

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

Regular Meeting of the Board of Directors  
Remote Public Meeting

September 21, 2021 – 5 p.m.

**AGENDA**

Instructions for joining the meeting:

[https://asd5-org.zoom.us/webinar/register/WN\\_dtkPigXiRqeCz9K\\_ju\\_CKq](https://asd5-org.zoom.us/webinar/register/WN_dtkPigXiRqeCz9K_ju_CKq)

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

Join by phone: 1-253-215-8782; Meeting ID 847 4937 2239

5:00 p.m. Regular Meeting Call to Order

Flag Salute

**Consent Agenda**

1. Minutes
2. Accounts Payable

Comments from Board Members

1. Board Meeting Format
2. Superintendent Search

Introduction of Student Representatives – Austin Stucky and Alexis Durr

Comments from the Public

Under the emergency provisions of Resolution 2020-02, public comment is welcome via email and should be submitted to [schoolboard@asd5.org](mailto:schoolboard@asd5.org) by noon the day of the meeting.

Old Business

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

Superintendent's Report

1. Instructional Program
2. Health & Safety Update

Teaching and Learning

1. [Highly Capable Program Report](#)

Board Meeting Agenda  
September 21, 2021

Financial Services

1. [Fiscal Status Report](#)

New Business

1. [Policy 3432 – Emergencies](#)
2. [Special Services Contract – Maxim Health Care](#)
3. [HELLO Foundation Addendums to Contract](#)
4. [Resolution 2021-09 Emergency Authority](#)
5. Next Meeting

Executive Session

Personnel Matters

1. [Personnel Report](#)
2. [2021-2022 M&O Salary Schedule](#)
3. [2021-2022 Food & Transportation Salary Schedule](#)

ADJOURN

ABERDEEN SCHOOL DISTRICT NO. 5  
BOARD INFORMATION AND BACKGROUND

September 21, 2021, 5 p.m.

Link to join the meeting

[https://asd5-org.zoom.us/webinar/register/WN\\_dtkPigXiRqeCz9K\\_ju\\_CKq](https://asd5-org.zoom.us/webinar/register/WN_dtkPigXiRqeCz9K_ju_CKq)

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

Or, join by phone: 1-253-215-8782; Meeting ID: 847 4937 2239

5:00 p.m. – Regular Meeting Call to Order

This meeting is being conducted remotely in compliance with the governor's emergency provisions of the Open Public Meetings Act.

Flag Salute

Consent Agenda – [Enclosure 1](#)

1. Minutes – The minutes from the regular meeting on August 17, 2021, are enclosed for your review and approval.
2. Accounts Payable – The payroll for August and accounts payable are presented for your review and approval.

Comments from the Board

1. Board Meeting Format – President Bielski will invite discussion on the format for board meetings this fall during this ongoing period of high transmission.
2. Superintendent Search – President Bielski will provide an update on the RFP for a search consultant.

Introduction of Student Representatives – Alexis Durr and Austin Stucky

Comments from the Public

1. Under the emergency provisions of Resolution 2020-02, written public comment is welcome via email and should be submitted to [schoolboard@asd5.org](mailto:schoolboard@asd5.org) before noon on the day of the meeting.

Old Business

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

Superintendent's Report

1. Instructional Program – Superintendent Henderson will discuss the programs being used to continue instruction as schools manage student and staff absences due to COVID.
2. Health & Safety Update – Superintendent Henderson will provide and update on K-12 COVID-19 requirements and protocols for 2021-2022.

Board Information  
September 21, 2021

### Teaching and Learning

1. Highly Capable Report – Principal Bryan McKinney will provide an overview and update on the district's Highly Capable Program for 2021-2022. [Enclosure 3](#)

### Financial Services

1. Fiscal Status Report – Executive Director of Business and Operations Elyssa Louderback will present the Fiscal Status Report for August. [Enclosure 4](#)

### New Business

1. Policy 3432 – Emergencies – An update to Policy 3432 – Emergencies as recommended by WSSDA is presented for first reading. It will replace the previous policy that was last updated in 2007. [Enclosure 5](#)
2. Special Services Contract – A contract with Maxim Health Care Staffing Services to place qualified professionals in the district as needed is presented for your review and approval. [Enclosure 6](#)
3. HELLO Foundation Addendums – Two addendums to the district's agreement with the HELLO Foundation are presented for your review and approval. [Enclosure 7](#)
  - a. Addendum for school psychologist Jennifer Cockrell allowing for additional billable hours.
  - b. Addendum for school psychologist Autumn Schreiber allowing for additional billable hours.
4. Resolution 2021-09 Emergency Authority – A resolution giving Superintendent Alicia Henderson authority to authorize placement of qualified, contracted employees in the district to address staffing shortages in 2021-2022. [Enclosure 8](#)
5. Next Meeting – The next regular meeting of the Board is scheduled for 5 p.m. Tuesday, Oct. 5, 2021.

### Executive 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. 2021-2022 Maintenance and Operations Salary Schedule [Enclosure 10](#)
3. 2021-2022 Food & Transportation Salary Schedule [Enclosure 11](#)

ADJOURN

## ABERDEEN SCHOOL DISTRICT NO. 5

### Minutes of the Regular Meeting of the Board of Directors – September 7, 2021

President Sandra Bielski convened the regular meeting of the Aberdeen School District Board of Directors at 5:00 p.m. Tuesday, September 7, 2021, via webinar following guidance for conducting remote meetings in compliance with the Open Public Meetings Act. Directors present were Bill Dyer, Jennifer Durney, Jessica Jurasin and Suzy Ritter, along with Superintendent Alicia Henderson and 23 patrons and staff watching remotely.

The meeting began with the Flag salute.

On a motion by Jennifer Durney and seconded by Bill Dyer, the board approved the consent agenda, which included the minutes from the regular meeting on August 17, 2021; a gift to the district from Dr. Patric Darby of Aberdeen who donated woodworking equipment valued at \$4,206 to the woodshop at Aberdeen High School, and correspondence from InvestEd which provided an annual summary showing a total of \$17,000 donated to the district in 2020-2021.

Director Suzy Ritter commented that she is happy to see students back in school. Their schedules are full and athletics and activities are under way, and overall, a pleasant start to the school year.

President Sandra Bielski commented that the welcome back meeting for staff at Stewart Field was very enjoyable.

On a motion by Bill Dyer and seconded by Jennifer Durney, the board adopted Policy 3241 – Student Discipline, which renumbers the former Policy 3200, removes outdated Policy 3241 -- and updates the policy and procedures to reflect changes in state law and regulations.

Superintendent Henderson commented on the lasting contributions of two former teachers who recently passed away – Bob Shortt and Don Churchill

Superintendent Henderson reported on the two professional development days for staff that took place before school opened on Wednesday, Sept. 1, which included the districtwide back-to-school meeting at Stewart Field under blue skies and filled with the good cheer of everyone coming together. The first day of school went very well, she said, and the week was capped by a solid win in the Aberdeen-Hoquiam game.

Superintendent Henderson shared the ongoing effort to operate schools safely. The biggest challenge right now, she said, is staffing. With the continuing pandemic, there are staff who either have a diagnosis or are a close contact and can't be in the school.

During this period of high transmission, there is a focus on being flexible, strategic and resources about how all staff are deployed, she said, because the

CALL TO ORDER

CONSENT AGENDA

COMMENTS FROM  
BOARD MEMBERS

OLD BUSINESS

POLICY 3241

SUPERINTENDENT  
REPORT

BACK TO SCHOOL

HEALTH AND  
SAFETY

substitute pool is depleted. The district is covering expenses for staff who become trained to help where needed. She described the effort to identify employees who can serve in different roles, if needed. For example, certificated staff not assigned to a classroom may be strategically assigned to cover for an absent teacher. Several staff with bachelor's degrees have offered to obtain credentials for emergency certification so they can substitute, as well. Other staff members are obtaining credentials that will allow them to be "utility players," such as obtaining a food handler's permit.

Finally, there is an extreme shortage of bus drivers, she said, and the district will cover the cost of training for bus driver substitutes.

