

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

Regular Meeting of the Board of Directors
Community Room, Aberdeen High School
August 15, 2023, 6 p.m.

AGENDA

6:00 p.m. Call to Order

Flag Salute

Consent Agenda

1. Minutes
2. Accounts Payable

Comments from Board Members

Presentations / 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.

Old Business

Superintendent's Report

1. Back-to-School

Financial Services

1. **Fiscal Status Reports**

Instructional Services

1. **Basic Education Compliance**
2. **CTE Annual Report**

New Business

1. **YMCA After School**
2. **Chavez Beauty School**
3. **City University MOU**
4. **True North**
5. **Behavioral Health Agreements**
6. **Behavioral Health Resources**

Board Meeting Agenda
August 15, 2023

7. Hello Foundation Services
8. Stepping Stones Group
9. 2023-24 Dairy Bid
10. 2023-24 Fuel Bid
11. Next Meeting

Executive Session / Closed Session

Personnel Matters

1. Personnel Report
2. Salary Schedules

ADJOURN

ABERDEEN SCHOOL DISTRICT NO. 5
BOARD INFORMATION AND BACKGROUND

August 15, 2023, 6 p.m.

Call to Order

Flag Salute

Consent Agenda – [Enclosure 1](#)

1. Minutes – The minutes from the regular meeting on July 25, 2023, are enclosed for your review and approval.
2. Accounts Payable – Payroll and accounts payable for July are enclosed for your review and approval.

Comments from the Board

Comments from the Public

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

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

Old Business

Superintendent's Report

1. Back-to-School – Superintendent Jeffery Thake will share information about the upcoming 2023-2024 school year.

Financial Services

1. Fiscal Status Reports – The interim executive director of business and operations, Elyssa Louderback, will present the Fiscal Status Reports for June and July. [Enclosure 2](#)

Instructional Services

1. Basic Education Compliance – The director of teaching and learning, Traci Sandstrom, will present the annual Basic Education Compliance report. [Enclosure 3](#)
2. CTE Annual Report – CTE Director Lynn Green will present the annual Career and Technical Education Report and the four-year plan. [Enclosure 4](#)

New Business

1. YMCA After School – Director Green will present an agreement with the YMCA of Grays Harbor to provide staffing and support in the Century 21 After School Program in 2023-24 is presented for your review and approval. [Enclosure 5](#)
2. Chavez Beauty School – Director Green will present an agreement with the Chavez Beauty School of Aberdeen to provide instruction and training in the cosmetology program through the Twin Harbors Branch of the Skills Center. [Enclosure 6](#)
3. City University MOU – Renewal of the agreement with the City University of Seattle for residency student teacher certification is presented for your review and approval. [Enclosure 07](#)
4. True North – Renewal of the interlocal agreement with ESD 113 to continue the True North Student Assistance program at Miller Junior High School in 2023-24 is presented for your review and approval. [Enclosure 08](#)
5. Behavioral Health Agreements – Five agreements with area behavioral and mental health agencies allowing staff to meet with clients on school premises are presented for your review and approval. [Enclosure 09](#)
 - a. Basics Northwest
 - b. Behavioral Health Resources
 - c. Community Integrated Health Services
 - d. Catholic Community Services
 - e. Willapa Behavioral Health
6. Behavioral Health Resources – An agreement with Behavioral Health Resources to provide services at school to students reimbursable through Medicaid is presented for your review and approval. [Enclosure 10](#)
7. Hello Foundation Services – An agreement with the Hello Foundation to provide services in 2023-2024 and to assign the following special education staff is presented for your review and approval: [Enclosure 11](#)
 - a. 2023-2024 Agreement for Special Services
 - b. Joanne Bihler as a speech language pathologist;
 - c. Sandra Lucas as a speech language pathologist;
 - d. Megan O'Brien as a psychologist;
 - e. Candice Oleson as a speech language pathologist; and
 - f. Evelyn Ortega as a speech language pathologist;
8. Stepping Stones Group – An agreement with the Stepping Stones Group to place Sally Clark in the District as a telepractice speech language pathologist is presented for your review and approval. [Enclosure 12](#)

Board Information

August 15, 2023

9. Dairy Bid – Bids were sought for the contract to provide dairy products in 2023-24 and it is recommended that that the contract be awarded to Dairy Fresh Farms, the current vendor. [Enclosure 13](#)
10. Fuel Bid – Bids were sought for the contract to provide fuel in 2023-24 and it is recommended that that the contract be awarded to PetroCard, the current vendor. [Enclosure 14](#)
11. Next Meeting – The next regular meeting is currently scheduled for Tuesday, September 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 20 minutes under RCW 42.30.110 (g): To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

1. Personnel Report [Enclosure 15](#)
2. Salary Schedules [Enclosure 16](#)
 - a. 2023-2024 AEA Salary Schedule
 - b. 2023-2024 Co-Curricular Salary Schedule
 - c. 2023-2024 AASP Salary Schedule
 - d. 2023-2024 Central Office Administration Salary Schedule

ADJOURN

ABERDEEN SCHOOL DISTRICT NO. 5

Minutes of the Regular Meeting of the
Board of Directors – July 25, 2023

President Jennifer Durney convened the regular meeting of the Aberdeen School District Board of Directors at 6:00 p.m. Tuesday, July 25, 2023, in the Community Room at Aberdeen High School. In attendance were Jessica Jurasin (remotely) and Jeremy Wright, along with Superintendent Jeffrey Thake and three patrons and staff. Annica Mizin and Suzy Ritter were excused.

CALL TO ORDER

The meeting began with the flag salute.

President Durney convened the public hearing on the 2023-2024 budget. Elyssa Louderback, interim executive director of business and operations, presented an overview of the draft budget for 2023-2024. She highlighted anticipated revenue and expenses of \$62 million and noted more than 80 percent of expenditures are devoted to staff salaries and benefits. She said the budget follows through on a reduction in force and reduced education plan put in place by the Board in May, and is built on a forecasted decrease of 1 percent in enrollment of 3,070 average annual FTE and a forecasted decrease in local effort assistance funds from the state.

2023-2024 BUDGET
HEARING

Director Louderback said the forecast is for \$5 million less revenue in 2024-2025 and the district must prepare in the coming year for more reductions. The budget plans for a 6.1 percent ending fund balance in 23-24, which will be needed in subsequent years to help keep staff reductions to a minimum. The four-year projection is for a 3.25 percent fund balance in 2026-2027.

Following the budget presentation there was no public comment and the hearing was closed at 6:10 p.m.

On a motion by Jeremy Wright and seconded by Jessica Jurasin, the Board approved the Consent Agenda, which included the minutes from the regular meeting on July 11, 2023, General Fund vouchers 834814 through 834879 totaling \$528,130.00 and ASB Fund vouchers 834811 through 834813 and 834879 totaling \$1,457.67; a trip request for the Cheer team at Aberdeen High School to travel to Oregon State University in Corvallis, Ore., to attend a cheerleading camp on Aug. 9-12, and a letter from the Workers' Compensation Trust congratulating the District on a favorable rating that is projected to save \$100,515.00 in premiums.

CONSENT AGENDA

Tina Miles of Cosmopolis spoke in support of the proposal for a tabletop role-playing game club at Miller Junior High School.

PUBLIC COMMENT

On a motion by Jeremy Wright and seconded by Jessica Jurasin, the Board approved an orientation and mobility agreement with the Washington State School for the Blind to provide an instructor serving blind and low-vision students and provide training for staff in 2023-2024, if needed.

OLD BUSINESS
WASHINGTON
SCHOOL FOR THE
BLIND

On a motion by Jeremy Wright and seconded by Jessica Jurasin, the Board approved an agreement for WSSB to provide a teacher to serve students with visual impairments in 2023-2024, if needed.

Following comments by Superintendent Thake, on a motion by Jeremy Wright and seconded by Jessica Jurasin, the Board approved a request from the Associated Student Body at Miller Junior High School to form a tabletop role playing club (Dungeons and Dragons).

NEW CLUB AT
MILLER

Superintendent Thake reviewed plans to resume boys' and girls' elementary basketball in 2023-2024. The Board discussed inquiries from neighboring schools that want to compete.

SUPERINTENDENT
REPORT

Superintendent Thake discussed his attendance at the National Council for Educational Research and Training (NCERT); plans for the annual Leadership Retreat with administrators, which will include solidifying a vision and plan for the next several years with a focus on increasing student and staff engagement.

ELEMENTARY
BASKETBALL
NCERT
CONFERENCE

Superintendent Thake also discussed the Leadership Retreat for principals and administrators that took place August 3-4 where the team drafted a vision for 2023-2024 focused on creating student and staff engagement

On a motion by Jeremy Wright and seconded by Jessica Jurasin, the Board adopted Resolution 2023-06 fixing and determining fund appropriations; adopting the 2023-2024 budget, the four-year budget plan summary and the four-year enrollment projection; approving certain fund transfers; and providing for other related matters. The budget establishes the following funds: General Fund, \$62,368,331; Capital Projects Fund, \$450,000; Transportation Vehicle Fund, \$400,000; Debt Service Fund, \$3,256,985, and Associated Student Body Fund, \$435,568.

RES. 2023-06
2023-2024 BUDGET

On a motion by Jeremy Wright and seconded by Jessica Jurasin, the Board adopted Resolution 2023-07 certifying the Stewart Field turf replacement and support building projects as complete.

RES. 2023-07
STEWART FIELD

On a motion by Jeremy Wright and seconded by Jessica Jurasin, the approved a five-year agreement entering into a consortium with Educational Service District 112 and the state Department of Licensing for the training of bus drivers.

DRIVER TRAINING
CONSORTIUM

On a motion by Jeremy Wright and seconded by Jessica Jurasin, the Board approved an agreement with the state Center for the Deaf and Hard of Hearing to provide support and educational services in 2023-2024 to students who are deaf or hard of hearing.	CENTER FOR THE DEAF
On a motion by Jeremy Wright and seconded by Jessica Jurasin, the Board approved a special services contract with the Stepping Stones Group of Chicago to place specialists in the District during the 2023-2024 school year.	STEPPING STONES CONTRACT
On a motion by Jeremy Wright and seconded by Jessica Jurasin, the Board approved an agreement with the Stepping Stones Group to assign Marle Vargas to the district as a virtual bilingual speech language pathologist in 2023-2024.	STEPPING STONES ASSIGNMENT
On a motion by Jeremy Wright and seconded by Jessica Jurasin, the Board approved a personal services contract with Lindsey Kargbo to serve as the nursing director for the Medical Careers program at the Twin Harbors Branch of the Skills Center in 2023-2024.	SKILLS CENTER NURSING DIRECTOR
On a motion by Jeremy Wright and seconded by Jessica Jurasin, the Board awarded the contract to provide paper in 2023-2024 to Aberdeen Office Equipment.	2023-24 PAPER BID
On a motion by Jeremy Wright and seconded by Jessica Jurasin, the Board declared as surplus inventoried items as they are no longer useable or no longer needed for an educational purpose.	SURPLUS EQUIPMENT
On a motion by Jeremy Wright and seconded by Jessica Jurasin, the Board declared inventoried library books at Stevens Elementary School as surplus as they are either worn or no longer needed for an educational purpose.	LIBRARY SURPLUS
The next meeting of the Board is scheduled for 6 p.m. Tuesday, August 15, in the Community Room at Aberdeen High School.	NEXT MEETING
There being no further business, the regular meeting was adjourned at 6:31 p.m.	ADJOURN

Jeffrey Thake, Secretary

Jennifer Durney, President

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 August 15, 2023, the board, by a _____ vote, approves payments, totaling \$340.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: ASB FUND
Warrant Numbers 834880 through 834881, totaling \$340.00

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

Check Nbr	Vendor Name	Check Date	Check Amount
834880	Aberdeen School District #5	- 07/21/2023	325.00
834881	Aberdeen High School (asb)	07/21/2023	15.00
2	Computer	Check(s) For a Total of	340.00

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 August 15, 2023, the board, by a _____ vote, approves payments, totaling \$2,175,917.91. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE:
Warrant Numbers 834882 through 834882, totaling \$2,175,917.91

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

Check Nbr	Vendor Name	Check Date	Check Amount
834882	1ST SECURITY BANK PAYROLL/PERS	07/28/2023	2,175,917.91
1	Computer	Check(s) For a Total of	2,175,917.91

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 August 15, 2023, the board, by a _____ vote, approves payments, totaling \$2,169,812.21. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE:
Warrant Numbers 834883 through 834911, totaling \$2,169,812.21

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

Check Nbr	Vendor Name	Check Date	Check Amount
834883	1st Security Bank-Child Suppo	07/31/2023	1,196.58
834884	Aberdeen High School-AHS Schol	07/31/2023	80.00
834885	Aberdeen Sd #5 Revolving Fund	07/31/2023	1,261.00
834886	Aberdeen School District-SERS	07/31/2023	167,584.57
834887	Aberdeen School District-TRS	07/31/2023	463,177.63
834888	Aberdeen School District Defer	07/31/2023	24,167.00
834889	Bank Of The Pacific	07/31/2023	777,711.26
834890	Cnty/city Mun Ees	07/31/2023	3,328.94
834891	Dynamic Collectors	07/31/2023	1,626.10
834892	E.S.D.#113 Unemployment Coop	07/31/2023	19,333.12
834893	Ed.Serv.Dist.#113	07/31/2023	19,855.68
834894	EMPLOYEMENT SECURITY DEPT LTC	07/31/2023	9,558.36
834895	Employment Security	07/31/2023	25,048.60
834896	First Choice Health	07/31/2023	1,377.75
834897	GESA	07/31/2023	5,885.00
834898	HCA-SEBB BENEFITS-600D01	07/31/2023	577,811.00
834899	HCA-SEBB FLEX SPEND-600D01	07/31/2023	2,488.59
834900	Legal Shield	07/31/2023	63.80
834901	Pse Of Wa	07/31/2023	5,832.17
834902	The Standard Insurance Company	07/31/2023	6,739.45
834903	Tsa Consulting Group Inc	07/31/2023	15,552.00
834904	Twin Star Credit Union	07/31/2023	240.00
834905	Twin Star Scholarship Acct	07/31/2023	61.50
834906	Twinstar Pse Local Dues	07/31/2023	61.00
834907	United Way	07/31/2023	347.38
834908	Veba Contributions-Y1286.001	07/31/2023	14,988.11
834909	Wa State School Ret Assn	07/31/2023	70.00
834910	Wea Chinook	07/31/2023	8.50
834911	Wea Payroll Deductions	07/31/2023	24,357.12

29 Computer Check(s) For a Total of 2,169,812.21

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 August 15, 2023, the board, by a _____ vote, approves payments, totaling \$2,745.11. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE:
Warrant Numbers 834912 through 834912, totaling \$2,745.11

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

Check Nbr	Vendor Name	Check Date	Check Amount
834912	1ST SECURITY BANK PAYROLL/PERS	08/02/2023	2,745.11
1	Computer	Check(s) For a Total of	2,745.11

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 August 15, 2023, the board, by a _____ vote, approves payments, totaling \$387.00, and voids/cancellations, totaling \$387.00. The payments and voids are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE:
Warrant Numbers 834913 through 834913, totaling \$387.00
Voids/Cancellations, totaling \$387.00

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

Check Nbr	Vendor Name	Check Date	Check Amount
834913	Public Services Education Mate	08/04/2023	387.00
1	Computer	Check(s) For a Total of	387.00

Check Nbr	Vendor Name	Check Date	Check Amount
834691	Public Services Education Mate	08/04/2023	387.00
1	Void	Check(s) For a Total of	387.00

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 August 15, 2023, the board, by a _____ vote, approves payments, totaling \$33,510.44. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: GENERAL FUND
Warrant Numbers 834914 through 834914, totaling \$33,510.44

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

Check Nbr	Vendor Name	Check Date	Check Amount
834914	1ST SECURITY BANK PC	08/16/2023	33,510.44
1	Computer	Check(s) For a Total of	33,510.44

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 August 15, 2023, the board, by a _____ vote, approves payments, totaling \$2,594.12. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: ASB FUND
Warrant Numbers 834915 through 834920, totaling \$2,594.12

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

Check Nbr	Vendor Name	Check Date	Check Amount
834915	City of Lacey	08/16/2023	107.25
834916	Grays Harbor Stamp Works	08/16/2023	246.25
834917	Riddell/all American	08/16/2023	810.62
834918	Veloni, Charles J	08/16/2023	280.00
834919	Weatherwax Asb Fund	08/16/2023	950.00
834920	WIAA	08/16/2023	200.00
6	Computer	Check(s) For a Total of	2,594.12

ABERDEEN HIGH SCHOOL ASB


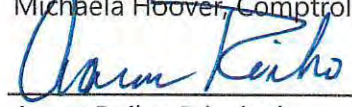
Accounts Payable August 2023

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

DATE	CLUB/ACCOUNT	PAYEE	DESCRIPTION	AMOUNT
08-01-2023	4091/Nationals	Charles Veloni	Reimbursement for Hotel Parking	\$ 280.00
08-01-2023	2200/Fastpitch	City of Lacey	Complex Rental	\$ 107.25
08-01-2023	2120/Tournaments	WIAA	Golf Tournament Fee	\$ 200.00
08-01-2023	2060/Football	Riddell	Football Jerseys	\$ 810.62
08-01-2023	6240/InvestEd	AHS-CTE	Yearbook Payments	\$ 325.00
08-01-2023	6240/InvestEd	ASH-ASB	Senior Shirt Payment	\$ 15.00
08-01-2023	2075/Golf	GH Stamp Works	Golf Awards	\$ 246.25
08-01-2023	0125/Medical	U.S. Bank	VISA Procurement Card Purchases	\$ (273.51)
08-01-2023	4091/Nationals	Weatherwax ASB Fund	Imprest Reimbursement/Meals	\$ 950.00
Total:				\$ 2,660.61

2320.61

Motion / Tabled By:	N/A
Seconded By:	N/A
ASB Meeting Date:	N/A

 Michaela Hoover, Comptroller	8/1/23 Date
 Aaron Roiko, Principal	8/1/23 Date

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As of August 15, 2023, the board, by a _____ vote, approves payments, totaling \$1,181,638.12. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: GENERAL FUND
Warrant Numbers 834921 through 834998, totaling \$1,181,638.12

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

Check Nbr	Vendor Name	Check Date	Check Amount
834921	1ST SECURITY BANK PAYROLL/PERS	08/16/2023	3,165.91
834922	Aberdeen School Dist-Cte Impre	08/16/2023	530.00
834923	Aberdeen Office Equipment Inc	08/16/2023	4,030.51
834924	Aberdeen Sanitation	08/16/2023	5,435.18
834925	Airgas Usa, Llc	08/16/2023	3.00
834926	Alba Paintings & Coatings	08/16/2023	274,881.60
834927	Amazon Capital Services	08/16/2023	8,898.88
834928	Cascade Recreation Inc	08/16/2023	4,253.03
834929	Caskey Industrial Supply Co In	08/16/2023	371.53
834930	Castaneda Landscaping	08/16/2023	1,090.80
834931	Cavin, Sara Beth	08/16/2023	800.00
834932	CHARLIES PRODUCE	08/16/2023	318.11
834933	CHAVEZ, MARIA	08/16/2023	3,000.00
834934	Cintas Corporation	08/16/2023	3,739.20
834935	Comcast	08/16/2023	380.26
834936	CONNECTED AUTOMOTIVE SYSTEMS	08/16/2023	6,255.57
834937	Dairy Fresh Farms	08/16/2023	684.16
834938	Daktronics	08/16/2023	2,562.31
834939	Dell Usa Lp	08/16/2023	7,839.14
834940	Dennis, Laura A	08/16/2023	800.00
834941	Dept of Ecology	08/16/2023	65.00
834942	Dick Blick	08/16/2023	67.67
834943	Domino's Pizza	08/16/2023	99.10
834944	Ds Hardwood Corporation	08/16/2023	11,817.09
834945	Elma School District	08/16/2023	72,000.00
834946	ESD 112	08/16/2023	6,774.80
834947	ESD 113	08/16/2023	53,025.78
834948	Evensen, Indigo	08/16/2023	800.00
834949	FAIRFAX HOSPITAL	08/16/2023	6,056.00
834950	G12 Communications LLC	08/16/2023	833.09
834951	Gh County Water District #2	08/16/2023	563.00
834952	GHCH HOQUIAM CLINIC	08/16/2023	117.00
834953	GRANITE TELECOMMUNICATIONS LLC	08/16/2023	1,836.82

Check Nbr	Vendor Name	Check Date	Check Amount
834954	Grays Harbor College	08/16/2023	183,658.76
834955	Grays Harbor Fire Protection	08/16/2023	157.89
834956	Grays Harbor Community Hospita	08/16/2023	6,293.16
834957	Guardian Security Systems, Inc	08/16/2023	11,347.42
834958	Harbor Disposal Co Inc	08/16/2023	1,639.76
834959	HB Portables	08/16/2023	96.14
834960	Home Depot	08/16/2023	637.90
834961	Home Depot Pro Institutional	08/16/2023	543.18
834962	Hoquiam School District #28	08/16/2023	35,785.08
834963	Impact Applications Inc	08/16/2023	974.00
834964	J.A. Morris Construction, LLC	08/16/2023	43,632.00
834965	James Bennett DBA Olympic Pen	08/16/2023	45.00
834966	Jostens Inc	08/16/2023	486.38
834967	KCDA Purchasing Coop.	08/16/2023	117,610.40
834968	KCDA Purchasing Coop.	08/16/2023	90,483.76
834969	Lakeshore Curriculum Materials	08/16/2023	165.55
834970	Lee, Diane Marie	08/16/2023	800.00
834971	Leithold, Molly K	08/16/2023	800.00
834972	Lemay Mobile Shredding	08/16/2023	437.00
834973	McCleary School District #65	08/16/2023	3,000.00
834974	Miller, Cataleana Renee	08/16/2023	381.78
834975	Northwest Trek Wildlife Park	08/16/2023	649.00
834976	OSPI	08/16/2023	7,123.25
834977	Pacifica Law Group LLP	08/16/2023	3,394.50
834978	Parris, Trinity A	08/16/2023	2,928.75
834979	Pavletich Williams, Toni M	08/16/2023	800.00
834980	Pbs Engineering And Enviroment	08/16/2023	196.25
834981	Petrocard Inc	08/16/2023	5,181.46
834982	PNW Printworks, Llc	08/16/2023	495.22
834983	Popowich, Christine G	08/16/2023	800.00
834984	Pud #1 Of Grays Harbor Co	08/16/2023	32,145.76
834985	Ramsey, Shannon	08/16/2023	13,661.83
834986	Ricoh Usa Inc	08/16/2023	189.64
834987	Scholastic Inc / Teacher Stor	08/16/2023	416.16
834988	SOLIANT EDUCATION	08/16/2023	2,008.50
834989	Sound Publishing, Inc.	08/16/2023	392.92
834990	Ted Brown Music	08/16/2023	736.06
834991	THE DEVEREUX FOUNDATION	08/16/2023	38,596.86
834992	US Foods - Seattle	08/16/2023	2,022.71
834993	Us Postal Service (cmrs-Fp)	08/16/2023	2,000.00
834994	WSIPC	08/16/2023	954.05
834995	YMCA	08/16/2023	8,125.00
834996	YONDR INC	08/16/2023	11,300.00
834997	Zelepuzza, Christy A	08/16/2023	800.00
834998	Zones, Inc	08/16/2023	64,650.50

78 Computer Check(s) For a Total of 1,181,638.12

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 August 15, 2023, the board, by a _____ vote, approves payments, totaling \$1,294.65. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: COMP TAX
Warrant Numbers 834999 through 834999, totaling \$1,294.65

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

Check Nbr	Vendor Name	Check Date	Check Amount
834999	Bank Of The Pacific (use Tax)	08/16/2023	1,294.65
1	Computer	Check(s) For a Total of	1,294.65



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 June, 2023
 DATE: August 15, 2023

GENERAL FUND SUMMARY:

Revenue--Receipts were \$ 3,917,758.14.

Expenditures-- Expenditures totaled \$ 5,241,516.42. Expenditures for staff salary and benefits account for 72.61% of all expenditures for the month, and 80.62% of the year to date total expenditures.

Fund Balance— Preliminary current month ending fund balance is \$ 711,706.45 all transactions to date have been posted. We had a negative cash flow of \$ 1,323,758.28 for the month.

