

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

Regular Meeting of the Board of Directors
Aberdeen High School and via webinar

October 18, 2022, 6 p.m.

AGENDA

Instructions for joining the meeting:

https://asd5-org.zoom.us/webinar/register/WN_gvZNFloaTyKO4TWHIUqrug

You will receive a confirmation email containing information about joining the webinar.

Join by phone: 1-253-215-8782; Meeting ID 821 7059 5034

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

Flag Salute

Consent Agenda

1. Minutes
2. Financial Matters
3. Overnight Trip
4. Correspondence
5. Gifts to the District

Comments from Board Members

Comments from the Public

Comment on agenda items is welcome at this time. Please sign up on the sheet provided at the entrance to the meeting and indicate 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.

Presentation

1. Football

Old Business

1. [Policy 3122 Excused and Unexcused Absences](#)

Superintendent's Report

Financial Services

1. [Fiscal Status Report](#)

Board Meeting Agenda
October 18, 2022

New Business

1. Policy 2005 School Improvement Plans
2. Miller Yearbook
3. Transportation Cooperative
4. Surplus Equipment
5. Focused Behavior Solutions
6. Next Meeting

Executive Session / Closed Session

Personnel Matters

1. Personnel Report
2. Added 10/18/22: Corrected M&O Salary Schedule 2022-23

ADJOURN

ABERDEEN SCHOOL DISTRICT NO. 5
BOARD INFORMATION AND BACKGROUND -- AMENDED

October 18, 2022, 6 p.m.

Link to join the meeting:

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You will receive a confirmation email containing information about joining the webinar.

Or, join by phone: 1-253-215-8782; Meeting ID: 821 7059 5034

Call to Order

Flag Salute

Consent Agenda – [Enclosure 1](#)

1. Minutes – The minutes from the regular meeting on October 4, 2022, are enclosed for your review and approval.
2. Financial Matters – Accounts payable for August are enclosed for your review and approval.
3. Overnight Trip – The FFA at Aberdeen High School is requesting permission to travel to Camp Shiloh in Cosmopolis for the District Leadership Camp on October 8-9.
4. Correspondence – A letter from OSPI acknowledging the District's waiver for parent conferences is enclosed for your information.
5. Gifts to the District
 - a. The CTE construction program at Aberdeen High School has received a lumber donation of 112 8-foot 2x4s valued at \$450 from Sierra Pacific Industries.
 - b. Miller Junior High School has received equipment valued at \$3,500 from the YMCA of Grays Harbor for use in PE classes.
 - c. Miller Junior High School has received a donation from the Five Star dealership of cinch sacks filled with school supplies.

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.

Presentation

1. Foodball – Advisor Ashley Kohlmeier and AHS students will present information about Foodball 2022.

Old Business

1. Policy 3122 Excused and Unexcused Absences – An update to Policy 3122 and procedures is presented for second reading and adoption. [Enclosure 2](#)

Superintendent's Report

Financial Services

1. Fiscal Status Report – Executive Director of Business and Operations Shannon Ramsey will present the Fiscal Status Report for September. [Enclosure 3](#)

New Business

1. Policy 2005 School Improvement Plans – An update to Policy 2005 School Improvement Plans is presented for first reading. No action is required. [Enclosure 4](#)
2. Miller Yearbook – A contract with Balfour to produce the yearbook at Miller Junior High School is enclosed for your review and approval. [Enclosure 5](#)
3. Transportation Cooperative – Renewal of the transportation cooperative with the Hoquiam School District is presented for your review and approval. [Enclosure 6](#)
4. Surplus Equipment – The Maintenance Department is requesting that the equipment in the enclosed inventory be declared surplus. [Enclosure 7](#)
5. Focused Behavior Solutions MOU – An agreement with Focused Behavior Solutions to provide certain services at school is presented for your review and approval. [Enclosure 8](#)
6. Next Meeting – The next regular meeting of the Board is scheduled for 6 p.m. Tuesday, November 1, 2022, at McDermoth Elementary School and via webinar.

Executive Session / Closed Session

At this time the meeting will recess for an executive session expected to last 15 minutes under RCW 42.30.110 (g): To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

1. Personnel Report [Enclosure 9](#)
2. Added 10/18/22: Corrected M&O Salary Schedule 2022-23

ADJOURN

ABERDEEN SCHOOL DISTRICT NO. 5

Minutes of the Regular Meeting of the
Board of Directors – October 4, 2022

President Jennifer Durney convened the regular meeting of the Aberdeen School District Board of Directors at 6:00 p.m. Tuesday, October 4, 2022, at Stevens Elementary School and via webinar following guidance for conducting remote meetings in compliance with the Open Public Meetings Act. In attendance were Directors Annica Mizin, Suzy Ritter, Jeremy Wright and Jessica Jurasin, Superintendent Jeffrey Thake, 20 patrons and staff in person, and six attending remotely.

CALL TO ORDER

The meeting began with the flag salute.

On a motion by Director Ritter and seconded by Director Jurasin, the Board approved the Consent Agenda, which included the minutes from the regular meeting on September 20, 2022; September payroll vouchers 833295 through 833323 totaling \$4,415,205.07, and General Fund vouchers 833294 and 833324 through 833402 totaling \$98,402.38.

CONSENT AGENDA

The Board discussed at length the school closure on Monday, October 3, that was prompted by a threat posted to one of Aberdeen High School’s social media account on Sunday, October 2. In less than 24 hours, a suspect was taken into custody and school resumed Tuesday. Directors expressed appreciation at the level of cooperation between the superintendent, law enforcement, high school administration, staff, the community, and the TikTok platform, and also expressed appreciation at the debriefings that will be taking place to ensure smoother communications if there is a next time.

COMMENTS FROM
THE BOARD

Director Jeremy Wright spoke highly about the positive events associated with homecoming week, the home football game and homecoming dance; thanked Lynn Green for quickly regrouping Outdoor School at Camp Bishop due to the school closure on Monday; thanked the Aberdeen Police Department and all staff for the quick response to the social media threat.

Director Jessica Jurasin commented on opportunities for improved communication during emergencies.

AHS Cheer Coach Summer Powell and senior team members Makenna Parris and Alykzia Madison reported the team would like to participate in WIAA sponsored cheer competitions. Board members expressed support. The team will work with the athletic director on costs, availability of transportation, review WIAA requirements and if formal board approval is required, the request will be presented at the next meeting on October 18.

PUBLIC COMMENT

AHS CHEER

On a motion by Director Ritter and seconded by Director Mizin, the Board adopted an update to Policy 2000 Student Learning Goals as presented.

POLICY 2000
STUDENT
LEARNING GOALS

On a motion by Director Ritter and seconded by Director Wright, the Board adopted an update to Policy 2004 Accountability Goals as presented.

POLICY 2004
ACCOUNTABILITY
GOALS

On a motion by Director Ritter and seconded by Director Mizin, the Board adopted an update to Policy 6000 Program Planning, Budget Preparation, Adoption and Implementation as presented.

POLICY 6000
BUDGET

On a motion by Director Ritter and seconded by Director Wright, the Board adopted an update to Policy 6020 System of Funds and Accounts as presented.

POLICY 6020 FUNDS
& ACCOUNTS

Superintendent Thake provided a report on the district's response to the social media threat that resulted in a school closure on Monday, October 3. He noted that Board Policy 3225 School Based Threat Assessment was employed to guide the District's response. He reported that the District's Leadership Team and Aberdeen Police Department met to debrief Monday morning and that additional debriefings with administrators and principals will take place this week. He praised the work of the police, school and district leadership and thanked employees, parents and community for their support.

SUPERINTENDENT
REPORT

Stevens Principal Jamie Stotler and members of her staff presented information about the school and the school's improvement efforts. She commented that while preparing for the presentation, she came across an invitation to the school's open house. It opened in September 1954.

STEVENS SCHOOL
IMPROVEMENT

On a motion by Director Ritter and seconded by Director Jurasin, the Board approved a contract with Capital Region ESD 113 to provide professional development support for the new math curriculum.

MATH
PROFESSIONAL
DEVELOPMENT

On a motion by Director Jurasin and seconded by Director Mizin, the Board approved a \$1 increase in the price of adult meals at school. Breakfast for adults will now cost \$3.75 and lunch for adults will cost \$5. Breakfast and lunch remain free for students.

MEAL PRICES

On a motion by Director Mizin and seconded by Director Ritter, the Board approved the District's participation in a pilot program at no cost to the district that will result in information that can be used to make school buildings more energy efficient.

ENERGY LABS
PILOT

The Board accepted for first reading an update to Policy 3122 Excused and Unexcused Absences, and accompanying procedures.

3122 EXCUSED AND
UNEXCUSED
ABSENCES

On a motion by Director Ritter and seconded by Director Jurasin, the Board the approved an agreement with Grays Harbor College for the placement and mentoring of students enrolled in the Bachelor of Applied Science in Teacher Education program.

GHC AGREEMENT

On a motion by Director Ritter and seconded by Director Jurasin, the Board approved an agreement for student placement in the Northwest School of Innovative Learning (NWSOIL).

BHC FAIRFAX
HOSPITAL
AGREEMENT

The next regular meeting of the Board is scheduled for 6 p.m. Tuesday, Oct. 18, 2022, in the Community Room at Aberdeen High School and via webinar.

NEXT MEETING

At 7:30 p.m., President Durney recessed the meeting for an executive session expected to last 15 minutes under RCW 42.30.110 (g) (to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. At 7:30, the session was extended for 15 minutes. The meeting reconvened in regular session at 7:45 p.m.

EXECUTIVE
SESSION

On a motion by Director Mizin and seconded by Director Ritter, with Director Jurasin recused, the Board approved the Personnel Report.

PERSONNEL
REPORT

Under certificated matters, the Board approved the hiring of Amy Grannemann as a counselor at Aberdeen High School with a start date to be determined; the hiring of Pam Caba, Shelbie Dickson, Tracy Ecklund, Katie Foulds, Molly Houk, Kacy Karnath, Tiffany Lessard, Cory Martinsen and Dawn Skorzweski as teachers in the 21st Century program at Aberdeen High School effective September 19, the hiring of Kris Bitar as a teacher in the 21st Century program at Harbor High School effective September 19, and Janet Dayton, Holly Furth and Veronika Graham as teachers in the 21st Century program at Miller Junior High School effective September 19; approved supplemental contracts for Tracy Adams of five additional days and the Nation Board Certification stipend for 2022-23, and approved the hiring of Roberta Caldwell, John Cooper, Clifford Feigelson, Sheri Feigelson and Shawnie Rattie as substitutes for the District.

CERTIFICATED

CLASSIFIED

Under classified matters, the Board approved the hiring of Jeri Distler and Cheryl Gebhart as before-school para-educators in the 21st Century program at Aberdeen High School effective September 19; Basil Lee as a custodian and maintenance worker at Miller Junior High School and A.J. West Elementary School effective October 17; the hiring of Abby Jennings as a para-educator at A.J. West Elementary School effective September 30; Natalie Mills as a current-year-only para-educator at Robert Gray Elementary School effective October 26, Wendy Koski as a para-educator at Hopkins Preschool effective September 27, Kara Long as a bus driver effective September 20 and Adrianna Hyatt as a nurse for Outdoor School effective October 4; approved a change of assignment for Kellie Pisani from para-educator to special education para-educator effective September

Aberdeen School Board Minutes
October 4, 2022

26; approved a revision to the retirement date for Ken Ashlock to October 7, 2022; accepted the resignation of Terri Borgens as Special Services office coordinator effective February 1, 2023; approved the hiring of Shon Schreiber as head coach for wrestling at Miller Junior High School effective October 20; accepted resignations from Jeff Hatton and Shon Schreiber as assistant coaches for wrestling at Miller Junior High School effective September 29 and September 27 respectively; and approved the hiring of Lisa Lund as a substitute for the District.

There being no further business, the regular meeting was adjourned at 7:46 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 October 18, 2022, the board, by a _____ vote, approves payments, totaling \$1,250.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: PRIVATE PURPOSE TRUST
Warrant Numbers 833403 through 833404, totaling \$1,250.00

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

| Check Nbr | Vendor Name | Check Date | Check Amount |
|-----------|-------------------------------|-------------------------|--------------|
| 833403 | Central Washington University | 10/19/2022 | 500.00 |
| 833404 | Eastern Washington University | 10/19/2022 | 750.00 |
| 2 | Computer | Check(s) For a Total of | 1,250.00 |

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As of October 18, 2022, the board, by a _____ vote, approves payments, totaling \$27,650.06. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: ASB FUND
Warrant Numbers 833405 through 833419, totaling \$27,650.06

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

| Check Nbr | Vendor Name | Check Date | Check Amount |
|-----------|-------------------------------|--------------|--------------|
| 833405 | Aberdeen School District #5 | - 10/19/2022 | 67.85 |
| 833406 | Aberdeen School District #5 | 10/19/2022 | 66.07 |
| 833407 | Amazon Capital Services | 10/19/2022 | 235.52 |
| 833408 | Barefoot Campus Outfitter | 10/19/2022 | 879.00 |
| 833409 | Harbor Pacific Bottling Co | 10/19/2022 | 154.89 |
| 833410 | HUDL | 10/19/2022 | 1,963.44 |
| 833411 | Machowek, Michael Alt | 10/19/2022 | 60.20 |
| 833412 | Micheau, Josie Kay | 10/19/2022 | 561.08 |
| 833413 | Miller Junior High Asb | 10/19/2022 | 29.00 |
| 833414 | Patterson, Daniel S | 10/19/2022 | 326.82 |
| 833415 | Pendergrass, Sarah Jeanne | 10/19/2022 | 229.66 |
| 833416 | Powerhouse Fundraising | 10/19/2022 | 6,992.00 |
| 833417 | Varsity Spirit Fashions | 10/19/2022 | 13,800.53 |
| 833418 | Weatherwax Asb Fund | 10/19/2022 | 700.00 |
| 833419 | Willamette Valley Pie Company | 10/19/2022 | 1,584.00 |

15 Computer Check(s) For a Total of 27,650.06



ABERDEEN HIGH SCHOOL ASB

Accounts Payable October 2022

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

| DATE | CLUB/ACCOUNT | PAYEE | DESCRIPTION | AMOUNT |
|---------------|--------------------|---------------------------|--------------------------------------|---------------------|
| 09-30-2022 | Various | Aberdeen School District | Office Copies September | \$ 33.06 |
| 09-09-2022 | ASB Reserve | Aberdeen School District | Postage July-August | \$ 33.01 |
| 09-30-2022 | Various | ASD5 - CTE | Print Shop July-September | \$ 51.75 |
| 09-29-2022 | SkillsUSA | ASD5 - CTE | Sign Shop Plaques for Nationals | \$ 16.10 |
| 09-15-2022 | Girls Swim & Dive | Amazon | Stopwatches | \$ 235.52 |
| 09-13-2022 | FFA | Barefoot Campus Outfitter | Recruitment Hats & Pullovers | \$ 879.00 |
| 09-02-2022 | Football | HUDL | Silver Subscription Upgrade | \$ 981.72 |
| 09-07-2022 | Football | HUDL | Sideline Subscription Renewal | \$ 981.72 |
| 10-07-2022 | FFA | Machowek, Michael | Reimbursement Loggers Playday Parade | \$ 60.20 |
| 10-05-2022 | Volleyball | Micheau, Josie | Reimbursement Concessions Supplies | \$ 561.08 |
| 10-05-2022 | Band | Patterson, Daniel | Reimbursement Homecoming Supplies | \$ 326.82 |
| 10-05-2022 | Volleyball | Pendergrass, Sarah | Reimbursement Concessions Supplies | \$ 229.66 |
| 09-22-2022 | Football | Powerhouse Fundraising | Gold Card Fundraiser Expenses | \$ 6,992.00 |
| 09-26-2022 | Various | U.S. Bank | VISA Procurement Card Purchases | \$ 151.06 |
| 09-26-2022 | Uniforms/Officials | Varsity Spirit Fashion | Cheerleading Uniforms | \$ 13,800.53 |
| 10-06-2022 | Various | Weatherwax ASB Fund | Imprest Reimbursement 14934-14937 | \$ 700.00 |
| 10-07-2022 | FBLA | Willamette Valley Pie Co. | Pie Sale Fundraiser Expenses | \$ 1,584.00 |
| Total: | | | | \$ 27,617.23 |

| |
|---|
| Motion / Tabled By: Alex Garcia Dropeza |
| Seconded By: Luke Niemi |
| ASB Meeting Date: OCT 10 2022 |

| | |
|---|---------------------------|
|  _____ Laura Sanz, Comptroller | 10/10/22 _____ Date |
|  _____ Isai Renteria, ASB Treasurer | 10/10/22 _____ Date |