On a motion by Jennifer Durney and seconded by Suzy Ritter, the board adopted a resolution extending the 180-day waiver of two days to Harbor Jr./Sr. High School so that all secondary conferences take place on the same days in 2021-2022.

RESOLUTION  
2021-08 180-DAY  
WAIVER

The board accepted for first reading an update to Policy 3122 – Excused and Unexcused Absences. Superintendent Henderson discussed the importance of helping students stay connected to school when directed to quarantine.

POLICY 3122 –  
EXCUSED AND  
UNEXCUSED  
ABSENCES

Following a presentation by CTE Director Lynn Green, on a motion by Bill Dyer and seconded by Suzy Ritter, the board approved the annual renewal of the agreement with the New Market Skills Center to operate the Twin Harbors Branch of the Skills Center.

NEW MARKET  
SKILLS CENTER  
AGREEMENT

Following a presentation by CTE Director Lynn Green, on a motion by Suzy Ritter and seconded by Jennifer Durney, the board approved a contract for Mary Doherty to be the program evaluator in the 21<sup>st</sup> Century After School Program in 2021-2022.

21<sup>ST</sup> CENTURY  
EVALUATOR

Following a presentation by Director Lynn Green, on a motion by Jessica Jurasin and seconded by Bill Dyer, with Jennifer Durney and Suzy Ritter recused, the board approved renewal of the contract with the YMCA of Grays Harbor to provide staffing and support in the 21<sup>st</sup> Century Program. Director Green noted that this year's contract adds Stevens and Central Park Elementary School as sites.

2021-2022 YMCA  
AFTER SCHOOL  
CONTRACT

On a motion by Bill Dyer and seconded by Jessica Jurasin, with Jennifer Durney and Suzy Ritter recused, the board approved a contract with the YMCA of Grays Harbor for the 2021-2022 swim teams' use of the pool and for swim therapy services. Director Dyer commented that he hopes local school districts support student athletes who swim in the Aberdeen program in the same way district and school resources are used to support athletes in other sports.

2021-2022 YMCA  
SWIM CONTRACT

On a motion by Jennifer Durney and seconded by Suzy Ritter, the board approved a personal services contract with Trinity Parris to provide athletic training and concussion protocol services for student athletes in 2021-2022.

ATHLETIC  
TRAINER SERVICES

On a motion by Bill Dyer and seconded by Jessica Jurasin, the board approved a contract with Denny Bickar to provide required first aid training in the district in 2021-2022.

2021-2022 FIRST AID  
CONTRACT

On a motion by Bill Dyer and seconded by Jennifer Durney, the board approved renewal of the agreement with the Quinault Indian Nation to provide the Temporary Assistance for Needy Families (TANF) program in the district.

2021-2022  
QUINAULT TANF  
AGREEMENT

On a motion by Suzy Ritter and seconded by Jessica Jurasin, the board approved renewal of the agreement with Grays Harbor County for the district to provide educational services at the Juvenile Detention Center.

2021-2022  
DETENTION  
CENTER  
AGREEMENT

On a motion by Jennifer Durney and seconded by Bill Dyer, the board declared as surplus an inventory from the Maintenance Department of equipment that has outlived its useful life or is no longer needed in the district.

SURPLUS  
EQUIPMENT

On a motion by Bill Dyer and seconded by Jennifer Durney, the board approved the annual report for the Office of Superintendent of Public Instruction documenting the district's compliance with required amount of instructional minutes. The board discussed the WSSDA model policy for social emotional learning and asked to have it prepared for consideration.

BASIC EDUCATION  
COMPLIANCE

The next regular meeting is scheduled for 5 p.m. Tuesday, Sept. 21, 2021, to be conducted remotely with proper notice and access provided under the governor's emergency provisions of the Open Public Meetings Act.

NEXT MEETING

At 5:37 p.m., President Sandra Bielski 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. The meeting reconvened in regular session at 5:52 p.m.

EXECUTIVE  
SESSION

On a motion by Bill Dyer and seconded by Jennifer Durney, the board approved the amended personnel report.

PERSONNEL  
REPORT

Under certificated matters, the Board approved the hiring of Tristan Stutesman as an elementary PE teacher effective September 1; the hiring of Mark Davis as an MTSS coach, Faith Taylor-Eldred as a Biology teacher, Eric Jackson as a Video/Technical Arts and Marketing CTE teacher, all at Aberdeen High School effective September 1; the hiring of Jeremy Totten as the choral teacher at Aberdeen High School and Miller Junior High School effective September 1; Shana Conrad as a current-year-only 6<sup>th</sup> Grade math/science teacher, Vanessa

CERTIFICATED

Weaver as an art teacher, Darcy Williams as a health-medical fitness teacher, and Ann Yancey as an ELA teacher, all at Miller Junior High School effective September 1; the hiring of Tina Caton as a current-year-only Kindergarten teacher at Central Park Elementary School effective September 1; approved 2021-2022 co-curricular contracts at Aberdeen High School for Ashley Kohlmeier as A.S.B. advisor and Richard Stallo as events manager; accepted the resignation of Brittni Leitch as an ELA teacher at Miller Junior High School effective August 31; approved leaves of absence for Brandy Fitzgerald effective January 8 to April 2, 2022, Stephanie Navarra effective September 1 to December 17, 2021, Shawnie Rattie effective September 1, 2021 to June 15, 2022, and for Tessa Pfeiffer effective October 1 to November 19; and approved the hiring of Jessica Nelson as a substitute teacher for the district.

Under classified matters, the board approved the hiring of Cherie Marbut as a cook effective August 31, Teri Poole as a Food Service worker effective September 1 and Stacey Romero as a Food Service worker effective September 13, all at Aberdeen High School; approved the hiring of Nancy Vazquez-Fuentes as the Open Doors family service worker effective August 30 and COPE family service worker (current year only) effective September 2 at the Harbor Learning Center; the hiring of Kaycee Short as an MTSS assistant at Miller Junior High School effective September 1; the hiring of Julie Cramer as a Food Service worker and Dianne Painton as a para-educator (program specific), both at A.J. West Elementary School effective September 1; approved the hiring of Tamara Beres as the LRC technician effective September 7, Christina Bienapfl, Ron Greer and Grace Smith as para-educators effective September 1, Laurie Butcher and Rebel Jordan as MTSS assistants effective September 1, and Amy Thelin as a Behavior Support Specialist effective September 1, all at McDermoth Elementary School; approved the hiring of Janet Eaton as a Food Service worker at Robert Gray Elementary School effective September 1; the hiring of Sheri Frafjord and Shari VanBlaricom as para-educators at Stevens Elementary School effective September 1; approved the hiring of Eilene Christensen as a para-educator effective September 1 and Christine Popowich as a family service worker effective August 25, both at Hopkins Preschool; accepted resignations from John Shaw as a bus driver effective August 24, Tamar Yakovich as the attendance secretary at Aberdeen High School effective August 26 and Ryan Muma as a para-educator at McDermoth Elementary School effective August 31; approved a leave of absence for Megan Burn at Aberdeen High School effective September 1, 2021, to January 31, 2022; approved the hiring of Staci Fesler as assistant cheer coach effective August 16, Derek McElwee as assistant girls' soccer coach and John Takagi as assistant football coach effective August 23, all at Aberdeen High School; approved the hiring of Ashley Aschim as head girls' soccer coach, Joe Fagerstedt as head football coach, Breanna Gentry as head girls' Soccer coach and Carl Howard as assistant football coach at Miller Junior High School effective August 30; approved the hiring of James Daly as assistant cross country coach and Jeff Hatton as head cross country coach at Miller Junior High School effective September 1; accepted resignations from Lawrence Wise as assistant Boys' Wrestling coach at Aberdeen High School effective August 26, Alex Barene as

CLASSIFIED



Aberdeen School Board Minutes  
September 7, 2021

head girls' soccer coach at Miller Junior High School effective August 17 and  
Melissa Veach as assistant cross country coach at Miller Junior High School  
effective August 13.

There being no further business, the regular meeting was adjourned at 5:54 p.m.