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	\$ 4,171,638	\$ 4,740,276	113.63%	Prop taxes - received Oct/Nov and April/May
Local Nontax	\$ 880,250	\$ 336,773	38.26%	Donations, Traffic Safety, Food Service, Misc
State, General	\$ 31,813,386	\$ 24,967,340	78.48%	Apportionment and LEA
State, Special	\$ 11,998,772	\$ 9,557,065	79.65%	Spec Ed, Detention, LAP, Bilingual, Hi Cap, Transport
Federal, General	\$ 25,000	\$ 46,727	186.91%	Federal Forest; deducted from apportionment
Federal, Special	\$ 23,267,445	\$ 10,383,816	44.63%	Food Service, Fed Grants (Title I, Title 2, ESSER, etc)
Other Districts	\$ 67,000	\$ 194,783	290.72%	Non high payments from Cosmopolis SD
Other Agencies	\$ 52,000	\$ 32,539	62.58%	Private Foundations, ESD 113
Other Fin Sources	\$ -	\$ -		
Totals	\$ 72,275,491	\$ 50,259,319	69.54%	
			83.33%	% of fiscal year elapsed

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

<u>Activity</u>	<u>Rev Budget</u>	<u>Actual YTD</u>	<u>Actual %</u>	<u>District payroll and/or:</u>
Board of Directors	\$ 88,000	\$ 87,817	99.79%	Dues, audits, elections, legal svcs, travel, etc
Superintendent's Office	\$ 411,519	\$ 362,984	88.21%	General Admin/ Supt Office
Business Office	\$ 548,168	\$ 626,833	114.35%	Fiscal operations
Human Resources	\$ 524,166	\$ 392,080	74.80%	Personnel & recruitment, labor relations
Public Relations	\$ 40,000	\$ 41,022	102.55%	Educational/admin info to public
Supervision of Instruction	\$ 1,426,263	\$ 1,010,474	70.85%	includes secretarial support
Learning Resources	\$ 384,932	\$ 289,539	75.22%	Library resources & staffing
Principal's Office	\$ 3,176,098	\$ 2,800,953	88.19%	includes Secretarial support
Guidance/Counseling	\$ 2,611,774	\$ 1,832,272	70.15%	Counselors/support services
Pupil Management	\$ -	\$ 12,636	100.00%	Bus & playground aides, etc
Health Services	\$ 2,285,790	\$ 2,273,747	99.47%	Health including: nursing, OT/PT/SLP, etc
Teaching	\$ 36,226,001	\$ 29,163,706	80.50%	classroom teachers/para support
Extra-curricular	\$ 1,157,179	\$ 1,183,988	102.32%	Coaching, advising, ASB supervision
Instructional Prof Dev	\$ 1,216,930	\$ 970,697	79.77%	Prof development; instructional staff
Instructional Technology	\$ 1,219,958	\$ 290,129	23.78%	classroom technology
Curriculum	\$ 795,389	\$ 1,050,106	132.02%	District materials adoptions/purchases; staff
Food Services	\$ 2,778,552	\$ 2,339,464	84.20%	Mgmt of food service for district
Transportation	\$ 1,397,036	\$ 1,455,724	104.20%	Co-op payments, fuel, insurance
Maint & Operations	\$ 4,035,002	\$ 3,587,900	88.92%	cust/maint/grounds, warehouse, security
Other Services	\$ 2,378,050	\$ 2,133,156	89.70%	Insurance, utilities, tech, print, motor pool
Transfers	\$ (120,000)	\$ (175,839)	146.53%	in district use of buses, vehicles, food service
Interfund Transfers	\$ 9,690,000	\$ 286,137	2.95%	Transfers (to Cap Proj/ Debt Service)
Totals	\$ 62,580,806	\$ 52,015,524	83.12%	
			83.33%	% of fiscal year elapsed

CAPITAL PROJECTS FUND SUMMARY:

Revenue--Total receipts were \$ 3,459.67 and consist of interest payments and rental fees.

Expenditures—Expenditures in the total of \$2,705.00 for the month.

Fund Balance—Current monthly ending fund balance is \$ 471,507.78.

DEBT SERVICE FUND SUMMARY:

Revenue--Total receipts were \$ 20,310.12 and consists of tax payments and transfers.

Expenditures— Expenditures in the amount of \$58,278.00 for the month. The next payments will be made in June.

Fund Balance—Current month ending fund balance is \$ 2,551,921.99. Funds in this account are held for bond principal and interest payments.

ASSOCIATED STUDENT BODY FUND SUMMARY:

Revenue—There was \$ 13,565.30 for the month.

Expenditures-- Expenditures total 38.36% of the budgeted expenditures for this fiscal year.

Fund Balance—Current month ending fund balance is \$ 334,602.98.

TRANSPORTATION VEHICLE FUND SUMMARY:

Revenue--Total receipts were \$ 1,483.74 and consisted of insurance and interest.

Expenditures— Expenditures in the amount of \$231,406.69 for the month.

Fund Balance—Current month ending fund balance is \$ 196,121.70

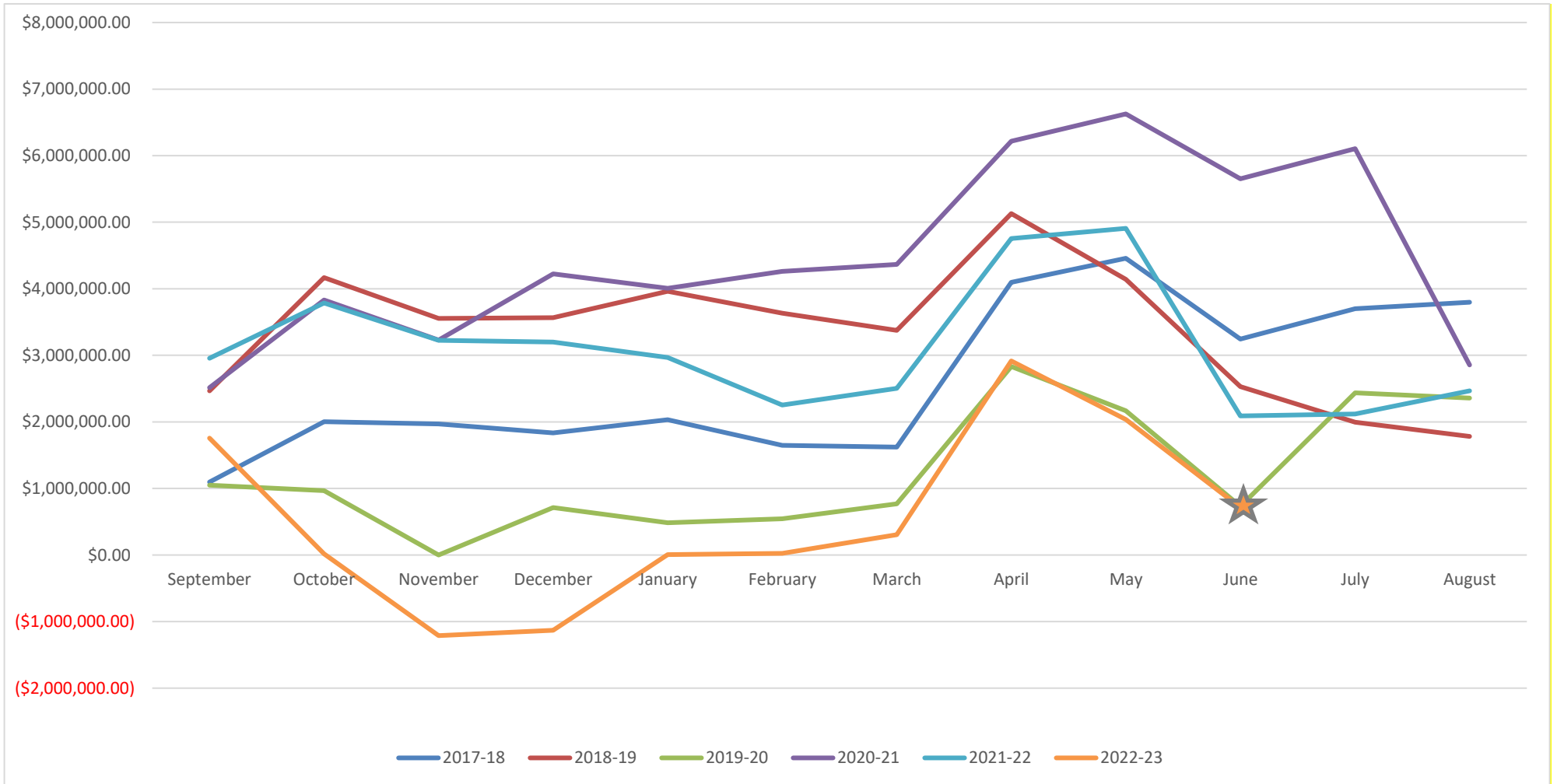
SUMMARY OF BUDGET EXPENDITURE CAPACITY

Budget Capacity as of June, 2023:

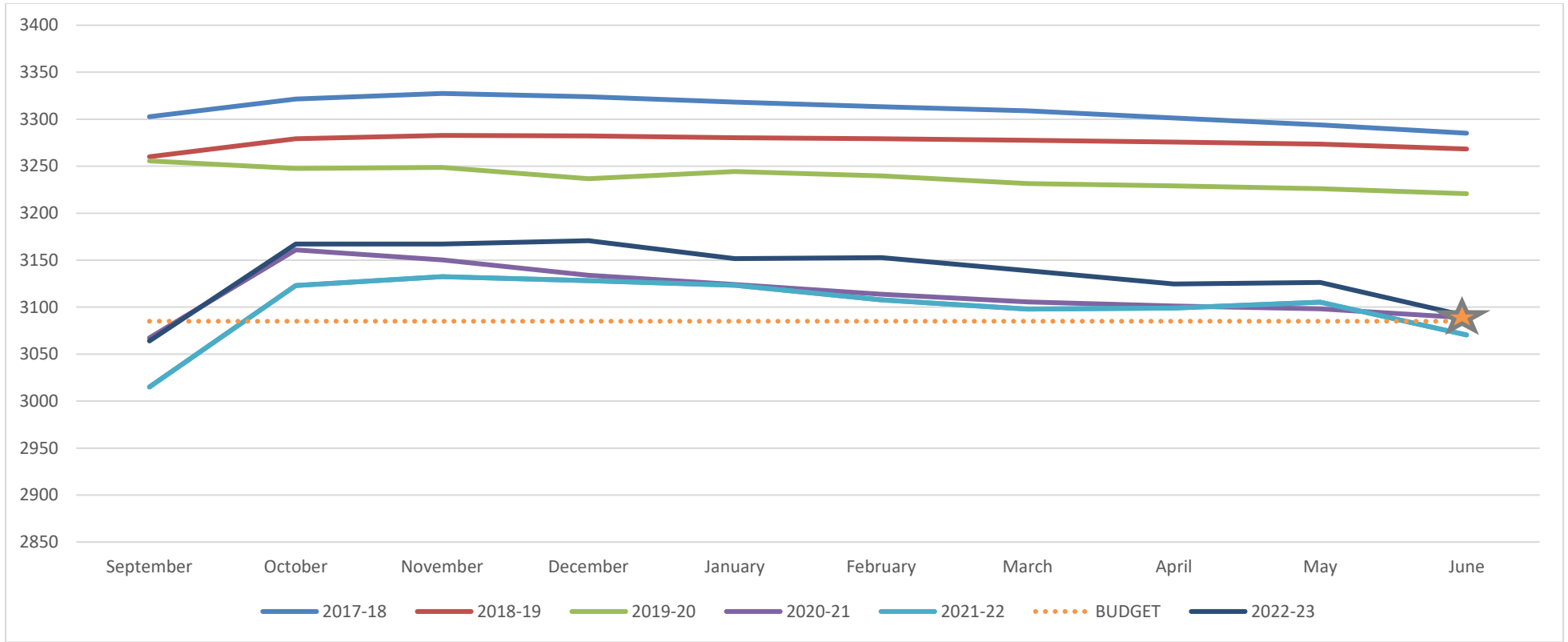
Fund	Budget	Expenditures YTD	Balance	% Expenditures	% Remaining
General	\$ 62,580,839	\$ 51,729,322	\$ 10,851,517	82.66%	17.34%
Capital Projects	\$ 9,900,000	\$ 1,195,764	\$ 8,704,236	12.08%	87.92%
Debt Service	\$ 3,195,782	\$ 3,195,652	\$ 130	100.00%	0.00%
ASB	\$ 457,750	\$ 223,530	\$ 234,220	48.83%	51.17%
Trans Vehicle	\$ 515,000	\$ 387,408	\$ 127,592	75.22%	24.78%

GENERAL FUND FUND BALANCE TRENDS

End of June, 2023



ENROLLMENT TRENDS as of June, 2023



AAFTE	Grades K – 5	Gr. 6 – 8	HS	Subtotal	Run Start/ Open Door	+/- (Budget) **
2022-23 Budget	1,253	698	954	2,905	80	(+ 57.05) 3,085
2022-23 Actual	1,292.06	759.62	971.60	3,023.28	118.77	3,142.05
2021-22 Actual	1,299.38	775.67	963.66	3,038.71	75.13	+ 13.84 (3,100)
2020-21 Actual	1,287.98	777.52	943.61	3,015.97	85.44	+ 1.41 (3,100)
2019-20 Actual	1,445.35	805.48	980.66	3,231.49	98.98	+ 40.47 (3,290)
2018-19 Actual	1,778.50	496.06	993.69	3,268.24	82.30	+ 60.54 (3,290)
2017-18 Actual	1,800.62	484.33	1,000.19	3,285.13	47.83	+ 120.13 (3,165)

** 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 2022 (September 1, 2022 - August 31, 2023)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of June, 2023

	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	4,171,639	21,277.23	4,740,276.05		568,637.05-	113.63
2000 LOCAL SUPPORT NONTAX	880,250	58,069.20	337,671.34		542,578.66	38.36
3000 STATE, GENERAL PURPOSE	31,813,386	1,786,899.97	24,967,339.56		6,846,046.44	78.48
4000 STATE, SPECIAL PURPOSE	11,998,772	965,342.85	9,545,831.52		2,452,940.48	79.56
5000 FEDERAL, GENERAL PURPOSE	25,000	.00	46,726.67		21,726.67-	186.91
6000 FEDERAL, SPECIAL PURPOSE	23,267,444	976,926.30	10,395,049.79		12,872,394.21	44.68
7000 REVENUES FR OTH SCH DIST	67,000	104,022.50	194,783.13		127,783.13-	290.72
8000 OTHER AGENCIES AND ASSOCIATES	52,000	5,284.49	33,655.64		18,344.36	64.72
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	72,275,491	3,917,822.54	50,261,333.70		22,014,157.30	69.54
<u>B. EXPENDITURES</u>						
00 Regular Instruction	26,523,379	1,903,784.63	19,884,887.25	562,215.27	6,076,276.48	77.09
10 Federal Stimulus	4,551,891	597,878.78	4,991,761.70	706,931.70	1,146,802.40-	125.19
20 Special Ed Instruction	7,145,845	760,471.91	6,902,112.29	791.65	242,941.06	96.60
30 Voc. Ed Instruction	2,821,313	259,793.93	2,479,721.46	43,660.33	297,931.21	89.44
40 Skills Center Instruction	323,862	39,327.94	297,914.85	2,457.03	23,490.12	92.75
50+60 Compensatory Ed Instruct.	6,536,287	571,227.24	4,967,916.94	30,916.03	1,537,454.03	76.48
70 Other Instructional Pgms	752,956	58,656.21	312,401.32	94,169.87	346,384.81	54.00
80 Community Services	2,269,808	170,732.65	1,784,718.04	95.15	484,994.81	78.63
90 Support Services	11,655,498	879,707.53	10,109,902.84	1,471,385.48	74,209.68	99.36
<u>Total EXPENDITURES</u>	62,580,839	5,241,580.82	51,731,336.69	2,912,622.51	7,936,879.80	87.32
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	9,690,000	.00	286,137.00			
<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>	4,652	1,323,758.28-	1,756,139.99-		1,760,791.99-	< 1000-
<u>F. TOTAL BEGINNING FUND BALANCE</u>	3,183,523		2,467,846.44			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXXXX		.00			
<u>H. TOTAL ENDING FUND BALANCE</u>	3,188,175		711,706.45			
<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	521,000	939,097.59
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	219,505	113,869.64
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 Stabilizatr	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	4,652	1,756,139.99-
G/L 891 Unassigned Min Fnd Bal Policy	2,428,948	1,400,809.21
<u>TOTAL</u>	3,188,175	711,706.45

20--Capital Projects-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2022 (September 1, 2022 - August 31, 2023)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of June, 2023

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Support Nontax	16,000	3,459.67	46,582.90		30,582.90-	291.14
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	.00		.00	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	9,400,000	.00	.00		9,400,000.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	9,416,000	3,459.67	46,582.90		9,369,417.10	0.49
B. EXPENDITURES						
10 Sites	0	2,705.00	403,259.96	0.00	403,259.96-	0.00
20 Buildings	9,900,000	.00	792,504.40	0.00	9,107,495.60	8.01
30 Equipment	0	.00	.00	0.00	.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>	9,900,000	2,705.00	1,195,764.36	0.00	8,704,235.64	12.08
C. OTHER FIN. USES TRANS. OUT (GL 536)						
	0	.00	.00			
D. OTHER FINANCING USES (GL 535)						
	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN. SOURCES OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)						
	484,000-	754.67	1,149,181.46-		665,181.46-	137.43
F. TOTAL BEGINNING FUND BALANCE						
	818,327		1,620,689.24			
G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)						
	XXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)						
	334,327		471,507.78			

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	.00
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	334,327	471,507.78
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	334,327	471,507.78

30--Debt Service Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2022 (September 1, 2022 - August 31, 2023)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of June, 2023

	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	2,898,435	12,805.31	2,887,041.91		11,393.09	99.61
2000 Local Support Nontax	1,500	7,504.81	40,448.39		38,948.39-	> 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	290,000	.00	286,137.00		3,863.00	98.67
<u>Total REVENUES/OTHER FIN. SOURCES</u>	<u>3,189,935</u>	<u>20,310.12</u>	<u>3,213,627.30</u>		<u>23,692.30-</u>	<u>100.74</u>
<u>B. EXPENDITURES</u>						
Matured Bond Expenditures	3,040,000	.00	3,040,000.00	0.00	.00	100.00
Interest On Bonds	154,882	58,278.00	154,882.00	0.00	.00	100.00
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	900	.00	770.00	0.00	130.00	85.56
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>3,195,782</u>	<u>58,278.00</u>	<u>3,195,652.00</u>	<u>0.00</u>	<u>130.00</u>	<u>100.00</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>5,847-</u>	<u>37,967.88-</u>	<u>17,975.30</u>		<u>23,822.30</u>	<u>407.43-</u>
<u>F. TOTAL BEGINNING FUND BALANCE</u>	<u>2,521,730</u>		<u>2,533,946.69</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>2,515,883</u>		<u>2,551,921.99</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	2,515,883		2,551,921.99			
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			
<u>TOTAL</u>	<u>2,515,883</u>		<u>2,551,921.99</u>			

40--Associated Student Body Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2022 (September 1, 2022 - August 31, 2023)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of June, 2023

	ANNUAL	ACTUAL	ACTUAL			
	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES						
1000 General Student Body	71,706	8,679.58	65,298.88		6,407.12	91.06
2000 Athletics	87,550	1,004.72	103,373.28		15,823.28-	118.07
3000 Classes	2,500	.00	.00		2,500.00	0.00
4000 Clubs	182,645	3,881.00	93,244.80		89,400.20	51.05
6000 Private Moneys	80,200	.00	6,998.00		73,202.00	8.73
<u>Total REVENUES</u>	424,601	13,565.30	268,914.96		155,686.04	63.33
B. EXPENDITURES						
1000 General Student Body	37,300	2,487.06	20,101.73	0.00	17,198.27	53.89
2000 Athletics	136,410	14,766.73	119,786.43	1,360.53	15,263.04	88.81
3000 Classes	2,500	.00	.00	0.00	2,500.00	0.00
4000 Clubs	201,340	33,602.24	76,294.92	2,800.00	122,245.08	39.28
6000 Private Moneys	80,200	100.00	7,346.57	0.00	72,853.43	9.16
<u>Total EXPENDITURES</u>	457,750	50,956.03	223,529.65	4,160.53	230,059.82	49.74
C. EXCESS OF REVENUES						
<u>OVER (UNDER) EXPENDITURES</u> (A-B)	33,149-	37,390.73-	45,385.31		78,534.31	236.91-
D. TOTAL BEGINNING FUND BALANCE						
	282,843		289,217.67			
E. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-) XXXXXXXXXX .00						
F. TOTAL ENDING FUND BALANCE						
	249,694		334,602.98			
<u>C+D + OR - E)</u>						
G. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted for Other Items	0		7,500.00			
G/L 819 Restricted for Fund Purposes	249,694		327,102.98			
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			
<u>TOTAL</u>	249,694		334,602.98			

90--Transportation Vehicle Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2022 (September 1, 2022 - August 31, 2023)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of June, 2023

	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	1,483.74	32,474.38		27,324.38-	630.57
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	167,065	.00	.00		167,065.00	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>	202,215	1,483.74	32,474.38		169,740.62	16.06
B. <u>9900 TRANSFERS IN FROM GF</u>	0	.00	.00		.00	0.00
C. <u>Total REV./OTHER FIN. SOURCES</u>	202,215	1,483.74	32,474.38		169,740.62	16.06
<u>D. EXPENDITURES</u>						
Type 30 Equipment	515,000	231,406.69	387,408.35	124,943.47	2,648.18	99.49
Type 40 Energy	0	.00	.00	0.00	.00	0.00
Type 60 Bond Levy Issuance	0	.00	.00	0.00	.00	0.00
Type 90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	515,000	231,406.69	387,408.35	124,943.47	2,648.18	99.49
E. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
F. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
G. <u>EXCESS OF REVENUES/OTHER FIN SOURCES OVER(UNDER) EXP/OTH FIN USES (C-D-E-F)</u>	312,785-	229,922.95-	354,933.97-		42,148.97-	13.48
H. <u>TOTAL BEGINNING FUND BALANCE</u>	247,415		551,055.67			
I. <u>G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXXXX		.00			
J. <u>TOTAL ENDING FUND BALANCE (G+H + OR - I)</u>	65,370-		196,121.70			
K. <u>ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted For Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	65,370-		196,121.70			
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			
<u>TOTAL</u>	65,370-		196,121.70			

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



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 July, 2023
 DATE: August 15, 2023

GENERAL FUND SUMMARY:

Revenue--Receipts were \$ 6,498,778.92.

Expenditures-- Expenditures totaled \$ 5,337,914.96. Expenditures for staff salary and benefits account for 81.5% of all expenditures for the month, and 80.2% of the year to date total expenditures.

Fund Balance— Preliminary current month ending fund balance is \$ 1,872,570.41 all transactions to date have been posted. We had a positive cash flow of \$ 1,160,863.96 for the month.

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	\$ 4,171,638	\$ 4,755,918	114.01%	Prop taxes - received Oct/Nov and April/May
Local Nontax	\$ 880,250	\$ 378,121	42.96%	Donations, Traffic Safety, Food Service, Misc
State, General	\$ 31,813,386	\$ 28,707,295	90.24%	Apportionment and LEA
State, Special	\$ 11,998,772	\$ 11,135,240	92.80%	Spec Ed, Detention, LAP, Bilingual, Hi Cap, Transport
Federal, General	\$ 25,000	\$ 46,727	186.91%	Federal Forest; deducted from apportionment
Federal, Special	\$ 23,267,445	\$ 11,506,422	49.45%	Food Service, Fed Grants (Title I, Title 2, ESSER, etc)
Other Districts	\$ 67,000	\$ 195,665	292.04%	Non high payments from Cosmopolis SD
Other Agencies	\$ 52,000	\$ 34,724	66.78%	Private Foundations, ESD 113
Other Fin Sources	\$ -	\$ -		
Totals	\$ 72,275,491	\$ 56,760,113	78.53%	
			91.67%	% of fiscal year elapsed

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

<u>Activity</u>	<u>Rev Budget</u>	<u>Actual YTD</u>	<u>Actual %</u>	<u>District payroll and/or:</u>
Board of Directors	\$ 88,000	\$ 101,961	115.86%	Dues, audits, elections, legal svcs, travel, etc
Superintendent's Office	\$ 411,519	\$ 428,448	104.11%	General Admin/ Supt Office
Business Office	\$ 548,168	\$ 683,042	124.60%	Fiscal operations
Human Resources	\$ 524,166	\$ 436,810	83.33%	Personnel & recruitment, labor relations
Public Relations	\$ 40,000	\$ 41,022	102.55%	Educational/admin info to public
Supervision of Instruction	\$ 1,426,263	\$ 1,123,721	78.79%	includes secretarial support
Learning Resources	\$ 384,932	\$ 317,902	82.59%	Library resources & staffing
Principal's Office	\$ 3,176,098	\$ 3,075,579	96.84%	includes Secretarial support
Guidance/Counseling	\$ 2,611,774	\$ 2,027,533	77.63%	Counselors/support services
Pupil Management	\$ -	\$ 13,670	100.00%	Bus & playground aides, etc
Health Services	\$ 2,285,790	\$ 2,506,266	109.65%	Health including: nursing, OT/PT/SLP, etc
Teaching	\$ 36,226,001	\$ 32,413,268	89.48%	classroom teachers/para support
Extra-curricular	\$ 1,157,179	\$ 1,235,871	106.80%	Coaching, advising, ASB supervision
Instructional Prof Dev	\$ 1,216,930	\$ 1,019,854	83.81%	Prof development; instructional staff
Instructional Technology	\$ 1,219,958	\$ 320,792	26.30%	classroom technology
Curriculum	\$ 795,389	\$ 1,069,933	134.52%	District materials adoptions/purchases; staff
Food Services	\$ 2,778,552	\$ 2,544,297	91.57%	Mgmt of food service for district
Transportation	\$ 1,397,036	\$ 1,652,137	118.26%	Co-op payments, fuel, insurance
Maint & Operations	\$ 4,035,002	\$ 4,011,308	99.41%	cust/maint/grounds, warehouse, security
Other Services	\$ 2,378,050	\$ 2,275,465	95.69%	Insurance, utilities, tech, print, motor pool
Transfers	\$ (120,000)	\$ (229,626)	191.36%	in district use of buses, vehicles, food service
Interfund Transfers	\$ 9,690,000	\$ 286,137	2.95%	Transfers (to Cap Proj/ Debt Service)
Totals	\$ 62,580,806	\$ 57,355,389	91.65%	
			91.67%	% of fiscal year elapsed

CAPITAL PROJECTS FUND SUMMARY:

Revenue--Total receipts were \$ 3,408.58 and consist of interest payments and rental fees.

Expenditures— There were no expenditures for the month.

Fund Balance—Current monthly ending fund balance is \$ 474,916.36.

DEBT SERVICE FUND SUMMARY:

Revenue--Total receipts were \$ 19,463.13 and consists of tax payments and transfers.

Expenditures— There were no expenditures for the month.

Fund Balance—Current month ending fund balance is \$ 2,571,385.12. Funds in this account are held for bond principal and interest payments.

ASSOCIATED STUDENT BODY FUND SUMMARY:

Revenue—There was \$ - 6,559.65 for the month.

Expenditures-- Expenditures total 56.32% of the budgeted expenditures for this fiscal year.

Fund Balance—Current month ending fund balance is \$ 293,748.89.

TRANSPORTATION VEHICLE FUND SUMMARY:

Revenue--Total receipts were \$ 1,030.70 and consisted of insurance and interest.

Expenditures— There were no expenditures for the month.

Fund Balance—Current month ending fund balance is \$ 197,152.40.