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As of October 18, 2022, the board, by a _____ vote, approves payments, totaling \$47,616.81. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: GENERAL FUND
Warrant Numbers 833420 through 833421, totaling \$47,616.81

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

| Check Nbr | Vendor Name | Check Date | Check Amount |
|-----------|----------------------|-------------------------|--------------|
| 833420 | 1ST SECURITY BANK PC | 10/19/2022 | 47,209.92 |
| 833421 | 1ST SECURITY BANK PC | 10/19/2022 | 406.89 |
| 2 | Computer | Check(s) For a Total of | 47,616.81 |

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

As of October 18, 2022, the board, by a _____ vote, approves payments, totaling \$4,631.81. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: CAPITAL PROJECTS
Warrant Numbers 833422 through 833424, totaling \$4,631.81

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

| Check Nbr | Vendor Name | Check Date | Check Amount |
|-----------|--------------------------------|-------------------------|--------------|
| 833422 | Berglund, schmidt & Associates | 10/19/2022 | 1,120.00 |
| 833423 | Harbor Architects | 10/19/2022 | 1,080.06 |
| 833424 | Materials Testing & Consulting | 10/19/2022 | 2,431.75 |
| 3 | Computer | Check(s) For a Total of | 4,631.81 |

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

As of October 18, 2022, the board, by a _____ vote, approves payments, totaling \$195,807.67. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: GENERAL FUND LY
Warrant Numbers 833425 through 833425, totaling \$195,807.67

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____

| Check Nbr | Vendor Name | Check Date | Check Amount |
|-----------|-------------|-------------------------|--------------|
| 833425 | YMCA | 10/19/2022 | 195,807.67 |
| 1 | Computer | Check(s) For a Total of | 195,807.67 |

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

As of October 18, 2022, the board, by a _____ vote, approves payments, totaling \$768,375.77. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: GENERAL FUND
Warrant Numbers 833426 through 833525, totaling \$768,375.77

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

| Check Nbr | Vendor Name | Check Date | Check Amount |
|-----------|--------------------------------|------------|--------------|
| 833426 | 1ST SECURITY BANK PAYROLL/PERS | 10/19/2022 | 3,839.65 |
| 833427 | Aberdeen School Dist-Cte Impre | 10/19/2022 | 100.00 |
| 833428 | Aberdeen Office Equipment Inc | 10/19/2022 | 13,302.52 |
| 833429 | Aberdeen Sanitation | 10/19/2022 | 6,726.04 |
| 833430 | Airgas Usa, Llc | 10/19/2022 | 33.84 |
| 833431 | Amazon Capital Services | 10/19/2022 | 7,081.91 |
| 833432 | Applied Educational Systems | 10/19/2022 | 3,000.00 |
| 833433 | Aramark Uniform Services | 10/19/2022 | 16.80 |
| 833434 | Auto-Chlor | 10/19/2022 | 229.07 |
| 833435 | BASICS NW LLC | 10/19/2022 | 22,475.00 |
| 833436 | BC Technologies Co DBA Final F | 10/19/2022 | 1,667.25 |
| 833437 | Bickar, Denny | 10/19/2022 | 840.00 |
| 833438 | BUDGET CHALLENGE | 10/19/2022 | 225.00 |
| 833439 | Cascade Natural Gas | 10/19/2022 | 1,753.68 |
| 833440 | Caskey Industrial Supply Co In | 10/19/2022 | 164.31 |
| 833441 | Consolidated Electrical Distri | 10/19/2022 | 416.97 |
| 833442 | Centurylink | 10/19/2022 | 130.17 |
| 833443 | CHARLIES PRODUCE | 10/19/2022 | 7,947.85 |
| 833444 | Cintas Corporation | 10/19/2022 | 3,975.14 |
| 833445 | City Of Aberdeen | 10/19/2022 | 11,172.98 |
| 833446 | Comcast | 10/19/2022 | 363.88 |
| 833447 | Committee For Children | 10/19/2022 | 10,232.15 |
| 833448 | Dairy Fresh Farms | 10/19/2022 | 15,251.20 |
| 833449 | Dancing Goats Coffee | 10/19/2022 | 68.77 |
| 833450 | E3 Diagnostics Dba E3 Msr West | 10/19/2022 | 615.00 |
| 833451 | Edmentum | 10/19/2022 | 1,199.88 |
| 833452 | ERNN | 10/19/2022 | 660.00 |
| 833453 | ESD 112 | 10/19/2022 | 34,785.70 |
| 833454 | ESD 113 | 10/19/2022 | 29,018.38 |
| 833455 | Espresso Products Direct (epd | 10/19/2022 | 348.29 |
| 833456 | FAIRFAX HOSPITAL | 10/19/2022 | 928.42 |
| 833457 | Fastenal Company | 10/19/2022 | 1,099.82 |
| 833458 | Ferrellgas | 10/19/2022 | 1,644.00 |

| Check Nbr | Vendor Name | Check Date | Check Amount |
|-----------|--------------------------------|------------|--------------|
| 833459 | FOLLETT CONTENT SOLUTIONS LLC | 10/19/2022 | 4,605.47 |
| 833460 | Franz Family Bakeries | 10/19/2022 | 3,274.96 |
| 833461 | G12 Communications LLC | 10/19/2022 | 830.30 |
| 833462 | Garland/DBS, Inc. | 10/19/2022 | 7,498.75 |
| 833463 | Gh County Water District #2 | 10/19/2022 | 512.00 |
| 833464 | Grays Harbor College - Booksto | 10/19/2022 | 1,446.41 |
| 833465 | Guardian Security Systems, Inc | 10/19/2022 | 2,067.76 |
| 833466 | hand2mind, Inc. | 10/19/2022 | 4,799.41 |
| 833467 | Harbor Architects | 10/19/2022 | 727.50 |
| 833468 | Harbor Auto & Truck Parts | 10/19/2022 | 1,312.54 |
| 833469 | Harbor Disposal Co Inc | 10/19/2022 | 1,797.86 |
| 833470 | HB Portables | 10/19/2022 | 180.00 |
| 833471 | HENRY SCHEIN, INC | 10/19/2022 | 6,330.80 |
| 833472 | Home Depot | 10/19/2022 | 748.26 |
| 833473 | Home Depot Pro Institutional | 10/19/2022 | 628.04 |
| 833474 | Imagine Learning, Inc | 10/19/2022 | 109,000.00 |
| 833475 | John Lupo Construction Inc | 10/19/2022 | 2,721.55 |
| 833476 | Johnstone, Mia | 10/19/2022 | 3,100.00 |
| 833477 | Johnson Controls Inc (pay) | 10/19/2022 | 3,412.00 |
| 833478 | Jostens Inc | 10/19/2022 | 32.88 |
| 833479 | KCDA Purchasing Coop. | 10/19/2022 | 2,519.23 |
| 833480 | Lakeshore Curriculum Materials | 10/19/2022 | 129.81 |
| 833481 | Lemay Mobile Shredding | 10/19/2022 | 268.48 |
| 833482 | LIBERTY MUTUAL INSURANCE CO | 10/19/2022 | 250.00 |
| 833483 | Louderback, Elyssa L | 10/19/2022 | 3,675.00 |
| 833484 | Marshall's Garden & Pet Store | 10/19/2022 | 101.40 |
| 833485 | Medco | 10/19/2022 | 164.25 |
| 833486 | Nasco Arts And Crafts | 10/19/2022 | 3,529.81 |
| 833487 | Nelson, Jessica | 10/19/2022 | 30.00 |
| 833488 | NoRedInk Corp | 10/19/2022 | 10,808.06 |
| 833489 | Northwest Textbook Depository | 10/19/2022 | 960.73 |
| 833490 | NW Foodservice Distribution | 10/19/2022 | 182.16 |
| 833491 | Office Depot | 10/19/2022 | 9.75 |
| 833492 | OSPI | 10/19/2022 | 5,855.14 |
| 833493 | Pacifica Law Group LLP | 10/19/2022 | 1,792.00 |
| 833494 | Parris, Trinity A | 10/19/2022 | 976.25 |
| 833495 | Petrocard Inc | 10/19/2022 | 19,464.20 |
| 833496 | Pfeiffer, Tessa Nicole | 10/19/2022 | 800.00 |
| 833497 | Pioneer Healthcare Services LL | 10/19/2022 | 11,340.00 |
| 833498 | PresenceLearning Inc | 10/19/2022 | 30,161.04 |
| 833499 | Propel Insurance | 10/19/2022 | 15,000.00 |
| 833500 | Pud #1 Of Grays Harbor Co | 10/19/2022 | 46,424.84 |
| 833501 | Ricoh Usa Inc | 10/19/2022 | 1,142.87 |
| 833502 | Scholastic Magazines | 10/19/2022 | 10,976.03 |
| 833503 | Service Alternatives Training | 10/19/2022 | 1,050.00 |
| 833504 | SILKE COMMUNICATIONS | 10/19/2022 | 8,691.53 |
| 833505 | School Information & Research | 10/19/2022 | 755.00 |
| 833506 | Snappet, Inc | 10/19/2022 | 67,420.66 |
| 833507 | Soliant Health | 10/19/2022 | 28,847.21 |
| 833508 | Sound Publishing, Inc. | 10/19/2022 | 105.42 |

| Check Nbr | Vendor Name | Check Date | Check Amount |
|-----------|--------------------------------|-------------------------|--------------|
| 833509 | SOUTHWEST WASHINGTON FOOD HUB | 10/19/2022 | 5,581.93 |
| 833510 | StormWind LLC | 10/19/2022 | 5,450.00 |
| 833511 | STUDENT LINK CONFERENCE | 10/19/2022 | 575.00 |
| 833512 | Ted Brown Music | 10/19/2022 | 3,983.17 |
| 833513 | The Hello Foundation | 10/19/2022 | 30,661.00 |
| 833514 | Thermal Supply Inc | 10/19/2022 | 4,994.83 |
| 833515 | US Cellular | 10/19/2022 | 11,081.20 |
| 833516 | US Foods - Seattle | 10/19/2022 | 26,943.29 |
| 833517 | Us Postal Service (cmrs-Fp) | 10/19/2022 | 2,000.00 |
| 833518 | Viking Automatic Sprinkler Co | 10/19/2022 | 639.20 |
| 833519 | Wasa Region 113 | 10/19/2022 | 175.00 |
| 833520 | Wasbo | 10/19/2022 | 750.00 |
| 833521 | Wcp Solutions | 10/19/2022 | 3,900.95 |
| 833522 | WSIPC | 10/19/2022 | 37,981.28 |
| 833523 | YMCA | 10/19/2022 | 9,810.00 |
| 833524 | Zones, Inc | 10/19/2022 | 7,456.74 |
| 833525 | Zoom Video Communications, Inc | 10/19/2022 | 6,621.15 |
| 100 | Computer | Check(s) For a Total of | 768,375.77 |

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 October 18, 2022, the board, by a _____ vote, approves payments, totaling \$11,033.61. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: COMP TAX
Warrant Numbers 833526 through 833527, totaling \$11,033.61

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

| Check Nbr | Vendor Name | Check Date | Check Amount |
|-----------|-------------------------------|-------------------------|--------------|
| 833526 | Bank Of The Pacific (use Tax) | 10/19/2022 | 10,175.10 |
| 833527 | Bank Of The Pacific (use Tax) | 10/19/2022 | 858.51 |
| 2 | Computer | Check(s) For a Total of | 11,033.61 |

OVERNIGHT & OUT-OF-STATE STUDENT TRIP REQUEST

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

Group/Team FFA
 School Aberdeen H.S.
 Advisor Mike Machowek Phone 360.581.3930
 Date(s) of Trip Oct 8-9 Destination Camp Shiloh
 Lodging Location Cosmopolis, WA Lodging Phone _____
 Objective of Trip District Leadership Camp (see attached)

Number of Students 7 Number of Chaperones 1
 Cost per Student ~~25~~ \$35 Cost per Chaperone ~~25~~
 Funding Source and/or Account Code ASB/FFA
 Type of Transportation Van Bus form required YES ___ NO

ASB Approval Kate Bell Date 9/29/22
 Principal Approval Lynn Gu Date 9/22/22
 Board Approval _____ Date _____

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

DISTRICT LEADERSHIP CAMP



VIBING & THRIVING IN DISTRICT III

- **EXPERIENCE FFA WITH DIFFERENT CHAPTERS**
- **GROW AS A LEADER**
- **CONNECT WITH OTHER MEMBERS**
- **HAVE FUN!**



Camp Shiloh | Cosmopolis, WA
October 8th & 9th, 2022
Registration starts 9am on 10/8
Camp closing 12pm on 10/9

**\$35 PER
MEMBER**

**DISTRICT T-SHIRTS
AVAILABLE FOR PURCHASE!**

ABERDEEN HIGH SCHOOL
410 North "G" Street
Aberdeen, WA 98520
(360) 538-2040

FFA FIELD TRIP PERMISSION FORM

TRIP DESCRIPTION:

Date(s)/Time: Saturday, October 8 8:00 a.m. Sunday, October 9 1:00 p.m.
(departure from AHS) (return to AHS)

Students Involved: 7 **Advisor Involved:** Mr. Mike Machowek @ 360-581-3930 or mmachowek@asd5.org

Destination/Itinerary: North River Rd- Camp Shiloh Bible Camp---This is FFA District 3 Leadership Camp. In attendance will be approximately 100 kids from participating schools in a well supervised (FFA advisors from other schools, too) structured environment. In addition, our District III Officers will be there leading many of the workshop activities. Students will participate in leadership workshops all day Saturday. Three meals are included in the cost. If you have questions, please call or email.

Mode of Transportation: School District Van **Cost:** \$10 deposit (refundable for participants only). Aberdeen FFA will pay \$35 admission fee

Note: Bring toiletries, sleeping bag/pillow/ flashlight and snack food-dress appropriately-behave appropriately. You also have the option of purchasing a t-shirt. Not sure the price.