ADJOURN

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Alicia Henderson, Secretary

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Sandra Bielski, 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 September 21, 2021, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$15,435.32. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: COMP TAX  
Warrant Numbers 831553 through 831554, totaling \$15,435.32

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

Check Nbr	Vendor Name	Check Date	Check Amount
831553	Bank Of The Pacific (use Tax)	09/22/2021	15,370.85
831554	Bank Of The Pacific (use Tax)	09/22/2021	64.47
2	Computer	Check(s) For a Total of	15,435.32

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

As of September 21, 2021, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$926,777.77. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: GENERAL FUND LY  
Warrant Numbers 831448 through 831552, totaling \$926,777.77

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

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

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

Check Nbr	Vendor Name	Check Date	Check Amount
831448	1ST SECURITY BANK PAYROLL/PERS	09/22/2021	510.88
831449	95 Percent Group Inc	09/22/2021	357.24
831450	Aberdeen School Dist-Cte Impre	09/22/2021	152.00
831451	Aberdeen Office Equipment Inc	09/22/2021	2,459.48
831452	Aberdeen Sanitation	09/22/2021	5,645.66
831453	Agra Tech, Inc.	09/22/2021	14,512.04
831454	Airgas Usa, Llc	09/22/2021	6.00
831455	Amazon Capital Services	09/22/2021	11,684.17
831456	Applied Educational Systems	09/22/2021	3,000.00
831457	Ats Automation, Inc	09/22/2021	5,821.44
831458	Bickar, Denny	09/22/2021	720.00
831459	Blackboard Inc	09/22/2021	28,266.37
831460	brightwheel	09/22/2021	600.00
831461	Bsn Sports	09/22/2021	2,912.99
831462	Builders Hardware & Supply	09/22/2021	1,830.55
831463	Cascade Natural Gas	09/22/2021	1,641.23
831464	Caskey Industrial Supply Co In	09/22/2021	288.01
831465	Centurylink	09/22/2021	3,445.61
831466	Cintas Corporation	09/22/2021	6,527.54
831467	City Of Aberdeen	09/22/2021	6,252.37
831468	Clemens, Christopher	09/22/2021	9,326.50
831469	Cts Language Link	09/22/2021	11.63
831470	Dairy Fresh Farms	09/22/2021	5,751.75
831471	Dell Usa Lp	09/22/2021	2,243.83
831472	Dept Of Licensing	09/22/2021	182.00
831473	Doherty, Mary M	09/22/2021	3,300.00
831474	DYNAMIC LAUNDRY SYSTEMS INC	09/22/2021	54.01
831475	E3 Diagnostics DbA E3 Msr West	09/22/2021	703.51
831476	Ednetics Inc	09/22/2021	7,060.20
831477	Electrocom	09/22/2021	878.92
831478	Electude USA	09/22/2021	3,272.40
831479	Encore Data Products, Inc	09/22/2021	6,043.95
831480	ESD 112	09/22/2021	1,801.29

Check Nbr	Vendor Name	Check Date	Check Amount
831481	ESD 113	09/22/2021	96,531.27
831482	Francotyp-Postalia, Inc	09/22/2021	234.00
831483	Franz Family Bakeries	09/22/2021	667.77
831484	Gaggenet Inc	09/22/2021	23,830.00
831485	Grays Harbor Stamp Works	09/22/2021	67.52
831486	Grays Harbor Fire Protection	09/22/2021	143.42
831487	Great Floors, Llc-Commercial S	09/22/2021	121,938.01
831488	Hamblin, Holden Howard	09/22/2021	130.03
831489	Harbor Architects	09/22/2021	570.00
831490	Harbor Disposal Co Inc	09/22/2021	1,438.12
831491	HENRY SCHEIN, INC	09/22/2021	10,342.56
831492	Home Depot Pro Institutional	09/22/2021	1,891.68
831493	Hoquiam School District #28	09/22/2021	35,580.08
831494	Houghton Mifflin Harcourt	09/22/2021	55,048.23
831495	Hultman Construction and Envir	09/22/2021	4,657.72
831496	iCEV	09/22/2021	3,450.00
831497	ipphone-warehouse.com	09/22/2021	5,670.99
831498	Johnson Controls Inc (pay)	09/22/2021	5,454.96
831499	KCDA Purchasing Coop.	09/22/2021	740.06
831500	Kds Environmental Inc	09/22/2021	23,779.44
831501	LaDue Fencing, Inc.	09/22/2021	24,056.50
831502	Lakeshore Curriculum Materials	09/22/2021	225.77
831503	Leader Services	09/22/2021	497.00
831504	LEARNING WITHOUT TEARS	09/22/2021	1,034.90
831505	Lemay Mobile Shredding	09/22/2021	332.48
831506	Mb Electric Grays Harbor	09/22/2021	9,271.80
831507	McGraw Hill Education Llc	09/22/2021	273.12
831508	MinuteMan Press	09/22/2021	5,232.43
831509	Montesano Internal Medicine	09/22/2021	180.00
831510	Mt View Locating Services Llc	09/22/2021	382.50
831511	Nasco Arts And Crafts	09/22/2021	7,507.09
831512	Northsound Refrigeration	09/22/2021	14,436.01
831513	Northstar AV LLC	09/22/2021	431.64
831514	Northwest Textbook Depository	09/22/2021	1,477.74
831515	Office Depot	09/22/2021	257.23
831516	OPEN UP RESOURCES	09/22/2021	6,165.75
831517	Ospi	09/22/2021	4,725.30
831518	OSPI	09/22/2021	5,924.02
831519	Pacific Lamp and Supply Co,	09/22/2021	3,517.47
831520	Pacifica Law Group LLP	09/22/2021	3,370.00
831521	PandaDoc Inc	09/22/2021	8,857.30
831522	PNW Printworks, Llc	09/22/2021	493.04
831523	PresenceLearning Inc	09/22/2021	1,102.00
831524	Propel Insurance	09/22/2021	15,000.00
831525	Public Services Education Mate	09/22/2021	387.00
831526	Pud #1 Of Grays Harbor Co	09/22/2021	34,287.97
831527	Rc Fence Construction Inc	09/22/2021	38,178.00
831528	Ricoh Usa Inc	09/22/2021	433.31
831529	Riddell/all American	09/22/2021	136.79
831530	Scholastic, Inc	09/22/2021	225.90

Check Nbr	Vendor Name	Check Date	Check Amount
831531	SNAP-ON INDUSTRIAL	09/22/2021	1,546.01
831532	Sound Publishing, Inc.	09/22/2021	172.50
831533	Staples Office Supply	09/22/2021	364.15
831534	State Auditor's Office	09/22/2021	1,074.45
831535	Thermal Supply Inc	09/22/2021	19,534.67
831536	Tke Corp	09/22/2021	5,728.54
831537	Tumwater School District #33	09/22/2021	5,507.00
831538	United Rentals Nw Inc	09/22/2021	1,495.49
831539	University Of Oregon	09/22/2021	2,100.00
831540	US Foods - Seattle	09/22/2021	34,319.93
831541	Us Postal Service (cmrs-Fp)	09/22/2021	2,000.00
831542	Verizon Wireless	09/22/2021	5,604.06
831543	Vernier Software & Technology	09/22/2021	6,330.13
831544	Viking Automatic Sprinkler Co	09/22/2021	6,275.37
831545	Warnken's Water Works Llc	09/22/2021	2,345.00
831546	WAXIE SANITARY SUPPLY	09/22/2021	3,645.99
831547	WCEPS Inc	09/22/2021	10,000.00
831548	West Coast Mechanical Solution	09/22/2021	87,477.25
831549	Wsa Head Start & Eceap Program	09/22/2021	860.00
831550	WSIPC	09/22/2021	5,660.19
831551	YMCA GRAYS HARBOR SWIM	09/22/2021	2,589.50
831552	Zones, Inc	09/22/2021	4,318.05

105 Computer Check(s) For a Total of 926,777.77

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 September 21, 2021, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$370,575.47. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: GENERAL FUND  
Warrant Numbers 831425 through 831447, totaling \$370,575.47