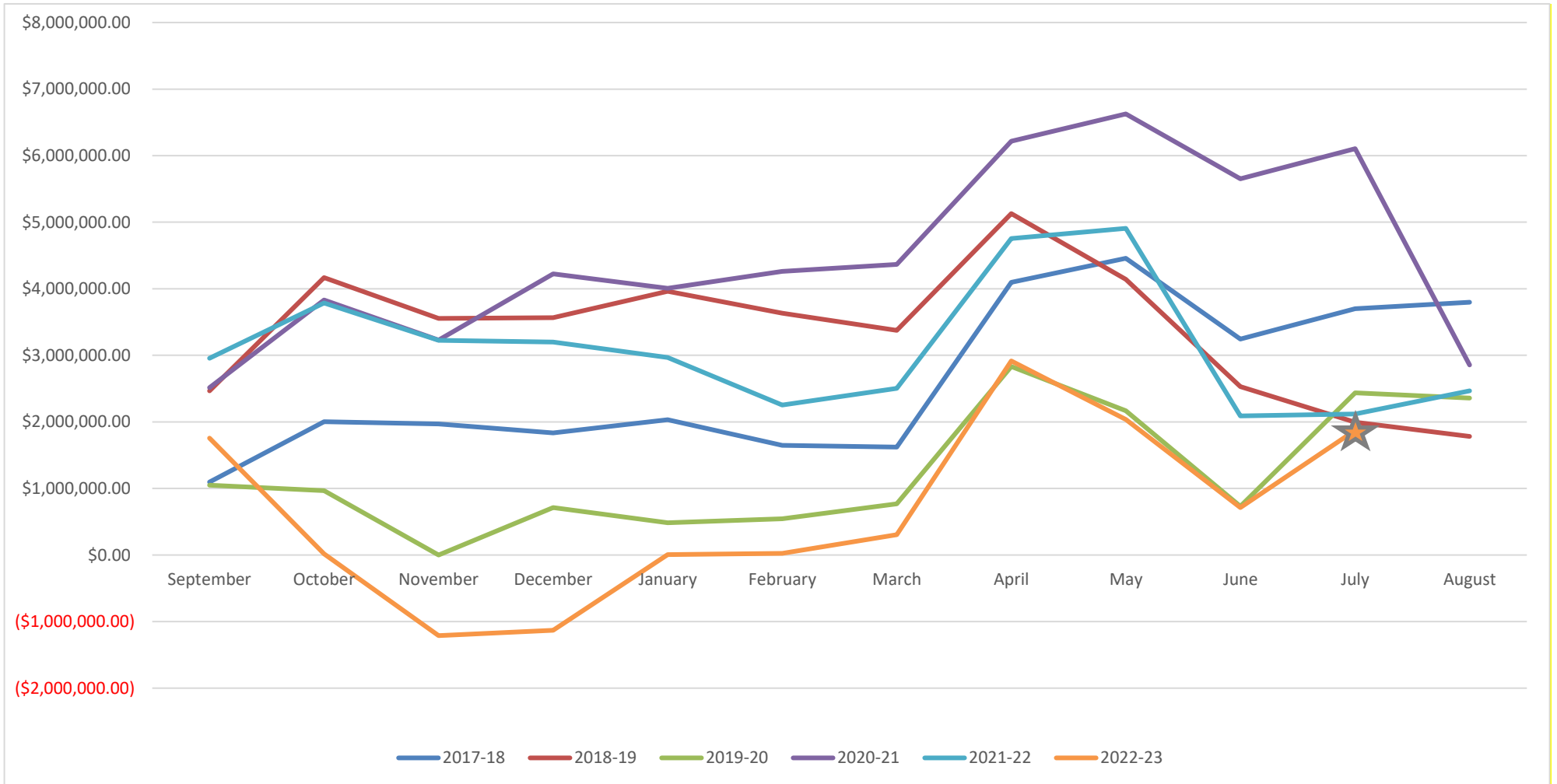
SUMMARY OF BUDGET EXPENDITURE CAPACITY

Budget Capacity as of July, 2023:

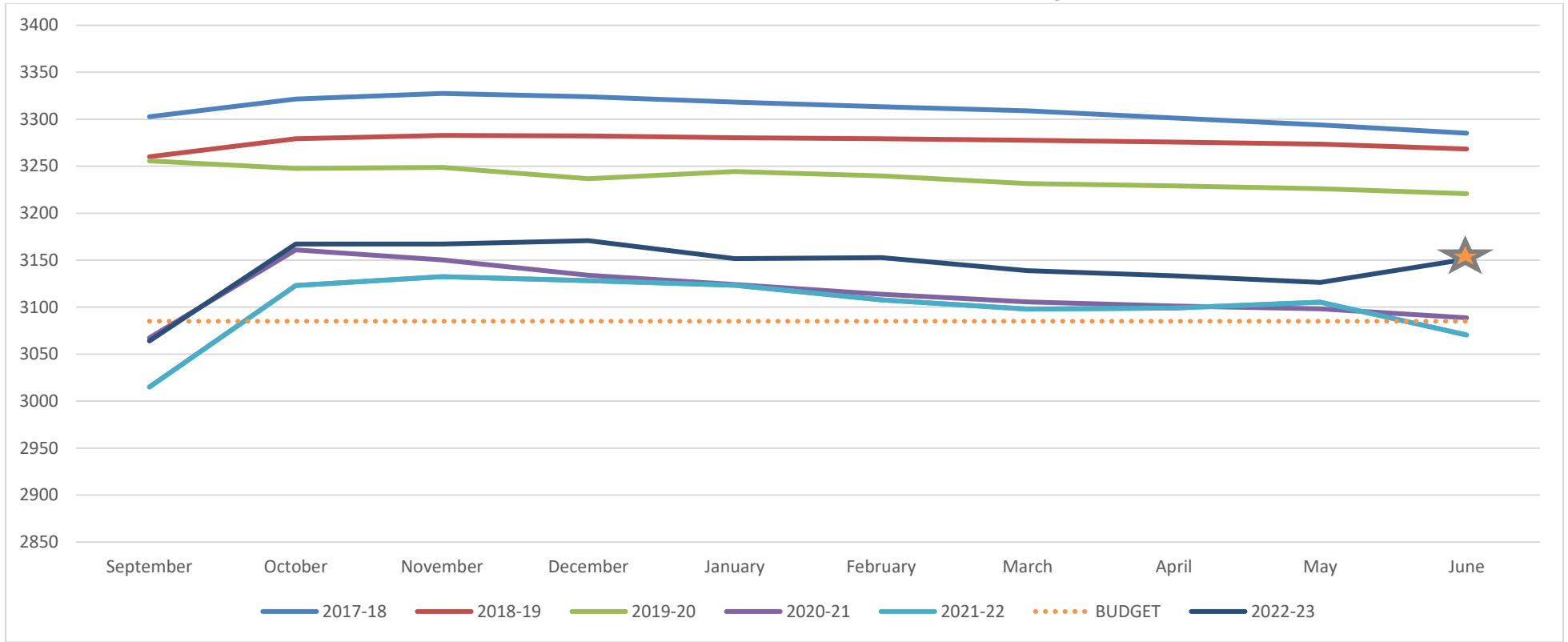
Fund	Budget	Expenditures YTD	Balance	% Expenditures	% Remaining
General	\$ 62,580,839	\$ 57,069,252	\$ 5,511,587	91.19%	8.81%
Capital Projects	\$ 9,900,000	\$ 1,195,764	\$ 8,704,236	12.08%	87.92%
Debt Service	\$ 3,195,782	\$ 3,195,652	\$ 130	100.00%	0.00%
ASB	\$ 457,750	\$ 257,824	\$ 199,926	56.32%	43.68%
Trans Vehicle	\$ 515,000	\$ 387,408	\$ 127,592	75.22%	24.78%

GENERAL FUND FUND BALANCE TRENDS

End of July, 2023



ENROLLMENT TRENDS as of August, 2023



AAFTE	Grades K – 5	Gr. 6 – 8	HS	Subtotal	Run Start/ Open Door	+/- (Budget) **
2022-23 Budget	1,253	698	954	2,905	80	(+ 57.05) 3,085
2022-23 Actual	1,292.06	759.62	982.59	3,034.27	127.93	3,162.20
2021-22 Actual	1,299.38	775.67	963.66	3,038.71	75.13	+ 13.84 (3,100)
2020-21 Actual	1,287.98	777.52	943.61	3,015.97	85.44	+ 1.41 (3,100)
2019-20 Actual	1,445.35	805.48	980.66	3,231.49	98.98	+ 40.47 (3,290)
2018-19 Actual	1,778.50	496.06	993.69	3,268.24	82.30	+ 60.54 (3,290)
2017-18 Actual	1,800.62	484.33	1,000.19	3,285.13	47.83	+ 120.13 (3,165)

** 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 2022 (September 1, 2022 - August 31, 2023)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of July, 2023

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 LOCAL TAXES	4,171,639	15,642.14	4,755,918.19		584,279.19-	114.01
2000 LOCAL SUPPORT NONTAX	880,250	40,449.77	378,121.11		502,128.89	42.96
3000 STATE, GENERAL PURPOSE	31,813,386	3,739,955.01	28,707,294.57		3,106,091.43	90.24
4000 STATE, SPECIAL PURPOSE	11,998,772	1,589,408.69	11,135,240.21		863,531.79	92.80
5000 FEDERAL, GENERAL PURPOSE	25,000	.00	46,726.67		21,726.67-	186.91
6000 FEDERAL, SPECIAL PURPOSE	23,267,444	1,111,372.54	11,506,422.33		11,761,021.67	49.45
7000 REVENUES FR OTH SCH DIST	67,000	882.25	195,665.38		128,665.38-	292.04
8000 OTHER AGENCIES AND ASSOCIATES	52,000	1,068.52	34,724.16		17,275.84	66.78
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
Total REVENUES/OTHER FIN. SOURCES	72,275,491	6,498,778.92	56,760,112.62		15,515,378.38	78.53
B. EXPENDITURES						
00 Regular Instruction	26,523,379	1,750,644.19	21,635,531.44	194,592.26	4,693,255.30	82.31
10 Federal Stimulus	4,551,891	451,909.79	5,443,671.49	711,984.83	1,603,765.32-	135.23
20 Special Ed Instruction	7,145,845	779,318.79	7,681,431.08	278.02	535,864.10-	107.50
30 Voc. Ed Instruction	2,821,313	282,189.44	2,761,910.90	22,585.52	36,816.58	98.70
40 Skills Center Instruction	323,862	70,575.16	368,490.01	0.00	44,628.01-	113.78
50+60 Compensatory Ed Instruct.	6,536,287	663,934.05	5,631,850.99	18,569.72	885,866.29	86.45
70 Other Instructional Pgms	752,956	20,766.48	333,167.80	84,794.44	334,993.76	55.51
80 Community Services	2,269,808	222,624.02	2,007,342.06	2,423.72	260,042.22	88.54
90 Support Services	11,655,498	1,095,953.04	11,205,855.88	1,636,222.77	1,186,580.65-	110.18
Total EXPENDITURES	62,580,839	5,337,914.96	57,069,251.65	2,671,451.28	2,840,136.07	95.46
C. OTHER FIN. USES TRANS. OUT (GL 536)	9,690,000	.00	286,137.00			
D. OTHER FINANCING USES (GL 535)	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES						
OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)	4,652	1,160,863.96	595,276.03-		599,928.03-	< 1000-
F. TOTAL BEGINNING FUND BALANCE	3,183,523		2,467,846.44			
G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)	XXXXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE	3,188,175		1,872,570.41			
(E+F + OR - G)						

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	521,000	939,097.59
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	219,505	113,869.64
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 Stabilizatr	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	4,652	595,276.03-
G/L 891 Unassigned Min Fnd Bal Policy	2,428,948	1,400,809.21
<u>TOTAL</u>	3,188,175	1,872,570.41

20--Capital Projects-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2022 (September 1, 2022 - August 31, 2023)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of July, 2023

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Support Nontax	16,000	3,408.58	49,991.48		33,991.48-	312.45
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	.00		.00	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	9,400,000	.00	.00		9,400,000.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	9,416,000	3,408.58	49,991.48		9,366,008.52	0.53
B. EXPENDITURES						
10 Sites	0	.00	403,259.96	0.00	403,259.96-	0.00
20 Buildings	9,900,000	.00	792,504.40	0.00	9,107,495.60	8.01
30 Equipment	0	.00	.00	0.00	.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>	9,900,000	.00	1,195,764.36	0.00	8,704,235.64	12.08
C. OTHER FIN. USES TRANS. OUT (GL 536)						
	0	.00	.00			
D. OTHER FINANCING USES (GL 535)						
	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN. SOURCES OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)						
	484,000-	3,408.58	1,145,772.88-		661,772.88-	136.73
F. TOTAL BEGINNING FUND BALANCE						
	818,327		1,620,689.24			
G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)						
	XXXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)						
	334,327		474,916.36			

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	.00
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	334,327	474,916.36
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	334,327	474,916.36

30--Debt Service Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2022 (September 1, 2022 - August 31, 2023)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of July, 2023

	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	2,898,435	9,143.90	2,896,185.81		2,249.19	99.92
2000 Local Support Nontax	1,500	10,319.23	50,767.62		49,267.62-	> 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	290,000	.00	286,137.00		3,863.00	98.67
<u>Total REVENUES/OTHER FIN. SOURCES</u>	<u>3,189,935</u>	<u>19,463.13</u>	<u>3,233,090.43</u>		<u>43,155.43-</u>	<u>101.35</u>
<u>B. EXPENDITURES</u>						
Matured Bond Expenditures	3,040,000	.00	3,040,000.00	0.00	.00	100.00
Interest On Bonds	154,882	.00	154,882.00	0.00	.00	100.00
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	900	.00	770.00	0.00	130.00	85.56
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>3,195,782</u>	<u>.00</u>	<u>3,195,652.00</u>	<u>0.00</u>	<u>130.00</u>	<u>100.00</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>5,847-</u>	<u>19,463.13</u>	<u>37,438.43</u>		<u>43,285.43</u>	<u>740.30-</u>
<u>F. TOTAL BEGINNING FUND BALANCE</u>	<u>2,521,730</u>		<u>2,533,946.69</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>2,515,883</u>		<u>2,571,385.12</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	2,515,883		2,571,385.12			
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			
<u>TOTAL</u>	<u>2,515,883</u>		<u>2,571,385.12</u>			

40--Associated Student Body Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2022 (September 1, 2022 - August 31, 2023)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of July, 2023

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES						
1000 General Student Body	71,706	1,038.10	66,336.98		5,369.02	92.51
2000 Athletics	87,550	7,597.75-	95,775.53		8,225.53-	109.40
3000 Classes	2,500	.00	.00		2,500.00	0.00
4000 Clubs	182,645	.00	93,244.80		89,400.20	51.05
6000 Private Moneys	80,200	.00	6,998.00		73,202.00	8.73
<u>Total REVENUES</u>	424,601	6,559.65-	262,355.31		162,245.69	61.79
B. EXPENDITURES						
1000 General Student Body	37,300	2,267.03	22,368.76	0.00	14,931.24	59.97
2000 Athletics	136,410	19,967.62	139,754.05	1,360.53	4,704.58-	103.45
3000 Classes	2,500	.00	.00	0.00	2,500.00	0.00
4000 Clubs	201,340	11,414.41	87,709.33	0.00	113,630.67	43.56
6000 Private Moneys	80,200	645.38	7,991.95	0.00	72,208.05	9.97
<u>Total EXPENDITURES</u>	457,750	34,294.44	257,824.09	1,360.53	198,565.38	56.62
C. EXCESS OF REVENUES OVER (UNDER) EXPENDITURES (A-B)						
	33,149-	40,854.09-	4,531.22		37,680.22	113.67-
D. TOTAL BEGINNING FUND BALANCE						
	282,843		289,217.67			
E. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)						
	XXXXXXXXXX		.00			
F. TOTAL ENDING FUND BALANCE (C+D + OR - E)						
	249,694		293,748.89			
G. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted for Other Items	0		7,500.00			
G/L 819 Restricted for Fund Purposes	249,694		286,248.89			
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			
<u>TOTAL</u>	249,694		293,748.89			

90--Transportation Vehicle Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2022 (September 1, 2022 - August 31, 2023)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of July, 2023

	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	1,030.70	33,505.08		28,355.08-	650.58
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	167,065	.00	.00		167,065.00	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>	202,215	1,030.70	33,505.08		168,709.92	16.57
B. <u>9900 TRANSFERS IN FROM GF</u>	0	.00	.00		.00	0.00
C. <u>Total REV./OTHER FIN. SOURCES</u>	202,215	1,030.70	33,505.08		168,709.92	16.57
<u>D. EXPENDITURES</u>						
Type 30 Equipment	515,000	.00	387,408.35	124,943.47	2,648.18	99.49
Type 40 Energy	0	.00	.00	0.00	.00	0.00
Type 60 Bond Levy Issuance	0	.00	.00	0.00	.00	0.00
Type 90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	515,000	.00	387,408.35	124,943.47	2,648.18	99.49
E. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
F. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
G. <u>EXCESS OF REVENUES/OTHER FIN SOURCES OVER(UNDER) EXP/OTH FIN USES (C-D-E-F)</u>	312,785-	1,030.70	353,903.27-		41,118.27-	13.15
H. <u>TOTAL BEGINNING FUND BALANCE</u>	247,415		551,055.67			
I. <u>G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXXXX		.00			
J. <u>TOTAL ENDING FUND BALANCE (G+H + OR - I)</u>	65,370-		197,152.40			
K. <u>ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted For Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	65,370-		197,152.40			
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			
<u>TOTAL</u>	65,370-		197,152.40			

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

2023-24 - Minimum Basic Education Requirement Collection

1. Minimum Basic Education Requirement Compliance and District Survey

1. School District or LEA Name

Name of the School District or LEA

Aberdeen School District

2. Confirm District Name and Leadership

Confirm Name of the School District

Aberdeen School District

What is the name of your School District/LEA?

Superintendent's Name (First and Last Name)

Dr. Jeffrey Thake

Superintendent's Email Address

jthake@asd5.org

3. Name and contact information of you or the person we should contact if we have questions about survey responses. Leave these responses blank if the SBE should communicate directly with the school district Superintendent shown above to resolve possible issues. The email address must be re-entered.

First Name

Traci

Last Name

Sandstrom

Email

tsandstrom@asd5.org

2. Grades Offered

4. Which of the following best describes the range of grades offered in your school district?

K-12

5. How many schools in the district serve 12th grade students?

5

3. Days of Instruction and Waivers

6. Minimum 180-Day School Year

([RCW 28A.150.220](#), [RCW 28A.150.203](#), [RCW 28A.150.315](#))

The school year is accessible to all legally eligible students and consists of at least 180 school days for students in grades K-12, inclusive of any waivers granted by the Superintendent of Public Instruction. A district that has been granted a waiver of the minimum 180-day school year requirement is considered in compliance, provided the district meets the conditions of the waiver.

Will your school district make accessible to all legally eligible students 180 days of instruction?

No, we have a waiver to offer less than 180 days for the 2023-24 school year

7. Which waiver(s) from the 180-day requirement did the district receive? Please choose "Yes" for each type of waiver that applies to your school district and select "No" for the others. (You must answer "Yes" or "No" for each waiver type.)

	Yes	No
180-Day Waiver for improvement of student learning (i.e. professional development, parent-teacher conferencing more than five days, transition days, alternative calendar, etc.)		X
Economy and Efficiency Waiver (i.e. four day school week for districts under 500 students)		X
A Parent-Teacher Conferencing Waiver off five days or less.	X	
A Waiver due to emergency closure		X
A Waiver for other reasons		X

8. How many days of instruction are being waived?

4

9. How many school days will the district offer in the regular school year after the use of any and all waivers from the 180-day requirement?

176

4. Instructional Hours and Climate Surveys

10. Kindergarten Minimum Instructional Hour Offering

([RCW 28A.150.220](#), [RCW 28A.150.205](#), [RCW 28A.150.315](#))

Will the school district make available to students enrolled in kindergarten at least a minimum instructional hour offering of 1,000 hours?

Yes

11. How will your school district meet the minimum instructional hour offering?

Approach B (District-wide average of at least 1,027 hours.)

12. How many credits will atypical high school student have the opportunity to earn in your school district during the 2023-24 school year? (This should include the annual number of credits and not include summer school, interim sessions, or other credit retrieval opportunities outside of the regular school day.)

6.5

13. Has the school district adopted a Continuity of Operations Plan to transition to modalities other than in-person in the event of an emergency? ([WAC 180-16-212](#))

Yes

14. Will your school district administer the Healthy Youth Survey to students at the next statewide administration?

Yes

15. Will your school district administer a school climate survey (other than the Healthy Youth Survey) in the 2023-24 school year?

Yes

16. For each of the following, please let us know if they will be included in your school climate survey. Please answer "Yes" or "No" for each group.

	Yes	No
Students	X	
Parents		X
Teachers	X	
Other school staff	X	
Other survey recipients		X

17. Which grade levels participate in the school climate survey? (Mark all that apply)

- 3rd Grade
- 4th Grade
- 5th Grade
- 6th Grade
- 7th Grade
- 8th Grade
- 9th Grade
- 10th Grade
- 11th Grade
- 12th Grade

18. Who supports the survey creation, collection, and analysis of your school climate survey data?

Panorama

5. Graduation Requirements: Subject Areas and Credits and Local Graduation Requirements

19. For the Class of 2024, will the school district require at least the state minimum core subject area requirements ([WAC 180-51-210](#)) to earn a diploma? (Note: Individual students may be awarded certain waivers of graduation requirements, such as the graduation requirement emergency waiver due to the COVID-19 pandemic (GREW)). The core subject area requirements are shown below.

4 credits of English

3 credits of math (including the courses specified in [WAC 180-51-210](#))

3 credits of social studies (including the courses specified in [WAC 180-51-210](#))

3 credits of science (including at least 2 credits of lab science)

0.5 credits of health

1.5 credits of physical education

1 credit of arts

1 credit of Career and Technical Education (or a course that meets program standards for an exploratory Career and Technical Education course)

Yes

20. Does the school district offer the opportunity for high school students to earn flexible subject area requirements, including personalized pathway requirements and electives ([WAC 180-51-210](#))? Including at minimum:

2 credits of world languages (which may include American Sign Language)

1 arts credit (in addition to 1 core credit in arts)

Yes

21. For the Class of 2024, does the district require at least 24 credits for a student to graduate from high school under the framework in Chapter 180-51 WAC? (Note: Individual students may be awarded certain waivers of graduation requirements, such as a waiver of up to two flexible credits for individual circumstances or the graduation requirement emergency waiver due to the COVID-19 pandemic (GREW))

Yes

22. All public high schools are required to provide a program, directly or in cooperation with local community colleges, school districts, for students who would like to apply for entrance to a baccalaureate-granting institution after high school graduation. This program must help such students meet the minimum college entrance requirements (CADRs). ([RCW 28A. 230.130](#))

In the 2023-24 school year, will each public high school in your district provide a program that helps students meet the minimum college entrance requirements (CADRs) established by the Washington Student Achievement Council's (WSAC)?

Yes

23. All public high schools must provide a program, directly or in cooperation with local community or technical colleges, skill centers, apprenticeship committees, or other school districts, for students who have plans to pursue career or work opportunities other than entrance to baccalaureate-granting institutions after high school graduation. ([RCW 28A. 230. 130](#))

In the 2023-24 school year, will each public high school in your district provide a program for students who have plans to pursue career or work opportunities other than entrance to baccalaureate-granting institutions after high school graduation?

Yes

6. High School and Beyond Planning and Delivery

24. Does the district offer an electronic or online High School and Beyond Plan (HSBP) platform? ([WAC 180-51-220](#))

Yes

25. To which electronic or online HSBP platform is your district providing students access? ([WAC 180-51-220](#))

School Data Solutions/WOIS/Homeroom

26. What grade does the district start each student's High School and Beyond Plan?

Grade 8

27. How does the district offer the High School and Beyond Plan (HSBP)?

It is offered through Advisory, Homeroom or a series of HSBP activities completed annually

7. Access to and Provision of Graduation Pathways

28. Has your school district developed and implemented a district-wide formal plan, policy, or communication protocol for the 2023-24 school year to inform students of the graduation pathway options?

Yes

29. In communicating with students about their graduation pathway options, please mark the check boxes of the strategies that will be most commonly used in the 2023-24 school year? Please answer "Yes" or "No" to each prompt.

	Yes	No
Graduation pathway information will be shared primarily with students who do not meet the graduation standard on the state assessment.	X	
Graduation pathway information will be discussed with all students during their annual High School and Beyond Planning process.	X	
Graduation pathway information will be discussed with some students during their High School and Beyond Planning process.		X
Students will have information about pathways shared with them at least once during high school in a formalized manner to be developed by the high school counselors or administration.	X	
Graduation pathway information will be shared with all incoming high school students.	X	
We will encourage all students to take the ASVAB.	X	
We will encourage all students to take the ACT or SAT.	X	
In addition to the above or instead of the above, we address graduation pathways in other ways		X

30. Which of the following graduation pathway options were available to students in your district for the Class of 2024? Please answer "Yes" or "No" to each prompt.