Student Accident Coverage Insurance Acknowledgement

We hereby confirm that our son/daughter is covered by the School Accident Coverage Plan or a family accident coverage plan. We accept full responsibility for the cost of treatment for any injury, which he/she may suffer while taking part in this trip.

Student Accident Coverage Insurance Acknowledgement

We believe the necessary precautions and plans for the student's care have been made and feel that responsible vigilance in the care and supervision of the student will be exercised.

We hereby give permission for our student, _____, to
(student's name)

attend the field trip described above.

(parent/guardian signature)

(date)

Emergency Contact Info: _____
(required)

over

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



Washington Office of Superintendent of
PUBLIC INSTRUCTION
Chris Reykdal, Superintendent

k12.wa.us

September 19, 2022

Dr. Jeffrey Thake
Superintendent
Aberdeen School District
216 North G St.
Aberdeen, WA 98520
Sent via Email Transmission

RE: 180-day School Year Waiver for Parent-Teacher Conference Days

Dear Superintendent Thake,

On September 9, 2022, the Aberdeen School District provided notice to the Office of Superintendent of Public Instruction (OSPI) that the district will be conducting parent-teacher conference days as part of the regular 180-day school year. WAC 180-18-050(3) allows for a school district to provide notice to OSPI that the district intends to waive up to five school days from the provisions of the minimum one hundred eighty-day school year requirement in accordance with RCW 28A.300.750 solely for the purpose of conducting parent-teacher conferences.

OSPI confirms and acknowledges that the Aberdeen School District's notice included the required documentation, an adopted school board resolution, and proposed school year calendar. The resolution attested that, under the waiver plan, the district will meet the minimum instructional hours requirement set in RCW 28A.150.220(2). The district's waiver notice indicated that the district will conduct parent-teacher conferences for four (4) days for grades 6–12 during each of the following school years: 2022–23, 2023–24, and 2024–25.

If you have questions, please contact Jennifer Stevens, OSPI waiver coordinator at waivers@k12.wa.us or 360-725-6162.

Sincerely,

A handwritten signature in blue ink, appearing to read "Matt Schultz".


Matt Schultz
Chief Legal & Civil Rights Officer



Aberdeen School District

216 North G Street
Aberdeen, WA 98520
360-538-2000
Fax 360-538-2014
www.asd5.org

TO: Dr. Jeffrey Thake, Superintendent
Board of Directors, ASD5

FROM: Lynn Green, CTE Director 

RE: Donation

DATE: September 28, 2022

Dr. Jeffrey Thake
Superintendent
360-538-2002

Christi Sayres
Human Resources
360-538-2222

Shannon Ramsey
Executive Director
Business & Operations
360-538-2007

Traci Sandstrom
Teaching and Learning
Technology
360-538-2123

Richard K. Bates, Ed.D.
Special Education
360-538-2017

Lynn Green
Career & Technical Education
Secondary Curriculum
360-538-2038

The Career and Technical Education construction program has received the following donation from Sierra Pacific Industries:

Quantity 112 – 8’ 2x4’s valued at approximately \$450.00

We kindly request Board approval for this generous donation. Thank you.

EXCUSED AND UNEXCUSED ABSENCES

Definition of absence from in-person learning

WAC 392-401-015A states the definition of an absence:

1. A student is absent from in-person instruction when they are:
 - a. Not physically present on school grounds; and
 - b. Not participating in the following activities at an approved location:
 - Instruction; or
 - Any instruction-related activity; or
 - Any other district or school approved activity that is regulated by an instructional/academic accountability system, such as participation in district-sponsored sports.

Definition of absence from ~~remote learning~~ synchronous and asynchronous instruction

1. A student is absent from ~~remote learning~~ synchronous online instruction ~~when the student is not participating in planned instructional activities on a scheduled remote learning day~~ ~~U~~does not log in to the synchronous meeting/class.
2. A student is absent from asynchronous instruction when there is no evidence that the student accessed the planned asynchronous activity.
3. Evidence of student participation in asynchronous activities must occur daily, within a twenty-four-hour time frame of when the participation is planned or expected. ~~remote learning may include, but is not limited to:-~~
 - a. ~~Daily logins to learning management systems;-~~
 - b. ~~Daily interactions with the teacher to acknowledge attendance (including messages, emails, phone calls or video chats); or~~
 - c. ~~Evidence of participation in a task or assignment.~~

Minimum Time for Being Considered Present

The District has authority to establish minimum thresholds similar to in-person attendance for the time in which a student must be logged in to be considered present. The Superintendent will develop a consistent and equitable approach that is documented in the student handbook and communicated clearly to all students and families. Determining a threshold for when a student is present or absent should not be left to individual teachers.

Presence vs. Participation

Participation, such as turning video on and participating in discussion or chat, are not to be considered when determining if a student is present or not. These are examples of participation and should be considered distinct from attendance.

Absence from Asynchronous Instruction

Similar to local determinations on what constitutes presence for synchronous online instruction, the Superintendent will develop a consistent and equitable approach that establishes what constitutes “evidence of participation.” This approach will be documented in the student handbook and communicated clearly to all students and families. Determining what constitutes “evidence of participation” should not be left to individual teachers.

Tardies

The District has the flexibility to determine what constitutes a tardy in synchronous online settings. The District differentiates a tardy from an absence (where the student does not attend at all) and will exclude tardies from any reports that tally absences for the purposes of filing a truancy petition.

Daily Attendance

The District will take daily attendance for all enrolled students whether the instructional modality is in-person, synchronous, or asynchronous. When instruction is synchronous online or asynchronous, secondary schools will take attendance daily in each course with planned instruction and elementary schools will take attendance at least twice a day.

Excused and Unexcused Absences

Educators and administrators have a responsibility to monitor absences to determine if students and families need support. Students are expected to attend all assigned in-person classes each day or participate in all assigned remote instructional activities, except when there are necessary reasons for students to be absent. Upon enrollment and at the beginning of each school year, the district shall inform students and their parents/guardians of this expectation, the benefits of regular school attendance, the consequences of truancy, the role and responsibility of the district in regard to truancy, and resources available to assist the student and their parents and guardians in correcting truancy. The district will also make this information available online and will take reasonable steps to ensure parents can request and receive such information in languages in which they are fluent. Parents will be required to date and acknowledge review of this information online or in writing.

Excused Absences

Regular school attendance is necessary for mastery of the educational program provided to students of the district. At times, students may appropriately be absent from class or not able to participate remotely. School staff will keep a record of absence and tardiness, including a record of excuse statements submitted by a parent/guardian, or in certain cases, students, to document a student’s excused absences. The following principles shall govern the development and administration of attendance procedures within the district:

Valid excuses for absences

1. Absences due to the following reasons are excused:
 - a. Physical health or mental health symptoms, illness, health condition or medical appointment, (including, but for the student or person for whom the student is legally responsible. Examples of symptoms, illness, health conditions, or medical appointments include, but are not limited to, medical, counseling, mental health wellness, dental or

- optometry, pregnancy, and behavioral health treatment (which can include in-patient or out-patient treatment for chemical dependency of mental health)~~for the student or person for whom the student is legally responsible;~~
- b. Family emergency, including, but not limited to, a death or illness in the family;
 - c. Religious or cultural purpose including observance of a religious or cultural holiday or participation in religious or cultural instruction;
 - d. Court, judicial proceeding or serving on a jury;
 - e. Post-secondary, technical school or apprenticeship program visitation, or scholarship interview;
 - f. State-recognized search and rescue activities consistent with RCW 28A.225.055;
 - g. Absence directly related to the student's homeless or foster care/dependency status;
 - h. Absences related to deployment activities of a parent or legal guardian who is an active duty member consistent with RCW 28A.705.010;
 - i. Absences due to suspensions, expulsions or emergency expulsions imposed pursuant to chapter 392-400 WAC if the student is not receiving educational services and is not enrolled in qualifying "course of study" activities as defined in WAC 392-121-107;
 - j. Absences due to student safety concerns, including absences related to threats, assaults, or bullying;
 - k. Absences due to a student's migrant status;~~;~~ ~~and~~
 - l. An approved activity that is consistent with district policy and is mutually agreed upon by the principal (or designee) and parent, guardian, or emancipated youth;~~;~~ and
 - m. Absences due to the student's lack of necessary instructional tools, including internet access or connectivity.
2. In the event of emergency school facility closure due to COVID-19, other communicable disease outbreak, natural disaster, or other event when districts are required to provide synchronous and asynchronous instruction, absences due to the following reasons are excused:
- a. Absences related to the student's illness, health condition, or medical appointments due to COVID-19 or other communicable disease;
 - b. Absences related to caring for a family member who has an illness, health condition, or medical appointment due to COVID-19 other communicable disease, or other emergency health condition related to school facility closures;
 - c. Absences related to the student's family obligations during regularly scheduled school hours that are temporarily necessary because of school facility closures, until other arrangements can be made; and
 - d. Absences due to the student's parent's work schedule or other obligations during regularly scheduled school hours, until other arrangements can be made.
 - ~~a. Absences related to the student's employment or other family obligations during regularly scheduled school hours that are temporarily necessary due to COVID-19 until~~

- ~~other arrangements can be made, including placement in a more flexible education program;~~
- ~~b. Absences due to the student's parent's work schedule or other obligations during regularly scheduled school hours, until other arrangements can be made;~~
 - ~~c. Absences due to the student's lack of necessary instructional tools, including internet broadband access or connectivity; and~~
 - ~~d. Other COVID-19 related circumstances as determined between school and parent or emancipated youth.~~

The District may define additional categories or criteria for excused absences. The school principal (or designee) has the authority to determine if an absence meets **this policy according to** the above criteria for an excused absence.

1. If an absence is excused, the student will be permitted to make up all missed assignments outside of class under reasonable conditions and time limits established by the appropriate teacher; where reasonable, if a student misses a participation-type class, they can request an alternative assignment that aligns with the learning goals of the activity missed.
2. An excused absence will be verified by a parent/guardian or an adult, emancipated or appropriately aged student; or school authority responsible for the absence. If attendance is taken electronically, either for a course conducted online or for students physically within the district, an absence will default to unexcused until such time as an excused absence may be verified by a parent or other responsible adult. If a student is to be released for health care related to family planning or abortion, the student may require that the district keep the information confidential. Students thirteen and older have the right to keep information about drug, alcohol or mental health treatment confidential. Students fourteen and older have the same confidentiality rights regarding HIV and sexually transmitted diseases.
3. Except as provided in subsection (2) of this section, in the event that a child in elementary school is required to attend school under RCW 28A.225.010 or 28A.225.015(1) and has five or more excused absences in a single month during the current school year, or 10 or more excused absences in the current school year, the school district shall schedule a conference or conferences with the parent and child at a time reasonably convenient for all persons included for the purpose of identifying the barriers to the child's regular attendance, and the supports and resources that may be made available to the family so that the child is able to regularly attend school. To satisfy the requirements of this section, the conference must include at least one school district employee such as a nurse, counselor, social worker, teacher, or community human services provider, except in those instances regarding the attendance of a child who has an individualized education program or a plan developed under section 504 of the rehabilitation act of 1973, in which case the reconvening of the team that created the program or plan is required.

This conference is not required if the school has received prior notice or a doctor's note has been provided and an academic plan put in place so that the child does not fall behind.

Unexcused Absences

1. Any absence from school for the majority of hours or periods in an average school day is unexcused unless it meets one of the criteria above **or in administrative procedure** for an excused absence.
2. ~~As a means of instilling values of responsibility and personal accountability, a student whose absence is not excused will experience the consequences of his/her absence.~~ A student's grade may be affected if a graded activity or assignment occurs during the period of time when the student is absent **and that absence is not excused.**
3. The school will notify a student's parent or guardian in writing or by telephone whenever the student has failed to attend school after one unexcused absence within any month during the current school year. The notification shall include the potential consequences of additional unexcused absences. The school will make reasonable efforts to provide this information in a language the parent understands.
4. A conference with the parent or guardian shall be held after three unexcused absences within any month during the current school year. A conference shall be scheduled to determine what corrective measures should be taken to ameliorate the cause for the student's absences from school. The conference will analyze the causes of the student's absences and develop a plan that identifies student, school, and family commitments to reduce the student's absences from school. If the parent does not attend the conference, the parent shall be notified of the steps the district has decided to take to eliminate or reduce the student's absences.
5. Between the student's second and **seventh** ~~fifth~~ unexcused absence, the school must take the following data-informed steps:
 - a. Middle and high school students will be administered the Washington Assessment of the Risks and Needs of Students (WARNS) or other assessment
 - These steps must include, where appropriate, providing an available approved best practice or research-based intervention, or both, consistent with the WARNS profile or other assessment, if an assessment was applied, adjusting the child's school program or school or course assignment, providing more individualized or remedial instruction, providing appropriate vocational courses or work experience, referring the child to a community truancy board, requiring the child to attend an alternative school or program, or assisting the parent or child to obtain supplementary services that might eliminate or ameliorate the cause or causes for the absence from school.
 - For any child with an existing individualized education plan or 504 plan, these steps must include the convening of the child's individualized education plan or 504 plan team, including a behavior specialist or mental health specialist where appropriate, to consider the reasons for the absences. If necessary, and if consent from the parent is given, a functional behavior assessment to explore the function of the absence behavior shall be conducted and a detailed behavior plan completed. Time should be allowed for the behavior plan to be initiated and data tracked to determine progress.

6. Not later than the student's seventh unexcused absence in a month the district will enter into an agreement with the student and parents that establishes school attendance requirements, refer the student to a community engagement board or file a petition and affidavit with the juvenile court alleging a violation of RCW 28A.225.010.
7. If such action is not successful, the district will file a petition and affidavit with the juvenile court alleging a violation of RCW 28A.225.010 by the parent, student, or parent and student no later than the seventh unexcused absence within any month during the current school year and not later than the 15th unexcused absence during the current school year.

The superintendent will enforce the district's attendance policies and procedures. Because the full knowledge and cooperation of students and parents are necessary for the success of the policies and procedures, procedures shall be disseminated broadly and made available to parents and students annually.

~~Unexcused absences from remote learning.~~

~~Absences from remote learning must be marked as a "nontruancy remote learning absence" until October 4, 2020. Such absences shall not be marked as excused or unexcused. Beginning October 5, 2020, any absence from remote learning is unexcused unless it meets one of the criteria in WAC 392-401A-020.~~

Tardies and Disciplinary Actions

1. Students shall not be absent if:
 - a. They have been suspended, expelled, or emergency expelled pursuant to chapter 392-400 WAC;
 - b. Are receiving educational services as required by RCW 28A.600.015 and chapter 392-400 WAC; and
 - c. The student is enrolled in qualifying "course of study" activities as defined in WAC 392-121-107. **Course of study activities do not include sending homework packets home.**
2. A full day absence is when a student is absent for fifty percent or more of their scheduled day.
3. A school or district shall not convert or combine tardies into absences that contribute to a truancy petition.
4. A student shall be considered absent if they are on school grounds but not in their assigned setting.

Students dependent pursuant to Chapter 13.34, RCW

A school district representative or certificated staff member will review unexpected or excessive absences of a student who has been found dependent under the Juvenile Court Act with that student and adults involved with that student. Adults includes the student's caseworker, educational liaison, attorney if one is appointed, parent or guardians, foster parents and/or the

person providing placement for the student. The review will take into consideration the cause of the absences, unplanned school transitions, periods of running from care, in-patient treatment, incarceration, school adjustment, educational gaps, psychosocial issues, and the student's unavoidable appointments that occur during the school day. The representative or staff member must proactively support the student's management of their school work.