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

Check Nbr	Vendor Name	Check Date	Check Amount
831425	1ST SECURITY BANK PAYROLL/PERS	09/22/2021	40.43
831426	Aberdeen Office Equipment Inc	09/22/2021	1,222.24
831427	Aberdeen Sd #5 Revolving Fund	09/22/2021	45.00
831428	Amazon Capital Services	09/22/2021	2,373.90
831429	Comcast	09/22/2021	344.64
831430	Curriculum Associates	09/22/2021	9,000.00
831431	DeGoede Brothers Llc	09/22/2021	1,813.35
831432	EDGENUITY, INC	09/22/2021	106,000.00
831433	G12 Communications LLC	09/22/2021	840.49
831434	Gibbs Smith Education	09/22/2021	20,268.15
831435	Grays Harbor County-Enviro Hea	09/22/2021	2,640.00
831436	Learning A-Z	09/22/2021	2,072.52
831437	Marshall's Garden & Pet Store	09/22/2021	34.16
831438	Northwest Textbook Depository	09/22/2021	158,406.53
831439	Office Depot	09/22/2021	605.14
831440	Scholastic, Inc	09/22/2021	377.86
831441	School Mate	09/22/2021	5,895.00
831442	TCI	09/22/2021	36,720.67
831443	The Hello Foundation	09/22/2021	5,280.00
831444	Turnitin, Llc	09/22/2021	4,505.88
831445	US Cellular	09/22/2021	5,365.60
831446	Wcp Solutions	09/22/2021	1,830.09
831447	Zaner-Bloser, Inc	09/22/2021	4,893.82

23 Computer Check(s) For a Total of 370,575.47

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

As of September 21, 2021, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$17,254.50. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: ASB FUND  
Warrant Numbers 831418 through 831424, totaling \$17,254.50

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

Check Nbr	Vendor Name	Check Date	Check Amount
831418	Aberdeen School District #5	09/22/2021	33.66
831419	District 3 Ffa C/o Michael Jes	09/22/2021	60.00
831420	MinuteMan Press	09/22/2021	331.29
831421	Soccer .Com	09/22/2021	928.05
831422	Washington Officials Associati	09/22/2021	12,415.50
831423	Weatherwax Asb Fund	09/22/2021	1,011.00
831424	WIAA	09/22/2021	2,475.00
7	Computer	Check(s) For a Total of	17,254.50

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 September 21, 2021, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$2,300.39. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: ASB FUND LY  
Warrant Numbers 831416 through 831417, totaling \$2,300.39

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

Check Nbr	Vendor Name	Check Date	Check Amount
831416	PNW Printworks, Llc	09/22/2021	1,590.39
831417	The Mascot Company	09/22/2021	710.00
2	Computer	Check(s) For a Total of	2,300.39



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 September 21, 2021, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$9,700.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: Private Purpose Trust Warrant Numbers 831407 through 831415, totaling \$9,700.00

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

Check Nbr	Vendor Name	Check Date	Check Amount
831407	California Polytechnic State C	09/22/2021	500.00
831408	Central Washington University	09/22/2021	1,200.00
831409	COTTEY COLLEGE - FINANCIAL AID	09/22/2021	1,200.00
831410	Grays Harbor College	09/22/2021	500.00
831411	Northwest College of Art & Des	09/22/2021	2,000.00
831412	UNIVERSITY OF UTAH -SCHOLARSHI	09/22/2021	700.00
831413	Washington State University	09/22/2021	3,200.00
831414	Weatherwax Asb Fund	09/22/2021	100.00
831415	WILLIAM PENN UNIVERSITY - FINA	09/22/2021	300.00
9	Computer	Check(s) For a Total of	9,700.00

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

As of September 21, 2021, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$52,761.79. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: GENERAL & ASB FUNDS  
Warrant Numbers 831405 through 831406, totaling \$52,761.79

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

Check Nbr	Vendor Name	Check Date	Check Amount
831405	1ST SECURITY BANK PC	09/22/2021	50,998.52 GF
831406	1ST SECURITY BANK PC	09/22/2021	1,763.27 ASB
2	Computer	Check(s) For a Total of	52,761.79

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 September 21, 2021, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$1,986,586.03. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE:  
Warrant Numbers 831378 through 831404, totaling \$1,986,586.03

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

Check Nbr	Vendor Name	Check Date	Check Amount
831378	1st Security Bank-Child Suppo	08/31/2021	1,166.00
831379	Aberdeen High School-AHS Schol	08/31/2021	85.00
831380	Aberdeen School District -PERS	08/31/2021	356.26
831381	Aberdeen School District-SERS	08/31/2021	142,574.46
831382	Aberdeen School District-TRS	08/31/2021	459,878.69
831383	Aberdeen School District Defer	08/31/2021	24,657.68
831384	Bank Of The Pacific	08/31/2021	711,485.54
831385	Cnty/city Mun Ees	08/31/2021	2,715.12
831386	Dynamic Collectors	08/31/2021	1,278.28
831387	E.S.D.#113 Unemployment Coop	08/31/2021	1,262.99
831388	Ed.Serv.Dist.#113	08/31/2021	18,252.95
831389	Employment Security Dept	08/31/2021	175.67
831390	Employment Security	08/31/2021	10,968.26
831391	GESA	08/31/2021	7,135.00
831392	HCA-SEBB BENEFITS-600D01	08/31/2021	456,346.00
831393	HCA-SEBB FLEX SPEND-600D01	08/31/2021	4,274.21
831394	Legal Shield	08/31/2021	97.70
831395	Pse Of Wa	08/31/2021	5,085.18
831396	The Standard Insurance Company	08/31/2021	1,980.62
831397	Tsa Consulting Group Inc	08/31/2021	14,372.00
831398	Twin Star Credit Union	08/31/2021	220.00
831399	Twin Star Scholarship Acct	08/31/2021	67.00
831400	Twinstar Pse Local Dues	08/31/2021	67.00
831401	United Way	08/31/2021	542.38
831402	Veba Contributions-Y1286.001	08/31/2021	101,840.19
831403	Wa State School Ret Assn	08/31/2021	49.00
831404	Wea Payroll Deductions	08/31/2021	19,652.85

27 Computer Check(s) For a Total of 1,986,586.03

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 September 21, 2021, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$1,890,302.10. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE:  
Warrant Numbers 831376 through 831377, totaling \$1,890,302.10

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

Check Nbr	Vendor Name	Check Date	Check Amount
831376	PAYROLL WARRANT	08/31/2021	403.43
831377	1ST SECURITY BANK PAYROLL/PERS	08/30/2021	1,889,889.67
	Computer	Check(s) For a Total of	1,890,302.10

# ABERDEEN HIGH SCHOOL ASB

## Accounts Payable September 2021


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

DATE	CLUB/ACCOUNT	PAYEE	DESCRIPTION	AMOUNT
06-24-2021	Uniforms/Officials	WOA	2020-21 winter sports officials	\$ 4,715.00
07-14-2021	Uniforms/Officials	WOA	2021-22 fall sports membership	\$ 7,700.00
07-20-2021	ASB Reserve	Minuteman Press	Scholar musician certificates	\$ 331.29
07-30-2021	Cheerleading	PNW Printworks	Cheer camp shirts and accessories	\$ 1,590.39
08-20-2021	ASB Reserve	The Mascot Company	Bobcat mascot repairs and cleaning	\$ 710.00
08-25-2021	Girls Swim & Dive	U.S. Bank	VISA procurement card purchases	\$ 1,763.27
08-31-2021	ASB Reserve	Aberdeen School District	Summer postage	\$ 33.66
09-01-2021	ASB Reserve	WIAA	2021-22 membership dues	\$ 2,475.00
09-07-2021	Girls Soccer	Soccer.com	Soccer balls	\$ 928.05
09-09-2021	FFA	District 3 FFA	FFA chapter dues	\$ 60.00
09-10-2021	Various	Weatherwax ASB Fund	Imprest fund reimbursement	\$ 1,111.00
09-13-2021	Cross Country	Steven Reed	Concessions stand supplies	\$ 409.32
09-15-2021	Boys Tennis	David Bruncke	Tennis balls	\$ 100.31
<b>Total:</b>				<b>\$ 21,927.29</b>