	Yes	No
Advanced Placement (AP) course(s) that qualify as graduation pathway options	X	
International Baccalaureate (IB) course(s) that qualify as graduation pathway options		X
Cambridge Advanced Course(s) that qualify as graduation pathway options		X
Dual Credit: Running Start courses in ELA or Math	X	
Dual Credit: College in the High School course(s) that qualify as a graduation pathway option		X
Dual Credit: Career and Technical Education course(s) in ELA or math that qualify as graduation pathway options	X	
Sequence of Career and Technical Education Courses that qualify as graduation pathway options	X	
State Assessments in ELA and Math	X	
SAT	X	
ACT	X	
Bridge to College/Transition course in math		X
Bridge to College/Transition course in ELA		X
Armed Services Vocational Aptitude Battery (ASVAB)	X	

31. How are Advanced Placement (AP) costs paid, by the district or by families?

The district covers the costs for all students

32. How many of the 5 high schools offer AP Courses?

2

33. How are Running Start costs paid, by the district or by families?

The district covers the costs for all students

34. How many of the 5 high schools offer access to Running Start?

3

35. How are Career and Technical Education Dual Credit course fees paid, by the district or by families?

The district covers the costs for all students

36. How many of the 5 high schools offer Career and Technical Education Dual Credit courses?

2

37. How many CTE course sequence graduation pathway options are available in your district?

12

38. Are students from your district able to access a skill center?

Yes

39. Who pays for student transportation to and from the skill center?

Transportation is free for some students

40. How are SAT costs paid, by the district or by families?

The district covers the costs for some students

41. Does the district offer the SAT during the school day?

No

42. How are ACT costs paid, by the district or by families?

The district covers the costs for some students

43. Does the district offer the ACT during the school day?

No

44. Does the district offer the ASVAB during the school day?

No

45. Local high school graduation requirement: Does the district require community service?

Yes

46. Local high school graduation requirement: Does the district require a culminating project?

Yes

8. Educational Offerings Required by the State (All School Districts)

47. Has the school district adopted a Tribal History and Culture curriculum (i.e. Since Time Immemorial Curriculum) ([RCW 28A.320.170](#))? State law requires this to be done when the school district updates the social studies curriculum.

Yes

48. Does the school district provide instruction at all grade levels about conservation, natural resources, and the environment in an interdisciplinary manner through science, the social studies, the humanities, and other appropriate areas with an emphasis on solving the problems of human adaptation to the environment? ([RCW 28A.230.020](#) and [WAC 392-410-115](#))

Yes

49. Social-emotional learning standards and benchmarks were adopted on January 1, 2020. ([RCW 28A.300.478](#)). Has the school district implemented social-emotional learning-specific standards and benchmarks?

Yes, we implemented and regularly measure social emotional learning in our schools.

50. Briefly explain how you are measuring social emotional learning at your schools.

Panorama Student Surveys and Discipline Data Review monthly using SWIS.

51. Under the comprehensive sexual health education requirement, the school district must provide social emotional learning (SEL) to all students in grades K–3 at least once in the 2023–24 school year. ([RCW 28A.300.475](#)) Will the district provide SEL to all students in grades K-3 at least once?

Yes

52. Will the school district provide comprehensive sexual health education to all students at least once in grades 4–5 in the 2023–24 school year? ([RCW 28A.300.475](#))

Yes

53. Will the school district provide comprehensive sexual health education to all students at least twice in grades 6–8 in the 2023-2024 school year? ([RCW 28A.300.475](#))

Yes

55. Will the school district provide comprehensive sexual health education to all students at least twice in grades 9–12 in the 2023-24 school year? This is required in [RCW 28A.300.475](#).

Yes

56. Each school district board of directors shall adopt an AIDS prevention education program. [RCW 28A.230.070](#)). Does the school district have an AIDS prevention education program?

Yes

57. In the 2023-24 school year, will each student receive instruction in at least one arts discipline as described in [RCW 28A. 230.305](#) throughout their elementary and middle education experience?

Yes

58. In the 2023-24 school year and for grades 9 through 12, will each student be given the opportunity to take arts coursework as specified in [RCW 28A. 230. 305](#) each academic year?

Yes

9. State-Mandated Educational Offerings (School Districts with High School Grades)

59. Does the school district provide the opportunity to all students in grades nine through twelve to access financial education under [RCW 28A.300.468](#)?

Yes, we offer financial education embedded in a for-credit course.

60. By March 1, 2023, each school district should have adopted a goal for expanding financial education such as increasing the number of financial education courses or expanding financial education professional development ([RCW 28A.300.467](#)). Did your district adopt a goal for expanding financial education?

Yes we provide financial education and we are expanding options

61. Does the school district provide an opportunity to access an elective computer science course that is available to all high school students under [RCW 28A.230.300](#)?

Yes

62. Does your school district provide a mandatory one-half credit stand-alone course in civics for each high school student? Civics content and instruction that is embedded in other social studies courses does not meet this requirement unless the social studies courses are for dual credit, offering students the opportunity to earn both high school and postsecondary credit. ([RCW 28A.230.094](#))

Yes

63. The study of Constitution of the United States and of the State of Washington is a prerequisite to graduation ([RCW 28A.230.170](#) and [WAC 392-410-120](#)). Does the school district provide the opportunity to study the U.S. and Washington constitutions to all students?

Yes

64. Each school district that operates a high school must offer instruction in cardiopulmonary resuscitation (CPR) to students. Beginning with the 2013-14 school year, instruction in CPR must be included in at least one health class necessary for graduation. ([RCW 28A.230.179](#)) Will the school district offer instruction in CPR in at least one health class required for graduation in the 2023-2024 school year?

Yes

65. By the 2021-22 school year, each school district board of directors shall adopt an academic acceleration policy for high school students. ([RCW 28A.320.195](#)) Does the school district have an academic acceleration policy for high school students?

Yes

10. State-Mandated Educational Activities

66. Beginning with the 2020-21 school year, all school districts with a high school must provide a financial aid advising day and notification of financial aid opportunities at the beginning of each school year to parents and guardians of any student entering the twelfth grade. ([RCW 28A.300.815](#), [RCW 28A.230.310](#)) Will the school district provide a financial aid advising day in the 2023-2024 school year for twelfth grade students, parents, and guardians?

Yes

67. On January 16th of each year (or the preceding Friday when January 16th falls on a non-school day), each public school shall observe "Temperance and Good Citizenship Day." Social studies teachers must, as resources allow, coordinate a voter registration event in each history or social studies class attended by high school seniors. Voter sign up and registration must be available to all students who will be 18 by the next general election. ([RCW 28A.230.150](#)). Will the school district provide the opportunity for voter registration for all students who will be 18 by the next general election in the 2023-2024 school year?

Yes

68. During the school week preceding November 11 of each year, every school will present educational activities suitable to the observance of Veterans' Day. ([RCW 28A.230.160](#)) Will the school district develop, promote or provide educational activities in observance of Veterans' Day in the 2023-2024 school year ?

Yes

69. Annually, during the month of October, each public school shall conduct or promote educational activities that provide instruction, awareness, and understanding of disability history and people with disabilities. ([RCW 28A.230.158](#)). Will the school district develop, conduct or promote educational activities for Disability History and People with Disabilities Month in the 2023-2024 school year?

Yes

11. State-Recommended Educational Offerings and Activities

70. Every public middle school, junior high school, and high school is strongly encouraged to include in its curriculum instruction of the events of the period in modern world history known as the Holocaust, which may include other examples of genocide and crimes against humanity. ([RCW 28A.300.115](#)). Does the school district provide Holocaust history instruction?

Yes

71. School districts are encouraged to commemorate the history of civil rights at least once a year, "providing an opportunity for students to learn about the personalities and convictions of heroes of the civil rights movement and the importance of the fundamental principle and promise of equality under our nation's Constitution." ([RCW 28A.230.178](#)). Does the school district commemorate the history of civil rights at least once a year?

No, the recommendation has not been implemented

72. You are seeing this prompt because you responded that the school district does not commemorate the history of civil rights at least once a year, which is encouraged. If you deliver this offering, please go back and change your response. If you do not deliver the encouraged offering, please select the best response to continue.

We will consider implementing the recommended offering.

73. Public schools in grades K-6 are encouraged to incorporate ethnic studies materials and resources. ([RCW 28A.300.112](#)) Has the school district incorporated ethnic studies materials and resources in grades K-6?

No, the recommendation has not been implemented.

74. You are seeing this prompt because you responded that the school district does not incorporate ethnic studies materials and resources in grades K-6, which is encouraged. If you deliver this offering, please go back and change your response. If you do not deliver the encouraged offering, please select the best response to continue.

We will consider implementing the recommended offering.

75. Public schools in grades 7 to 12 are encouraged to offer a course in ethnic studies. [RCW 28A.300.112](#)) Does the school district offer at least one course in ethnic studies in grades 7 to 12?

No, the recommendation has not been implemented

76. You are seeing this prompt because you responded that the school district does not offer a course in ethnic studies in grades 7-12, which is encouraged. If you offer this course, please go back and change your response. If you do not deliver the encouraged course, please select the best response to continue.

We will consider implementing the recommended offering.

77. School districts are encouraged to award the seal of biliteracy to graduating high school students who meet the criteria established by the Office of Superintendent of Public Instruction. ([RCW 28A.300.575](#)). Does the school district award the seal of biliteracy to qualifying graduating high school students?

Yes

78. [SB 5065](#) (Chapter 219, 2023 Laws.) specifies that beginning with the 2023-24 school year, instruction in awareness of bone marrow donation may be included in at least one health class necessary for graduation. Each school district, charter school, and state-tribal education compact school that serves students in grades nine through twelve is encouraged to offer instruction in awareness of bone marrow donation.

In the 2023-24 school year, will the school district consider providing instruction in awareness of bone marrow donation to students in grades nine through 12?

No, but we will consider implementing the offering after the 2023-24 school year.

12. Mastery-Based Crediting (MBC) and Mastery-Based Learning (MBL)

79. Does your school district have a written policy to award mastery/competency-based credit [WAC 180-51-051](#))?

Yes, the school district has a permanent policy.

80. Does your district policy apply to:

Some subject areas

81. Which subject areas does your policy apply to? (Please check all that apply.)

World Language
Physical Education
Math
Science (includes specific science courses like biology and chemistry)
English Language Arts
Social Studies
The Arts
Health

82. Does your school district have a school that offers a fully mastery/competency-based learning program? A mastery/competency-based learning program includes the following [WAC 180-51-051\(1\)\(b\)](#)):

Student agency. Students help direct their own learning. MBL values the knowledge, skills, and interests of every student.

Relevance. Students are empowered to make interdisciplinary connections and use their learning in many ways. Learning is relevant and engaging for students and can be applied outside of the classroom.

Differentiation. Students receive help based on their individual interests and needs. Students move forward at their own pace.

Inclusion. Students experience compassion and belonging. MBL honors the unique contributions of every student and the knowledge they bring from their diverse cultures and communities.

Innovative assessment tools. Students demonstrate mastery of skills or concepts through tests, portfolios, projects, or other demonstrations. Students and educators are encouraged to try new tools. Assessments are aligned to standards and allow students to show what they know as well as provide valuable feedback on the areas in which students need to deepen their learning.

No

83. Does the school district offer credit for Work-Integrated Learning (e.g. internships or other work experience)

Yes

84. Will your school district incorporate procedures to award credit by subject area for students currently or formerly in institutionalized educational settings who pass all or part of the General Educational Development (GED) assessment in the 2023-2024 school year? [RCW 28A.320.192](#).

Yes, the school district will incorporate procedures.

13. 2021-2022 Graduation Requirement Emergency Waiver Administration

85. Our records show that your school district received authority to grant emergency waivers for certain graduation requirements for students graduating in the 2021-22 school year. Is this correct?

Yes

86. Did the school district grant any students an emergency waiver from high school graduation requirements in 2021-22?

Yes

87. Did the school district administer the emergency waiver of graduation requirements in accordance with program rules established in [Chapter 180-111 WAC](#)?

Yes

88. Please describe the actions the school district took to ensure equity in administration of the graduation requirement emergency waiver program.

Any student in danger of not graduation met with a school counselor to see if they were eligible for the waiver.

89. The following question seeks information on your school district's good faith efforts to support each student who was considered for the waiver in meeting the credit and pathway requirements. To what degree did the school district provide individual student advising on the following topics to students being considered for the emergency waiver?

	Not Provided	Provided for Some	Provided for Most	Provided for All
What supports the individual student needs to be successful				X
How the individual student might meet the graduation requirements, including the feasibility of summer or a partial or full additional year of high school enrollment				X
Whether the emergency waiver is appropriate for the individual student				X

14. Certification by Respondent

90. Certification

	Yes	No
Do you certify that the school district Superintendent or designee has or will review and provide a copy of this Basic Education Compliance document to the local School Board of Directors?	X	
Do you certify that the school district has maintained records supporting this certification for auditing purposes?	X	

91. Name of Person Responsible for this Submission

Traci Sandstrom

92. Title of Person Responsible for this Submission

Director of Teaching, Learning and Technology

93. Email of Person Responsible for this Submission

tsandstrom@asd5.org

94. Telephone Number of Person Responsible for this Submission (Please enter the 10 digit number with no spaces or dashes (e.g., 3601239876))

3605382123

95. Date of Submission (select today from the calendar or enter the date as mm/dd/yyyy)

06/12/2023

Aberdeen School District Career and Technical Program Update/Evaluation

August, 2023

ABERDEEN FIRE

RISING FROM THE ASHES
- SINCE -
OCT. 16, 1903
'BLACK FRIDAY'

ENGINE



CTE Standards (since 2011)

- Occupational skills AND core academic skills
- Leadership skills (21st Century skills)
- Employability skills
- Career guidance
- Industry standard facilities/equipment
- Safety standards
- CTE certification held by each instructor
- Appreciation for diversity
- Advisory committees
- Annual program evaluation



Through CTE, students . . .

- ▶ Explore careers
- ▶ Set current and future goals
- ▶ Develop their [High School and Beyond Plan](#)
- ▶ Gain academic and technical skills in hands-on programs
- ▶ Earn include industry certifications
- ▶ Earn college credits
- ▶ Access pathways to education, training and employment beyond high school
- ▶ Become leaders by participating in skills competitions and service learning



Annual Requirements (unique to CTE teachers)

- Curriculum Framework Updates – meet core content standards, industry standards, leadership and 21st Century skill standards
- Leadership Program of Work documentation
- Hold Advisory Committee Meetings (3 per year)
- Conduct program evaluations with advisory committees
- Review labor data annually
- Prepare four year plans with advisory committees
- Tech Prep college student registrations and grade input
- Incorporate work-based learning opportunities in all classes
- Incorporate industry recognized certifications for students

Programs and Staffing

- ▶ **Aberdeen High School**

- ▶ 18 CTE programs
- ▶ 16 CTE certificated staff
- ▶ 2 classified staff members

- ▶ **Harbor High School**

- ▶ 3 CTE programs
- ▶ 3 CTE certificated staff
- ▶ Snug Harbor Childcare – 3 staff

- ▶ **Twin Harbors Skills Centers (4 staff)**

- ▶ Electrical Engineering, Automotive, Criminal Justice, PMC, Medical Assistant, Cosmetology

- ▶ **Miller Junior High (5 staff)**

- ▶ Robotics, STEM, STEM Science – 8th grade, Technical Arts and Entrepreneurship, Medical Science – 7th grade



CTE Funding

- State Allocation (middle school, high school and skills center)
- Program Accounts – revenue generating (9-12 only – adding middle school this year)
- Carl Perkins Federal Funding
- Grants
 - State Grants: Construction, Medical, PD, IRC
 - Snug Harbor Childcare Funding
 - United Way agency
 - DSHS reimbursements
 - Grays Harbor Community Foundation
 - School district employee payments (new 23-24)



CTE Four Year Planning Requirement Template

(formerly "District Wide Plan")

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

Quality Criteria	2022-2023	2023-2024	2024-2025	2025-2026
Educator Licensing WAC 181-77-014 (Criteria 1)	Honor MOU for tuition reimbursement for CTE courses Document clock hours required for conditional certifications Ensure current First Aid/CPR certification for CTE instructors	Collaborate with teachers to support necessary coursework for initial CTE certifications Document clock hours required for conditional certifications Ensure current First Aid/CPR certification for CTE instructors	Collaborate with teachers to support necessary coursework for initial CTE certifications Document clock hours required for conditional certifications Ensure current First Aid/CPR certification for CTE instructors	Collaborate with teachers to support necessary coursework for initial CTE certifications Document clock hours required for conditional certifications Ensure current First Aid/CPR certification for CTE instructors
Curriculum, Instruction, and Evaluation RCW 28A.700.010 (Criteria 2)	Introduce CORE Plus curriculum in construction courses Resume cosmetology program to include cosmetology, barbering, esthetician and nail technician	Incorporate iCEV as a resource in automotive, STEM, FACSE Explore Adobe Final Cut Pro software Identify Universal Service Officer (USO) skills and	Monitor materials and software available across content areas for piloting, adoptions Incorporate automation controls into Industrial Engineering content	Monitor materials and software available across content areas for piloting, adoptions



CTE Four Year Planning Requirement Template

(formerly "District Wide Plan")

Quality Criteria	2022-2023	2023-2024	2024-2025	2025-2026
	Implement summer Fire Science program	training for banking and finance program Incorporate standards based grading into ASL program Resume ASL III capacity for interested students Align new CNA standards into curriculum Incorporate the return of Jewelry course offerings in Visual Arts		
Academic Integration RCW 28A.700.010(2)(a) (Criteria 3)	Submit all Agricultural Science courses to OSPI for re-approval Offer Forestry class in summer for science exploration	Submit all Skilled and Technical courses to OSPI for re-approval Explore cross crediting options for courses across the CTE program Incorporate KAHS into video production and communications content Launch Miller Entrepreneurship program	Submit all STEM and Health Science courses to OSPI for re-approval Explore cross crediting options for courses across the CTE program Explore Global Health content	Submit all FACSE courses to OSPI for re-approval Explore cross crediting options for courses across the CTE program



CTE Four Year Planning Requirement Template

(formerly "District Wide Plan")

Quality Criteria	2022-2023	2023-2024	2024-2025	2025-2026
		Expand Miller video news capacity to common areas in the building		
Student Access to Program RCW 28A.700.010 (Criteria 4)	Open entry into all CTE exploratory programs	Open entry into all CTE exploratory programs Connect to after school programs for access and exposure to CTE content areas Explore ADA accessibility to the greenhouse facilities Incorporate 7th grade science into CTE	Open entry into all CTE exploratory programs Connect to after school programs for access and exposure to CTE content areas	Open entry into all CTE exploratory programs Connect to after school programs for access and exposure to CTE content areas
Accountability RCW 28A.700.040(1)(c) (Criteria 5)	Conduct CLNA process and review relevant demographic and student performance data as available	Conduct CLNA process and review relevant demographic and student performance data as available Implement application process for some skills center programs due to capacity	Conduct CLNA process and review relevant demographic and student performance data as available	Conduct CLNA process and review relevant demographic and student performance data as available



CTE Four Year Planning Requirement Template

(formerly "District Wide Plan")

Quality Criteria	2022-2023	2023-2024	2024-2025	2025-2026
Safe Practices RCW 28A.700.010 (Criteria 6)	Incorporate OSHA training in construction and HVAC classes Replace tools for student use in auto and wood shop facilities	Continue OSHA certifications in construction and HVAC Emphasize safety guidelines in returning jewelry program	Ensure safety testing is done in all shop and lab classes	Ensure safety testing is done in all shop and lab classes
Facilities RCW 28A.700.010 (Criteria 7)	Purchase new stools for Miller science, AHS Art and STEM lab Create Miller Entrepreneurship service area for new course Automotive updates: hoist/hose reel adjustments, welding area, move lab equipment to shop Purchase new kiln for pottery courses	Replace greenhouse siding Construct overhang outside of wood shop area for covered outside work area Modify cabinetry in CAT's CAVE for safety purposes Redesign 3D Art Room for jewelry station safety	Culinary program plans - pursue grant funding and contract for kitchen revisions Explore purchase of venting system for gas fired furnaces for HVAC program	Complete culinary kitchen revisions Evaluate other needs in various program areas
Instructional Materials RCW 28A.700.010 (Criteria 8)	Upgrade various automotive equipment	Update textbook and workbook materials in Professional Medical	Evaluate texts and online materials for updates, new sources	Evaluate texts and online materials for updates, new sources



CTE Four Year Planning Requirement Template

(formerly "District Wide Plan")

Quality Criteria	2022-2023	2023-2024	2024-2025	2025-2026
	and tools to better align with electric cars	<p>Careers course to align to new CNA standards</p> <p>Replace planer in construction program</p> <p>Explore computer aided drafting program for construction classes</p> <p>Incorporate iCEV program in multiple program areas</p>		
<p>Leadership and Employability RCW 28A.700.010 (Criteria 9)</p>	<p>Resume student based enterprises at Harbor Learning Center</p> <p>SkillsUSA preparation for junior high chapter</p> <p>Video Production does streaming of events</p>	<p>Pursue SkillsUSA at Miller for junior high students</p> <p>Further explore streaming options for district events</p>	<p>Evaluate Entrepreneurship program at Miller for any changes</p> <p>Continue operation of student run enterprises across all buildings</p> <p>Evaluate program expansion in Career and Technical Student Organizations (FBLA, FFA, SkillsUSA, etc.)</p>	<p>Continue operation of student run enterprises across all buildings</p> <p>Evaluate program expansion in Career and Technical Student Organizations (FBLA, FFA, SkillsUSA, etc.)</p>
<p>Long Range Planning RCW 28A.700.010(2)(b) (Criteria 10)</p>	<p>Replace espresso machine in Dragon Cafe</p>	<p>Replace espresso machine in CAT's CAVE</p>	<p>Explore options for Snug Harbor to re-open to 3 years old and above</p>	<p>Evaluate program evaluation data from advisory committees</p>



CTE Four Year Planning Requirement Template

(formerly "District Wide Plan")

Quality Criteria	2022-2023	2023-2024	2024-2025	2025-2026
	<p>Reinstate business and marketing courses at Harbor Learning Center</p> <p>Expand CTE offerings at Miller to include 8th grade science and Medical Fitness</p>	<p>Complete wood shop overhang and greenhouse siding projects</p> <p>Pursue CORE Plus Construction grant for further program updates</p> <p>Open Snug Harbor Childcare Center to ASD5 staff members</p>	<p>Pursue available grants for program updates</p>	<p>and incorporate suggestions into annual planning</p>
<p>Advisory Committee RCW 28A.700.020(1) (Criteria 11)</p>	<p>Resume in person spring dinner</p> <p>Ensure all staff have access to advisory committee templates and are trained in use</p>	<p>Annual dinner hosted by Aberdeen</p> <p>Update any advisory committee templates</p> <p>Schedule all meetings and conduct annual business including program evaluations</p>	<p>Annual dinner hosted by Montesano</p> <p>Updated any advisory committee templates</p>	<p>Annual dinner hosted by Aberdeen</p> <p>Update any advisory committee templates</p>
<p>Program of Study RCW 28A.700.020(2)(a)(b) (Criteria 12)</p>	<p>Renew Grays Harbor College articulations</p> <p>Addition of Pierce County course articulations</p>	<p>Continue vertical alignment 7-12</p> <p>Evaluate Pierce County articulation options</p>	<p>Explore articulations for HLC courses including hospitality and fashion design</p> <p>Evaluate Pierce County articulation options</p>	<p>Renew Grays Harbor College articulations</p> <p>Evaluate Pierce County articulation options</p>



CTE Four Year Planning Requirement Template

(formerly "District Wide Plan")

Quality Criteria	2022-2023	2023-2024	2024-2025	2025-2026
Certification Work based Learning RCW 28A.700.060(2)(c)(d) (Criteria 13A, 13B)	Incorporate WBL activities into all classes Add OSHA certifications, First-Aid/CPR options Partner with United Way for annual Gala catering	Incorporate WBL activities into all classes Expand certification opportunities for students in all programs	Incorporate WBL activities into all classes Explore safety certifications in Dragon Cafe	Incorporate WBL activities into all classes Expand certification opportunities for students in all programs
Career Guidance RCW 28A.700.010(3) (Criteria 14)	Resume annual career fair event at AHS Resume job shadow requirement for AHS juniors Established partnership with Aberdeen Police Department for Criminal Justice program - monthly guest presenters Miller field trips to AHS CTE programs	Continue Forestry field trips with Grays Harbor Youth Works Partner with Big Brothers Big Sisters for Forestry mentors/mentees Continue field trip and guest speaker opportunities within CTE programs in addition to Career Day	Expand Big Brothers Big Sisters partnership to other industry areas Continue field trip and guest speaker opportunities within CTE programs in addition to Career Day	Expand Big Brothers Big Sisters partnership to other industry areas Continue field trip and guest speaker opportunities within CTE programs in addition to Career Day
Program Evaluation RCW 28A.700.020(1) (Criteria 15)	NATEF renewal in automotive program	Early Achievers re-rating of Snug Harbor	Continue annual program evaluations with	Renew DOH/DSHS program approval for CNA program



CTE Four Year Planning Requirement Template

(formerly "District Wide Plan")

Quality Criteria	2022-2023	2023-2024	2024-2025	2025-2026
	Continue annual program evaluations with advisory committee members	Renew DOH/DSHS program approval for CNA program Continue annual program evaluations with advisory committee members	advisory committee members	Continue annual program evaluations with advisory committee members
Professional Development RCW 28A.700.005(4) (Criteria 16)	CTE PD Days in August for all CTE staff Support various conferences for CTE staff that align with district and program goals	Support various conferences for CTE staff that align with district and program goals	Plan CTE PD for all CTE staff Support various conferences for CTE staff that align with district and program goals	Support various conferences for CTE staff that align with district and program goals

Advisory Chairperson: _____

Date:

CTE Director: _____

Date:

**CONTRACT FOR SERVICES
BETWEEN
ABERDEEN SCHOOL DISTRICT #5**
(hereinafter referred to as ASD #5)
216 North "G" Street
Aberdeen, WA 98520

And

The YMCA of Grays Harbor
(hereinafter referred to as YMCA)

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

I. DUTIES OF YMCA

YMCA shall perform the following duties to the satisfactions of ASD #5's designee:

- A. The general objectives(s) of this contract shall be as follows:
 - Non exclusive use of Lap Pool for high school competitive swim program practices and exclusive use of Lap pool for competitions.
 - Non exclusive use of Lap Pool and Rec Pool for K-2nd grade classes for safety around water swim lesson program.

- B. In order to accomplish the general objectives(s) of this agreement, YMCA shall perform the following specific duties:
 - Provide a safe and well-maintained swimming facility.
 - Provide qualified lifeguards proportionate to the bather load during all aquatic activities.
 - Provide access to competitive swimming and diving equipment and training tools.
 - Exclusive use of the lap pool during agreed upon competitive swim practices and competitions.
 - Administer background checks for all YMCA staff.
 - Hire and schedule qualified staff.
 - Provide swim instructor scheduling and training.
 - Provide student skill evaluations.
 - Provide safety around water classroom and home curriculum.