Tiered response system for student absences

WAC 392-401A-045 requires states:

4. School districts to implement minimum requirements of a multitiered system of support for attendance to address barriers to student attendance, provide timely interventions and best practices to reduce chronic absenteeism and truancy. Multitiered systems of support include: School districts must implement a tiered response system to reduce chronic absenteeism and address barriers to student engagement in learning during the COVID-epidemic. Tiered response systems under this section must include:
 - a. A school and/or district point person/people to maintain the list, keep it updated, and coordinate the outreach;
 - b. School or district staff assigned to conduct the outreach and attempts at reengagement in coordination with community partners or other programs;
 - c. Multiple methods of communication and outreach in a language or mode of communication that the parent understands including phone calls, texts, letters, and home visits;
 - d. Referral to community-based organizations;
 - e. Documentation of the attempts to reach student and family; and
 - f. (vi) Follow the required steps to address unexcused absences in chapter 28A.225 RCW, including early communication to parents, holding parent conferences and administering a truancy screener to understand the underlying reasons for the absences, and providing evidence-based or best practice interventions, even if the student has been withdrawn due to nonattendance
 - a. ~~Monitoring daily attendance data for all students who are absent from remote learning, whether excused or unexcused;~~
 - b. ~~A process to contact families and verify current contact information for each enrolled student that includes multiple attempts and modalities in the parent's home language;~~
 - c. ~~Daily notification of absences to parents;~~
 - d. ~~A process for outreach from the school to determine student needs, such as basic needs, connectivity and hardware, connection with health and social services as necessary;~~
 - e. ~~Differentiated supports that address the barriers to attendance and participation that includes universal supports for all students and tiered interventions for students at risk of and experiencing chronic absence; and~~
 - f. ~~When feasible and appropriate, transitioning the students to full-time in-person learning or other program to accommodate the student's needs.~~

Students dependent pursuant to Chapter 13.34, RCW

A school district representative or certificated staff member will review unexpected or excessive absences of a student who has been found dependent under the Juvenile Court Act with that student and adults involved with that student. Adults includes the student’s caseworker, educational liaison, attorney if one is appointed, parent or guardians, foster parents and/or the person providing placement for the student. The review will take into consideration the cause of the absences, unplanned school transitions, periods of running from care, in-patient treatment, incarceration, school adjustment, educational gaps, psychosocial issues, and the student’s unavoidable appointments that occur during the school day. The representative or staff member must proactively support the student’s management of their school work.

Migrant Students

The district, parent/guardian and student are encouraged to work to create an Extended Absence Agreement with the school to decrease the risk of an adverse effect on the student’s educational progress.

| | | | |
|-------------------|--------------|--|--|
| Cross References: | Board Policy | 3120 3230 3200 4218 | Enrollment Student Privacy Student Rights & Responsibilities Language Access Plan |
| Legal References: | RCW | 13.34.300 28A.225 | Relevance of failure to cause juvenile to attend school to neglect petition Compulsory School Attendance |
| | WAC | 392-400-235 392-400-260 392-401A | Discipline--Conditions and limitations Long-term suspension— Conditions and limitations Statewide definition of absence, excused and unexcused for the 2020-21 school year. |

Adoption Date: 10/02/95
 Revised: 05/07/96; 08/05/97; 11/15/00; 04/23/13; 02/04/20; 09/15/20
 09/21/21; _____

Procedure - Excused and Unexcused Absences

Students are expected to attend all assigned classes each day. School staff will keep a record of absence and tardiness, including a call log and/or a record of excuse statements submitted by a parent/guardian or, in certain cases, students, to document a student's excused absences.

Excused Absences

The following are valid excuses for absences and tardiness. Assignments and/or activities not completed because of an excused absence or tardiness may be made up in the manner provided by the teacher. Absence due to:

1. Physical health or mental health symptoms, illness, health condition or medical appointment for the student or person for whom the student is legally responsible. Examples of symptoms, illness, health conditions, or medical appointments include, but are not limited to, medical, counseling, mental health wellness, dental, optometry, pregnancy, and behavioral health treatment (which can include in-patient or out-patient treatment for chemical dependency or mental health);
2. Family emergency including, but not limited to, a death or illness in the family;
3. Religious or cultural purpose including observance of a religious or cultural holiday or participation in religious or cultural instruction;
4. Court, judicial proceeding, court-ordered activity, or jury service;
5. Post-secondary, technical school or apprenticeship program visitation, or scholarship interview;
6. State-recognized search and rescue activities consistent with RCW 28A.225.055;
7. Absence directly related to the student's homeless or foster care/dependency status;
8. Absences related to deployment activities of a parent or legal guardian who is an active duty member consistent with RCW 28A.705.010;
9. Absences due to suspensions, expulsions or emergency expulsions imposed pursuant to chapter 392-400 WAC if the student is not receiving educational services and is not enrolled in qualifying "course of study" activities as defined in WAC 392-121-107;
10. Absences due to student safety concerns, including absences related to threats, assaults, or bullying;
11. Absences due to a student's migrant status; and
12. An approved activity that is consistent with district policy and is mutually agreed upon by the principal or designee and a parent, guardian, or emancipated youth;
13. Absences due to the student's lack of necessary instructional tools, including internet access or connectivity.

In the event of emergency school facility closure due to COVID-19, other communicable disease outbreak, natural disaster, or other event when districts are required to provide

synchronous and asynchronous instruction, absences due to the following reasons are excused:

1. Absences related to the student's illness, health condition, or medical appointments due to COVID-19 or other communicable disease;
2. Absences related to caring for a family member who has an illness, health condition, or medical appointment due to COVID-19, other communicable disease, or other emergency health condition related to school facility closures;
3. Absences related to the student's family obligations during regularly scheduled school hours that are temporarily necessary because of school facility closures, until other arrangements can be made; and
4. Absences due to the student's parent's work schedule or other obligations during regularly scheduled school hours, until other arrangements can be made.

A school principal or designee has the authority to determine if an absence meets the above criteria for an excused absence.

Parental notification.

When possible, the parent/guardian is expected to notify the school office on the morning of the absence by phone, e-mail, or written note, and to provide the excuse for the absence. If no excuse is provided with the notification, or no notification is provided, the parent/guardian will submit an excuse via phone, e-mail or written note upon the student's return to school. Adult students (those over eighteen) and emancipated students (those over sixteen who have been emancipated by court action) will notify the school office of their absences with a note of explanation. Students fourteen years old or older who are absent from school due to testing or treatment for a sexually transmitted disease will notify the school of their absence with a note of explanation, which will be kept confidential. Students thirteen years and older may do the same for mental health, drug or alcohol treatment; and all students have that right for family planning and abortion.

A parent/guardian may request that a student be excused from attending school in observance of a religious holiday. In addition, a student, upon the request of his/her parent, may be excused for a portion of a school day to participate in religious instruction provided such is not conducted on school property. A student will be allowed one makeup day for each day of absence.

Absence for parental-approved activities.

This category of absence will be counted as excused for purposes agreed to by the principal and the parent/guardian. An absence may not be approved if it causes a serious adverse effect on the student's educational progress. The student may not be able to achieve the objectives of the unit of instruction as a result of absence from class. In such a case, a parent or guardian-approved absence would have an adverse effect on the student's educational progress, including the grade for the course. A student, upon the request of his/her parent/guardian, may be excused for a portion of a school day to participate in religious instruction provided such is not conducted on school property or otherwise involves the school to any degree.

Absence resulting from disciplinary actions — or short-term suspension.

As required by law, students who are removed from a class or classes as a disciplinary measure or students who have been placed on short-term or long-term suspension will have the right to make up assignments or exams missed during the time they were denied entry to the classroom if the effect of the missed assignments will be a substantial lowering of the course grade.

Extended illness or health condition.

If a student is confined to home or hospital for an extended period, the school will arrange for the accomplishment of assignments at the place of confinement whenever practical. If the student is unable to do his/her schoolwork, or if there are major requirements of a particular course which cannot be accomplished outside of class the student may be required to take an incomplete or withdraw from the class without penalty.

Excused absence for chronic health condition.

Students with a chronic health condition that interrupts regular attendance may qualify for placement in a limited attendance and participation program. The student and his/her parent will apply to the principal or counselor, and a limited program will be written following the advice and recommendations of the student's medical advisor. The recommended limited program will be approved by the principal. Staff will be informed of the student's needs, though the confidentiality of medical information will be respected at the parent's request.

Required conference for elementary school students

If an elementary school student has **five or more excused absences in a single month** during the current school year or ten or more excused absences in the current school year, the district will schedule a conference with the student and their parent(s) at a reasonably convenient time. The conference is intended to identify barriers to the student's regular attendance and to identify supports and resources so the student may regularly attend school.

The conference must include at least one school district employee, preferably a nurse, counselor, social worker, teacher or community human service provider, and may occur on the same day as the scheduled parent-teacher conference, provided it takes place within thirty days of the absences. If the student has an Individualized Education Program or a Section 504 Plan, the team that created that program must reconvene. A conference is not required if prior notice of the excused absences was provided to the district or if a doctor's note has been provided and a plan is in place to ensure the student will not fall behind in their coursework.

Tiered response system for student who are absent from remote learning

Students who are marked absent from remote learning will receive interventions and services consistent with the tiered response system for student absences implemented by the district pursuant to WAC 392-401A-045. Under the tiered response system, the district will:

- Monitor daily attendance data for all students who are absent from remote learning, whether excused or unexcused;
- Make multiple attempts to contact the families regarding student absences using multiple modalities and in the parent's home language;

- Provide daily notification of absences to parents;
- Provide outreach from the student's school to determine student needs, such as basic needs, connectivity and hardware, connection with health and social services as necessary;
- Provide differentiated supports to students that address the barriers to attendance and participation, including universal supports for all students and tiered interventions for students at-risk of and experiencing chronic absence; and
- When feasible and appropriate, transition students to full-time in-person learning or other program to accommodate the student's needs.

Unexcused Absences

An "unexcused absence" means that a student has failed to attend the majority of hours or periods in an average school day, has failed to comply with a more restrictive school district policy on absences, or has failed to comply with alternative learning experience program attendance requirements. Unexcused absences occur when:

1. The parent, guardian, or adult student submits an excuse that does not meet the definition of an excused absence as defined above; or
2. The parent, guardian, or adult student fails to submit any type of excuse statement, whether by phone, e-mail or in writing, for an absence.

~~Unexcused absences from remote learning.~~

~~Absences from remote learning must be marked as a "nontruancy remote learning absence" until October 4, 2020. Such absences shall not be marked as excused or unexcused. Beginning October 5, 2020, any absence from remote learning is unexcused unless it meets one of the criteria in WAC 392-401A-020.~~

Each unexcused absence within any month of the current school year will be followed by a letter or phone call to the parent informing them of the consequences of additional unexcused absences. The school will make reasonable efforts to provide this information in a language in which that parent is fluent. A student's grade will not be affected if no graded activity is missed during such an absence.

After three unexcused absences within any month of the current school year, the school will hold a conference with the principal, student, and parent to analyze the causes of the student's absenteeism. If a regularly scheduled parent-teacher conference is scheduled to take place within thirty days of the third unexcused absence, the district may schedule the attendance conference on the same day. If the parent/guardian does not attend the scheduled conference, the school may hold the conference with the student and principal. However, the school will notify the parent of the steps to eliminate or reduce the student's absences.

At some point after the second and before the seventh unexcused absence, the district will take data-informed steps to eliminate or reduce the student's absences. In middle school and high

school, these steps will include application of the Washington Assessment of the Risks and Needs of Students (WARNS) or other assessment by the district's designated employee.

For any student with an existing Individualized Education Program (IEP) or Section 504 Plan, these steps will include convening the student's IEP team or Section 504 team, including a behavior specialist or mental health specialist where appropriate, to consider the reasons for the student's absences. If necessary, and if the student's parent gives consent, the district will conduct a functional behavior assessment and will complete a detailed behavior plan to explore the function of the absence behavior.

For any student who does not have an IEP or Section 504 Plan, but who is reasonably believed to have a mental or physical disability or impairment, these steps will include informing the student's parent/guardian of the right to obtain an appropriate evaluation at no cost to the parent to determine whether the student has a disability or impairment and needs accommodations, special education services, or related services. This includes students with suspected emotional or behavioral disabilities. If the school obtains consent to conduct an evaluation, time should be allowed for the evaluation to be completed, and if the student is found to be eligible for accommodations, special education services, or related services, a plan will be developed to address the student's needs.

The district will designate a staff member to apply the Washington Assessment of the Risks and Needs of Students (WARNS) and, where appropriate, provide the student with best practice or research-based interventions consistent with WARNS. As appropriate, the district will also consider:

- Adjusting the student's course assignments;
- Providing the student more individualized instruction;
- Providing appropriate vocational courses or work experience;
- Requiring the student to attend an alternative school or program;
- Assisting the parent or student to obtain supplementary services; or
- Referring the student to a community engagement board.

Transfers

In the case of a student who transfers from one district to another during the school year, the sending district will provide to the receiving district, together with a copy of the WARNS assessment and any interventions previously provided to the student, the most recent truancy information for that student. The information will include the online or written acknowledgment by the parent and student. The sending district will use the standard choice transfer form for releasing a student to a nonresident school district for the purposes of accessing an alternative learning experience program.

Not later than a student's seventh unexcused absence in a month, the district will:

- a. Enter into an agreement with the student and parents/guardians that establishes school attendance requirements;
- b. Refer the student to a community engagement board; or
- c. File a petition to juvenile court (see below).

Community Engagement Board

A "community engagement board" means a board established pursuant to a memorandum of understanding (MOU) between a juvenile court and the school district and composed of members of the local community in which the student attends school.

The district will designate and identify to the juvenile court (and update as necessary) and to the Office of the Superintendent of Public Instruction a staff member to coordinate district efforts to address excessive absenteeism and truancy, including outreach and conferences, coordinating the MOU, establishing protocols and procedures with the court, coordinating trainings, sharing evidence-based and culturally appropriate promising practices. The district will also identify a person within each school to serve as a contact regarding excessive absenteeism and truancy and assisting in the recruitment of community engagement board members.

After the student's **seventh unexcused absence within any month during the current school year and not later than the fifteenth unexcused absence during the current school year**, if the district's attempts to substantially reduce a student's absences have not been successful and if the student is under the age of seventeen, the district will file a petition and supporting affidavit for a civil action in juvenile court.

Petition to juvenile court

The petition will contain the following:

1. A statement that the student has unexcused absences in the current school year. *(While petitions must be filed if the student has seven or more unexcused absences within any month, or ten or more unexcused absences in the current school year, a petition may be filed earlier. Unexcused absences accumulated in another school or school will be counted when preparing the petition);*
2. An attestation that actions taken by the school district have not been successful in substantially reducing the student's absences from school;
3. A statement that court intervention and supervision are necessary to assist the school district to reduce the student's absences from school;
4. A statement that RCW 28A.225.010 has been violated by the parent, student or parent and student;
5. The student's name, date of birth, school, address, gender, race and ethnicity; and the names and addresses of the student's parents/guardians, whether the student and parent are fluent in English, whether there is an existing individualized education program (IEP) and the student's current academic status in school;

6. A list of all interventions that have been attempted, a copy of any previous truancy assessment completed by the student's current school district, the history of approved best practices intervention or research-based intervention(s) previously provided to the student by the district, and a copy of the most recent truancy information document provided to the parent.
7. Facts that support the above allegations.

