (30) days' written notice in the event of any cancellation, non-renewal or substantial change in insurance. Cancellation, termination, or reduction of the above noted insurance without securing similar alternative coverage should be grounds for immediate termination of the Agreement by either party to this Agreement.

## **8. Indemnity and Hold Harmless**

- a. SCHOOL shall indemnify, defend and hold harmless FACILITY, its officers, agents, Students and employees from and against all claims, suits, actions, losses, damages, liabilities, costs and expenses, including attorneys' fees and costs, arising from and resulting from the performance of the acts of SCHOOL or its trustees, officers, agents, and employees acting within the scope of their duties in performance of this Agreement.

- b. FACILITY shall indemnify, defend and hold harmless SCHOOL, its trustees, officers, agents, employees, and Students from and against all claims, suits, actions, losses, damages, liabilities, costs and expenses, including attorneys' fees and costs, arising from and resulting from the performance of the acts of FACILITY or its subcontractors, officers, agents or employees acting within the scope of their duties in performance of this Agreement.

## **9. Compliance with Applicable Law and Accreditation**

The parties agree to comply with all federal, state, county, local laws, ordinances, accreditation agencies (including, if applicable, The Joint Commission), and regulations applicable to the objectives of this Agreement. Failure or neglect on the part of one of the parties to comply with any or all such laws, ordinances, rules, and regulations shall not relieve the party of these obligations nor of the requirements of this Agreement.

The parties to this agreement agree not to discriminate on the basis of race, color, national or ethnic origin, ancestry, age, religion or religious creed, disability, sex or gender, gender identity and/or expression, sexual orientation, military, veteran or Vietnam Era status, or any other protected classification recognized by applicable law, in admission, access to, or treatment in employment, educational programs or activities as required by Title IX of the Education Amendments of 1972, section 504 of the Rehabilitation Act of 1973, Title VII of the Civil Rights Act of 1964, the Age Discrimination Act, the Americans with Disabilities Act of 1990, or any other applicable state or federal law, or city ordinance.

FACILITY shall provide an environment that is free from violence, discrimination, or harassment.

## **10. Severability**

If any term or provision of the Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular term or provision held to be invalid.

## **11. Mutual Agreement**

This Agreement constitutes the entire Agreement for the Learning Experiences between the parties. There are no understandings, agreements, or representations, oral or written, which are not specified herein regarding this Agreement. Upon completed signature by SCHOOL and FACILITY, this agreement shall supersede all preceding clinical Affiliation Agreements between SCHOOL and FACILITY regarding Learning Experiences for the programs specified above.

## **12. Terms and Termination**

This Agreement shall be effective when executed by both parties. It shall continue in effect for a period of three (3) years and thereafter shall automatically renew for another three (3) year term, unless terminated by either party, with or without cause, upon serving the other party with at least thirty (30) days written notice at any time, at the addresses shown below.

*Notice to FACILITY:*  
Aberdeen School District  
Director of Human Resources  
216 North G Street  
Aberdeen, WA 98520

*Notice to SCHOOL:*  
Pacific University  
Dean  
College of Education  
2043 College Way  
Forest Grove, OR 97116

**13. Payment**

No payments shall be made between the parties or the Students in connection with this Agreement, unless otherwise expressly agreed to in writing between the FACILITY and the Student.

**14. Washington State Law**

This Agreement shall be governed and construed in accordance with the laws of the State of Washington. The parties agree that any legal and/or lawful action in connection with this Agreement shall lie in Washington County, Oregon.

**15. Signatures**

SCHOOL and FACILITY, by affixing signatures below, hereby agree to be bound by the terms and conditions of this Agreement. No waiver, consent, assignment, transfer of responsibilities, modification or change of terms of this Agreement shall bind either party unless in writing, signed and dated by both parties.

FACILITY:  
*Aberdeen School District*

SCHOOL:  
*Pacific University*

By: \_\_\_\_\_  
Print Name

By: \_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

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

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

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

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

Bates Technical College  
Interlocal Cooperative Agreement for Educational Services  
2024-2025  
With Aberdeen School District #5

This agreement is entered into by and between Bates Technical College, Pierce County, Washington, which is hereinafter referred to as the "College" and Aberdeen School District #5 hereinafter referred to as the "District."