- Provide one additional locker room attendant for all sessions of K-2nd safety around water.
- c. The time schedule for completion of YMCA's duties shall be within the program dates:
- School Year 2023-2024
 - High School Girls Swimming-Fall (12 weeks)
 - High School Boys Swimming-Winter (12 weeks)
 - Safety Around Water-September through June, 8 lessons per classroom

II. DUTIES OF ASD #5

In consideration of YMCA's satisfactory performance of the duties set forth herein, ASD #5 shall partner with the YMCA program as follows:

- A. Except for expressly provided herein, expenses necessary to YMCA's satisfactory performance of this agreement shall be invoiced to ASD #5 on the first day of each month; the total amount billed for the duration of this contract to fulfill said obligations shall not exceed \$95,000. The final billing will be dated July 31, 2024 or before.
- B. ASD #5 will ensure that all employees and District contracted staff have completed a criminal background check.
- C. ASD #5 will manage registration, eligibility, and WIAA compliance for all competitive athletes.
- D. ASD #5 will maintain custodial supervision of all students.
- E. ASD #5 will provide transportation to and from the YMCA facility.
- F. ASD #5 will provide one additional locker room attendant for all sessions of K-2nd safety around water.

III. PROHIBITION AGAINST ASSIGNMENT

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

IV. INDEPENDENT CONTRACTOR STATUS

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

V. INDEMNIFICATION

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

Similarly, ASD agrees to defend, indemnify and hold harmless YMCA, its directors, officers, and employees from and against all expenses, damages, losses, claims brought by third parties, and liabilities, direct, indirect, or consequential (including attorney's fees incurred) arising out of or resulting from the acts or omissions of ASD and/or its employees relating to the operation and use of the Health and Wellness program at Aberdeen High School.

VI. TERMINATION

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

VI. APPLICABLE LAW

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

VII. NON-DISCRIMINATION

No person shall, on the ground of race, creed, color, national origin, religion, sex, sexual orientation including gender expression or identity, the presence of any mental or physical disability, marital status, pregnancy, previous arrest (unless a clear and present danger exists) or incarceration be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any activity performed pursuant to this Agreement.

VIII. EFFECTIVE DATE-DURATION

This Agreement shall commence on the 1st day of August 2023. This agreement shall terminate at midnight on the 31st day of July 2024, with the sole exception of Section V (Indemnification) which shall continue to bind the parties.

IX. FEDERAL BACKUP WITHHOLDING INFORMATION

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

X. CERTIFICATION REGARDING DEBARMENT, SUPERVISION, AND ELIGIBILITY

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

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

YMCA of GRAYS HARBOR

Franzine Potts 8/10/23
Franzine Potts, Executive Director/CEO Date

ABERDEEN SCHOOL DISTRICT #5

Jeffrey Thake, Superintendent Date

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

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

216 North "G" Street
Aberdeen, WA 98520

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

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

I. DUTIES OF CHAVEZ BEAUTY SCHOOL

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

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

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

guilty to or has been convicted of any crime against children as specified in RCW 28A.400.330.

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

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

- School Year: August 30, 2023 – June 13, 2024
- Summer: June 15, 2024 - August 31, 2024

II. DUTIES OF ASD #5

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

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

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

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

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

III. PROHIBITION AGAINST ASSIGNMENT

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

IV. INDEPENDENT CONTRACTOR STATUS

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

V. INDEMNIFICATION

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

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

VI. TERMINATION

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

VI. APPLICABLE LAW

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

I. NON-DISCRIMINATION

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

II. EFFECTIVE DATE-DURATION

This Agreement shall commence on the 30th day of August 2023. This agreement shall terminate at midnight on the 31st day of August 2024, with the sole exception of Section V (Indemnification) which shall continue to bind the parties.

III. FEDERAL BACKUP WITHHOLDING INFORMATION

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

IV. CERTIFICATION REGARDING DEBARMENT, SUPERVISION, AND ELIGIBILITY

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

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

CHAVEZ BEAUTY SCHOOL

Maria Chavez, Business Owner

Date

ABERDEEN SCHOOL DISTRICT #5

Dr. Jeffrey Thake, Superintendent

Date

**Alternative Routes to Certification Program
Memorandum of Agreement (“Agreement”)**

Between
City University of Seattle
(hereinafter referred to as “University”)
521 Wall St., Seattle, WA 98121

And
Aberdeen School District
(hereinafter referred to as the “District”)

Regarding

CITY UNIVERSITY’S ALTERNATIVE ROUTES PROGRAM
(hereinafter referred to as “Program”)

This memorandum outlines the agreement between the University, an approved Washington State institution offering university credit courses through its School of Education and Leadership and the Aberdeen School District. The purpose of this partnership is for teacher preparation programs and single/multiple district partnerships to strengthen the Program with an emphasis on grow your own teacher strategies to address district staffing needs.

The Program will be carried out in accordance with Washington Administrative Code (WAC) 181-80 authorizing the Alternative Routes to Certification Program (previously RCW 28A.660.040), Authority WAC 181-80-002, Definitions WAC 181-80-005, Basic requirements WAC 181-80-010, and Program types WAC 181-80-020.

I. IT IS MUTUALLY AGREED THAT:

- A. The University and the District agree to implement the Program with candidate instruction beginning academic year July 1, 2023.
- B. The Program will offer a residency certification program for candidates seeking Special Education, ELL, Math and Gen-Ed endorsements. The Program consists of a minimum 24 undergraduate or graduate credits. The Program will offer Route(s) 1-4.

II. UNIVERSITY RESPONSIBILITIES:

- A. Identify key faculty member(s) who will work directly with the District(s) for the Program.
- B. Provide District(s) with promotional brochures and/or presentations to assist with Program recruitment.
- C. Review and admit Program candidates.

- D. Schedule and staff Program courses.
- E. Provide key faculty member(s) to implement the Program.
- F. Provide supervision and facilitate learning activities such as peer observation and feedback.
- G. Submit candidates for certification upon completion of the Program.

III. DISTRICT RESPONSIBILITIES:

- A. Identify a key contact(s) who will serve as a District liaison to the University.
- B. Provide as an attachment to this Agreement a brief description of how the district intends for the Program to support its workforce development plan.¹
- C. Work with the University to provide District employees who are interested in becoming teachers access to information about the Program and potential District support.
- D. Design candidate schedules and job assignments (Routes 1, 2, and 4), if possible, in ways which allow for compensation during the candidates' clinical and field experience hours.
- E. Select and provide mentors for candidates' clinical and field experiences, including, if possible, Route 3 candidates who are not employees.

IV. KEY ROLES AND RESPONSIBILITIES:

Responsibilities	University	District	Other	Other
Candidate recruitment*	x	x		
Candidate screening*	x	x		
Candidate selection*	x			
Candidate oversight*	x	x		
Additional field placement*	x	x		
540 hours clinical practice*	x	x		
Mentor selection*		x		
Mentor training*	x	x		
Mentor support*	x	x		
<p>NOTE: While the University screens and selects candidates for admission, the District has the right and responsibility to decide which employee candidates it will designate as Routes 1, 2 and 4. District will indicate assent to Route 1, 2 and 4 candidates by either (check one):</p> <p><input type="checkbox"/> Completing an appropriate District Authorization form (attached to Agreement) for each candidate</p> <p><input type="checkbox"/> The District key contact providing the University with a written list of candidates and routes</p>				

¹ Required in accordance with WAC 181-80-010.
CityU/District Alt.Routes MOA

V. KEY ACTIVIES AND TIMELINE

Activities	Timeline	Responsibility
Candidate recruitment*	Ongoing	University and District
Candidate screening*	January 1 – May 31	University and District
Candidate selection*	January 1 – June 30	University
Field placement*	October 1 – June 30	University and District
540 hours clinical practice*	January 1 – June 30	University and District
Mentor selection*	May 1 – March 31	District
Mentor training*	May 1 – March 31	University and District
NOTE: See Note above re Routes 1, 2 and 4.		

VI. PROGRAM MANAGEMENT

The following shall be the key contact person for all communications regarding the performance of this Agreement.

	Program	District
Name	Bryan Carter	
Title	Acad Prog Dir Udrgrad/Director	
Mailing address	521 Wall Street, Ste 100 Seattle WA 98121	
Telephone number	360-449-6715	
Email	bcarter@cityu.edu	

Terms of agreement and termination

This Agreement is effective beginning July 1, 2023. The Agreement may be amended by a written addendum signed by all parties and with final approval by PESB. The authorizing signatories for this Agreement are as follows:

City University of Seattle

Name: Bryan Carter, Ph.D Signature: 

Title: Academic Program Director; Director of Field Placements Date: 8/9/2023

District representative

Name: _____ Signature: _____

Title: _____ Date: _____

**PESB ONLY
MOA APPROVAL**

Date

Representative

Signature



DATE: June 23, 2023

TO: Dr. Jeffrey Thake, Superintendent
Aberdeen School District

FROM: Erin Wick
Director, Behavioral Health and Integrated Student Support
Capital Region ESD 113
Phone: 360.464.6849
Email: ewick@esd113.org

RE: 2023-24 Miller Jr High (Aberdeen) - Student Assistance Service Agreement

This letter is to confirm Miller Jr High School's participation in ESD 113 True North Student Assistance programming for the 2023-24 school year. The cost share for your district will be \$16,500, which provides comprehensive Student Assistance services at Miller Jr High

Please feel free to speak directly with me if you have questions about the True North services in your district this year.

Included in this letter is an interlocal agreement. Please sign the agreement as soon as possible.

ESD 113 will invoice your district one time in September 2023 for the full amount of the agreement. Please contact Chris Chitwood, 360-464-6874 or cchitwood@esd113.org for questions about the invoice.

Contract #	6212-IA-01669
Title	2023-24 Miller Jr High (Aberdeen) - Student Assistance Service Agreement

Contract for services provided by Capital Region ESD 113 dated this 22 day of June, 2023 between:

CAPITAL REGION ESD 113 (ESD 113)
6005 Tye Drive SW · Tumwater, WA 98512
AND
ABERDEEN SCHOOL DISTRICT (SCHOOL DISTRICT)
216 North G Street · Aberdeen, WA 98520

In consideration of the promises and conditions contained herein, ESD 113 and Agency do mutually agree as follows:

I. PURPOSE

The purpose of this Agreement is to provide integrated Student Assistance Program services that respond to risk factors that exist within the school and community environment; and by coordinating efforts between the Student Assistance Program, the School District and other Human Services agencies that improve student success.

II. RESPONSIBILITIES OF Aberdeen School District (School District)

In accordance with this Contract the Agency shall:

1. Participate in the Healthy Youth Survey grades 6th, 8th, 10th, and 12th as administered every two years.
2. Issue a Purchase Order to ESD 113 Student Assistance Program in the amount of \$ 16,500 for Student Assistance Program services.
3. Upon receipt of invoice from ESD 113, remit amount set forth above.
4. Ensure School District staff who directly engage with the Student Assistance Professional for the purposes of referral or program implementation hold all information and data relating to a client's behavioral health treatment and affiliation to the ESD's SAP program services as confidential in accordance with CFR 42 Part 2, as well as by any state or county statutes governing confidentiality. This includes redisclosure of said information to third parties.
5. Provide district level representation on the Student Support Advisory Committee for the purpose of comprehensive planning, resource allocation, and program development.
6. School Principal or designee agrees to participate fully in the school-community coalition (attending meetings monthly) – CPWI sites only
7. Aberdeen School District designated administrator will support the True North Student Assistance Services by:
 - Providing confidential space, locking file cabinet, internet access, and telephone for the Student Assistance Program staff within each district building (in-kind match).
 - Arranging time for Student Assistance Program staff to present at faculty meeting(s) to disseminate information about the program.
 - Meeting with the Student Assistance Program staff weekly to review schedule of planned events and assist with logistic of planning events.
 - Working with ESD 113 Student Assistance Program staff to support staff development training and evaluation activities (i.e. interviews, surveys and data related to student failing grades).
 - Ensuring student referral process, and student assistance teams (both student lead prevention club and faculty-community prevention partnerships) are operating.

8. Work with ESD 113 Student Assistance Program staff to implement the Student Assistance Program Services as defined in the program manual by:
 - Allowing release time for student 1-1 counseling support, behavioral health evaluations, alcohol and other drug screenings, and support groups.
 - Review and allow classroom prevention and mental health promotion presentations as needed.
 - Provide a point of contact for students and their families to coordinate appointments, counseling sessions, and general program information to students, families, and community.
 - Assist parents and students concerned about mental health or substance abuse problems and refer to appropriate True North staff for screening and/or referral to appropriate level of care.
 - Support and comply with all policies and procedures outlined in the Student Assistance Program manuals for the delivery of services.
9. Provide input into the evaluation of the ESD 113 counseling staff and program.

III. RESPONSIBILITY OF CAPITAL REGION ESD 113 (ESD 113)

In accordance with this Agreement, ESD 113 shall:

1. Serve as lead agency for addressing the provision of comprehensive behavioral health services, (if available by contract), to students attending the School District.
2. Ensure satisfactory completion and participation with Office of Superintendent of Public Instruction, Division of Behavioral Health and Recovery, and County mandated statistical gathering forms, as well as other forms necessary by appropriate agency.
3. Assist parents and students concerned about mental health or substance abuse problems in becoming aware of and being referred to appropriate staff and or community resources.
4. Employ Student Assistance Navigators or Professionals/Trainees to work in the School District to provide comprehensive behavioral health services or supports within the School District as determined by the parties for School Year 2023-24.
5. Pay all necessary salary and benefits including Workers Compensation for the Student Assistance Professional employed by ESD 113 to work in The School District.
6. Provide adequate supervision and support of all ESD Student Assistance staff to ensure high quality programing.
7. Ensure that Student Assistance Program staff follow all established ESD 113 Policies, Procedures, and job descriptions, and guidelines for the Student Assistance Program.
8. Coordinate all activities which include:
 - Providing professional development course offerings related to behavioral health prevention and intervention,
 - Assisting with needs assessment data review planning and development as part of school improvement planning.

IV. GENERAL TERMS

Services to be provided here under will begin September 2023 for the school year and be completed by August 2024. Services provided by the ESD 113 counseling staff will be based on the True North Program Model and may or may not include the following:

Screening/Assessments – In-depth profile which includes alcohol/drug history, family use and addiction history, legal involvement, school and peer relationships, medical and emotional issues. Information is gathered during a face to face interview and from diagnostic tools. Results and recommendations are then given to the youth and appropriate individuals with a release of information that is signed by the youth or parent of the youth if the child is under the age of 13.

Substance Abuse Education and Mental Health Promotion –Group sessions are designed to provide an opportunity to explore personal chemical involvement, develop an understanding the disease concept, the signs of progression and develop a commitment to abstinence. Other substance abuse education and mental health promotion activities will be provided by the SAP as appropriate, both school-wide and classroom based.

Individual Counseling – Counselors meet with the adolescent on an individual basis to work on attaining goals described in the Individual Service Plan.

Group Therapy– Utilizing the group process, services are provided to an individual in a group setting to assist the individual in attaining goals described in the individual service plan. Each group is limited to 12 participants with a single student assistance professional.

Family Counseling – Family therapy services are services provided for the direct benefit of the individual client with family members and/or other relevant persons in attendance. The individual client may or may not be present for the session.

Case Management – A service provided for those adolescents involved in multiple systems that are in need of more intensive monitoring and case planning.

V. TERM OF THE CONTRACT

The initial term start of this Contract is 9/1/2023 through 8/31/2024.

Auto-renewing? NO

VI. PAYMENT PROVISIONS

For satisfactory performance of the work as set forth in the “Responsibilities of Capital Region ESD 113”; the Agency shall pay **\$16,500 (sixteen thousand five hundred dollars)**

Capital Region ESD 113 shall submit a properly computed invoice to the district in September 2023.

SIGNATURES

In witness whereof, Capital Region ESD 113 and the Agency certify that they have read, understand, and executed this entire agreement.

_____ Date _____
Capital Region ESD 113 Authorized Signor

_____ Date _____
School District Signature

Original copy to be signed, returned to Capital Region ESD 113, and approved by its designee prior to the commencement of services.

**CAPITAL REGION ESD 113
INTERLOCAL AGREEMENT AR
FORM 6212-IA
Page 4 of 4**

AUTHORITY

This agreement between Capital Region ESD 113 and AGENCY, is entered into in accordance with the authority granted in the Interlocal Cooperation Act, RCW 39.34.030 and provisions that authorize educational service districts and school districts to contract with each other for services, specifically 28A.310.010, 28A.310.180, 28A.310.200, 28A.320.080 and 28A.320.035

The provisions of educational, instructional or specialized services in accordance with this Agreement shall improve student learning or achievement.

A separate legal entity is not being created. Capital Region ESD 113 shall administer the joint undertaking described in the terms of this Agreement.

PAYMENTS

The Agency or its designee determines that the services or goods provided by Capital Region ESD 113 are satisfactory, provided that such determination shall be made within a reasonable time and not be unreasonably withheld.

Interim payments during the contract are allowed as specified. Any date specified herein for payment(s) shall be considered extended as necessary to process and deliver a warrant for the amount(s). Such extension will be not greater than thirty (30) days following completion of the service and receipt of an appropriate invoice, whichever occurs later.

INDEMNIFICATION

The Agency or its designee indemnifies and shall defend and hold Capital Region ESD 113, its employees, agents and representatives, harmless from and against all third-party claims, actions, liens, suits or proceedings asserted against Capital Region ESD 113 that are related to the Agency's obligations or performance under this Contract. The Agency shall timely reimburse Capital Region ESD 113 for all costs, expenses, damages, losses, liabilities or obligations, including reasonable attorney's fees, incurred by Capital Region ESD 113 as a result of such third-party claims, actions, liens, suits or proceedings.

DISPUTES

Notice of potential disputes between the Agency and Capital Region ESD 113 on the interpretation of the content of this contract or any appendices must be served in writing to the other party to this contract. There shall be an attempt to resolve the dispute, but if resolution is not possible, each party shall submit their position and supporting documentation to Capital Region ESD 113 Board of Directors, whose decision shall be final.

TERMINATION

This agreement may be terminated by Capital Region ESD 113 or any designee thereof at any time, with or without reason, upon written notification thereof to the Agency. The notice shall specify the date of termination and shall be conclusively deemed to have been delivered and received by Agency as of midnight of the second day following the date of its posting in the United States mail addressed as first noted herein in the absence of proof of actual delivery to and receipt by Agency by mail or other means at an earlier date and/or time.

In the event of termination by Capital Region ESD 113, Agency shall be entitled to an equitable proration of the total compensation provided herein for uncompensated services which have been performed as of termination, and to the reimbursement of expenses incurred as of termination, but solely to the extent such expenses are reimbursable pursuant to the provision of the agreement.

VERBAL AGREEMENTS

This written agreement constitutes the mutual agreement of Agency and Capital Region ESD 113 in whole. No alteration or variation of the terms of this agreement and no oral understandings or agreements not incorporated herein, shall be binding unless such amendments have been mutually agreed to in writing.

APPLICABLE LAW


This agreement shall be governed by the laws of the State of Washington. Venue for any legal action shall be proper only in Thurston County, Washington. Agency shall comply, where applicable, with the Agency Work Hours and Safety Standards Act and any other applicable federal and state statutes, rules and regulations.

CONTRACTOR'S SIGNATURE

Agency and/or Agency's employee(s) or agent(s) signing this document certifies that he/she is the person duly qualified and authorized to bind the Agency so identified to the foregoing agreement, and under penalty of perjury certifies the federal identification number or social security number provided is correct.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND INELIGIBILITY

If federal funds are the basis for this agreement, Capital Region ESD 113 certifies that neither it nor its principals are presently debarred, declared ineligible, or voluntarily excluded from participation in transactions by any federal department or agency.

ESD 113 PROGRAM MANAGER Erin Wick	PROGRAM ACCOUNT CODE 2010
BILLING RESPONSIBILITY	<input checked="" type="checkbox"/> PROGRAM (Program will be responsible for notifying Business Office when work is ready to be invoiced.)
	<input type="checkbox"/> BUSINESS OFFICE (Contract will be billed exactly as written in section V. PAYMENT PROVISIONS)
BOARD NOTIFICATION If contract/consortium is over \$50,000, summary sent to ESD Contracts Office.	<input type="checkbox"/> YES <input checked="" type="checkbox"/> N/A
AGENCY CONTACT NAME: Jeffrey Thake	EMAIL: JTHAKE@ASD5.ORG
AUTHORIZED SIGNOR NAME:	EMAIL:
CONTRACT OFFICE APPROVAL – In accordance with Capital Region ESD 113 Contract Procedure 6212-P	
 <i>ESD Contracts</i> Contract Office Approval	



Educational Service District 113
My Partner for Learning Solutions

QUALIFIED SERVICE ORGANIZATION/BUSINESS ASSOCIATE AGREEMENT

BETWEEN

CAPITAL REGION EDUCATIONAL SERVICE DISTRICT 113

TRUE NORTH—STUDENT ASSISTANCE & TREATMENT SERVICES

AND

Aberdeen School District

This Qualified Service Organization/Business Associate Agreement (“Agreement”) is entered into as of 9/1/2023 (“Effective Date”) by and between Educational Service District 113 (CRESD113) True North—Student Assistance and Treatment Services (“Capital Region ESD 113”) and Aberdeen School District (“Contractor”), collectively referred to herein as the “Parties” and each is individually referred to as a “Party.”

WHEREAS, CRESD 113, True North—Student Assistance and Treatment Services is a Covered Entity as that term is defined in the Health Insurance Portability and Accountability Act (“HIPAA”) Privacy Rule at 45 CFR § 160.103;

WHEREAS, Capital Region ESD 113 operates a federally assisted Part 2 Program that must comply with the federal Confidentiality of Substance Use Disorder Patient Records law and regulations, 42 USC §290dd-2 and 42 CFR Part 2 (collectively, “Part 2”);

WHEREAS, Capital Region ESD 113 has contracted with Contractor to provide it with certain services and functions as described in the Underlying Services Agreement which involve disclosure of protected health information (“PHI”) to Contractor or for which Contractor shall create, receive, maintain or transmit PHI on behalf of Capital Region ESD 113;

WHEREAS, in providing such services and functions and receiving, creating, maintaining or transmitting PHI, Contractor is Capital Region ESD 113’s Business Associate as that term is defined in the HIPAA Privacy Rule at 45 CFR § 160.103 and is a Qualified Service Organization as that term is defined in Part 2 at 42 CFR § 2.11;

WHEREAS, the Parties intend to protect the privacy and provide for the security of PHI disclosed to and/or by Contractor pursuant to this Agreement and the Underlying Services Agreement (if applicable) in compliance with applicable federal laws and regulations, including HIPAA and the Privacy, Security, Breach Notification, and Enforcement Rules promulgated by the U.S. Department of Health and Human Services and found at 45 CFR Part 160 and Part 164 (the “HIPAA Regulations”); the Health Information Technology for Economic and Clinical Health Act (the “HITECH Act”), enacted under Title XIII of the American Recovery and Reinvestment Act, Public Law 111-005 and the regulations promulgated thereunder (collectively referred to as the “HIPAA Rules” for the purposes of this Agreement); the federal Confidentiality of Substance Use Disorder Patient Records law and regulations, 42 USC §290dd-2 and 42 CFR Part 2 (collectively, “Part 2”); and applicable state laws and regulations;

WHEREAS, pursuant to the HIPAA Rules and Part 2, Contractor must agree in writing to certain mandatory provisions regarding the use and disclosure of PHI; and

WHEREAS, the Parties wish to enter into this Agreement to comply with the requirements of the HIPAA Rules and Part 2.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

ARTICLE I DEFINITIONS

- 1.1 Terms used, but not otherwise defined, in this Agreement shall have the same meaning as those terms are defined by the HIPAA Rules and/or by Part 2 as in effect or as amended from time to time.
- 1.1.1 “Breach” shall have the same meaning as the term “breach” in 45 CFR § 164.402.
- 1.1.2 “Notice” shall mean the notice required by 45 CFR §§ 164.404, 164.406, and 164.408, as applicable.
- 1.1.3 “Protected Health Information” or “PHI” shall have the same meaning as “protected health information” at 45 CFR § 160.103 and shall include patient identifying information protected by Part 2.
- 1.1.4 “Privacy Rule” shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 CFR Part 160, Subpart A, and Part 164, Subpart E.
- 1.1.5 “Secretary” shall mean the Secretary of the Department of Health and Human Services or their designee.
- 1.1.6 “Security Incident” shall have the same meaning as the term “security incident” in 45 CFR § 164.304, limited to incidents that involve or affect Contractor’s information systems that contain Capital Region ESD 113’s electronic PHI.
- 1.1.7 “Unsecured Protected Health Information” (or “Unsecured PHI”) shall have the same meaning as the term “unsecured protected health information” in 45 CFR § 164.402.

ARTICLE II PERMITTED USES AND DISCLOSURES

- 2.1 All PHI that is created by or received from Capital Region ESD 113 and disclosed or made available in any form, including paper record, oral communication, audio recording, and electronic display, by Capital Region ESD 113 or its operating units to Contractor, or is created or received by Contractor on Capital Region ESD 113’s behalf, shall be subject to this Agreement.
- 2.2 Except as otherwise limited in this Agreement and the Underlying Services Agreement (if applicable), Contractor may use or disclose PHI on behalf of, or to provide services to, Capital Region ESD 113 for the following specific purposes: statistical analysis, data management, report writing, care coordination, and consultation services.
- 2.3 Except as otherwise limited in this Agreement and the Underlying Services Agreement (if applicable), Contractor may also use PHI as follows:
- a. For the proper management and administration of Contractor
 - b. To carry out the legal responsibilities of Contractor
 - c. To provide data aggregation services relating to certain health care operations of Capital Region ESD 113
- 2.3 Contractor may not use or disclose PHI if such use or disclosure would be a violation of the HIPAA Rules if done by Capital Region ESD 113.