Petitions may be served by certified mail, return receipt requested, but if such service is unsuccessful, personal service is required. At the district's choice, it may be represented by a person who is not an attorney at hearings related to truancy petitions.

If the allegations in the petition are established by a preponderance of the evidence, the court shall grant the petition and enter an order assuming jurisdiction to intervene for a period of time determined by the court, after considering the facts alleged in the petition and the circumstances of the student, to most likely cause the student to return to and remain in school while the student is subject to the court's jurisdiction.

If the court assumes jurisdiction, the school district will periodically report to the court any additional unexcused absences by the student, actions taken by the school district, and an update on the student's academic status in school at a schedule specified by the court. The first report must be received no later than three (3) months from the date that the court assumes jurisdiction.

All sanctions imposed for failure to comply with the attendance policies and procedures will be implemented in conformance with state and district regulations regarding discipline or corrective action. (See WSSDA policy 3241, Student Discipline.)

SCHOOL IMPROVEMENT PLANS

Each school shall develop and adopt a school improvement planning process, with annual review for progress and necessary changes. Each school shall submit its plan to the Board of Directors in October of each year for initial approval and annual review.

Each school improvement plan or process will be data driven and will promote a positive impact on student learning. A positive impact on student learning means promoting the continuous achievement of the state learning goals, essential academic learning requirements, and the achievement of nonacademic growth in areas like public speaking, leadership, interpersonal relationship skills, team work, self-confidence and resiliency. ~~so~~ The intent is that students can meet the goals of Washington's basic education system: to become responsible citizens, to contribute to their own economic well-being and that of their families and communities, and to enjoy productive and satisfying lives.

Each school improvement plan shall be based on a building self-review that includes the active participation and input of building staff, students, parents and community members.

Each school improvement plan shall address the following elements:

- Characteristics of effective schools as identified by the Office of the Superintendent of Public Instruction and the educational service district (a plan may focus on one or several of the characteristics for up to three years):
 - ~~Content aligned to researched-based best practices;~~
 - Safe and supportive learning environments;
 - ~~Implementation of effective teaching processes;~~
 - Educational equity factors including gender, race, ethnicity, culture, language and physical and mental ability;
 - Use of technology;
 - Parent and community involvement; and
 - Other factors identified by the school community for inclusion in the plan or process.

Any school participation in a program of school improvement assistance through the state accountability system or the federal Elementary and Secondary Education Act will ~~shall~~ constitute sufficient compliance with this policy.

Legal References: WAC 180-16-220 Supplemental basic education program approval requirements

Adoption Date: 11/19/02
Revised: 06/06/06; 04/05/11; 12/03/13; _____



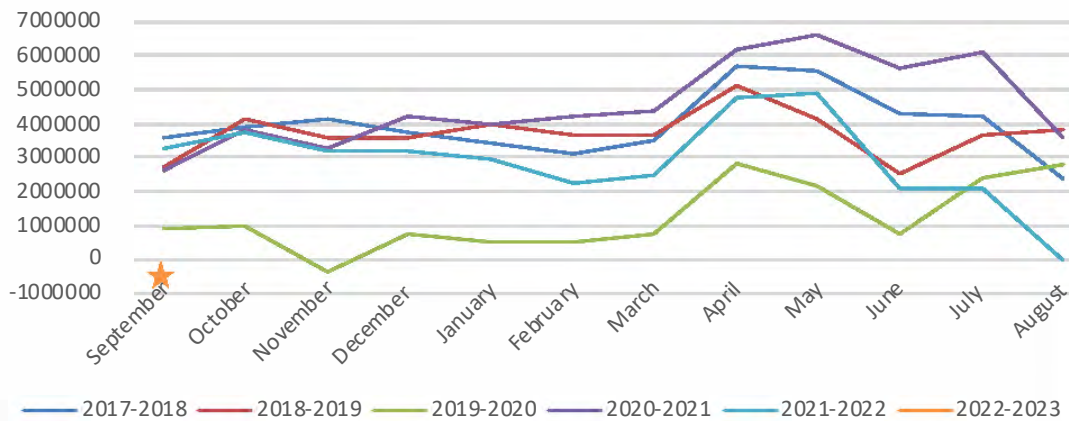
Our Children,
Our Schools,
Our Future

TO: Dr. Jeff Thake, Superintendent
 FROM: Shannon Ramsey, Executive Director of Business & Operations
 SUBJECT: Monthly Finance Report for October 2022
 DATE: October 13, 2022

September Snapshot

| Revenues | Expenditures | Salaries/ Benefits | % of Mo.Exp. | Fund Balance |
|-------------|--------------|--------------------|--------------|--------------|
| \$3,467,628 | \$4,210,185 | \$4,195,880 | 99.66% | (\$520,078) |

GF Fund Balance History



REVENUE BY MAJOR CATEGORY

| Revenue Source | Budget | Actual YTD | % Actual | Largely Comprised of |
|-------------------|----------------------|---------------------|--------------|---|
| Local Taxes | \$ 4,171,639 | \$ 73,608 | 1.76% | Prop taxes - received Oct/Nov and April/May |
| Local Nontax | \$ 880,250 | \$ 18,373 | 2.09% | Donations, Food Service, Misc |
| State, General | \$ 31,813,386 | \$ 2,616,634 | 8.22% | Apportionment and LEA |
| State, Special | \$ 11,998,772 | \$ 702,591 | 5.86% | Spec Ed, Detention, LAP, Bilingual, Hi Cap, Transport |
| Federal, General | \$ 25,000 | \$ 0 | 0.00% | Federal Forest; deducted from apportionment |
| Federal, Special | \$ 23,267,444 | \$ 56,422 | 0.24% | Food Service, Fed Grants (Titles, ESSER, etc) |
| Other Districts | \$ 67,000 | \$ 0 | 0.00% | Non high payments - Cosmoplis |
| Other Agencies | \$ 52,000 | \$ 0 | 0.00% | Private Foundations, ESD 113 |
| Other Fin Sources | 0 | 0 | | |
| Totals | \$ 72,275,491 | \$ 3,467,628 | 4.80% | |

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>Budget</u> | <u>Actual YTD</u> | <u>Actual %</u> | <u>District payroll and/or:</u> |
|----------------------------|----------------------|---------------------|-----------------|---|
| Board | \$ 88,000 | | 0.00% | Dues, audits, elections, legal, travel, etc |
| Superintendent Office | \$ 411,519 | \$ 33,325 | 8.10% | General Admin/ Supt Office |
| Business Office | \$ 548,168 | \$ 56,228 | 10.26% | Fiscal operations |
| Human Resources | \$ 524,166 | \$ 17,973 | 3.43% | Personnel, recruitment, labor relations |
| Public Relations | \$ 40,000 | \$0 | 0.00% | Educational/admin info to public |
| Supervision of Instruction | \$ 1,426,263 | \$ 107,905 | 7.57% | Includes secretarial support |
| Learning Resources | \$ 384,932 | \$ 26,989 | 7.01% | Library resources & staffing |
| Principal's Office | \$ 3,176,098 | \$ 246,437 | 7.76% | Includes secretaries |
| Guidance/Counsel. | \$ 2,611,774 | \$ 177,231 | 6.79% | Counselors/support services |
| Pupil Management & Safety | \$ 0 | -\$ 11 | | Bus & playground paras, etc |
| Health Services | \$ 2,285,790 | \$ 129,332 | 5.66% | Nursing, OT/PT/SLP, etc |
| Teaching | \$ 36,186,001 | \$ 2,580,420 | 7.13% | Classroom teachers/para support |
| Extra-curricular | \$ 1,157,179 | \$ 73,156 | 6.32% | Coaching, advising, ASB supervision |
| Instructional Prof Dev | \$ 850,161 | \$ 66,199 | 7.79% | Prof development; instructional staff |
| Instructional Tech | \$ 1,219,958 | \$ 0 | 0.00% | Classroom technology |
| Curriculum | \$ 795,389 | \$ 15,765 | 1.98% | Materials adoptions/purchases; staff |
| PD-State Funded | \$ 401,769 | \$ 224,511 | 55.88% | 3 days of PD funded by the state |
| Food Services | \$ 2,778,552 | \$ 125,847 | 4.53% | Mgmt of food service for district |
| Transportation | \$ 1,397,036 | \$ 59,940 | 4.29% | Co-op payments, fuel, insurance |
| Maint & | \$ 3,990,750 | \$ 224,293 | 5.62% | Custodial/maint/grounds, security |
| Other Services | \$ 2,307,552 | \$ 49,178 | 2.13% | Insurance, utilities, informtion systems, printing, warehouse |
| Transfers | \$119,750 | \$0 | 0.00% | In district use of transportation, vehicles, food service |
| Interfund | -\$ 120,000 | -\$ 4,531 | 3.78% | Transfers to CP and DS |
| Totals | \$ 62,580,806 | \$ 4,210,185 | 6.73% | |

CAPITAL PROJECTS FUND YEAR-TO-DATE SUMMARY

| Revenues | Expenditures | Fund Balance |
|----------|--------------|--------------|
| \$4,950 | \$ - | \$1,625,639 |

DEBT SERVICE FUND YEAR-TO-DATE SUMMARY

| Revenues | Expenditures | Fund Balance |
|----------|--------------|--------------|
| \$53,757 | \$ - | \$2,587,704 |

ASSOCIATED STUDENT BODY FUND YEAR-TO-DATE SUMMARY

| Revenues | Expenditures | Fund Balance |
|----------|--------------|--------------|
| \$40,111 | \$19,468 | \$308,822 |

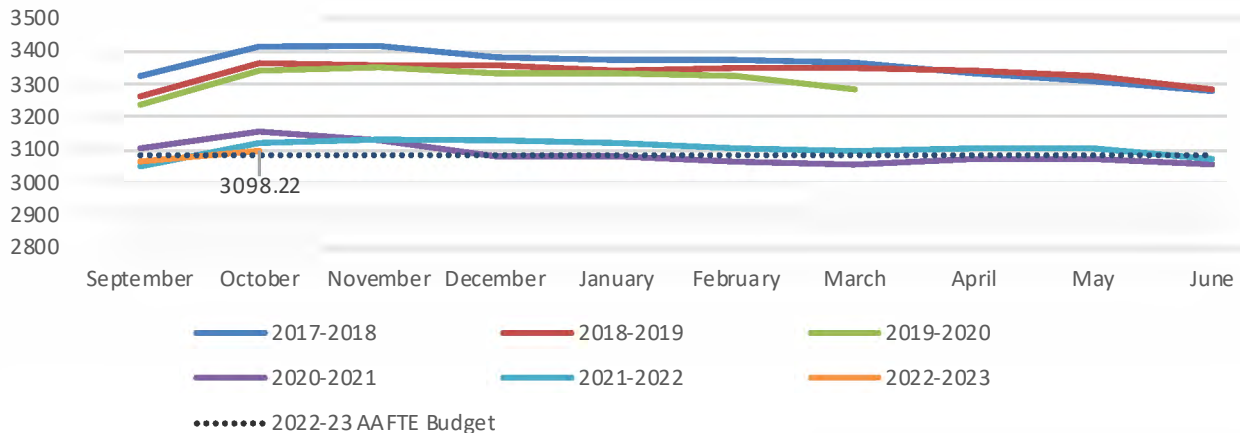
TRANSPORTATION VEHICLE FUND YEAR-TO-DATE SUMMARY

| Revenues | Expenditures | Fund Balance |
|----------|--------------|--------------|
| \$632 | \$ 156,002 | \$395,686 |

SUMMARY OF BUDGET EXPENDITURE CAPACITY

| Fund | Budget | Expenditures YTD | Balance | %Spent | Remaining |
|------------------|---------------|------------------|--------------|--------|-----------|
| General | \$ 62,580,840 | \$4,210,185 | \$58,370,655 | 6.73% | 93.27% |
| Capital Projects | \$ 9,900,000 | \$ - | \$9,900,000 | 0.00% | 100.00% |
| Debt Service | \$ 3,195,782 | \$ - | \$3,195,782 | 0.00% | 100.00% |
| ASB | \$ 457,750 | \$19,468 | \$438,282 | 4.25% | 95.75% |
| Trans Vehicle | \$ 325,000 | \$ 156,002 | \$168,998 | 48.00% | 52.00% |

Six Year Enrollment Summary



Six Year Enrollment History

| Annual Average Full | Gr K – 5 | Gr 6 – 8 | HS | Run Start/ Open Doors | +/- (Budget) ** |
|---------------------|----------|----------|---------|-----------------------|------------------------|
| 2022-2023 Bud | 1246.00 | 773.00 | 981.00 | 100.00 | 3085 |
| 2021-22 Actual | 1299.42 | 775.68 | 1021.41 | 75.13 | 3,171.64 |
| 2020-21 Actual | 1,287.98 | 777.52 | 943.61 | 85.44 | -5.54 (3100) |
| 2019-20 Actual | 1,445.35 | 805.48 | 980.66 | 98.98 | + 40.47 (3,290) |
| 2018-19 Actual | 1,778.50 | 496.06 | 993.69 | 82.30 | + 60.54 (3,290) |

| | | | | | |
|----------------|----------|--------|----------|-------|-----------------|
| 2017-18 Actual | 1,800.62 | 484.33 | 1,000.19 | 47.83 | + 120.13 |
|----------------|----------|--------|----------|-------|-----------------|