Motion / Tabled By: <i>Kailey Pendergrass</i>
Seconded By: <i>Bailee Taylor</i>
ASB Meeting Date: <b>SEP 15 2021</b>

  
 \_\_\_\_\_  
 Laura Sanz, Comptroller

9/15/21  
 \_\_\_\_\_  
 Date

*for*   
 \_\_\_\_\_  
 Lily Schreiber, ASB Treasurer

9/15/21  
 \_\_\_\_\_  
 Date

Aberdeen School District Board of Directors  
**Regular Meeting – Public Comment**  
September 21, 2021

Public comment is accepted until noon the day of the meeting. The following public comment was submitted for Sept. 21:

1. Kayla Winter – In-person Meetings



Board, School <schoolboard@asd5.org>

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## In person meetings

6 messages

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**Kala Winter** <kalarachel@hotmail.com>

Thu, Aug 26, 2021 at 8:31 AM

To: "ahenderson@asd5.org" <ahenderson@asd5.org>, "wdyer@asd5.org" <wdyer@asd5.org>, "sbielski@asd5.org" <sbielski@asd5.org>, "jdurney@asd5.org" <jdurney@asd5.org>, "sritter@asd5.org" <sritter@asd5.org>, "jjurasin@asd5.org" <jjurasin@asd5.org>, "schoolboard@asd5.org" <schoolboard@asd5.org>

Dr Henderson and board,

I'm inquiring about when school board meetings will be open to the public in person. Since school will be starting and many small classrooms are stuffed with over 30 desks, why are we still having meetings online? If fully open schools are safe enough for the kids, then surely it should be safe enough for adults. Thank you for your time.

Sincerely,  
Kala Winter

Sent from my iPhone

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**Henderson, Alicia** <ahenderson@asd5.org>

Thu, Aug 26, 2021 at 3:03 PM

To: Kala Winter <kalarachel@hotmail.com>

Cc: "wdyer@asd5.org" <wdyer@asd5.org>, "sbielski@asd5.org" <sbielski@asd5.org>, "jdurney@asd5.org" <jdurney@asd5.org>, "sritter@asd5.org" <sritter@asd5.org>, "jjurasin@asd5.org" <jjurasin@asd5.org>, "schoolboard@asd5.org" <schoolboard@asd5.org>, Dee Anne Shaw <dshaw@asd5.org>

Hi Kala,

Our Board had announced its intent to return to in-person meetings with the start of the new school year.

However, at this time, our Board is going to take a wait-and-see approach since it seems that new guidance is coming out daily.

We will do our best to keep any changes posted prominently.

Sincerely, Alicia

[Quoted text hidden]

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*They will come as they are ...*



Alicia Henderson, Ph.D.  
 Superintendent  
 Aberdeen School District  
 216 North G Street  
 Aberdeen, WA 98520  
 360-538-2002  
[www.asd5.org](http://www.asd5.org)  
[@SuptHenderson](#)

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**Kala Winter** <kalarachel@hotmail.com>

Mon, Sep 6, 2021 at 7:29 PM

To: "Henderson, Alicia" <ahenderson@asd5.org>

Cc: "wdyer@asd5.org" <wdyer@asd5.org>, "sbielski@asd5.org" <sbielski@asd5.org>, "jdurney@asd5.org" <jdurney@asd5.org>, "sritter@asd5.org" <sritter@asd5.org>, "jjurasin@asd5.org" <jjurasin@asd5.org>, "schoolboard@asd5.org" <schoolboard@asd5.org>, Dee Anne Shaw <dshaw@asd5.org>

Thank you for your response. I'm assuming that volleyball and basketball will not be able to have any spectators then or referees from outside the school? Does that mean the district violated something by having open house with parents allowed to show up?

Sincerely,  
 Kala Winter

Sent from my iPhone

On Aug 26, 2021, at 3:03 PM, Henderson, Alicia <ahenderson@asd5.org> wrote:

[Quoted text hidden]

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**Kala Winter** <kalarachel@hotmail.com>

Mon, Sep 20, 2021 at 8:06 AM

To: "Henderson, Alicia" <ahenderson@asd5.org>

Cc: "wdyer@asd5.org" <wdyer@asd5.org>, "sbielski@asd5.org" <sbielski@asd5.org>, "jdurney@asd5.org" <jdurney@asd5.org>, "sritter@asd5.org" <sritter@asd5.org>, "jjurasin@asd5.org" <jjurasin@asd5.org>, "schoolboard@asd5.org" <schoolboard@asd5.org>, Dee Anne Shaw <dshaw@asd5.org>

This was sent 13 days ago, and still no response. Where is this new guidance coming from daily? All I have found was an update from the Wa state department of health on August 10th, 2021 which addressed other activities.

"Other Extracurricular Activities (Clubs, Interest Groups, STEM Fairs, Field Trips, etc.) Students, teachers, and support staff must follow all requirements within this document when participating in school-sponsored activities, contests, shows, etc., even if not in a K-12 classroom setting.



**Other Extracurricular Activities**

- Universal masking of all students, staff, volunteers is required indoors. Face coverings or masks are not required outdoors but are recommended in settings where students and attendees will be in sustained close proximity or if there is potential for crowding.
- Physical distancing of at least three feet is required indoors to the degree possible.
- For shows, exhibits etc., visitors or audience members should be seated or travel through exhibits in "family units" and those small groups should be spaced at least 3 feet apart. All students, audience members, judges, or other guests must wear a mask, regardless of vaccination status.
- Any activity involving Performing Arts (e.g., talent show, international night, etc.) or Sports should follow the guidance provided in those sections."

I see a new update posted September 14th, but none of this is changed in that, except the mention of 6'. Is there nowhere in the school that a school board could meet and allow enough room for 6' spacing?

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**From:** Kala Winter <kalarachel@hotmail.com>

**Sent:** Tuesday, September 7, 2021 2:29 AM

**To:** Henderson, Alicia <ahenderson@asd5.org>

**Cc:** wdyer@asd5.org <wdyer@asd5.org>; sbielski@asd5.org <sbielski@asd5.org>; jdurney@asd5.org <jdurney@asd5.org>; sritter@asd5.org <sritter@asd5.org>; jjurasin@asd5.org <jjurasin@asd5.org>; schoolboard@asd5.org <schoolboard@asd5.org>; Dee Anne Shaw <dshaw@asd5.org>

**Subject:** Re: In person meetings

[Quoted text hidden]

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**Henderson, Alicia** <ahenderson@asd5.org>

Mon, Sep 20, 2021 at 11:29 AM

To: Kala Winter <kalarachel@hotmail.com>

Cc: "wdyer@asd5.org" <wdyer@asd5.org>, "sbielski@asd5.org" <sbielski@asd5.org>, "jdurney@asd5.org" <jdurney@asd5.org>, "sritter@asd5.org" <sritter@asd5.org>, "jjurasin@asd5.org" <jjurasin@asd5.org>, "schoolboard@asd5.org" <schoolboard@asd5.org>, Dee Anne Shaw <dshaw@asd5.org>

Hi Kala,

Regarding your question about athletics, the students and their parents involved in athletics are notified when there are any changes. The decision to proceed with Open Houses was a local decision and there were no violations. We thought it was in the best interest of our students and families at that time to connect with their schools.

Regarding today's email, you are correct that the rules for school districts were issued on August 10. It's the interpretation of these rules that continue to be refined by local and state authorities as they respond to the increase in COVID transmission rates. These changes have significant impacts on school district operations.

Our practice at this time is to limit the number of people in our buildings not associated with day-to-day instruction. The board's direction has been to meet the needs of students and staff, especially with regard to health and safety, at this time which includes limiting the number of non-educational staff in our buildings.

WSSDA continues to support school districts with guidance for School Board meetings. The topic of School Board meetings is on the agenda for tomorrow night's meeting.

Thank you for appreciating the enormity of the challenges we are facing at this time.