- 2.4 Vender shall request, use and disclose only the minimum amount of PHI necessary to accomplish the purposes of the request, use or disclosure as permitted in this Agreement or the Underlying Services Agreement.
- 2.5 With regard to the privacy and security of the PHI, the provisions of this Agreement shall prevail over any provisions in the Underlying Services Agreement (if applicable) or any other agreements between the Parties that may conflict or appear inconsistent with any provision in this Agreement. This Agreement supersedes any previous Business Associate Agreement or Qualified Service Organization Agreement signed by the Parties. Any ambiguity in this Agreement shall be resolved in favor of a meaning that permits compliance with HIPAA and Part 2.
- 2.6 Contractor agrees it will not use or further disclose PHI other than as permitted or required by this Agreement or as required by law. Contractor may not use or disclose PHI if such use or disclosure would be a violation of other applicable law.
- 2.7 Contractor acknowledges that in receiving, transmitting, transporting, storing, processing or otherwise dealing with any PHI received from Capital Region ESD 113 identifying or otherwise relating to the patients of Capital Region ESD 113, it is fully bound by the provisions of Part 2.

ARTICLE III

RESPONSIBILITIES OF QUALIFIED SERVICE ORGANIZATION/BUSINESSASSOCIATE

- 3.1 Safeguards. Contractor agrees to use appropriate safeguards and comply with 45 CFR Part 164, Subpart C and 42 CFR § 2.16 to prevent use or disclosure of PHI other than as permitted by this Agreement and the Underlying Services Agreement (if applicable).
- 3.2 Reporting Improper Uses and Disclosures. Contractor shall report to Capital Region ESD 113 by contacting Privacy Officer by telephone at 360-464-6874 and in writing via mail to Privacy Officer- Chris Chitwood at 6005 Tye Dr SW Tumwater WA, 98512 any use or disclosure of PHI not permitted by this Agreement of which it becomes aware, including potential Breaches of Unsecured PHI as required at 45 CFR § 164.410, and any successful Security Incident of which it becomes aware. This reporting shall occur within 48 hours of discovery of the potential Breach or other inappropriate use or disclosure of PHI. The parties acknowledge and agree, however, that this Section constitutes notice by Contractor to Capital Region ESD 113 of the ongoing existence and occurrence of attempted but unsuccessful Security Incidents for which no further notice to Capital Region ESD 113 shall be required. Such unsuccessful Security Incidents shall include, but not be limited to, pings and other broadcast attacks on Contractor's firewall, port scans, unsuccessful log-on attempts, denials of service and any combination of the above, so long as no such incident results in unauthorized access, use or disclosure of Capital Region ESD 113's electronic PHI.
- 3.3 Breach of Unsecured PHI.
 - 3.3.1 A potential Breach of Unsecured PHI by Contractor shall be determined to be discovered on the first date that Contractor knows of the potential Breach or, by exercising reasonable diligence, would have known of the potential Breach.
 - 3.3.2 Within a time period to be determined by Capital Region ESD 113, but in no case later than five (5) days, Contractor shall notify Capital Region ESD 113's Privacy Officer – Chris Chitwood in writing via 6005 Tye Dr SW Tumwater WA 98512 of any potential Breach, which shall include the following information, to the extent possible:
 - a. A brief description of what happened, including the date of the potential Breach and the date of the discovery of the potential Breach;
 - b. A description of the type of Unsecured PHI involved;
 - c. The name of each Individual whose Unsecured PHI has been, or is reasonably believed by Business Associate to have been, accessed, acquired, or disclosed;

- d. Any steps that Individuals should take to protect themselves from potential harm; and
 - e. A brief description of what Contractor is doing to investigate the potential Breach, to mitigate harm to Individuals, and to protect against further potential Breaches.
- 3.3.3 Contractor agrees that Capital Region ESD 113 will, in its sole discretion, determine whether a Breach has occurred following its completion of a risk assessment as described at 45 CFR § 164.402.
- 3.3.4 Capital Region ESD 113 reserves the right to oversee the Notice process for Breaches caused by Contractor. Capital Region ESD 113 also reserves the right to require Contractor to provide the required Notices to affected individuals (as required by 45 CFR § 164.404), to the media (as required under 45 CFR § 164.406) and/or to the Secretary (as required under 45 CFR § 164.408).
- a. In the event that Capital Region ESD 113 provides the required Notices, Capital Region ESD 113 reserves the right to be reimbursed by Contractor for reasonable costs related to providing such Notices.
 - b. In the event that Contractor is to provide the Notice required by 45 CFR § 164.404 but does not have all necessary information to fulfill the Notice obligations, Contractor shall notify Capital Region ESD 113 of the needed information within ten (10) days of the Breach determination. The request shall be detailed and inform Capital Region ESD 113 of the specific information necessary for Contractor to comply with the Notice provisions of 45 CFR § 164.404. Capital Region ESD 113 will provide the requested information to Contractor within ten (10) days of receipt of Contractor's request.
- 3.4 Mitigation. Contractor agrees to mitigate, to the extent practicable, any harmful effect that is known to Contractor of a use, disclosure or Breach of PHI by Contractor in violation of the requirements of this Agreement. To the extent Contractor is responsible for a Breach or Security Incident, Contractor shall be obligated for the costs associate with mitigating the Breach.
- 3.5 Agents and Subcontractors. In the event that Contractor is permitted by law to provide PHI to an agent or subcontractor, Contractor agrees to ensure that any agent or subcontractor that creates, receives, maintains or transmits PHI received from, or created or received by Contractor on behalf of Capital Region ESD 113, agrees, in writing, to the same restrictions, conditions and requirements that apply under this Agreement to Contractor with respect to such PHI.
- 3.6 Right of Access. Contractor agrees to make PHI available to Capital Region ESD 113 or to an individual as directed by Capital Region ESD 113 in accordance with the access of individuals to PHI set forth in 45 CFR § 164.524 in a time and in a manner that are mutually agreeable to the Parties.
- 3.7 Right of Amendment. Contractor agrees to make PHI available for amendment and to incorporate any amendments to PHI as directed or agreed to by Capital Region ESD 113 in accordance with the amendment of PHI as set forth in 45 CFR § 164.526 in a time and manner that are mutually agreeable to the Parties.
- 3.8 Right to Accounting of Disclosures. Contractor agrees to maintain the documentation required to provide an accounting of disclosures of PHI as necessary to satisfy Capital Region ESD 113's obligations under 45 CFR § 164.528. Contractor shall make this information available to Capital Region ESD 113 or to an individual if directed by Capital Region ESD 113 as necessary for Capital Region ESD 113 to provide an accounting of disclosures in accordance with 45 CFR § 164.528.
- 3.9 Books and Records. Contractor agrees to make its internal practices, books, and records, including policies and procedures, relating to the privacy and security of PHI, and the use and disclosure of PHI received from, or created or received by Contractor on behalf of Capital Region ESD 113 available to Capital Region ESD 113 in a time and manner that are mutually agreeable to the Parties and to the Secretary for purposes of determining Capital Region ESD 113's compliance with the HIPAA Rules.

- 3.10 Whistleblowers. Contractor may not threaten, intimidate, coerce, harass, discriminate against, or take any other retaliatory action against any person for, in relation to this Agreement, filing a complaint with the Secretary for perceived HIPAA violations; testifying, assisting, or participating in an investigation, compliance review, proceeding, or hearing involving a perceived HIPAA violation; or opposing any act or practice made unlawful by HIPAA, provided the person has a good faith belief that the practice opposed is unlawful, and the manner of opposition is reasonable and does not involve a prohibited disclosure of Capital Region ESD 113's PHI.
- 3.11 Specific Responsibilities Related to PHI Protected by Part 2. Contractor agrees that, if necessary, it will resist in judicial proceedings any efforts to obtain access to PHI related to substance use disorder diagnosis, treatment or referral for treatment except as permitted by Part 2.

ARTICLE IV TERM AND TERMINATION

- 4.1 Term. This Agreement shall become effective on the Effective Date and shall terminate when all of the PHI provided by Capital Region ESD 113 to Contractor, or created or received by Contractor on behalf of Capital Region ESD 113, is destroyed or returned to Capital Region ESD 113, or, if it is infeasible to return or destroy PHI, protections are extended to PHI, in accordance with the termination provisions in Section 4.3 of this Agreement.
- 4.2 Termination by Capital Region ESD 113. Capital Region ESD 113 shall be permitted to immediately terminate this Agreement, and any other agreement between the Parties that involves the use or disclosure of PHI, in the event that Contractor has materially breached this Agreement. In addition, Capital Region ESD 113 may terminate this Agreement without cause upon thirty days written notice to Contractor.
- 4.3 Effect of Termination.
- 4.3.1 Except as provided in 4.3.2, upon termination of this Agreement for any reason, Contractor shall, as directed by Capital Region ESD 113, return or destroy all PHI received from Capital Region ESD 113, or created or received by Contractor on behalf of Capital Region ESD 113. Contractor shall retain no copies of the PHI. This provision shall apply to PHI that is in the possession of subcontractors or agents of Contractor. Contractor shall provide Capital Region ESD 113 with written assurances that all PHI associated with this Agreement and the Underlying Services Agreement (if applicable) has been returned or destroyed. The written assurances shall be signed by an executive responsible for the department who returned or destroyed the PHI and shall be given to Capital Region ESD 113 within thirty (30) business days of the termination of this Agreement.
- 4.3.2 In the event Contractor determines that returning or destroying the PHI is infeasible, Contractor shall provide Capital Region ESD 113 with written notification of the conditions that make return or destruction infeasible. If Capital Region ESD 113 is in agreement that return or destruction is not feasible, then Contractor shall extend the protections of this Agreement to the PHI and shall limit further uses and disclosures of the PHI to those purposes that make the return or destruction of the PHI infeasible, for as long as Contractor maintains such PHI.

**ARTICLE V
MISCELLANEAOUS**

- 5.1 Indemnification. Contractor shall indemnify and hold Capital Region ESD 113 harmless from and against all claims, liabilities, judgments, fines, assessments, penalties, awards or other expenses, of any kind or nature whatsoever, including, without limitation, attorney’s fees, expert witness fees, and costs of investigation, litigation or dispute resolution, relating to or arising out of any breach or alleged breach of this Agreement by Contractor.
- 5.2 Regulatory Reference. A reference in this Agreement to a section of HIPAA or Part 2 means the section as in effect or as amended.
- 5.3 Preemption. In the event of an inconsistency between the provisions of this Agreement and mandatory provisions of the applicable federal confidentiality laws (the HIPAA Rules and Part 2) the federal confidentiality laws shall control. In the event of an inconsistency between the applicable federal confidentiality laws and other applicable confidentiality laws, the more restrictive provisions will control.
- 5.4 Independent Entities. None of the provisions of this Agreement are intended to create, nor shall any be construed to create, any relationship between the Parties other than that of independent entities contracting with each other solely to effectuate the provisions of the Agreement.
- 5.5 Severability. The invalidity or unenforceability of any term or provision of this Agreement shall not affect the validity or enforceability of any other term or provision.
- 5.6 Amendments. The Parties agree to take such action as is necessary to amend this Agreement from time to time as is necessary for Capital Region ESD 113 to comply with the requirements of the HIPAA Rules and Part 2.
- 5.7 No Third-Party Beneficiaries. This Agreement shall not in any manner whatsoever confer any rights upon or increase the rights of any third-party.
- 5.8 Survival of Terms. The obligations of Contractor under Article II, III and Section 4.3.2 (if applicable) of this Agreement shall survive the expiration, termination, or cancellation of this Agreement and shall continue to bind Contractor, its agent’s employees, contractors, successors, and assigns as set forth herein.
- 5.9 Interpretation. Any ambiguity in this Agreement shall be resolved to permit Capital Region ESD 113 to comply with HIPAA and Part 2.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the month, day and year written below.

Dana Anderson, Superintendent CR-ESD 113

Date

Contractor

Date



MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“**MOU**”) is between the Aberdeen School District (“**District**”) and Basics NW, LLC (“**Agency**”) and is effective upon execution by both parties.

1. **Purpose.** The purpose of this MOU is to enable Agency to provide necessary treatment funded through outside sources to students at District facilities to allow greater access to treatment across different settings or environments.
2. **Duration.** This MOU is effective for the 2023-2024 school year, unless terminated earlier in accordance with this MOU.
3. **Services.** Agency may provide the following necessary treatment or services for students who Agency has determined are eligible for such treatment or services at District facilities:
 - a. Counseling
 - b. Peer Services
4. **Service Delivery.** All services provided by Agency under this MOU will be performed under the direction and supervision of Agency. Agency agrees to ensure that the delivery of services authorized by this MOU does not interfere with the District’s educational program or provision of instruction and services to students, including the provision of a free, appropriate public education under the Individuals with Disabilities Education Act (“**IDEA**”) to eligible students with disabilities.
5. **Educational Services.** The District maintains full responsibility and authority for the educational programs of its students. Treatment or services authorized by this MOU are not educational services and may not be construed as a component of a student’s educational program.
6. **Parent Consent.** Before providing services to a student at a District facility, Agency must provide the District with evidence that the student’s parent/guardian has provided written consent for the student to receive the services. The student’s parent/guardian must also sign a release of information form authorizing the District and Agency to exchange information and records related to the student.
7. **Compensation.** Agency is responsible for all costs and expenses associated with the services authorized by this MOU. The District will not provide Agency with any compensation for services authorized by this MOU.
8. **Compliance with Laws.** Agency and its employees must comply with all laws, rules, regulations, and other requirements applicable to the treatment or services provided by Agency at District facilities.
9. **Proof of Vaccination.** Agency and any of its employees, agents, volunteers, and contractors who will provide services at a District facility attests that the Agency has verified proof of full vaccination against COVID-19, or an applicable exemption before initiating services.
10. **Health and Safety Measures.** When providing services at a District facility, Agency and its employees must comply with all COVID-19 health and safety measures required by the Department of Health, the Governor, and the District, including wearing a mask/face covering.

MEMORANDUM OF UNDERSTANDING

11. **Criminal Background Check.** Agency and any of its employees, agents, volunteers, and contractors who will provide services at a District facility must complete and pass a background check through the Washington state patrol criminal identification system, including a fingerprint check, and through the Federal Bureau of Investigation criminal justice information systems. Background checks must be completed at Agency's expense prior to the start of services. Agency will maintain record reports and make them available to the District upon request.
 - a. **Disqualifying Criminal Records.** Agency and any of its employees, agents, volunteers, and contractors who have pled guilty to or been convicted of any felony crime specified under RCW 28A.400.322 are prohibited from providing services at a District facility.
12. **Confidentiality.** Agency and all of its employees, agents, volunteers, and contractors must comply with the Family Educational Rights and Privacy Act, 20 U.S.C. Section 1232g, 34 C.F.R. Part 99; WAC 392-172A- 05180 through 392-172A-05245; and the Health Insurance Portability and Accountability Act of 1996 with respect to the confidentiality of personally identifiable information and education, health, and medical records.
13. **License and Certification Requirements.** Agency must ensure that it and any of its employees, agents, volunteers, and contractors who provide services at District facilities comply with all Washington state licensing, accreditation, and/or certification requirements applicable to the services.
14. **Insurance.** Agency will provide the District with evidence of Professional Liability insurance in the amount of at least one million dollars (\$1,000,000.00).
15. **Independent Contractor.** This MOU may not be construed to create a partnership, agency relationship, or employer-employee relationship between the District and Agency or any of its employees, agents, volunteers, and contractors.
16. **Workers' Compensation.** Agency expressly waives any immunity or limitations (e.g., on the type or amount of damages, compensation, benefits, or liability payable by Agency) under any industrial insurance, workers' compensation, disability benefit or similar law, rule, regulation or order of any governmental authority having jurisdiction (including, but not limited to, the Washington Industrial Insurance Act, Title 51 of the Revised Code of Washington).
17. **Indemnification.** All activities performed by Agency and its employees, agents, volunteers, and contractors are done under Agency's supervision at its own risk. Agency agrees to indemnify, defend, and hold the District harmless from any liability, claim, loss, damages, injuries, or expenses arising out of Agency's provision of services authorized by this MOU.
18. **Termination.** Either party may terminate this MOU for any reason by providing written notice 30 days prior to the termination. The District may terminate this MOU effective immediately if the District determines that termination is necessary for the health, safety, welfare, or education of students or staff members.
19. **Governing Law.** This MOU shall be construed and interpreted in accordance with the laws of the State of Washington and the United States.



MEMORANDUM OF UNDERSTANDING

By signing below, each party certifies its agreement to the terms of this MOU.

ABERDEEN SCHOOL DISTRICT

Basics NW, LLC

Signature

Date

Name

Title

Matthew Woodard *8/9/23*

Signature

Date

Matthew Woodard *8/9/23*

Name

CEO

Title



MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“**MOU**”) is between the Aberdeen School District (“**District**”) and Behavioral Health Resources - BHR (“**Agency**”) and is effective upon execution by both parties.

1. **Purpose.** The purpose of this MOU is to enable Agency to provide necessary treatment funded through outside sources to students at District facilities to allow greater access to treatment across different settings or environments.
2. **Duration.** This MOU is effective for the 2023-2024 school year, unless terminated earlier in accordance with this MOU.
3. **Services.** Agency may provide the following necessary treatment or services for students who Agency has determined are eligible for such treatment or services at District facilities:
 - a. Counseling
 - b. Peer Services
4. **Service Delivery.** All services provided by Agency under this MOU will be performed under the direction and supervision of Agency. Agency agrees to ensure that the delivery of services authorized by this MOU does not interfere with the District’s educational program or provision of instruction and services to students, including the provision of a free, appropriate public education under the Individuals with Disabilities Education Act (“**IDEA**”) to eligible students with disabilities.
5. **Educational Services.** The District maintains full responsibility and authority for the educational programs of its students. Treatment or services authorized by this MOU are not educational services and may not be construed as a component of a student’s educational program.
6. **Parent Consent.** Before providing services to a student at a District facility, Agency must provide the District with evidence that the student’s parent/guardian has provided written consent for the student to receive the services. The student’s parent/guardian must also sign a release of information form authorizing the District and Agency to exchange information and records related to the student.
7. **Compensation.** Agency is responsible for all costs and expenses associated with the services authorized by this MOU. The District will not provide Agency with any compensation for services authorized by this MOU.
8. **Compliance with Laws.** Agency and its employees must comply with all laws, rules, regulations, and other requirements applicable to the treatment or services provided by Agency at District facilities.
9. **Proof of Vaccination.** Agency and any of its employees, agents, volunteers, and contractors who will provide services at a District facility attests that the Agency has verified proof of full vaccination against COVID-19, or an applicable exemption before initiating services.
10. **Health and Safety Measures.** When providing services at a District facility, Agency and its employees must comply with all COVID-19 health and safety measures required by the Department of Health, the Governor, and the District, including wearing a mask/face covering.

MEMORANDUM OF UNDERSTANDING

11. **Criminal Background Check**. Agency and any of its employees, agents, volunteers, and contractors who will provide services at a District facility must complete and pass a background check through the Washington state patrol criminal identification system, including a fingerprint check, and through the Federal Bureau of Investigation criminal justice information systems. Background checks must be completed at Agency's expense prior to the start of services. Agency will maintain record reports and make them available to the District upon request.
 - a. **Disqualifying Criminal Records**. Agency and any of its employees, agents, volunteers, and contractors who have pled guilty to or been convicted of any felony crime specified under RCW 28A.400.322 are prohibited from providing services at a District facility.
12. **Confidentiality**. Agency and all of its employees, agents, volunteers, and contractors must comply with the Family Educational Rights and Privacy Act, 20 U.S.C. Section 1232g, 34 C.F.R. Part 99; WAC 392-172A- 05180 through 392-172A-05245; and the Health Insurance Portability and Accountability Act of 1996 with respect to the confidentiality of personally identifiable information and education, health, and medical records.
13. **License and Certification Requirements**. Agency must ensure that it and any of its employees, agents, volunteers, and contractors who provide services at District facilities comply with all Washington state licensing, accreditation, and/or certification requirements applicable to the services.
14. **Insurance**. Agency will provide the District with evidence of Professional Liability insurance in the amount of at least one million dollars (\$1,000,000.00).
15. **Independent Contractor**. This MOU may not be construed to create a partnership, agency relationship, or employer-employee relationship between the District and Agency or any of its employees, agents, volunteers, and contractors.
16. **Workers' Compensation**. Agency expressly waives any immunity or limitations (e.g., on the type or amount of damages, compensation, benefits, or liability payable by Agency) under any industrial insurance, workers' compensation, disability benefit or similar law, rule, regulation or order of any governmental authority having jurisdiction (including, but not limited to, the Washington Industrial Insurance Act, Title 51 of the Revised Code of Washington).
17. **Indemnification**. All activities performed by Agency and its employees, agents, volunteers, and contractors are done under Agency's supervision at its own risk. Agency agrees to indemnify, defend, and hold the District harmless from any liability, claim, loss, damages, injuries, or expenses arising out of Agency's provision of services authorized by this MOU.
18. **Termination**. Either party may terminate this MOU for any reason by providing written notice 30 days prior to the termination. The District may terminate this MOU effective immediately if the District determines that termination is necessary for the health, safety, welfare, or education of students or staff members.
19. **Governing Law**. This MOU shall be construed and interpreted in accordance with the laws of the State of Washington and the United States.



MEMORANDUM OF UNDERSTANDING

By signing below, each party certifies its agreement to the terms of this MOU.

ABERDEEN SCHOOL DISTRICT

Behavioral Health Resources (BHR)

Signature

Date

Name

Title

Ian Harrel

8/8/2023

Signature

Date

Ian Harrel

Name

Chief Operations Officer

Title



MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“MOU”) is between the Aberdeen School District (“**District**”) and Community Integrated Health Services, LLC (“**Agency**”) and is effective upon execution by both parties.

1. **Purpose.** The purpose of this MOU is to enable Agency to provide necessary treatment funded through outside sources to students at District facilities to allow greater access to treatment across different settings or environments.
2. **Duration.** This MOU is effective for the 2023-2024 school year, unless terminated earlier in accordance with this MOU.
3. **Services.** Agency may provide the following necessary treatment or services for students who Agency has determined are eligible for such treatment or services at District facilities:
 - a. Counseling
 - b. Peer Services
4. **Service Delivery.** All services provided by Agency under this MOU will be performed under the direction and supervision of Agency. Agency agrees to ensure that the delivery of services authorized by this MOU does not interfere with the District’s educational program or provision of instruction and services to students, including the provision of a free, appropriate public education under the Individuals with Disabilities Education Act (“**IDEA**”) to eligible students with disabilities. Agency will have access to a private and secure area to perform duties.
5. **Educational Services.** The District maintains full responsibility and authority for the educational programs of its students. Treatment or services authorized by this MOU are not educational services and may not be construed as a component of a student’s educational program.
6. **Parent Consent.** Before providing services to a student at a District facility, Agency must provide the District with evidence that the student’s parent or guardian has provided written consent for the student to receive the services. The student’s parent or guardian must also sign a release of information form authorizing the District and Agency to exchange information and records related to the student.
7. **Compensation.** Agency is responsible for all costs and expenses associated with the services authorized by this MOU. The District will not provide Agency with any compensation for services authorized by this MOU.
8. **Compliance with Laws.** Agency and its employees must comply with all laws, rules, regulations, and other requirements applicable to the treatment or services provided by Agency at District facilities.
9. **Proof of Vaccination.** Agency and any of its employees, agents, volunteers, and contractors who will provide services at a District facility attests that the Agency has verified proof of full vaccination against COVID-19, or an applicable exemption before initiating services.
10. **Health and Safety Measures.** When providing services at a District facility, Agency and its employees must comply with all COVID-19 health and safety measures required by the Department of Health, the Governor, and the District, including wearing a mask/face covering.



MEMORANDUM OF UNDERSTANDING

11. **Criminal Background Check**. Agency and any of its employees, agents, volunteers, and contractors who will provide services at a District facility must complete and pass a background check through the Washington State Patrol criminal identification system, including a fingerprint check, and through the Federal Bureau of Investigation criminal justice information systems. Background checks must be completed at Agency's expense prior to the start of services. Agency will maintain record reports and make them available to the District upon request.
 - a. **Disqualifying Criminal Records**. Agency and any of its employees, agents, volunteers, and contractors who have pled guilty to or been convicted of any felony crime specified under RCW 28A.400.322 are prohibited from providing services at a District facility.
12. **Confidentiality**. Agency and all of its employees, agents, volunteers, and contractors must comply with the Family Educational Rights and Privacy Act, 20 U.S.C. Section 1232g, 34 C.F.R. Part 99; WAC 392-172A- 05180 through 392-172A-05245; and the Health Insurance Portability and Accountability Act of 1996 with respect to the confidentiality of personally identifiable information and education, health, and medical records.
13. **License and Certification Requirements**. Agency must ensure that it and any of its employees, agents, volunteers, and contractors who provide services at District facilities comply with all Washington state licensing, accreditation, and/or certification requirements applicable to the services.
14. **Insurance**. Agency will provide the District with evidence of Professional Liability insurance in the amount of at least one million dollars (\$1,000,000.00).
15. **Independent Contractor**. This MOU may not be construed to create a partnership, agency relationship, or employer-employee relationship between the District and Agency or any of its employees, agents, volunteers, and contractors.
16. **Workers' Compensation**. Agency expressly waives any immunity or limitations (e.g., on the type or amount of damages, compensation, benefits, or liability payable by Agency) under any industrial insurance, workers' compensation, disability benefit or similar law, rule, regulation or order of any governmental authority having jurisdiction (including, but not limited to, the Washington Industrial Insurance Act, Title 51 of the Revised Code of Washington).
17. **Indemnification**. All activities performed by Agency and its employees, agents, volunteers, and contractors are done under Agency's supervision at its own risk. Agency agrees to indemnify, defend, and hold the District harmless from any liability, claim, loss, damages, injuries, or expenses arising out of Agency's provision of services authorized by this MOU.
18. **Termination**. Either party may terminate this MOU for any reason by providing written notice 30 days prior to the termination. The District may terminate this MOU effective immediately if the District determines that termination is necessary for the health, safety, welfare, or education of students or staff members.
19. **Governing Law**. This MOU shall be construed and interpreted in accordance with the laws of the State of Washington and the United States. Venue for any dispute related to this Agreement shall be Grays Harbor, Washington.