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 September, 2022

| | 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 | 73,607.59 | 73,607.59 | | 4,098,031.41 | 1.76 |
| 2000 LOCAL SUPPORT NONTAX | 880,250 | 18,373.46 | 18,373.46 | | 861,876.54 | 2.09 |
| 3000 STATE, GENERAL PURPOSE | 31,813,386 | 2,616,634.11 | 2,616,634.11 | | 29,196,751.89 | 8.22 |
| 4000 STATE, SPECIAL PURPOSE | 11,998,772 | 702,590.53 | 702,590.53 | | 11,296,181.47 | 5.86 |
| 5000 FEDERAL, GENERAL PURPOSE | 25,000 | .00 | .00 | | 25,000.00 | 0.00 |
| 6000 FEDERAL, SPECIAL PURPOSE | 23,267,444 | 56,422.36 | 56,422.36 | | 23,211,021.64 | 0.24 |
| 7000 REVENUES FR OTH SCH DIST | 67,000 | .00 | .00 | | 67,000.00 | 0.00 |
| 8000 OTHER AGENCIES AND ASSOCIATES | 52,000 | .00 | .00 | | 52,000.00 | 0.00 |
| 9000 OTHER FINANCING SOURCES | 0 | .00 | .00 | | .00 | 0.00 |
| <u>Total REVENUES/OTHER FIN. SOURCES</u> | 72,275,491 | 3,467,628.05 | 3,467,628.05 | | 68,807,862.95 | 4.80 |
| <u>B. EXPENDITURES</u> | | | | | | |
| 00 Regular Instruction | 26,523,379 | 2,158,194.10 | 2,158,194.10 | 1,157,885.47 | 23,207,299.43 | 12.50 |
| 10 Federal Stimulus | 4,551,891 | 124,419.11 | 124,419.11 | 160,860.50 | 4,266,611.39 | 6.27 |
| 20 Special Ed Instruction | 7,145,845 | 554,812.84 | 554,812.84 | 326.84 | 6,590,705.32 | 7.77 |
| 30 Voc. Ed Instruction | 2,821,313 | 239,187.78 | 239,187.78 | 81,078.92 | 2,501,046.30 | 11.35 |
| 40 Skills Center Instruction | 323,862 | 24,341.59 | 24,341.59 | 4,389.16 | 295,131.25 | 8.87 |
| 50+60 Compensatory Ed Instruct. | 6,536,287 | 363,590.27 | 363,590.27 | 6,429.00 | 6,166,267.73 | 5.66 |
| 70 Other Instructional Pgms | 622,244 | 25,423.87 | 25,423.87 | 7,322.85 | 589,497.28 | 5.26 |
| 80 Community Services | 2,400,521 | 157,963.26 | 157,963.26 | 18,233.92 | 2,224,323.82 | 7.34 |
| 90 Support Services | 11,655,498 | 562,252.67 | 562,252.67 | 665,551.09 | 10,427,694.24 | 10.53 |
| <u>Total EXPENDITURES</u> | 62,580,840 | 4,210,185.49 | 4,210,185.49 | 2,102,077.75 | 56,268,576.76 | 10.09 |
| <u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u> | 9,690,000 | .00 | .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> | 4,651 | 742,557.44- | 742,557.44- | | 747,208.44- | < 1000- |
| <u>F. TOTAL BEGINNING FUND BALANCE</u> | 3,183,523 | | 222,479.49 | | | |
| <u>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u> | XXXXXXXXXX | | .00 | | | |
| <u>H. TOTAL ENDING FUND BALANCE</u> | 3,188,174 | | 520,077.95- | | | |
| <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 | 1,162,042.81 |
| 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 | 219,505.33 |
| 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 | 4,651 | 4,433,928.57- |
| G/L 891 Unassigned Min Fnd Bal Policy | 2,428,948 | 2,518,232.48 |
| <u>TOTAL</u> | 3,188,174 | 520,077.95- |

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 September, 2022

| | ANNUAL | ACTUAL | ACTUAL | | | |
|---|------------------|-----------------|-----------------|------------------|---------------------|----------------|
| | BUDGET | FOR MONTH | FOR YEAR | ENCUMBRANCES | BALANCE | PERCENT |
| A. REVENUES/OTHER FIN. SOURCES | | | | | | |
| 1000 Local Taxes | 0 | .00 | .00 | | .00 | 0.00 |
| 2000 Local Support Nontax | 16,000 | 4,949.98 | 4,949.98 | | 11,050.02 | 30.94 |
| 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 |
| Total REVENUES/OTHER FIN. SOURCES | 9,416,000 | 4,949.98 | 4,949.98 | | 9,411,050.02 | 0.05 |
| B. EXPENDITURES | | | | | | |
| 10 Sites | 0 | .00 | .00 | 38,178.00 | 38,178.00- | 0.00 |
| 20 Buildings | 9,900,000 | .00 | .00 | 0.00 | 9,900,000.00 | 0.00 |
| 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 |
| Total EXPENDITURES | 9,900,000 | .00 | .00 | 38,178.00 | 9,861,822.00 | 0.39 |
| 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- | 4,949.98 | 4,949.98 | | 488,949.98 | 101.02- |
| 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 | | 1,625,639.22 | | | |

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 | 1,250,000.00 |
| 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 | 375,639.22 |
| G/L 890 Unassigned Fund Balance | 0 | .00 |
| <u>TOTAL</u> | 334,327 | 1,625,639.22 |

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 September, 2022

| | 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 | 49,734.78 | 49,734.78 | | 2,848,700.22 | 1.72 |
| 2000 Local Support Nontax | 1,500 | 4,022.60 | 4,022.60 | | 2,522.60- | 268.17 |
| 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 | .00 | | 290,000.00 | 0.00 |
| <u>Total REVENUES/OTHER FIN. SOURCES</u> | <u>3,189,935</u> | <u>53,757.38</u> | <u>53,757.38</u> | | <u>3,136,177.62</u> | <u>1.69</u> |
| <u>B. EXPENDITURES</u> | | | | | | |
| Matured Bond Expenditures | 3,040,000 | .00 | .00 | 0.00 | 3,040,000.00 | 0.00 |
| Interest On Bonds | 154,882 | .00 | .00 | 0.00 | 154,882.00 | 0.00 |
| Interfund Loan Interest | 0 | .00 | .00 | 0.00 | .00 | 0.00 |
| Bond Transfer Fees | 900 | .00 | .00 | 0.00 | 900.00 | 0.00 |
| 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>.00</u> | <u>0.00</u> | <u>3,195,782.00</u> | <u>0.00</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>53,757.38</u> | <u>53,757.38</u> | | <u>59,604.38</u> | <u>< 1000-</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>XXXXXXXX</u> | | <u>.00</u> | | | |
| <u>H. TOTAL ENDING FUND BALANCE</u> | <u>2,515,883</u> | | <u>2,587,704.07</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 | | 2,587,704.07 | | | |
| 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>2,587,704.07</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 September, 2022

| | ANNUAL | ACTUAL | ACTUAL | | | |
|--|------------|-----------|------------|--------------|------------|---------|
| | BUDGET | FOR MONTH | FOR YEAR | ENCUMBRANCES | BALANCE | PERCENT |
| A. REVENUES | | | | | | |
| 1000 General Student Body | 71,706 | 6,555.66 | 6,555.66 | | 65,150.34 | 9.14 |
| 2000 Athletics | 87,550 | 29,890.60 | 29,890.60 | | 57,659.40 | 34.14 |
| 3000 Classes | 2,500 | .00 | .00 | | 2,500.00 | 0.00 |
| 4000 Clubs | 182,645 | 2,945.00 | 2,945.00 | | 179,700.00 | 1.61 |
| 6000 Private Moneys | 80,200 | 720.00 | 720.00 | | 79,480.00 | 0.90 |
| <u>Total REVENUES</u> | 424,601 | 40,111.26 | 40,111.26 | | 384,489.74 | 9.45 |
| B. EXPENDITURES | | | | | | |
| 1000 General Student Body | 37,300 | 4,695.00 | 4,695.00 | 0.00 | 32,605.00 | 12.59 |
| 2000 Athletics | 136,410 | 14,597.84 | 14,597.84 | 27,201.63 | 94,610.53 | 30.64 |
| 3000 Classes | 2,500 | .00 | .00 | 0.00 | 2,500.00 | 0.00 |
| 4000 Clubs | 201,340 | 175.00 | 175.00 | 1,797.91 | 199,367.09 | 0.98 |
| 6000 Private Moneys | 80,200 | .00 | .00 | 0.00 | 80,200.00 | 0.00 |
| <u>Total EXPENDITURES</u> | 457,750 | 19,467.84 | 19,467.84 | 28,999.54 | 409,282.62 | 10.59 |
| C. EXCESS OF REVENUES | | | | | | |
| <u>OVER (UNDER) EXPENDITURES</u> (A-B) | 33,149- | 20,643.42 | 20,643.42 | | 53,792.42 | 162.27- |
| D. TOTAL BEGINNING FUND BALANCE | | | | | | |
| | 282,843 | | 288,178.59 | | | |
| E. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-) | | | | | | |
| | XXXXXXXXXX | | .00 | | | |
| F. TOTAL ENDING FUND BALANCE | | | | | | |
| <u>C+D + OR - E)</u> | 249,694 | | 308,822.01 | | | |
| 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 | | 301,322.01 | | | |
| 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 | | 308,822.01 | | | |

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 September, 2022

| | 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 | 631.89 | 631.89 | | 4,518.11 | 12.27 |
| 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 | 631.89 | 631.89 | | 201,583.11 | 0.31 |
| B. <u>9900 TRANSFERS IN FROM GF</u> | 0 | .00 | .00 | | .00 | 0.00 |
| C. <u>Total REV./OTHER FIN. SOURCES</u> | 202,215 | 631.89 | 631.89 | | 201,583.11 | 0.31 |
| <u>D. EXPENDITURES</u> | | | | | | |
| Type 30 Equipment | 325,000 | 156,001.66 | 156,001.66 | 125,488.83 | 43,509.51 | 86.61 |
| 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> | 325,000 | 156,001.66 | 156,001.66 | 125,488.83 | 43,509.51 | 86.61 |
| 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> | 122,785- | 155,369.77- | 155,369.77- | | 32,584.77- | 26.54 |
| 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> | 124,630 | | 395,685.90 | | | |
| K. <u>ENDING FUND BALANCE ACCOUNTS:</u> | | | | | | |
| G/L 810 Restricted For Other Items | 0 | | .00 | | | |
| G/L 819 Restricted for Fund Purposes | 124,630 | | 395,685.90 | | | |
| 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> | 124,630 | | 395,685.90 | | | |

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



**Miller Junior High School
Yearbook Publishing Contract
1 year contract w/option to renew for 2 additional
2023, 2024, 2025**

BOOK

Size 8 book built using Encore, HTML5 cloud based program
80# enamel paper
Hard cover, Smythe sewn book with endsheets OR Soft Cover with Gloss lamination

COLOR

All Color

COVER and ENDSHEETS

School design, front, back and spine, 4-Color Lithocote cover with gloss or standard matte finish
Endsheets white
145 pt binder board for Hard Cover book
1 hour Cover art session with plant cover artist included with price of book

Includes

Computer training & publishing services for school by LOCAL publishing representative
FREE computer/publishing support line and plant representative at Balfour
Deadline to be determined by school and representative, based upon delivery date
Vendor to supply prepaid FedEx shipping labels and envelopes

Freight to school included in bid price

Sales tax additional, at county rate (rep can help school submit exemption forms)

| | | |
|-----------------------------------|------------------|------------------|
| Hard Cover All color Book: | 92 pages | 88 pages |
| 300 | \$18.00 per book | \$17.00 per book |
| Soft Cover All color Book: | 92 pages | 88 pages |
| 300 | \$16.50 per book | \$15.50 per book |

ADDITIONAL ITEMS

| | |
|---|--------------|
| YearZine – Year in review 4-color, 16 page section | \$ 3.50 each |
| Names-on-Covers in choice of Balfour foils – one line With a March 15 th deadline | \$ 6.00 each |

Talli Gonyaw

Balfour Senior Rep: Talli Gonyaw

Aberdeen School District Authorized
Representative

**A CONTRACTUAL AGREEMENT FOR PARTICIPATION AND OPERATION
OF A
PUPIL TRANSPORTATION COOPERATIVE**

This agreement, by and between Hoquiam School District (hereinafter referred to as "Operator") and Aberdeen School District, both of Grays Harbor County, Washington, (each hereinafter referred to as "Cooperative Districts") provides for the establishment and implementation of a cooperative transportation program. Be it further provided, other local school districts (hereinafter referred to as "participating districts") shall have access to the Cooperative for the purpose of contracting for transportation maintenance services with such districts. Specifically, this agreement provides the mechanism by which the Cooperative will furnish transportation services to both districts. Such transportation services shall include the following:

- Driver training
- Central purchasing
- Vehicle maintenance and repair
- Transportation Supervision

It is agreed by and between the cooperative parties hereto as follows:

1. **Establishment:** A Cooperative Transportation Program is established to provide safe, economical transportation of all public school pupils residing within the boundaries of each cooperative district and to facilitate improved services while avoiding unnecessary duplication of supervisory and technical staff. It is further desired to provide flexibility in operation, which will facilitate rapid program adjustments and meet emergency or special needs as they arise.
2. **Term:** The term of this agreement shall begin September 1, 2022, and be on a fiscal year basis beginning each September 1, to be renewed annually subject to the provisions for withdrawal herein contained. Parties may mutually agree to modify this agreement with 30 days notice.
3. **Location:** The Transportation Program will be conducted at the site currently staged. This facility is located at 3030 Bay Avenue, Hoquiam, Washington.
4. **Administration:** It is agreed that the administration of the program shall be vested in the district housing the cooperative districts party hereto. The building facilities shall be under the supervision of and be maintained by the Hoquiam School District.
5. **Council:** It is agreed that a Council will be comprised of the Superintendent/Designee from each district, the Business Manager from each district and the Transportation Director. The Council will meet on or before June 1 and upon completion of the reconciliation. Any decisions made by the council will be on simple majority. Notes will be taken and provided to members not in attendance. The following items will be discussed:
 - Quality of services provided
 - Budget
 - Costs for participating districts
 - The addition or deletion of services
 - Review of expenditures
 - Reconciliation
 - Any other matters pertaining to the cooperative that may arise
6. **Budget:** The cooperative districts shall prepare a preliminary budget covering revenues and expenditures that need to be built into the operator district (Hoquiam's) budget priorities June 1, of each school year. The operator district (Hoquiam) shall prepare their budget covering the proposed operation and financing by

August 1 of each school year. The budget shall show details of estimated expenditures and revenues and shall show an estimate of the net cost to each cooperative district.

7. **Utilization:** Utilization of the transportation facilities shall be on a joint participation basis and shall be based upon a fair and equitable program as determined by the Council.

8. **Equipment and Capital Improvements:** Participating districts may, upon approval by the Council, provide approved equipment for the Transportation Program and be credited for that value to offset purchase services. Thereafter, and as it becomes necessary, equipment or capital improvements may be purchased to replace, supplement or add to the facilities after such expenditure is approved by the Council. Such purchase will be on a prorated cost basis as provided in Paragraph 10 of this agreement and shall become the property of the Transportation Program, managed by the Operator. No equipment will be removed from the transportation facilities without the consent of both cooperative districts. A complete capital facilities inventory will be updated at the close of each year's operation and made available to the Council at that time. It is further agreed that from time to time participating districts may loan or lease equipment to the program upon such terms and conditions as may be mutually agreed upon.

9. **Mediation:** It is mutually agreed hereby that whenever an issue arises between cooperative districts concerning the operation of the Transportation Program, it shall be resolved in accord with the following procedure:

The matter shall first be discussed with the Transportation Director, the administrator in charge of Transportation for cooperating districts and the administrator in charge of Transportation from the Hoquiam School District. . In the event of failure to agree at that level the matter will then be forwarded to the Council. If the issue is not resolved, the matter shall be submitted to the Boards of Directors of both school districts party to this agreement. In the event that there is still no agreement at this level, a conference committee shall be established to resolve the issue. This conference committee shall consist of one member appointed by each of the cooperative Boards and a member appointed by the Office of Superintendent of Public Instruction. The recommendations of this committee shall be binding upon both cooperative districts.