Sincerely, Alicia

[Quoted text hidden]

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**Kala Winter** <kalarachel@hotmail.com>

Mon, Sep 20, 2021 at 6:27 PM

To: "Henderson, Alicia" <ahenderson@asd5.org>

Cc: "schoolboard@asd5.org" <schoolboard@asd5.org>

So if we can have sports with guests in the building/gym, then a school board meeting in the gym is 100% fine. If we can make a local decision to run open houses full of families and guests in the buildings and classrooms in person board meetings are even less risky.

Please provide any changes that have been refined by local or state authorities specifically affecting board meetings. Not a generalized excuse.

If you are still going to continue to not have public meetings at least open the meetings to have actual public comment, not an option to read a letter. You still have mute control if somebody goes off agenda.

Sent from my iPhone

[Quoted text hidden]

## 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 when they are:
  - a. Not physically present on school grounds; and
  - b. Not participating in the following activities at an approved location:
    - Instruction;
    - 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

1. A student is absent from remote learning when the student is not participating in planned instructional activities on a scheduled remote learning day. Evidence of student participation in 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.

### 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. 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. Illness, health condition or medical appointment, (including, but not limited to, medical, counseling, dental or optometry, pregnancy, and in-patient or out-patient treatment for chemical dependency of mental health) for the student or person for whom the student is legally responsible;
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 or serving on a jury;
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 parent, guardian, or emancipated youth.
13. Absences related to the student's illness, health condition, or medical appointments due to COVID-19;
14. Absences related to caring for a family member who has an illness, health condition, or medical appointment due to COVID-19;
15. 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;
16. Absences due to the student's parent's work schedule or other obligations during regularly scheduled school hours, until other arrangements can be made;
17. Absences due to the student's lack of necessary instructional tools, including internet broadband access or connectivity; and

18. Other COVID-19 related circumstances as determined between school and parent or emancipated youth.

The school principal (or designee) has the authority to determine if an absence meets 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 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.
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 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 ~~fifth~~ 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 truancy~~ 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 ~~or upon the tenth~~ 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.
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 states:

1. 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. 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.

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Cross References:	Board Policy	3120 3230 3200 4218	Enrollment Student Privacy Student Rights & Responsibilities Language Access Plan
Legal References:	RCW	13.34.300	Relevance of failure to cause juvenile to attend school to



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	28A.225	neglect petition Compulsory School Attendance
WAC	392-400-235	Discipline--Conditions and limitations
	392-400-260	Long-term suspension— Conditions and limitations
	392-401A	Statewide definition of absence 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

# ASD5 Hi-Cap Program

2021-2022

# Information

- Amber Melville is our new Hi-Cap Coordinator.
- All new student referrals for the 2021-2022 school year need to be sent to Bryan McKinney by Friday, March 11th, 2022. Anyone can refer a student for the Hi-Cap Program by completing the referral form found on our school district website.
- A Hi-Cap Multidisciplinary Selection Team will review all referrals in the spring. Students who are referred to the program will be given the OLSAT.

# Information

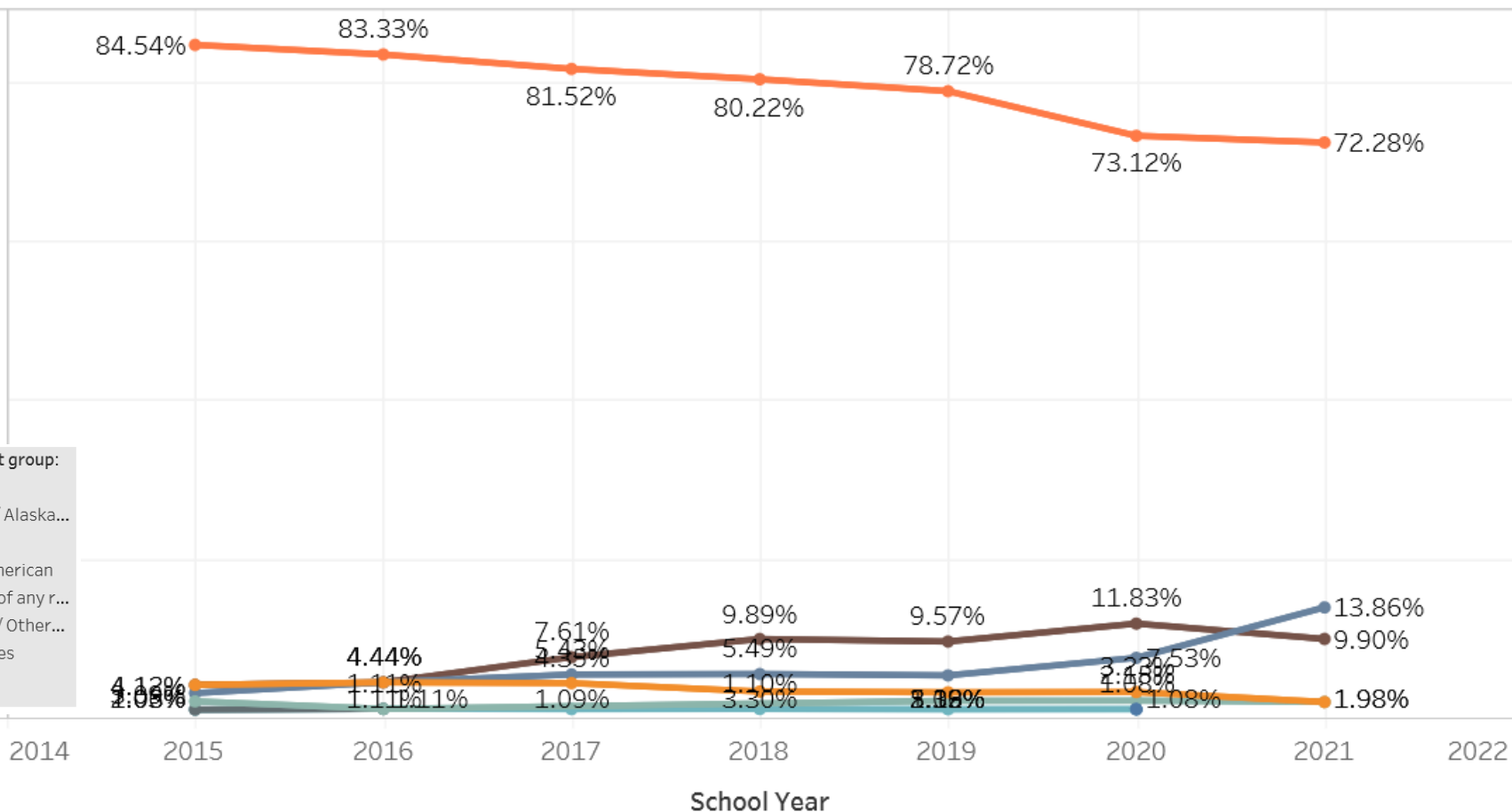
- An appeals process is outlined on our website if there is disagreement with the findings of the selection team.
- Our district has 92 students in Grades 1st-12th enrolled in our Hi-Cap Qualified List.
- Our elementary schools use the Cluster Grouping Model to support students and teachers.