MEMORANDUM OF UNDERSTANDING

By signing below, each party certifies its agreement to the terms of this MOU.

ABERDEEN SCHOOL DISTRICT

Community Health Integrated Services, LLC

Signature

Date

Signature

Date

Name

Name

Title

Title



MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“**MOU**”) is between the Aberdeen School District (“**District**”) and Catholic Community Services (“**Agency**”) and is effective upon execution by both parties.

1. **Purpose.** The purpose of this MOU is to enable Agency to provide necessary treatment funded through outside sources to students at District facilities to allow greater access to treatment across different settings or environments.
2. **Duration.** This MOU is effective for the 2023-2024 school year, unless terminated earlier in accordance with this MOU.
3. **Services.** Agency may provide the following necessary treatment or services for students who Agency has determined are eligible for such treatment or services at District facilities:
 - a. Counseling
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9. **Proof of Vaccination.** Agency and any of its employees, agents, volunteers, and contractors who will provide services at a District facility attests that the Agency has verified proof of full vaccination against COVID-19, or an applicable exemption before initiating services.
10. **Health and Safety Measures.** When providing services at a District facility, Agency and its employees must comply with all COVID-19 health and safety measures required by the Department of Health, the Governor, and the District, including wearing a mask/face covering.



MEMORANDUM OF UNDERSTANDING

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 - a. **Disqualifying Criminal Records.** Agency and any of its employees, agents, volunteers, and contractors who have pled guilty to or been convicted of any felony crime specified under RCW 28A.400.322 are prohibited from providing services at a District facility.
12. **Confidentiality.** Agency and all of its employees, agents, volunteers, and contractors must comply with the Family Educational Rights and Privacy Act, 20 U.S.C. Section 1232g, 34 C.F.R. Part 99; WAC 392-172A- 05180 through 392-172A-05245; and the Health Insurance Portability and Accountability Act of 1996 with respect to the confidentiality of personally identifiable information and education, health, and medical records.
13. **License and Certification Requirements.** Agency must ensure that it and any of its employees, agents, volunteers, and contractors who provide services at District facilities comply with all Washington state licensing, accreditation, and/or certification requirements applicable to the services.
14. **Insurance.** Agency will provide the District with evidence of Professional Liability insurance in the amount of at least one million dollars (\$1,000,000.00).
15. **Independent Contractor.** This MOU may not be construed to create a partnership, agency relationship, or employer-employee relationship between the District and Agency or any of its employees, agents, volunteers, and contractors.
16. **Workers' Compensation.** Agency expressly waives any immunity or limitations (e.g., on the type or amount of damages, compensation, benefits, or liability payable by Agency) under any industrial insurance, workers' compensation, disability benefit or similar law, rule, regulation or order of any governmental authority having jurisdiction (including, but not limited to, the Washington Industrial Insurance Act, Title 51 of the Revised Code of Washington).
17. **Indemnification.** All activities performed by Agency and its employees, agents, volunteers, and contractors are done under Agency's supervision at its own risk. Agency agrees to indemnify, defend, and hold the District harmless from any liability, claim, loss, damages, injuries, or expenses arising out of Agency's provision of services authorized by this MOU.
18. **Termination.** Either party may terminate this MOU for any reason by providing written notice 30 days prior to the termination. The District may terminate this MOU effective immediately if the District determines that termination is necessary for the health, safety, welfare, or education of students or staff members.
19. **Governing Law.** This MOU shall be construed and interpreted in accordance with the laws of the State of Washington and the United States.



MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“**MOU**”) is between the Aberdeen School District (“**District**”) and Willapa Behavioral Health (“**Agency**”) and is effective upon execution by both parties.

1. **Purpose.** The purpose of this MOU is to enable Agency to provide necessary treatment funded through outside sources to students at District facilities to allow greater access to treatment across different settings or environments.
2. **Duration.** This MOU is effective for the 2023-2024 school year, unless terminated earlier in accordance with this MOU.
3. **Services.** Agency may provide the following necessary treatment or services for students who Agency has determined are eligible for such treatment or services at District facilities:
 - a. Counseling
 - b. Peer Services
4. **Service Delivery.** All services provided by Agency under this MOU will be performed under the direction and supervision of Agency. Agency agrees to ensure that the delivery of services authorized by this MOU does not interfere with the District’s educational program or provision of instruction and services to students, including the provision of a free, appropriate public education under the Individuals with Disabilities Education Act (“**IDEA**”) to eligible students with disabilities.
5. **Educational Services.** The District maintains full responsibility and authority for the educational programs of its students. Treatment or services authorized by this MOU are not educational services and may not be construed as a component of a student’s educational program.
6. **Parent Consent.** Before providing services to a student at a District facility, Agency must provide the District with evidence that the student’s parent has provided written consent for the student to receive the services. The student’s parent must also sign a release of information form authorizing the District and Agency to exchange information and records related to the student.
7. **Compensation.** Agency is responsible for all costs and expenses associated with the services authorized by this MOU. The District will not provide Agency with any compensation for services authorized by this MOU.
8. **Compliance with Laws.** Agency and its employees must comply with all laws, rules, regulations, and other requirements applicable to the treatment or services provided by Agency at District facilities.
9. **Proof of Vaccination.** Agency and any of its employees, agents, volunteers, and contractors who will provide services at a District facility attests that the Agency has verified proof of full vaccination against COVID-19, or an applicable exemption before initiating services.
10. **Health and Safety Measures.** When providing services at a District facility, Agency and its employees must comply with all COVID-19 health and safety measures required by the Department of Health, the Governor, and the District, including wearing a mask/face covering.



MEMORANDUM OF UNDERSTANDING

11. **Criminal Background Check.** Agency and any of its employees, agents, volunteers, and contractors who will provide services at a District facility must complete and pass a background check through the Washington state patrol criminal identification system, including a fingerprint check, and through the Federal Bureau of Investigation criminal justice information systems. Background checks must be completed at Agency's expense prior to the start of services. Agency will maintain record reports and make them available to the District upon request.
 - a. **Disqualifying Criminal Records.** Agency and any of its employees, agents, volunteers, and contractors who have pled guilty to or been convicted of any felony crime specified under RCW 28A.400.322 are prohibited from providing services at a District facility.
12. **Confidentiality.** Agency and all of its employees, agents, volunteers, and contractors must comply with the Family Educational Rights and Privacy Act, 20 U.S.C. Section 1232g, 34 C.F.R. Part 99; WAC 392-172A- 05180 through 392-172A-05245; and the Health Insurance Portability and Accountability Act of 1996 with respect to the confidentiality of personally identifiable information and education, health, and medical records.
13. **License and Certification Requirements.** Agency must ensure that it and any of its employees, agents, volunteers, and contractors who provide services at District facilities comply with all Washington state licensing, accreditation, and/or certification requirements applicable to the services.
14. **Insurance.** Agency will provide the District with evidence of Professional Liability insurance in the amount of at least one million dollars (\$1,000,000.00).
15. **Independent Contractor.** This MOU may not be construed to create a partnership, agency relationship, or employer-employee relationship between the District and Agency or any of its employees, agents, volunteers, and contractors.
16. **Workers' Compensation.** Agency expressly waives any immunity or limitations (e.g., on the type or amount of damages, compensation, benefits, or liability payable by Agency) under any industrial insurance, workers' compensation, disability benefit or similar law, rule, regulation or order of any governmental authority having jurisdiction (including, but not limited to, the Washington Industrial Insurance Act, Title 51 of the Revised Code of Washington).
17. **Indemnification.** All activities performed by Agency and its employees, agents, volunteers, and contractors are done under Agency's supervision at its own risk. Agency agrees to indemnify, defend, and hold the District harmless from any liability, claim, loss, damages, injuries, or expenses arising out of Agency's provision of services authorized by this MOU.
18. **Termination.** Either party may terminate this MOU for any reason by providing written notice 30 days prior to the termination. The District may terminate this MOU effective immediately if the District determines that termination is necessary for the health, safety, welfare, or education of students or staff members.
19. **Governing Law.** This MOU shall be construed and interpreted in accordance with the laws of the State of Washington and the United States.



MEMORANDUM OF UNDERSTANDING

By signing below, each party certifies its agreement to the terms of this MOU.

ABERDEEN SCHOOL DISTRICT

Willapa Behavioral Health

Signature

Date

Name

Title

Salina Mecham

Signature

8/1/2023

Date

Salina Mecham
Name

CEO
Title

**Memorandum of Understanding Between
Behavioral Health Resources and Aberdeen School District
For the period of August 30, 2023 to June 13, 2024**

This Memorandum of Understanding (this "MOU") is offered by Behavioral Health Resources (BHR) to Aberdeen School District.

Whereas, the parties have recognized the opportunity to partner to broaden access of publically funded mental health services to children who are insured by Medicaid/Apple Health/Provider One/Grant Monies and demonstrate medical necessity for mental health treatment under their benefit package provided by Medicaid/Apple Health/Provider One/Grant Monies.

1. Duration:
 - a. This MOU is effective for the entirety of the 2023-2024 school year. August 30, 2023- June 13, 2024.

2. Target Population:
 - a. Students of the Aberdeen School District who are insured by Medicaid/Apple Health/Provider One and who demonstrate medical necessity for mental health treatment as covered by their Medicaid/Apple Health/Provider One/Grant Monies benefit.
 - b. Students who are authorized to receive services AND who have signed a BHR Release of Information (unless student is under 13 in which case the student's guardian will have signed one) documenting permission for communication between BHR and the Aberdeen School District personnel regarding treatment planning and progress toward achieving treatment goals.

3. Authority:
 - a. BHR offers this service under the license of Community Mental Health Center.
 - b. Services delivered are regulated by section 388 of the Washington Administrative Code.

4. Staff Assignment:
 - a. BHR staff will carry caseloads constructed in such a manner as to allow the clinician to maintain scheduled in-school and in-office appointments, access to regular clinical supervision, access to regular psychiatric consultation, access to regular team training opportunities, and complete and submit required documentation on a regular and routine basis. To this end BHR clinician will only be providing school based services at least one day a week starting August 30, 2023. Added days of the week may be added by mutual agreement.
 - b. As BHR is fully accountable for these services, BHR will determine the level of staff resources that is available for these services.

- c. BHR staff assigned to specific schools will comply with all Aberdeen School District Human Resources requirements prior to working in the schools.
 - d. Aberdeen School District will communicate with BHR when concerns arise regarding the performance of a school assigned clinician.
 - e. Should staffing challenges occur for BHR, there may be a temporary disruption of services provided at the school until the staffing challenges can be resolved.
5. Services to be provided by the Aberdeen School District:
- a. Access to a space for individual treatment.
 - b. Access to school district internet/Wi-Fi in order to complete treatment plans, progress notes, and crisis documents while on site.
 - c. Access to a printer in order to print documents required to provide to clients.

6. Services to be provided by BHR:

BHR will provide mental health treatment under the guidelines and regulation of WAC 388. BHR staff is available to provide direct face to face client services that are medically necessary and are defined in the “state plan” outline in services contracts with the Great Rivers Behavioral Health Organization (GRBHO). These services are typically face to face in nature and delivered to the client and, when appropriate, the client’s family members and natural support system. The frequency and duration of treatment sessions are driven by client need and are typically 30 minutes to one hour in duration. Topics of treatment sessions are driven by the needs and goals that are reflected on the client’s individualized treatment plan. These treatment goals are focused on achieving measurable outcomes associated with symptom reduction and other issues directly related to the client’s mental health diagnosis.

- a. Intake Assessment to determine eligibility for services funded through the GRBHO.
 - b. Development of Individualized Treatment and Crisis Planning Process.
 - c. Delivery of treatment to achieve goals identified during treatment planning process.
 - d. Facilitate reauthorization of services as appropriate upon lapse of authorization period.
7. Record Keeping:
- a. All BHR records will be housed in the BHR Electronic Health Record under BHR policy and procedures.
8. Communication:
- a. All communication between BHR and Aberdeen School District will be guided by applicable federal and state laws including the Health Information Privacy and Portability Act and the Family Educational Rights and Privacy Act.

9. Confidentiality:

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

10. Independent Contractor:

- a. BHR shall perform all duties pursuant to this MOU as an independent contractor. The District shall not control or supervise the manner in which this MOU is performed, except as expressly provided herein. Nothing in this MOU shall be construed to create a partnership, agency relationship, or employer-employee relationship between the District and BHR or its personnel. Neither party may incur debts or make commitments for the other party.
- b. BHR acknowledges that the Aberdeen School District is not paying Washington State unemployment, industrial insurance, or any other taxes on behalf of BHR or BHR's personnel. BHR shall be solely responsible for the payment of any taxes imposed by any lawful jurisdiction as a result of the performance and payment of this MOU.
- c. BHR and its personnel shall not represent itself or themselves as an employee, representative, or spokesperson for the District.

11. Nondiscrimination:

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

12. Background Checks:

- a. BHR will perform a record check, including a fingerprint check, through the Washington State Patrol and through the Federal Bureau of Investigation for each employee or agency of BHR before assigning any such employees or agents to work at a District site where students are present.
- b. BHR will complete this record check prior to the commencement of services by any new or existing employee or agent for which said record check has not been completed or for whom said record check is more than two (2) years old. BHR shall pay any costs associated with the record check. BHR shall keep and maintain record check files and make said information available to the District upon request.

- c. BHR shall prohibit any of its employees or agents from working at any District site where students are present if the employee or agency has pled guilty to or been convicted of a felony crime involving the physical neglect of a child under chapter 9A.42 RCW, the physical injury or death of a child under chapter 9A.32 or 9A.35 RCW (except motor vehicle violations under chapter 46.61 RCW), sexual exploitation of a child under chapter 9.68A RCW, sexual offenses under chapter 9A.44 RCW where a minor is the victim, promoting prostitution of a minor under chapter 9A.88 RCW, the sale or purchase of a minor child under RCW 9A.64.030, or violation of similar laws of another jurisdiction.
- d. Failure to comply with this section shall be grounds for the District to immediately terminate this MOU. Termination based on this section shall supersede any other termination clause in this MOU.

13. Licenses, Permits, and Warranty:

BHR warrants that it has the requisite training, skill, and experience necessary to provide the services under this MOU and is appropriately accredited and licensed by all applicable agencies and governmental entities. BHR shall be responsible for maintaining any and all licenses, permits, or other requirements for doing business or providing services under this MOU.

14. Compliance with Law:

BHR agrees to comply with all applicable laws, orders, rules, regulations and ordinances.

15. Indemnification:

The Aberdeen School District agrees to indemnify, hold harmless, and defend BHR, its agents and employees from and against all loss or expense (including costs and attorney fees) resulting from liability imposed by law upon BHR because of bodily injury to or death of any person or on account of damages to property, including loss of use thereof, arising out of or in connection with this Agreement and due or claimed to be due to the negligence of the Aberdeen School District, its agents or employees.

BHR agrees to indemnify, hold harmless, and at the Aberdeen School District request, defend the Aberdeen School District, its agents and employees from and against all loss or expenses (including costs and attorney fees) resulting from liability imposed by law upon the Aberdeen School District because of bodily injury to or death of any person or on account of damages to property, including loss of use thereof, arising out of or in connection with the Agreement, and due or claimed to be due to the negligence of BHR, its agents or employees.

16. Termination:

This Memorandum of Understanding may be terminated by either party without cause with a 30 day written notice.

17. Dispute Resolution Process:

- a. When a dispute arises concerning the terms of the MOU, the parties agree to the following process to address the dispute.
 - i. BHR and the Aberdeen School District shall meet in an attempt to resolve the dispute through informal means.
 - ii. If the informal meeting process does not result in resolution, the CEO or designee shall meet to resolve the dispute.
 - iii. If the process results in dissatisfaction by either part, the MOU will be revisited and may be terminated by either party with a 30 day notice.

18. Entire Agreement and Modification:

This written MOU constitutes the entire agreement between BHR and the District. No alterations or variations of the terms of this MOU shall be effective unless reduced to writing and executed by both parties.

19. Severability:

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

20. Governing Law:

Any legal action that may arise from this MOU shall be governed by the laws of the State of Washington.

In witness whereof, the parties hereto caused this Memorandum of Understanding to be executed by the dates and signatures herein affixed. The persons signing this MOU on behalf of the parties represent that each has authority to execute this MOU on behalf of the party entering into this MOU.

Approved:

	
	8/9/2023
Aberdeen School District	Behavioral Health Resources
Date	Date



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

SPECIAL SERVICES CONTRACT

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

1. **Services.** The District hereby contracts with the Provider to perform the services identified in paragraph 2 hereof.
2. **Description of Services:**
 - (a) Provide School Psychology Services, Occupational Therapy Services, Physical Therapy Services, Speech Language Pathology Services and/or Nursing Services for the 2023-2024 school year and/or extended school year as needed.
 - (b) Such other related services as the District may request. Said services shall be provided in a manner consistent with the accepted practices for other similar services, performed to the District’s satisfaction, within the time period prescribed by the District.
3. **Insurance.** Contracting agency or individual will maintain (at its expense), a valid policy of insurance evidencing general and professional liability coverage of not less than \$1,000,000 per occurrence covering acts or omissions and general liability which may give rise to liability for services under this Agreement. Provider shall provide a certificate of insurance evidencing such coverage upon request by the District. Provider will provide the District with assurance of this insurance coverage in writing before commencement of services under this Contract. Provider will notify the District within three (3) days in the event of cancellation or modification of such insurance. Provider’s failure to maintain such insurance policies shall be grounds for the District’s immediate termination of this Contract. The provisions of this paragraph shall survive the expiration or termination of this Contract for cause with respect to any event occurring prior to such expiration or termination.
4. **Certification and Licensing Requirements.** Provider warrants that all individuals providing services under this Agreement (“Service Providers”) meet applicable licensing and certification requirements. Provider must obtain and provide evidence to the District of current appropriate state certification and licensure at least 30 days prior to the beginning of each school year. Providers should have or be able to obtain an NPI number.
5. **Background Checks.** Pursuant to RCW 28A. 400. 303, any Service Providers under this Contract shall be required to have successfully completed a criminal history record check through the Washington State Patrol Criminal Identification System, under RCW 43.43.830-834 and RCW 10.97.030-050, and through the Federal Bureau of Investigation prior to providing any services under this Agreement. Provider will be responsible for securing these criminal history record checks and payment of all costs for obtaining such background checks. Results of the background checks must be made available to the District prior to a Service Provider providing services to the District.
6. **Prohibited Employment.** The nature of the work performed under this Contract involves services provided to children and disabled adults. Therefore, no assigned Service Provider shall have pled guilty or been convicted of any felony crime specified under RCW 28A.400.322. Any failure to comply with this paragraph shall be grounds for immediate termination of this Contract for cause.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

23. Term. Unless terminated earlier pursuant to provisions stated herein, this Contract shall commence on **August 1, 2023 and shall terminate on July 31, 2024** or the completion of the services identified in paragraph 2 hereof, whichever should first occur. This contract may be renewed annually by the District for up to three additional years.

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

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

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

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

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

Executed this ____ day of _____, 20__.

ABERDEEN SCHOOL DISTRICT

PROVIDER

Signature *Taylor Phelps* 07/27/2023

Signature _____

Title Schools Relationship Consultant

Title _____



CONTRACTED EMPLOYEE Schedule A

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

PROVIDER PLACEMENT DETAILS:

Provider Name: The HELLO Foundation

Term: Aug 30, 2023 – June 13, 2024

Services Provided: Speech Language Pathology

Hours: approx. 1448 hours for the year

RATE & PAYMENT DETAILS:

Employee Name: Joanne Bihler

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

Bill Rate: \$ 89/ hour

Payment: Invoices received by the 5th, will be paid at the 2nd Board meeting of the month.

ADDITIONAL INFORMATION:

Comments:

Hybrid Model - There will be 4 - 5 travel weeks (approximately 1 per month); each travel week consists of 4-5 travel days to be compensated at a rate of \$185/day or the Federal Per Diem rate as it is subject to change through the year. No travel in December.

VENDOR:

By: Taylor Phelps

Date: 07/27/2023

ABERDEEN SCHOOL DISTRICT

By: _____
Superintendent or Designee

Date: _____



CONTRACTED EMPLOYEE Schedule A

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

PROVIDER PLACEMENT DETAILS:

Provider Name: The HELLO Foundation

Term: Aug 30, 2023 – June 13, 2024

Services Provided: Speech Language Pathology

Hours: approx. 1448 hours for the year

RATE & PAYMENT DETAILS:

Employee Name: Sandra Lucas

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

Bill Rate: \$ 89/ hour

Payment: Invoices received by the 5th, will be paid at the 2nd Board meeting of the month.

ADDITIONAL INFORMATION:

Comments:

Hybrid Model - There will be 4 - 5 travel weeks (approximately 1 per month); each travel week consists of 4-5 travel days to be compensated at a rate of \$185/day or the Federal Per Diem rate as it is subject to change through the year. No travel in December.

VENDOR:

By: Taylor Phelps

Date: 07/27/2023

ABERDEEN SCHOOL DISTRICT

By: _____
Superintendent or Designee

Date: _____



Our Children,
Our Schools,
Our Future

CONTRACTED EMPLOYEE Schedule A

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

PROVIDER PLACEMENT DETAILS:

Provider Name: The HELLO Foundation

Term: Aug 30, 2023 – June 13, 2024

Services Provided: Psychologist

Hours: approx. 1448 hours for the year

RATE & PAYMENT DETAILS:

Employee Name: Megan O'Brien

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

Bill Rate: \$ 94/ hour

Payment: Invoices received by the 5th, will be paid at the 2nd Board meeting of the month.

ADDITIONAL INFORMATION:

Comments:

Modified Hybrid Model - Travel will be approx. 2 times per year; each travel week consists of 4-5 travel days to be reimbursed based on receipts for airline tickets, parking, baggage fees, rental car, and hotel. More on-site travel may be requested if workload requires. No travel in December.

VENDOR:

By: Taylor Phelps

Date: 07/27/2023

ABERDEEN SCHOOL DISTRICT

By: _____
Superintendent or Designee

Date: _____



Our Children,
Our Schools,
Our Future

CONTRACTED EMPLOYEE Schedule A

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

PROVIDER PLACEMENT DETAILS:

Provider Name: The HELLO Foundation

Term: Aug 30, 2023 – June 13, 2024

Services Provided: Speech Language Pathology

Hours: approx. 1448 hours for the year

RATE & PAYMENT DETAILS:

Employee Name: Candice Oleson

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

Bill Rate: \$ 89/ hour

Payment: Invoices received by the 5th, will be paid at the 2nd Board meeting of the month.

ADDITIONAL INFORMATION:

Comments:

100% remote. No travel expenses.

VENDOR:

By: Taylor Phelps

Date: 07/27/2023

ABERDEEN SCHOOL DISTRICT

By: _____
Superintendent or Designee

Date: _____



CONTRACTED EMPLOYEE Schedule A

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

PROVIDER PLACEMENT DETAILS:

Provider Name: The HELLO Foundation

Term: Aug 30, 2023 – June 13, 2024

Services Provided: Speech Language Pathology

Hours: approx. 1448 hours for the year

RATE & PAYMENT DETAILS:

Employee Name: Evelyn Ortega

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

Bill Rate: \$ 89/ hour

Payment: Invoices received by the 5th, will be paid at the 2nd Board meeting of the month.

ADDITIONAL INFORMATION:

Comments:

Modified Hybrid Model - There will be 3 - 5 times per year; each travel week consists of 4-5 travel days to be compensated at a rate of \$185/day or the Federal Per Diem rate as it is subject to change through the year. No travel in December.

VENDOR:

By: Taylor Phelps

Date: 07/27/2023

ABERDEEN SCHOOL DISTRICT

By: _____
Superintendent or Designee

Date: _____



Assignment Confirmation Addendum

This Addendum, made as of July 26, 2023 is between The Stepping Stones Group LLC ("Contractor"), and Aberdeen School District #5 ("School District"). The purpose of this Addendum is to establish bill rate and billing information for the services listed below. All other terms and conditions to remain based on current contract.

BILLING DETAILS:

SSG Employee Name: Sally Clark

Specialty: Telepractice Speech Language Pathologist, CCC

Billable Hours per Week: 37.5 hours/week

Bill Rate: \$88/hr

Assignment Duration: August 28, 2023 - June 14, 2024

A/P Contact Name and Title: _____

A/P Email & Phone _____

Number: Special Billing

Instructions:

Signed for School District:

Signed for Contractor: _____

Signature: _____

Signature: Allison Mitcham

Name: _____

Name: Allison Mitcham

Title: _____

Title: Client Services Manager

Date: _____

Date: July 26, 2023

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

Aberdeen School District No. 5
216 North G Street
Aberdeen, WA 98520
(360) 538-2012

Dairy Products Bid 2023-2024

Bids Opened: Friday, July 21, 2023, 2:00 p.m.

Bid award:

COMPANY NAME	Price (0-85 pts.)	Location (0-15 pts.)	Susp. & Debar. Y/N	Est. Cotract Value	Total Points
Dairy Fresh Farms, Inc. Dean Heggie 360-357-9411	85	15	Y	\$134,045.18	100
US Foods, Inc. Pamela Olsen Pam.olsen@usfoods.com					No bid received
Wilcox Farms, Inc. Brent Wilcox 360-458-774					No bid received

Recommendation: Only one bid was received. IT was reviewed by Jaime Matisons and Amber Diel on Friday, 7/21/23. The recommendation is that the board award the Dairy Products bid to Dairy Fresh Farms.

Action:

Aberdeen School District No. 5
216 North G Street
Aberdeen, WA 98520
(360) 538-2012

Fuel Bid

Bids Opened: Friday, August 4, 2023, 2:00 p.m.