10. **Proration of Cost & Payment by Cooperative Districts:**

- A. Bus Driver wages and benefits, vehicle collision and liability insurance, L&I Insurance for bus drivers, and unemployment insurance for bus drivers are the sole responsibility of each Cooperative District.
- B. Fuel, mechanic labor and parts are directly charged to the Cooperative District benefiting directly by the purchase whenever possible.
- C. All costs of the Transportation Program shall be prorated among the cooperative districts in the following manner:

| Category | Hoquiam | % | Aberdeen | % | Factor | Hoquiam | Aberdeen |
|------------------------------|---------|-------|-----------|-------|--------|---------------|---------------|
| Routes and Runs | 26 | 31.7% | 56 | 68.3% | X1 | 31.71 | 68.29 |
| # Students Transported | 886 | 36.3% | 1558 | 63.7% | X2 | 72.50 | 127.50 |
| # Drivers - Regular | 9 | 40.9% | 13 | 59.1% | X2 | 81.82 | 118.18 |
| 5 year State Mileage Reports | 647,921 | 36.8% | 1,112,521 | 63.2% | X3 | 110.41 | 189.59 |
| Total | | | | | | 296.44 | 503.56 |
| Total Percentage | | | | | | 37.06% | 62.94% |

- 1. Cost of Operations is defined to mean all direct and other costs of the Cooperative Transportation Program consistent with the budget approved those expenses that are directly charged to a cooperative or participating District. Included are expenditures related to supervision of the Cooperative Transportation Program, garage operation expenses (including parts not directly charged out to districts), utilities, mechanic labor (shop time) not directly charged out to districts,

fuel shortage, custodial, facility insurance, facility maintenance, equipment purchases under \$5,000 per item, and billing costs. Cost of Operations is further adjusted to reflect additional income derived from participating districts and other organizations in excess of actual costs in order to arrive at the amount to be prorated among cooperative districts at year-end reconciliation.

2. Allocation amounts shall be recalculated annually prior to November 15. Resulting percentage will be retroactive to September 1.
 - D. The Operator District shall bill Cooperative Districts on a monthly basis. Monthly billings will include the directly charged items identified in B above as well as the prorated share of Costs of Operations as spelled out in the allocation chart above. Monthly billings shall be in a format approved by the administration of each district.
 - E. Invoices received by Cooperative Districts before the 10th of the month shall be paid during that month. A late fee of 1 percent of the unpaid balance per month will be added for payments that are late.
 - F. A year-end reconciliation shall occur on or before November 30, unless mutually agreed to by both parties to extend this date to no later than December 31, that adjusts billed expenses to actual expenses. Additional income derived from Participating Districts or other organizations in excess of actual costs will be part of the reconciliation.
 - G. The Operator District shall maintain detailed backup on all revenues, purchases and other expenses for the number of years required by statute.
11. **Cost for Participating Districts:** Procedures for computing the rate charge for each participating district shall be adopted by the Council on an annual basis before June 1 of each school year.
 12. **Withdrawal:** In the event that a participating district desires to withdraw from the Cooperative the district desiring withdrawal shall give notice in writing to the Hoquiam School District no later than September 1 of the fiscal year preceding withdrawal. The withdrawal shall become effective on September 1 of the next succeeding fiscal year.

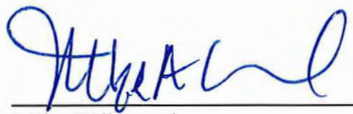
Reimbursements for withdrawal after 10 years will be based upon the rate in the chart above for all unopened supplies remaining in inventory at the date of dissolution. These reimbursements will be paid at the time of the final reconciliation. Land improvements and equipment purchased for the Transportation Program shall remain the property of the program and costs of such improvements and equipment shall not be included in the computation of reimbursements to a withdrawing district.

13. **Gifts:** The Transportation Program may receive gifts of cash, equipment, or services from any source whatsoever as long as the donation falls under the Operator District Policy & Procedures.
14. **Termination:** This agreement can be terminated with 30 days notice if either party fails to comply with the terms of the agreement and cannot resolve the issue discussed in the Mediation section of this agreement. If the agreement is terminated, the costs will be prorated according to section 10.C.1 of this agreement, minus costs required to continue based upon any agreements entered into for the remainder of the fiscal year or until the agreement expires, whichever comes sooner.
13. **Requirement to Post:** This agreement must be posted on each cooperating district's webpage and/or filed with the County Auditor.
14. **Amendment:** This agreement may be amended by mutual agreement of the Council.

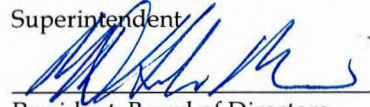
IN WITNESS WHEREOF, the parties have hereunto set their hands.

HOQUIAM SCHOOL DISTRICT NO. 28
of Grays Harbor County

ABERDEEN SCHOOL DISTRICT NO. 5
of Grays Harbor County



Mike Villarreal
Superintendent



President, Board of Directors

9/15/22

Date

Jeffrey Thake
Superintendent

President, Board of Directors

Date

Surplus Aug - Sept 2022

| | A | B | C | D | E | F | G | H | I | J |
|----|-------|---|-----------------------|--------------------------|-----------------|------------|---------------|---------------|--------------------|-------------------------------------|
| 1 | 1 | Description | Manufacturer | Model # | Color or Detail | Condition | Administrator | Building | Date added to list | Notes |
| 2 | 7 | Box of books | | | | used/good | Northington | Robert Gray | 8/18/22 | |
| 3 | 1 | tray for file folders | | | | good | Northington | Robert Gray | 8/18/22 | |
| 4 | 3 | plexi glass for teacher desk | | | | good | Northington | Robert Gray | 8/18/22 | |
| 5 | 1 | mini fridge | | | | bad | Northington | Robert Gray | 8/18/22 | |
| 6 | 1 | box w/ math manipulatives | | | | okay | Northington | Robert Gray | 8/18/22 | |
| 7 | 1 | 3D printer | | | | Not sure | Stotler | Stevens | 8/19/22 | |
| 8 | 2 | Cases of over the head headphones | | | | OLD | Stotler | Stevens | 8/19/22 | |
| 9 | 1 box | miscellaneous cords/plug-ins | | | | OLD | Stotler | Stevens | 8/19/22 | |
| 10 | 4 | Foss Sciene teacher manual: Wood & Paper | Foss | Not surplus at this time | | | Stotler | Stevens- | 8/19/22 | Not considered surplus at this time |
| 11 | 4 | Foss Sciene teacher manual: Animals Two-by-Two | Foss | Not surplus at this time | | | Stotler | Stevens- | 8/19/22 | Not considered surplus at this time |
| 12 | 1 | K: My Math Learning Station binder | My Math | | | | Stotler | Stevens | 8/19/22 | |
| 13 | 2 | computer monitors | | | black | used | Stotler | Stevens | 8/22/22 | |
| 14 | 1 | Pack of Problem Solvig Bingo | Creative Teaching | | | used/old | Stotler | Stevens | 8/23/22 | |
| 15 | 5 | apple/ipod chargers | Apple | | white | used | Stotler | Stevens | 8/23/22 | |
| 16 | 2 | ipad cases | | ipod 2 case | red/blue | used | Stotler | Stevens | 8/23/22 | |
| 17 | 2 | ipads | Apple | | white | used | Stotler | Stevens | 8/23/22 | |
| 18 | 5 | ipads w/black case | Apple | | black | used | Stotler | Stevens | 8/23/22 | |
| 19 | 1 | ipad | Apple | | silver | used | Stotler | Stevens | 8/23/22 | |
| 20 | 18 | pictures books w/cassette tapes (mixed stories) | | | mixed | old | Stotler | Stevens | 8/23/22 | |
| 21 | 1 | cassette tape player | GE | | black | old | Stotler | Stevens | 8/23/22 | |
| 22 | 1 | cassette tape player | radio shack | | silver | old | Stotler | Stevens | 8/23/22 | |
| 23 | 4 | Math Triumphs Gr 2 book 2 ~ student workbooks | Macmillan/McGraw Hill | Grade 2 | red | old/unused | Stotler | Stevens | 8/23/22 | |
| 24 | 1 | Math Triumphs Gr 4 Teacher manual | Macmillan/McGraw Hill | Grade 4 | orange | old/unused | Stotler | Stevens | 8/23/22 | |
| 25 | 1 | Math Triumphs Gr 2 book 3 ~ student workbooks | MacMillan/McGraw Hill | Grade 2 | red | old/unused | Stotler | Stevens | 8/23/22 | |
| 26 | 8 | Math Triumphs Gr 2 book 1 ~ student workbooks | MacMillan/McGraw Hill | Grade 2 | red | old/unused | Stotler | Stevens | 8/23/22 | |
| 27 | 1 | Impact Math Grade 4 teacher guide | Macmillan/McGraw Hill | Grade 4 | | new | Stotler | Stevens | 8/23/22 | |
| 28 | 1 | SRA Comprehension Skills ~ workvook | SRA | | purple | | Stotler | Stevens | 8/23/22 | |
| 29 | 1 | Step Up binder | Step Up | edition 2 | yellow/blue | new | Stotler | Stevens | 8/23/22 | |
| 30 | 2 | Math Triumphs Gr 3 book 1 ~ student workbooks | Macmillan/McGraw Hill | Grade 3 | green | old/unused | Stotler | Stevens | 8/23/22 | |
| 31 | 1 | My Math Gr 1 | McGraw Hill | Grade 1 | volume 2 | new | Stotler | Stevens | 8/23/22 | |
| 32 | 1 | My Math Gr 2 | McGraw Hill | Grade 2 | volume 2 | new | Stotler | Stevens | 8/23/22 | |
| 33 | 1 | Math Triumphs Gr 4 book 1 ~ student workbook | Macmillan/McGraw Hill | Grade 4 | orange | new | Stotler | Stevens | 8/23/22 | |
| 34 | 1 | Impact Math Grade 5 Teacher guide | Macmillan/McGraw Hill | Grade 5 | purple | new | Stotler | Stevens | 8/23/22 | |
| 35 | 2 | Comprehension Skills workbook B2 | SRA | | purple | new | Stotler | Stevens | 8/23/22 | |
| 36 | 1 | Math Trimpths Grade 2 teacher guide | Macmillan/McGraw Hill | Grade 2 | red | used | Stotler | Stevens | 8/23/22 | |
| 37 | 1 | Math Triumphs Grade 3 book 1 student workbook | Macmillan/McGraw Hill | Grade 3 | green | new | Stotler | Stevens | 8/23/22 | |
| 38 | 3 | Math Triumphs Grade 3 book 3 workbooks | Macmillan/McGraw Hill | Grade 3 | green | new | Stotler | Stevens | 8/23/22 | |
| 39 | 40 | 35lb. Plate Weights | BFS | N/A | metal - grey | OLD | Roiko | AHS | 8/11/22 | |
| 40 | 1 | Socil Studies K-6 Bindr | Houghton-Mifflin | N/a | | old | Hoehn | Central Park | 8/23/22 | |
| 41 | 2 | Curriculum & Assesment Guide | ASD | | | Old | Hoehn | Central Park | 8/23/22 | |
| 42 | 1 | Big Books Progam | Macmillan/McGraw Hill | | | Old | Hoehn | Central Park | 8/23/22 | |
| 43 | 2 | Handwriting without tears - Teacher's guide | Jan Z Olsen | | | Used | Hoehn | Central Park | 8/23/22 | |
| 44 | 1 | The Cafe Book & CD | Boushey & Moser | | | Old | Hoehn | Central Park | 8/23/22 | |
| 45 | 2 | Primary Steps Reproducibles/Step up to Writing 2nd ed | Maureen Auman | | | Old | Hoehn | Central Park | 8/23/22 | |
| 46 | 1 | Word their Way & CD | Donald Bear | | | used | Hoehn | Central Park | 8/23/22 | |
| 47 | 1 | Champs | Sprink | | | used | Hoehn | Central Park | 8/23/22 | |
| 48 | 1 | Computational thinking and coding for every student | Krauss | | | Used | Hoehn | Central Park | 8/23/22 | |
| 49 | 1 | Write Source- teacher edition K | Write Source | | | Used | Hoehn | Central Park | 8/23/22 | |
| 50 | 1 | 3-Minute motivations | Paterson | | | used | Hoehn | Central Park | 8/23/22 | |
| 51 | 1 | HP printer | HP | cnb9gb8bd1 | black | used | Griebel | HLC Room - 18 | 8/24/22 | MKVento |
| 52 | 1 | shredder | amazon basics | n/a | black | used | griebel | HLC Room - 18 | 8/24/22 | MKVento |
| 53 | 4 | printer cartriddges for an HP printer | | | | ? | griebel | hlc Room - 18 | 8/24/22 | MKVento |
| 54 | 1 | desk top computer | dell | ptiPLEX 755 | black | used | griebel | hlc Room - 18 | 8/24/22 | MKVento |
| 55 | 1 | desk top monitr | dell | | black | used | griebel | hlc Room - 18 | 8/24/22 | MKVento |
| 56 | 1 | laptop | dell | ? | black | used | griebel | hlc Room - 18 | 8/24/22 | MKVento |
| 57 | 1 | computer monitor | dell | | | used | Northington | Robert Gray | 8/25/22 | |
| 58 | 1 | Box w/ 2 laptops and two projectors? | | | | used | Northington | Robert Gray | 8/25/22 | |
| 59 | 15 | 6th grade Math Triumphs | MacMilan/McGraw Hill | 6th grade | | used | Stotler | Stevens | 8/25/22 | |
| 60 | 2 | Social Studies | Houghton Mifflin | Not surplus at this time | | used | Stotler | Stevens | 8/25/22 | Not considered surplus at this time |
| 61 | 1 | set of specific skills | | | | used | Stotler | Stevens | 8/25/22 | SpED |
| 62 | 1 | 6th Math Teacher Edition | Glenco McGraw Hill | 6th grade | | used | Stotler | Stevens | 8/25/22 | |
| 63 | 8 | Calculators/case | Texas Instruments | | | used | Stotler | Stevens | 8/25/22 | |
| 64 | 2 | Weekday Workouts | McGraw Hill | | | old | Stotler | Stevens | 8/25/22 | |
| 65 | 5 | Young Novelist workbooks | | | | unused | Stotler | Stevens | 8/25/22 | |
| 66 | 6 | Spiral daily language & math | McDougal | | | old | Stotler | Stevens | 8/25/22 | |
| 67 | 2 | storytown anthologies | | | | old | Stotler | Stevens | 8/25/22 | |
| 68 | 1 | Write Path Teacher B0ok | | | | used | Stotler | Stevens | 8/25/22 | |
| 69 | 1 | Tub of Everyday Math | McGraw Hill | | | used | Stotler | Stevens | 8/25/22 | |
| 70 | 2 | Flashcard/puzzles | | | | used | Stotler | Stevens | 8/25/22 | |