WHEREAS, each school district in the state of Washington is authorized by state statute to participate in interlocal agreements to secure educational opportunities, including vocational education programs, not otherwise provided; and

WHEREAS, the District has determined that certain students may advantageously be enrolled in the College's educational program;

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereinafter contained, the parties agree that:

1. An eligible student is at least sixteen and, as of the beginning of the school year, is not yet twenty-one years of age is enrolled in the district, and has not yet earned the credits required for, or received, a high school diploma, or fulfilled the requirements of their individual education program. Eligibility shall be established by the District. Qualifications for admission into the College program shall be determined by the College.
2. The District may approve the eligible student to enroll at the College and no costs will be paid to the College by the District unless otherwise agreed upon by both parties; the duration of the approval will be for one College school year only. The College shall not charge tuition or student services and activities fees to eligible students. Students will be responsible for payment of applicable lab, supply, and consumable textbook fees.
3. Upon reentering the District, the student's transcript will be reviewed for determination of high school credits earned.
4. Transportation to and from the College is the responsibility of the student or the parent/guardian of the student.
5. This agreement does not affect the enrollment at the College of District secondary students under the Running Start program or of district students who are receiving special educational services.
6. If a dispute arises under this Agreement, the parties agree that the venue to resolve the dispute is Pierce County.
7. The duration of the Agreement is September 1, 2024-August 31, 2025.
8. The College agrees to comply with all reporting requirements of WAC 392-121-187 and RCW 39.34.040. Basic education monies shall be allocated and paid as provided in WAC 392-121-187.
9. The parties appoint the College as the administrator, who shall be responsible for administering this Agreement. No power or authority of acquiring, holding and disposing of real and personal property has been given or relinquished by the parties entering into this Agreement.
10. This Agreement constitutes the entire agreement of the parties and no other promise or agreement has been made that is not contained in this Agreement. Each party acknowledges that they have fully read this Agreement.

\_\_\_\_\_  
Christine Winskill, Executive Director of Finance  
Bates Technical College

\_\_\_\_\_  
Superintendent Jeffrey Thake  
Aberdeen School District #5

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**ADMINISTRATION**

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Sherri Northington	Robert Gray Elementary	Principal	06/30/24

**CERTIFICATED**

**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>
Bailey Lundy	AJ West Elementary	Teacher	08/28/24-06/11/25

**Certificated Substitute Hires:**

George Bain  
David Bennett  
Cindy Jamroz  
Mercy Johnson  
Christopher Oberholtzer  
Tyna Waters

**Certificated Substitute Resignation:**

Timothy Preston, effective 02/16/24

**CLASSIFIED**

**HIRE:** We recommend the Board approve the following classified hire:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Angie Evans	Aberdeen High School	Food Service Worker/Transport	02/12/24

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

<u>Name</u>	<u>Position:</u>	<u>Location To:</u>	<u>Location From:</u>	<u>Effective Date</u>
Julie Cramer	Food Service Worker	Robert Gray Elementary	Miller Junior High	02/15/24

**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>
Guadalupe Arias Morelia	AJ West Elementary	MTSS Assistant	02/21/24-03/04/24

**RESIGNATIONS:** We recommend the Board approve the following classified resignations:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Cotillion Sorensen	Administration	Human Resources Assistant	02/14/24
Stephanie Davis	McDermoth Elementary	Paraeducator	02/08/24

**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>
Todd Bridge	Aberdeen High School	Assistant Track Coach	02/26/24
Brandyn Brooks	Aberdeen High School	Assistant Track Coach	02/26/24
Layne Bruner	Aberdeen High School	Head Baseball Coach	02/26/24
Tamara Corona	Aberdeen High School	Assistant Fastpitch Coach	02/26/24
Annette Duvall	Aberdeen High School	Assistant Girls' Tennis Coach	02/26/24

**CLASSIFIED (Cont'd)**

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Larry Fleming	Aberdeen High School	Head Boys' Soccer Coach	02/26/24
Alexis Garcia	Aberdeen High School	Assistant Boys' Soccer Coach	02/26/24
Desiree Glanz	Aberdeen High School	Head Track Coach	02/26/24
Ashley Kohlmeier	Aberdeen High School	Head Girls' Tennis Coach	02/26/24
Jimmy McDaniel	Aberdeen High School	Head Fastpitch Coach	02/26/24
Steve Reed	Aberdeen High School	Head Track Coach	02/26/24
Brandon Siano	Aberdeen High School	Assistant Fastpitch Coach	02/26/24
Luis Soto	Aberdeen High School	Assistant Boys' Soccer Coach	02/26/24
Dan Sundstrom	Aberdeen High School	Head Girls' Golf Coach	02/26/24
Ashton Williamson	Aberdeen High School	Assistant Baseball Coach	02/26/24

**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>
Kobie Fall	Aberdeen High School	Assistant Baseball Coach .5 FTE	01/31/24

**Classified Substitute Hire:**

Carol Jenkins

**Classified Substitute Resignation:**

Erick Hayter-Ramsey, effective 02/08/24