Bid award:

COMPANY NAME	Total Price Per Gallon (approx. 5,000 gallons E-10 Unleaded per year)	Total Price Per Gallon (approx. 38,000 gallons ULS Diesel per year)	Margin Markup (margin is included in the Price Per Gallon of E-10 Unleaded and ULS Diesel)	Susp. & Debar. Y/N
PetroCard Aaron Reding 253-867-3233	\$3.8506 Total purchase estimated at \$19,253	\$3.9572 Total purchase estimated at \$150,373.6	\$.15	Y
ACME Fuel Co. (Fast Fuel) Alison Dumas 360-943-1133	No bid received	No bid received		
World Fuel Services 253-627-6179	No bid received	No bid received		

Recommendation: Bids were reviewed by Ernie Lott, Transportation Supervisor, and Amber Diel, Purchasing Coordinator. The review team recommends that the school board award the bid in the estimated amount of \$169,626.60 to PetroCard, Inc.

Action:

CERTIFICATED

CERTIFICATED HIRE: We recommend the Board approve the following certificated hire:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Rachel Wenzel	Aberdeen High School	Dean of Students	08/30/23

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Brian Dyson	Aberdeen High School	Dean of Students	08/01/23

SUPPLEMENTAL CONTRACTS: We recommend the Board approve the following supplemental contracts:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Heidi Armenta	Miller Jr. High School	National Board Certification stipend	2022-23
Jennifer Arquette	AJ West Elementary	National Board Certification stipend	2022-23
Joseph Fagerstedt	Robert Gray Elementary	National Board Certification stipend	2022-23
Doris Hatton	Miller Jr. High School	National Board Certification stipend	2022-23
Molly Houk	Aberdeen High School	National Board Certification stipend	2022-23
Myka Jugum	Robert Gray Elementary	National Board Certification stipend	2022-23
Dianne King	Stevens Elementary	National Board Certification stipend	2022-23
Martha Lennier	Stevens Elementary	National Board Certification stipend	2022-23
Maria Mays	A. J. West Elementary	National Board Certification stipend	2022-23
Amber Melville	McDermoth Elementary	National Board Certification stipend	2022-23
Cindy Miller	A. J. West Elementary	National Board Certification stipend	2022-23
Julie Niemi	Robert Gray Elementary	National Board Certification stipend	2022-23
Donna Portmann	Aberdeen High School	National Board Certification stipend	2022-23
Jolene Powell	Miller Jr. High School	National Board Certification stipend	2022-23
Marnie Ranheim	A. J. West Elementary	National Board Certification stipend	2022-23
Dawn Skorzewski	Aberdeen High School	National Board Certification stipend	2022-23
Melissa Smith	Stevens Elementary	National Board Certification stipend	2022-23
Stacy Swinhart	Aberdeen High School	National Board Certification stipend	2022-23
Sara Verde	A.J. West Elementary	National Board Certification stipend	2022-23
Rachel Wenzel	Aberdeen High School	National Board Certification stipend	2022-23
Jessie Winter	Aberdeen High School	National Board Certification stipend	2022-23

SUPPLEMENTAL CONTRACTS: We recommend the Board approve the following supplemental contracts:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Jennifer Clark	District	Psychologist (10 additional days)	2023-24
Judith McBride	District	Psychologist (10 additional days)	2023-24
Autumn Schreiber	District	Psychologist (10 additional days)	2023-24
Katherine Kim	Elementary	Counselor (2 additional days)	2023-24
Tracy Miner	Elementary	Counselor (2 additional days)	2023-24
Marnie Ranheim	Elementary	Counselor (2 additional days)	2023-24
Jenny Sturgill	Elementary	Counselor (2 additional days)	2023-24
Shelbie Dickson	Aberdeen High School	Perform CTE related activities	2023-24
Shelbie Dickson	Aberdeen High School	Catering Services	2023-24
Tracy Ecklund	Aberdeen High School	Perform CTE related activities	2023-24
Faith Taylor-Eldred	Aberdeen High School	School Store Operations	2023-24
Amy Grannemann	Aberdeen High School	Counselor (10 additional days)	2023-24
Andrew Gwinn	Aberdeen High School	Counselor (10 additional days)	2023-24
Molly Houk	Aberdeen High School	Perform CTE related activities	2023-24
Eric Jackson	Aberdeen High School	Perform CTE related activities	2023-24
Eric Jackson	Aberdeen High School	AHS Almost Live	2023-24
Ashley Kohlmeier	Aberdeen High School	Perform CTE related activities	2023-24
Tiffany Lessard	Aberdeen High School	Perform CTE related activities	2023-24
Mike Machowek	Aberdeen High School	Perform CTE related activities	2023-24

CERTIFICATED (Cont'd)

SUPPLEMENTAL CONTRACTS: We recommend the Board approve the following supplemental contracts:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Jessica Madison	Aberdeen High School	Counselor (10 additional days)	2023-24
Matthew Mahon	Aberdeen High School	Perform CTE related activities	2023-24
Cory Martinsen	Aberdeen High School	Perform CTE related activities	2023-24
Cory Martinsen	Aberdeen High School	AHS Sign Shop	2023-24
Anne Ramsey	Aberdeen High School	Perform CTE related activities	2023-24
Cami Revel	Aberdeen High School	Perform CTE related activities	2023-24
Cami Revel	Aberdeen High School	Twin Star Credit Union	2023-24
Cami Revel	Aberdeen High School	Business Procedures	2023-24
Travis Wheeler	Aberdeen High School	Perform CTE related activities	2023-24
Charles Veloni	Aberdeen High School	Perform CTE related activities	2023-24
Kasi Turner	Harbor Learning Center	Counselor (10 additional days)	2023-24
Larry Fleming	Harbor High School	Perform CTE related activities	2023-24
Tammy Heth	Harbor High School	Perform CTE related activities	2023-24
Kayla Sturm	Harbor High School	Perform CTE related activities	2023-24
Rebekah Fruh	Twin Harbors Skill Ctr	Perform CTE related activities	2023-24
Rebekah Fruh	Twin Harbors Skill Ctr	Nursing Clinicals	2023-24
Jan Gravley	Twin Harbors Skill Ctr	Perform CTE related activities	2023-24
Janet Dayton	Miller Junior High School	Perform CTE related activities	2023-24
Ashley Emmett	Miller Junior High School	Perform CTE related activities	2023-24
Jason Garman	Miller Junior High School	Perform CTE related activities	2023-24
Hailey Pfeifer	Miller Junior High School	Perform CTE related activities	2023-24
Darcy Williams	Miller Junior High School	Perform CTE related activities	2023-24
Catherine Trusty	Miller Junior High School	Counselor (10 additional days)	2023-24
Thaddeus Williams	Miller Junior High School	Counselor (10 additional days)	2023-24
Darby Carroll	Hopkins	Preschool Coordinator (20 additional days)	2023-24

CO-CURRICULAR CONTRACTS: We recommend the Board approve the following co-curricular contracts:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Tracy Ecklund	Aberdeen High School	Distributive Ed-Work Based Learning	2023-24
Tracy Ecklund	Aberdeen High School	Yearbook	2023-24
Ryan Eyre	Aberdeen High School	Knowledge Bowl	2023-24
Kacy Karnath	Aberdeen High School	Outdoor School .5 FTE	2023-24
Ashley Kohlmeier	Aberdeen High School	ASB	2023-24
Ashely Kohlmeier	Aberdeen High School	AVID Coordinator	2023-24
Mike Machowek	Aberdeen High School	FFA	2023-24
Michael Smith	Aberdeen High School	Link Crew .5 FTE	2023-24
Cory Martinsen	Aberdeen High School	PBIS	2023-24
Daniel Patterson	Aberdeen High School	Band (Marching and Pep)	2023-24
Erik Peterson	Aberdeen High School	Orchestra	2023-24
Ann Ramsey	Aberdeen High School	Link Crew .5 FTE	2023-24
Cami Revel	Aberdeen High School	FBLA	2023-24
Robert Sutlovich	Aberdeen High School	Outdoor School .5 FTE	2023-24
Kyle Guggisberg	Aberdeen High School	Choral	2023-24
Charles Veloni	Aberdeen High School	Skills USA	2023-24
Charles Veloni	Aberdeen High School	Robotics	2023-24
Ashley Emmett	Miller Junior High	Yearbook	2023-24
Janet Dayton	Miller Junior High	ASB Advisor	2023-24
David Mills	Miller Junior High	Band	2023-24
Erik Peterson	Miller Junior High	Orchestra	2023-24

CERTIFICATED (Cont'd)

CO-CURRICULAR CONTRACTS: We recommend the Board approve the following co-curricular contracts:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Lori Snyder	Miller Junior High	AVID Coordinator	2023-24
Kyle Guggisberg	Miller Junior High	Choral	2023-24
Hayden Carnell-Schmidt	Elementary Schools	Vocal .25 FTE	2023-24
Hayden Carnell-Schmidt	Elementary Schools	Band .5 FTE	2023-24
Troy George	Elementary Schools	Vocal .25 FTE	2023-24
Jennifer Morrison	Elementary Schools	Vocal .25 FTE	2023-24
Gordon Shaw	Elementary Schools	Vocal .25 FTE	2023-24
Gordon Shaw	Elementary Schools	Band .5 FTE	2023-24

Certificated Substitute Resignation:

Jack (John) Dwyer, effective 07/31/23

CLASSIFIED

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Aaron Doull	HLC/GHA	MTSS Assistant	08/30/23
Bryce Fitzpatrick	Grays Harbor Academy	MTSS Assistant	08/30/23

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	Miller Junior High	AJ West Elementary	08/30/23

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Jasmine Gilmore	AJ West Elementary	Paraeducator	08/08/23
Adair Ramirez	McDermoth Elementary	SLP Tech	08/20/23
Dylan Bumstead	Stevens Elementary	MTSS Assistant	08/01/23
Donna Probstfield	Transportation	Bus Driver	08/31/23

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	Head Football Coach	08/16/23
John Bowers	Aberdeen High School	Assistant Football Coach	08/16/23
Brandyn Brooks	Aberdeen High School	Assistant Football Coach	08/16/23
Dillen Espana	Aberdeen High School	Assistant Football Coach .5 FTE	08/16/23
Macoy Gronseth	Aberdeen High School	Assistant Football Coach	08/16/23
Brian Hollatz	Aberdeen High School	Assistant Football Coach .5 FTE	08/16/23
John Takagi	Aberdeen High School	Assistant Football Coach .5 FTE	08/16/23
David Tarrence	Aberdeen High School	Assistant Football Coach	08/16/23
Larry Fleming	Aberdeen High School	Head Girls' Soccer Coach	08/21/23
Lindsey Scott	Aberdeen High School	Assistant Girls' Soccer Coach	08/21/23
Luis Soto	Aberdeen High School	Assistant Girls' Soccer Coach	08/21/23
Dan Sundstrom	Aberdeen High School	Head Boys' Golf Coach	08/21/23
Brian King	Aberdeen High School	Assistant Boys' Golf Coach	08/21/23
Theodore Wiseman	Aberdeen High School	Head Tennis Coach	08/21/23
Annette Duvall	Aberdeen High School	Assistant Tennis Coach	08/21/23
Steve Reed	Aberdeen High School	Head Cross Country Coach	08/21/23
Dennis Nelson	Aberdeen High School	Assistant Cross Country Coach	08/21/23

CLASSIFIED (Cont'd)

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>
Summer Powell	Aberdeen High School	Head Cheer Coach	08/21/23
Desiree Glanz	Aberdeen High School	Head Volleyball Coach	08/21/23
Rees Sturm	Aberdeen High School	Assistant Volleyball Coach	08/21/23
Jessica Madison	Aberdeen High School	Assistant Volleyball Coach	08/21/23
Tiffany Montoure	Aberdeen High School	Head Girls' Swim Coach	08/21/23
Tanya Bowers-Anderson	Aberdeen High School	Assistant Girls' Swim Coach	08/21/23
Megan Elway	Aberdeen High School	Assistant Girls' Swim Coach	08/21/23
Joe Fagerstead	Miller Junior High	Head Football Coach	08/21/23
Kaj Martin	Miller Junior High	Assistant Football Coach .5 FTE	08/21/23
Charles Stover	Miller Junior High	Assistant Football Coach .5 FTE	08/21/23
Jason Garman	Miller Junior High	Head Football Coach	08/21/23
Carl Howard	Miller Junior High	Assistant Football Coach	08/21/23
Breanna Gentry	Miller Junior High	Head Girls' Soccer Coach	08/21/23
Ashley Oldham	Miller Junior High	Head Girls' Soccer Coach	08/21/23
Jeff Hatton	Miller Junior High	Head Cross Country Coach	08/21/23
James Daly	Miller Junior High	Assistant Cross Country Coach	08/21/23

EXTRA-CURRICULAR TERMINATION: We recommend the Board approve the following extra-curricular termination:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Kaycee Smith	Aberdeen High School	Assistant Cheer Coach	06/29/23

		01-01	01-02	01-03	01-04	01-05	01-07	01-08	01-09
Service		BA	BA+15	BA+30	BA+45	BA+90	MA	MA+45	MA+90/ Ph.D.
1	Base	\$ 57,939	\$ 59,537	\$ 61,193	\$ 62,853	\$ 68,178	\$ 69,710	\$ 75,035	\$ 78,468
	State PD *	\$ 966	\$ 992	\$ 1,020	\$ 1,048	\$ 1,136	\$ 1,162	\$ 1,251	\$ 1,308
	Total	\$ 58,905	\$ 60,530	\$ 62,213	\$ 63,900	\$ 69,315	\$ 70,872	\$ 76,286	\$ 79,776
2	Base	\$ 58,735	\$ 60,356	\$ 62,033	\$ 63,765	\$ 69,146	\$ 70,498	\$ 75,879	\$ 79,289
	State PD *	\$ 979	\$ 1,006	\$ 1,034	\$ 1,063	\$ 1,152	\$ 1,175	\$ 1,265	\$ 1,321
	Total	\$ 59,714	\$ 61,361	\$ 63,067	\$ 64,828	\$ 70,298	\$ 71,673	\$ 77,143	\$ 80,611
3	Base	\$ 59,494	\$ 61,131	\$ 62,825	\$ 64,691	\$ 70,057	\$ 71,292	\$ 76,657	\$ 80,105
	State PD *	\$ 992	\$ 1,019	\$ 1,047	\$ 1,078	\$ 1,168	\$ 1,188	\$ 1,278	\$ 1,335
	Total	\$ 60,486	\$ 62,150	\$ 63,873	\$ 65,769	\$ 71,225	\$ 72,480	\$ 77,935	\$ 81,440
4	Base	\$ 60,277	\$ 61,928	\$ 63,641	\$ 65,566	\$ 70,921	\$ 72,045	\$ 77,397	\$ 80,928
	State PD *	\$ 1,005	\$ 1,032	\$ 1,061	\$ 1,093	\$ 1,182	\$ 1,201	\$ 1,290	\$ 1,349
	Total	\$ 61,281	\$ 62,960	\$ 64,702	\$ 66,659	\$ 72,103	\$ 73,246	\$ 78,686	\$ 82,277
5	Base	\$ 62,279	\$ 64,003	\$ 65,727	\$ 67,720	\$ 73,071	\$ 74,070	\$ 79,457	\$ 83,015
	State PD *	\$ 1,038	\$ 1,067	\$ 1,095	\$ 1,129	\$ 1,218	\$ 1,234	\$ 1,324	\$ 1,384
	Total	\$ 63,317	\$ 65,070	\$ 66,822	\$ 68,848	\$ 74,289	\$ 75,304	\$ 80,782	\$ 84,398
6	Base	\$ 64,448	\$ 65,819	\$ 66,545	\$ 68,630	\$ 74,014	\$ 74,872	\$ 80,241	\$ 83,868
	State PD *	\$ 1,074	\$ 1,097	\$ 1,109	\$ 1,144	\$ 1,234	\$ 1,248	\$ 1,337	\$ 1,398
	Total	\$ 65,522	\$ 66,916	\$ 67,654	\$ 69,774	\$ 75,248	\$ 76,120	\$ 81,578	\$ 85,265
7	Base	\$ 65,910	\$ 66,645	\$ 67,381	\$ 69,589	\$ 74,968	\$ 75,694	\$ 81,036	\$ 84,680
	State PD *	\$ 1,098	\$ 1,111	\$ 1,123	\$ 1,160	\$ 1,249	\$ 1,262	\$ 1,351	\$ 1,411
	Total	\$ 67,008	\$ 67,756	\$ 68,504	\$ 70,748	\$ 76,218	\$ 76,956	\$ 82,386	\$ 86,091
8	Base	\$ 67,357	\$ 68,109	\$ 68,860	\$ 71,188	\$ 76,609	\$ 77,233	\$ 82,652	\$ 86,401
	State PD *	\$ 1,123	\$ 1,135	\$ 1,148	\$ 1,186	\$ 1,277	\$ 1,287	\$ 1,378	\$ 1,440
	Total	\$ 68,480	\$ 69,244	\$ 70,008	\$ 72,375	\$ 77,886	\$ 78,520	\$ 84,029	\$ 87,841
9	Base	\$ 69,541	\$ 70,316	\$ 71,092	\$ 73,613	\$ 79,106	\$ 79,655	\$ 85,151	\$ 89,034
	State PD *	\$ 1,159	\$ 1,172	\$ 1,185	\$ 1,227	\$ 1,318	\$ 1,328	\$ 1,419	\$ 1,484
	Total	\$ 70,700	\$ 71,488	\$ 72,277	\$ 74,839	\$ 80,425	\$ 80,983	\$ 86,570	\$ 90,518
10	Base		\$ 72,650	\$ 73,450	\$ 76,063	\$ 81,683	\$ 82,104	\$ 87,729	\$ 91,746
	State PD *		\$ 1,211	\$ 1,224	\$ 1,268	\$ 1,361	\$ 1,368	\$ 1,462	\$ 1,529
	Total		\$ 73,860	\$ 74,674	\$ 77,330	\$ 83,045	\$ 83,472	\$ 89,191	\$ 93,275
11	Base			\$ 75,837	\$ 78,639	\$ 84,334	\$ 84,681	\$ 90,380	\$ 94,529
	State PD *			\$ 1,264	\$ 1,311	\$ 1,406	\$ 1,411	\$ 1,506	\$ 1,575
	Total			\$ 77,101	\$ 79,949	\$ 85,740	\$ 86,093	\$ 91,886	\$ 96,105
12	Base				\$ 81,289	\$ 87,111	\$ 87,111	\$ 93,155	\$ 97,387
	State PD *				\$ 1,355	\$ 1,452	\$ 1,452	\$ 1,553	\$ 1,623
	Total				\$ 82,644	\$ 88,562	\$ 88,562	\$ 94,708	\$ 99,010
13	Base				\$ 83,856	\$ 89,960	\$ 90,089	\$ 94,767	\$ 100,554
	State PD *				\$ 1,398	\$ 1,499	\$ 1,501	\$ 1,579	\$ 1,676
	Total				\$ 85,253	\$ 91,459	\$ 91,590	\$ 96,347	\$ 102,230
14	Base					\$ 92,890	\$ 92,940	\$ 98,922	\$ 103,412
	State PD *					\$ 1,548	\$ 1,549	\$ 1,649	\$ 1,724
	Total					\$ 94,438	\$ 94,489	\$ 100,571	\$ 105,136
15	Base					\$ 95,812	\$ 95,876	\$ 102,048	\$ 106,577
	State PD *					\$ 1,597	\$ 1,598	\$ 1,701	\$ 1,776
	Total					\$ 97,409	\$ 97,474	\$ 103,749	\$ 108,353
16	Base					\$ 98,305	\$ 98,369	\$ 104,701	\$ 109,348
	State PD *					\$ 1,638	\$ 1,639	\$ 1,745	\$ 1,822
	Total					\$ 99,944	\$ 100,008	\$ 106,446	\$ 111,171
17-21	Base					\$ 100,271	\$ 100,335	\$ 106,794	\$ 113,371
	State PD *					\$ 1,671	\$ 1,672	\$ 1,780	\$ 1,890
	Total					\$ 101,942	\$ 102,007	\$ 108,574	\$ 115,260
22-25	Base					\$ 100,828	\$ 100,892	\$ 107,387	\$ 114,001
	State PD *					\$ 1,680	\$ 1,682	\$ 1,790	\$ 1,900
	Total					\$ 102,508	\$ 102,574	\$ 109,177	\$ 115,901
26	Base					\$ 101,385	\$ 101,450	\$ 107,981	\$ 114,630
	State PD *					\$ 1,690	\$ 1,691	\$ 1,800	\$ 1,911
	Total					\$ 103,075	\$ 103,141	\$ 109,780	\$ 116,541
27	Base					\$ 101,942	\$ 102,007	\$ 108,574	\$ 115,258
	State PD *					\$ 1,699	\$ 1,700	\$ 1,810	\$ 1,921
	Total					\$ 103,641	\$ 103,707	\$ 110,384	\$ 117,179
28	Base					\$ 102,499	\$ 102,565	\$ 109,167	\$ 115,890
	State PD *					\$ 1,708	\$ 1,709	\$ 1,819	\$ 1,931
	Total					\$ 104,207	\$ 104,274	\$ 110,987	\$ 117,821
29	Base					\$ 103,056	\$ 103,122	\$ 109,759	\$ 116,520
	State PD *					\$ 1,718	\$ 1,719	\$ 1,829	\$ 1,942
	Total					\$ 104,773	\$ 104,841	\$ 111,589	\$ 118,462
30	Base					\$ 103,613	\$ 103,679	\$ 110,354	\$ 117,150
	State PD *					\$ 1,727	\$ 1,728	\$ 1,839	\$ 1,952
	Total					\$ 105,340	\$ 105,407	\$ 112,193	\$ 119,102

Effective: August 28, 2023

Board Approved:

**Aberdeen School District No. 5
Co-Curricular Stipends 2023-24 DRAFT**

Years' Exp.	Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8
	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount
0	\$981	\$1,859	\$2,940	\$3,528	\$4,313	\$4,703	\$6,668	\$8,629
1	\$993	\$1,884	\$3,017	\$3,574	\$4,370	\$4,765	\$6,755	\$8,740
2	\$1,007	\$1,908	\$3,033	\$3,621	\$4,426	\$4,829	\$6,844	\$8,855
3	\$1,019	\$1,933	\$3,057	\$3,669	\$4,484	\$4,891	\$6,933	\$8,972
4	\$1,034	\$1,959	\$3,098	\$3,718	\$4,544	\$4,956	\$7,024	\$9,088
5	\$1,047	\$1,986	\$3,137	\$3,767	\$4,604	\$5,021	\$7,116	\$9,207
6	\$1,060	\$2,011	\$3,179	\$3,815	\$4,664	\$5,086	\$7,209	\$9,329
7	\$1,073	\$2,038	\$3,220	\$3,865	\$4,725	\$5,153	\$7,304	\$9,450
8	\$1,086	\$2,064	\$3,262	\$3,916	\$4,787	\$5,221	\$7,399	\$9,575
9	\$1,103	\$2,093	\$3,305	\$3,967	\$4,849	\$5,290	\$7,495	\$9,700
10	\$1,116	\$2,119	\$3,348	\$4,019	\$4,912	\$5,359	\$7,594	\$9,827
11	\$1,130	\$2,146	\$3,393	\$4,072	\$4,977	\$5,429	\$7,694	\$9,956
12	\$1,145	\$2,176	\$3,437	\$4,125	\$5,041	\$5,500	\$7,795	\$10,086
13	\$1,160	\$2,204	\$3,481	\$4,179	\$5,109	\$5,572	\$7,897	\$10,218
14	\$1,176	\$2,234	\$3,527	\$4,234	\$5,176	\$5,644	\$8,000	\$10,353
15+	\$1,190	\$2,264	\$3,573	\$4,290	\$5,243	\$5,720	\$8,104	\$10,487
	High	High	High	High	High	High	High	High
	Work Based Learn	K. Bowl	Newspaper	Orchestra	Drama	Choral	Band	Events Mgr.
	Nursing Coordinator (GHC)	Mathletes	Asst. Band	PBIS	Musical	AVID		
	Social Media Coord		FBLA	DECA	Yearbook	ASB		
			*Skills USA	Renaissance				
	Jr. High/Elem/ HL	Jr. High/ HLC	Hosp/Pro Start	Link Crew				
	Orchestra	Choral	FFA					
		K. Bowl	Robotics					
	Elem	Yearbook	Outdoor School					
	Band							
	Jazz		Jr. High/ HLC					
	Vocal		Band		<i>* Add'l \$200 stipend for taking Skills USA to Nat'l's</i>			
			World Rhythms					
			AVID					
			ASB					

For Board Adoption:
Effective: September 1, 2023

REVISED

POSITION	Years	0-1	2-4	5-7	8+
		1.00	2.00	3.00	4.00
Elementary Principal		\$147,744	\$151,220	\$154,697	\$158,173
Jr. High/Alternative HS Principal		\$153,538	\$157,014	\$160,491	\$163,967
Aberdeen High School Principal		\$159,332	\$162,808	\$166,285	\$169,761
Assistant Principal		\$141,950	\$145,427	\$148,903	\$152,379

Board Approval:
Effective: July 1, 2023

JULY 1, 2023 - JUNE 30, 2024

REVISED

	Years	0-1	2-4	5-7
POSITION	1.00	2.00	3.00	
Executive Director of Business & Operations	\$159,332	\$164,547	\$169,761	
Director - Teaching & Learning	\$156,435	\$161,650	\$166,864	
Director - Special Education	\$156,435	\$161,650	\$166,864	
Director - Career & Technical Services	\$156,435	\$161,650	\$166,864	
Director - Human Resources	\$147,744	\$152,959	\$158,173	
Manager - Maintenance & Custodial Services	\$115,878	\$121,093	\$126,307	
Manager - Risk & Benefits	\$98,496	\$103,711	\$108,925	
Executive Assistant to Supt/ Communications Mgr	\$98,496	\$103,711	\$108,925	
Manager - Food Service	\$92,702	\$97,917	\$103,131	
Athletic Director (MS/HS)	\$121,093	\$126,307	\$131,522	

Board Approval:

Effective: July 1, 2023