Surplus Aug - Sept 2022

| | A | B | C | D | E | F | G | H | I | J |
|-----|-----|---|------------------------------|--------------|----------------------|------------------|-------------|-------------------------|---------|---|
| 71 | 1 | set of Everyday Math Charts | McGraw Hill | | | used | Stotler | Stevens | 8/25/22 | |
| 72 | 12 | Everyday Math templates | McGraw Hill | | | used | Stotler | Stevens | 8/25/22 | |
| 73 | 1 | big book Early Science | MacMillan | | | used | Stotler | Stevens | 8/25/22 | |
| 74 | 58 | student chairs | | | blue and gray | used/poor | Hammill | McDermoth | 8/26/22 | |
| 75 | 1 | 2 drawer file cabinet | | | | broken/used | Hoehn | Hopkins | 8/31/22 | |
| 76 | 1 | Large Teacher Desk | | | Brown | Used/broken | Brady | West | 9/1/22 | left out in rain - not salvageable, thrown away |
| 77 | 1 | large brown metal folding table | na | na | brown | used | griebel | hlc Room - outside rm 3 | 9/2/22 | |
| 78 | 1 | large particle board desk w zebra print contact paper | n/a | n/a | grey and zebra print | used | griebel | hlc- rm 4 | 9/2/22 | |
| 79 | 1 | large grey folding table | n/a | n/a | grey and zebra print | used | griebel | hlc- rm 4 | 9/2/22 | |
| 80 | 1 | grey rolling computer desk | n/a | n/a | grey particle board | used | griebel | hlc-rm | 9/2/22 | |
| 81 | 2 | metal shelving units | | | gray | used | Hammill | McDermoth | 9/6/22 | |
| 82 | 1 | cubby organizer | | | | used | Hammill | McDermoth | 9/6/22 | |
| 83 | 2 | Large Teacher Desk | | | Brown | used | | West | 9/8/22 | |
| 84 | 1 | old computer desk | n.a | n/a | grey | used- not sturdy | griebel | HLC | 9/9/22 | |
| 85 | 2 | boxes of books | n/a | n/a | | used | Northington | Robert Gray | 9/12/22 | |
| 86 | 2 | 4 drawer filing cabinets | n/a | n/a | brown | used | griebel | HLC- outside snug | 9/12/22 | |
| 87 | 95 | Inspire Science: Integrated, grade 6, unit 1 | McGraw Hill | | white/multi | new | Meers | MJH | 9/15/22 | |
| 88 | 248 | Inspire Science: Integrated, grade 6, unit 2 | McGraw Hill | | white/multi | new | Meers | MJH | 9/15/22 | |
| 89 | 482 | Inspire Science: Integrated, grade 6, unit 3 | McGraw Hill | | white/multi | new | Meers | MJH | 9/15/22 | |
| 90 | 75 | Inspire Science: Integrated, grade 6, unit 4 | McGraw Hill | | white/multi | new | Meers | MJH | 9/15/22 | |
| 91 | 2 | Inspire Science: Integrated, grade 6 Teacher Edition Set of 4 | McGraw Hill | | white/multi | used | Meers | MJH | 9/15/22 | |
| 92 | 327 | Inspire Science: Integrated, grade 7, unit 1 | McGraw Hill | | white/multi | new | Meers | MJH | 9/15/22 | |
| 93 | 285 | Inspire Science: Integrated, grade 7, unit 2 | McGraw Hill | | white/multi | new | Meers | MJH | 9/15/22 | |
| 94 | 303 | Inspire Science: Integrated, grade 7, unit 3 | McGraw Hill | | white/multi | new | Meers | MJH | 9/15/22 | |
| 95 | 544 | Inspire Science: Integrated, grade 7, unit 4 | McGraw Hill | | white/multi | new | Meers | MJH | 9/15/22 | |
| 96 | 3 | Inspire Science: Integrated, grade 7 Teacher Edition Set of 4 | McGraw Hill | | white/multi | used | Meers | MJH | 9/15/22 | |
| 97 | 167 | Inspire Science: Integrated, grade 8, unit 1 | McGraw Hill | | white/multi | new | Meers | MJH | 9/15/22 | |
| 98 | 74 | Inspire Science: Integrated, grade 8, unit 2 | McGraw Hill | | white/multi | new | Meers | MJH | 9/15/22 | |
| 99 | 358 | Inspire Science: Integrated, grade 8, unit 3 | McGraw Hill | | white/multi | new | Meers | MJH | 9/15/22 | |
| 100 | 144 | Inspire Science: Integrated, grade 8, unit 4 | McGraw Hill | | white/multi | new | Meers | MJH | 9/15/22 | |
| 101 | 19 | Inspire Science: Integrated, grade 6 Spanish editions | McGraw Hill | | white/multi | new | Meers | MJH | 9/15/22 | |
| 102 | 18 | Inspire Science: Integrated, grade 7, Spanish editions | McGraw Hill | | white/multi | new | Meers | MJH | 9/15/22 | |
| 103 | 94 | Inspire Science: Integrated, grade 8, Spanish editions | McGraw Hill | | white/multi | new | Meers | MJH | 9/15/22 | |
| 104 | 2 | Algebra I Common Core Standards Practice and Review | Pearson | | blue/black | used | Meers | MJH | 9/15/22 | |
| 105 | 1 | Algebra I Common Core Student Companion workbook | Pearson | | blue/black | used | Meers | MJH | 9/15/22 | |
| 106 | 1 | Implementing the Common Core Standards | Pearson | | black | used | Meers | MJH | 9/15/22 | |
| 107 | 1 | Algebra I Common Core Student Textbook | Pearson | | blue | used | Meers | MJH | 9/15/22 | |
| 108 | 9 | AVID student guide cd's | AVID | 2008 edition | | used | Meers | MJH | 9/15/22 | |
| 109 | 6 | Open Up Resources Math Student workbook unit 2 | Open Up Resources | | green | new | Meers | MJH | 9/19/22 | |
| 110 | 5 | Open Up Resources Math Student workbook unit 3 | Open Up Resources | | blue | new | Meers | MJH | 9/19/22 | |
| 111 | 1 | More Tools for Teaching Social Skills in School | Boys Town Press | 2009 edition | yellow/purple | used | Meers | MJH | 9/19/22 | |
| 112 | 1 | Art Fundamentals | Stravon Educational P | 1979 edition | white | used | Meers | MJH | 9/19/22 | |
| 113 | 8 | My Math Kinder Vol 1 | McGraw Hill | | Multi | new | Brady | West | 9/19/22 | |
| 114 | 27 | My Math Kinder Vol 2 | McGraw Hill | | Multi | new | Brady | West | 9/19/22 | |
| 115 | 15 | My Math 1st Grade Vol 1 | McGraw Hill | | Multi | new | Brady | West | 9/19/22 | |
| 116 | 37 | My Math 1st Grade Vol 2 | McGraw Hill | | Multi | new | Brady | West | 9/19/22 | |
| 117 | 12 | My Math 2nd Grade Vol 1 | McGraw Hill | | Multi | new | Brady | West | 9/19/22 | |
| 118 | 36 | My Math 2nd Grade Vol 2 | McGraw Hill | | Multi | new | Brady | West | 9/19/22 | |
| 119 | 2 | My Math 3rd Grade Vol 1 | McGraw Hill | | Multi | new | Brady | West | 9/19/22 | |
| 120 | 35 | My Math 3rd Grade Vol 2 | McGraw Hill | | Multi | new | Brady | West | 9/19/22 | |
| 121 | 9 | My Math 4th Grade Vol 1 | McGraw Hill | | Multi | new | Brady | West | 9/19/22 | |
| 122 | 29 | My Math 4th Grade Vol 2 | McGraw Hill | | Multi | new | Brady | West | 9/19/22 | |
| 123 | 2 | My Math 5th Grade Vol 2 | McGraw Hill | | Multi | new | Brady | West | 9/19/22 | |
| 124 | 1 | Kindergarten My Math Teacher Edition Vol 1 | McGraw Hill | | Multi | new | Brady | West | 9/20/22 | |
| 125 | 1 | Kindergarten My Math Teacher Edition Vol 2 | McGraw Hill | | Multi | new | Brady | West | 9/20/22 | |
| 126 | 5 | First Grade My Math Teacher Edition Vol 1 | McGraw Hill | | Multi | new | Brady | West | 9/20/22 | |
| 127 | 4 | First Grade My Math Teacher Edition Vol 2 | McGraw Hill | | Multi | new | Brady | West | 9/20/22 | |
| 128 | 3 | Second Grade My Math Teacher Edition Vol 1 | McGraw Hill | | Multi | new | Brady | West | 9/20/22 | |
| 129 | 2 | Second Grade My Math Teacher Edition Vol 2 | McGraw Hill | | Multi | new | Brady | West | 9/20/22 | |
| 130 | 4 | Third Grade My Math Teacher Edition Vol 1 | McGraw Hill | | Multi | new | Brady | West | 9/20/22 | |
| 131 | 4 | Third Grade My Math Teacher Edition Vol 2 | McGraw Hill | | Multi | new | Brady | West | 9/20/22 | |
| 132 | 3 | Fourth Grade My Math Teacher Edition Vol 1 | McGraw Hill | | Multi | new | Brady | West | 9/20/22 | |
| 133 | 3 | Fourth Grade My Math Teacher Edition Vol 2 | McGraw Hill | | Multi | new | Brady | West | 9/20/22 | |
| 134 | 1 | Fifth Grade My Math Teacher Edition Vol 2 | McGraw Hill | | Multi | new | Brady | West | 9/20/22 | |
| 135 | 1 | Great Body Shop Kindergarten teacher set | The Children's Health Market | | | Damaged | Hagen | Stewart Warehouse | 9/21/22 | from custodial room |
| 136 | 1 | large cabinet (metal, w/3 locker compartments) | n/a | n/a | redish | old | griebel | HLC | 9/26/22 | |
| 137 | 1 | Inspire Science Teacher Edition Unit 3 (Integrated) grade 8 | McGraw Hill | | white | used | Meers | MJH | 9/29/22 | |
| 138 | 1 | Inspire Science Teacher Edition Unit 1 (Integrated) grade 8 | McGraw Hill | | white | used | Meers | MJH | 9/29/22 | |
| 139 | 1 | Inspire Science Teacher Edition Unit 4 (Integrated) grade 8 | McGraw Hill | | white | used | Meers | MJH | 9/29/22 | |



MEMORANDUM OF UNDERSTANDING

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

1. **Purpose.** The purpose of this MOU is to enable Agency to provide services funded through outside sources to students at District facilities to allow greater access to services across different settings or environments.
2. **Duration.** This MOU is effective for the remainder of the 2022-2023 school year, unless terminated earlier in accordance with this MOU.
3. **Services.** Agency may provide the following services for the identified student who Agency has determined are eligible for such services at District facilities:
 - a. Agency will assist the student in attaining agency set goals in the classroom and school setting.
 - b. Agency will conduct student observations in the classroom to determine appropriate integration of agency/student goals with the classroom and school environment.
 - c. Agency therapist will continuously take data of the behavior goals that are applicable for school (*ie: did he or didn't he transition well, did he or didn't he attend to the lesson*), as well as placing demands relevant to the classroom expectations (*ie: transitioning per a visual schedule, saying "walk with me", "look here", "shh"*), prompting him to follow through with those expectations (*ie: setting a timer, using picture cues, saying "remember, we need to sit here", "first, read then write", "quiet please"*), and providing reinforcement (*ie: praising him for doing what is instructed either by the teacher or therapist, praising him for positive classroom behaviors that we see naturally occur, potentially giving him free time or preferred activities like writing or LEGOs, as long as there is flexibility for that*).
 - d. Agency will work with the principal after the observation to determine how Agency staff can support the student's behavior plan with strategies to use when challenging behaviors occur, such as a break, asking for more help, selecting an alternative activity, etc) are appropriate for the school setting when I do an observation. We want to make sure our interventions are both conducive to what is going on in the classroom without being an interruption, as well as what will help the student with most with his needs.
 - e. Agency staff will address all classroom or school concerns, should they arise, to the building principal for the principal to determine next actions.
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.



MEMORANDUM OF UNDERSTANDING

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.
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



MEMORANDUM OF UNDERSTANDING

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.

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

ABERDEEN SCHOOL DISTRICT

Focused Behavior Solutions

Signature Date

Signature Date

Name

Name

Title

Title

CERTIFICATED

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

| <u>Name</u> | <u>Location</u> | <u>Position</u> | <u>Effective Date</u> |
|-------------|-------------------------|-----------------|-----------------------|
| Susan Ball | Central Park Elementary | Teacher | 10/04/22-10/31/22 |

CLASSIFIED

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

| <u>Name</u> | <u>Location</u> | <u>Position</u> | <u>Effective Date</u> |
|------------------|------------------------|----------------------------------|-----------------------|
| Nichole Brough | Aberdeen High School | Paraeducator | 11/01/22 |
| Stephanie Medina | Harbor Learning Center | Student/Family Support Assistant | TBD |
| Connor Otey | Miller Junior High | Paraeducator | TBD |

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

| <u>Name</u> | <u>Location</u> | <u>Position</u> | <u>Effective Date</u> |
|----------------|--------------------|---------------------|-----------------------|
| Pamela Giroski | Miller Junior High | Food Service Worker | 11/01/22 |

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

| <u>Name</u> | <u>Location</u> | <u>Position</u> | <u>Effective Date</u> |
|------------------|--------------------|-----------------|-----------------------|
| Tai Rayment | Miller Junior High | Paraeducator | 10/24/22 |
| Alexandria Ramos | Transportation | Bus Driver | 10/25/22 |

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

| <u>Name</u> | <u>Location</u> | <u>Position</u> | <u>Effective Date</u> |
|----------------|----------------------|------------------------------|-----------------------|
| Annette Duvall | Aberdeen High School | Girls' Head Bowling Coach | 10/31/22 |
| Larry Fleming | Miller Junior High | Girls' Head Basketball Coach | 10/20/22 |
| Breanna Gentry | Miller Junior High | Girls' Head Basketball Coach | 10/20/22 |
| Jimmy McDaniel | Miller Junior High | Girls' Head Basketball Coach | 10/20/22 |

EXTRA-CURRICULAR RESIGNATIONS: We recommend the Board approve the following extra-curricular resignations:

| <u>Name</u> | <u>Location</u> | <u>Position</u> | <u>Effective Date</u> |
|---------------|----------------------|------------------------------|-----------------------|
| Shana Morgan | Aberdeen High School | Boys' Assistant Swim Coach | 10/03/22 |
| Ashley Oldham | Miller Junior High | Girls' Head Basketball Coach | 10/11/22 |
| Ashley Oldham | Miller Junior High | Boys' Head Basketball Coach | 10/11/22 |

Classified Substitute Hires:

Kenneth Adams
Hogan Haroldson

ABERDEEN SCHOOL DISTRICT NO. 5
 COUNTY/CITY WAGE SCHEDULE
 MAINTENANCE AND OPERATIONS EMPLOYEES
 SEPTEMBER 1, 2022 - AUGUST 31, 2023

| POSITION | STEP 0 | STEP 1 | STEP 2 | STEP 3 | STEP 4 | LONGEVITY | | | |
|--|---------|----------|----------|----------|----------|-----------|----------|----------|----------|
| | | | | | | 15 years | 20 years | 25 years | 30 years |
| 20A Lead Mechanical/Electrical Technician Lead Custodian & Safety Officer | \$28.47 | \$ 29.90 | \$ 31.40 | \$ 32.97 | \$ 34.62 | \$ 34.92 | \$ 35.02 | \$ 35.12 | \$ 35.22 |
| 21A Mechanical/ Electrical Technician | \$26.20 | \$ 27.51 | \$ 28.89 | \$ 30.33 | \$ 31.85 | \$ 32.15 | \$ 32.25 | \$ 32.35 | \$ 32.45 |
| 22A Utility/ Maintenance Worker/ Groundskeeper Warehouse & Distribution | \$25.06 | \$ 26.31 | \$ 27.63 | \$ 29.01 | \$ 30.46 | \$ 30.76 | \$ 30.86 | \$ 30.96 | \$ 31.06 |
| 24A/25A General Laborer/Custodian | \$22.78 | \$ 23.92 | \$ 25.12 | \$ 26.38 | \$ 27.70 | \$ 28.00 | \$ 28.10 | \$ 28.20 | \$ 28.30 |
| | | | | | | \$ 0.30 | \$ 0.40 | \$ 0.50 | \$ 0.60 |

* Safety Compliance Officer: Employee in the Safety Compliance Officer position will receive their current wage plus an additional one dollar (\$1.00) per

Revised Board Approved: October 18, 2022
 Effective: September 1, 2022