## Enrollment- Students in Highly capable Program

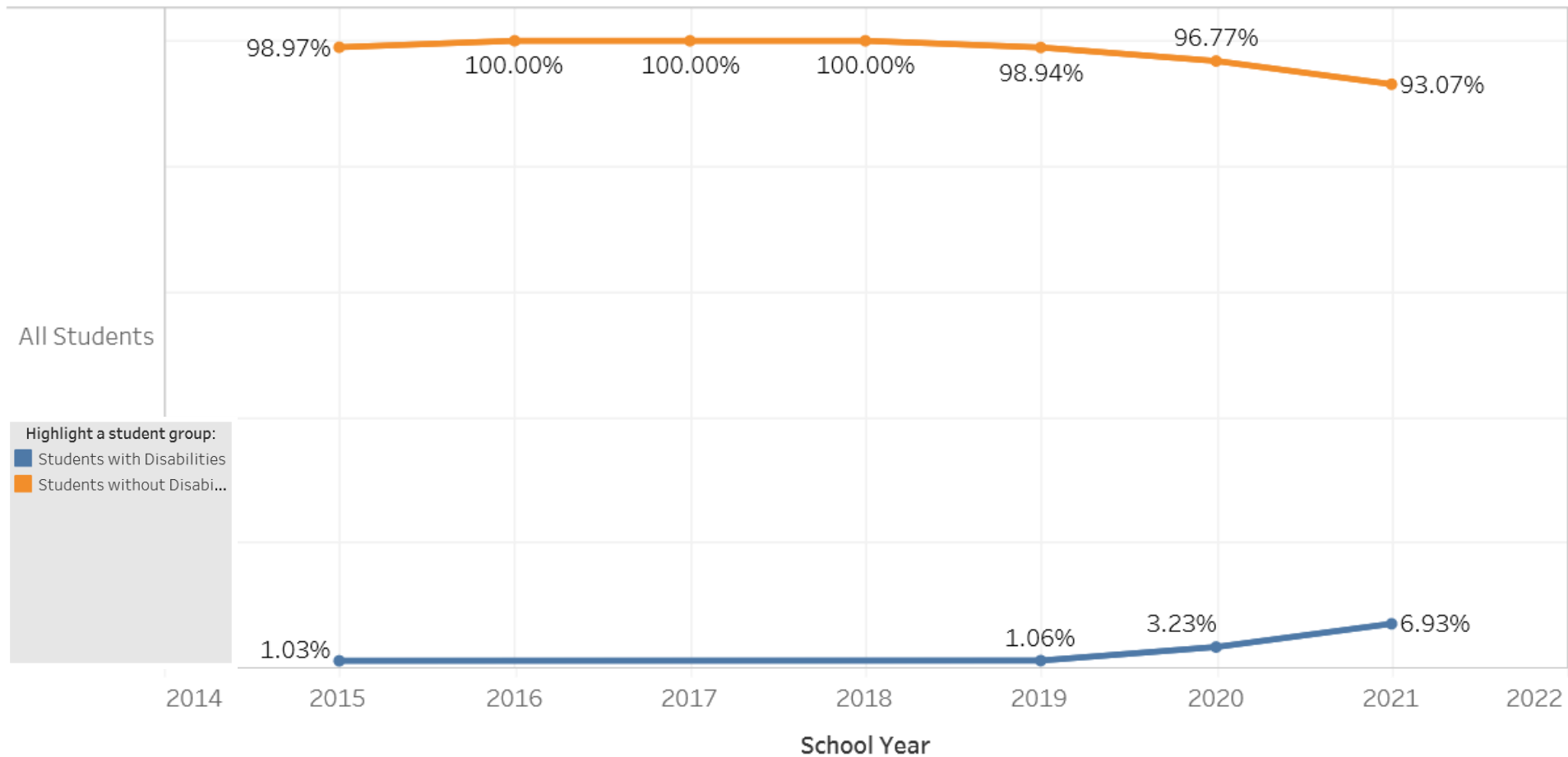
All Students

Highlight a student group:

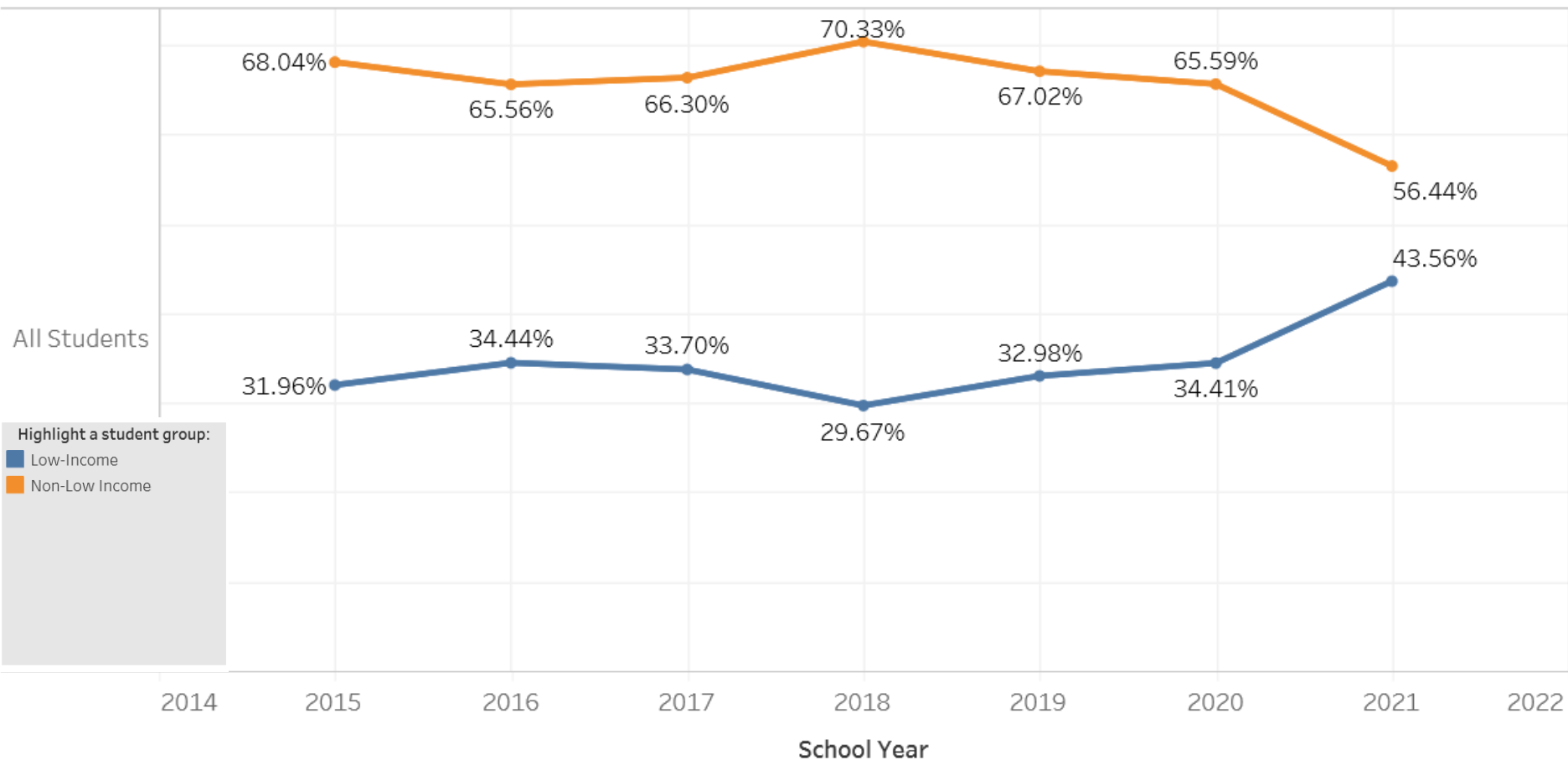
- Null
- American Indian/ Alaska...
- Asian
- Black/ African American
- Hispanic/ Latino of any r...
- Native Hawaiian/ Other...
- Two or More Races
- White



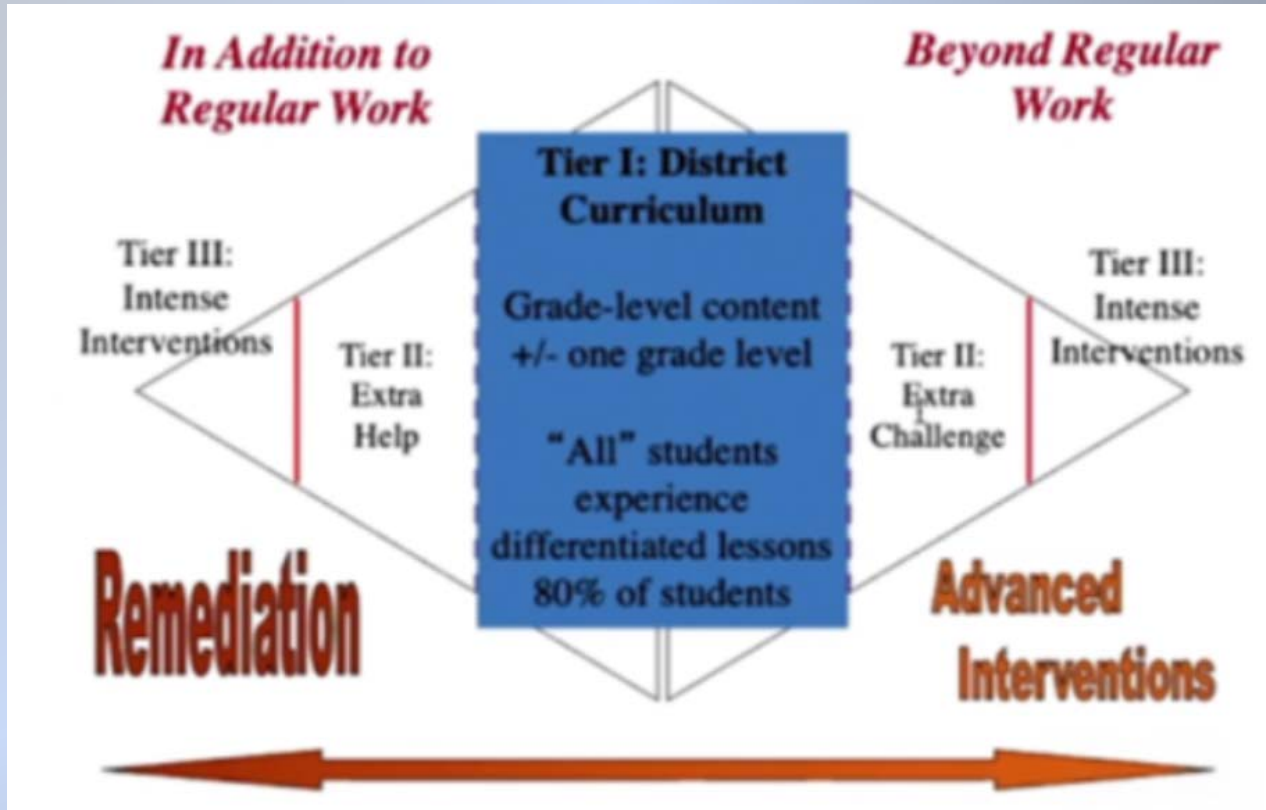
## Enrollment- Students in Highly capable Program



## Enrollment- Students in Highly capable Program



# Information





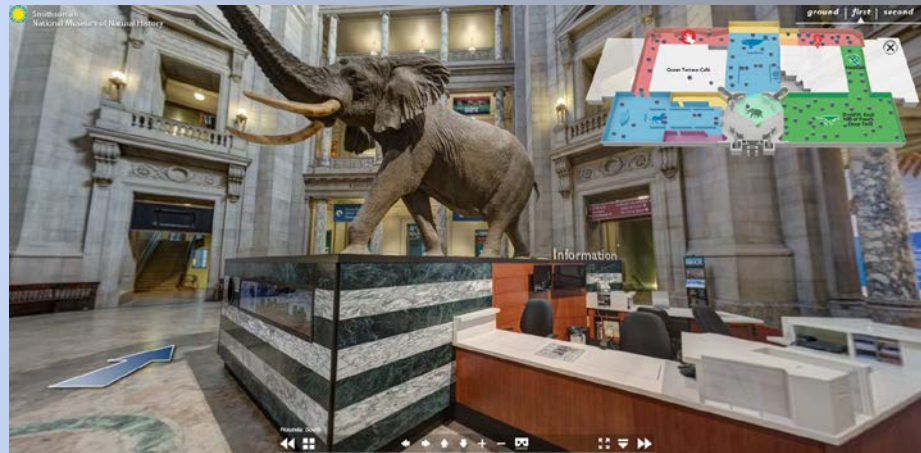
# Microsoft

-Enter a Mummy's Tomb

-MakeCode: Code Your Own Video Game

-Virtual Tour of the Smithsonian Hall of Fossils

-Smithsonian Workshop on the National Zoo & Conservation Biology Institute



# Pacific Science Center

Hi-Cap hosted the following programs in our district through the Pacific Science Center:

- Virtual Planetarium: Night Sky (All Students) for each elementary school and Miller Jr. High.
- Virtual Planetarium: Planetary Geology (Hi-Cap 6-12) for Miller Jr. High and AHS.
- Robots on Mars Program (Grades 3-5 with Hi-Cap 1-2) for each elementary school and Miller Jr. High.

# Grays Harbor Stream Team

-Virtual Tidepool Tour - Students will learn about the zones within our tidepools and what organisms live in each. There is video and pictures of each organism making the presentation entertaining and interactive.

-All About Stormwater - Students learn about watersheds and stormwater, and how to reduce pollution entering our stormwater.

-The Steps to Wastewater Treatment - Students learn about where their wastewater goes and how it is treated along with how to keep our wastewater system clean and efficient.

-All About Microplastics - Students will learn how to reduce single use plastic use, what a microplastic is and how to inspire change.

# National Parks Service

-National Parks Service Program on Yellowstone National Park with Park Ranger Q&A.

-Yellowstone National Park Virtual Tours



# STEAM Kits

Our program purchased the following items students could request:

- Microscope
- Telescope
- Building Block Robot
- Structural Engineering Kit
- Construction Kit
- 3-D STEAM Puzzle
- Other (student request)



# Programming Preview

- We have sent a survey the last two years to gain feedback and ideas about how to best serve our Hi-Cap students. We have sent another survey this year to gather feedback regarding students' interests and benefits of our program.
- Continue to provide professional development opportunities for teachers.
- Continue mass screening in our district by being proactive in identifying new students through the review of new data (i-Ready, WIDA, Fall SBA, etc.).
- Build and expand upon current partnerships to provide learning opportunities outside of the regular curriculum.

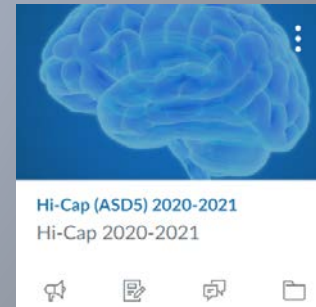
# Programming Preview

-Gifted education advocacy.

-Bring back field trips (maybe even in-person).

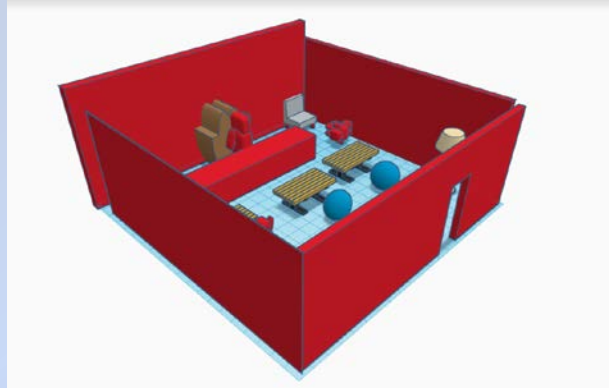
-We are planning a regular time for pull-out groups at all of our schools to serve Hi-Cap Students.

-Use Canvas as a tool to communicate with students and provide additional learning experiences (such as the weekly H.O.T. Spot)



# Lessons

## -3D Printing





# Future Lessons

-Lessons with VR/AR (Robot Lab):



Content – A unique partnership with Encyclopedia Britannica® to bring high-quality, curated, and tailored content, along with student handouts and additional teacher resources that make educators' life easier.

Visuals – In Expeditions 2.0™, all the 360-degrees photos and videos are high definition, 4k resolution, and designed to bring the best of the world to your classroom, in HD quality.

Classroom Management – A new feature was developed from the ground up. Now teachers can create playlists and save expeditions for offline teaching, without any need for internet access.

# Programming

Thank you for your time. Are there any questions?



TO: Dr. Alicia Henderson, Superintendent  
 FROM: Elyssa Louderback, Executive Director of Business & Operations  
 SUBJECT: Monthly Budget Report for August, 2021  
 DATE: September 21, 2021

**GENERAL FUND SUMMARY:**

Revenue--Receipts were \$ 4,525,104.57.

Expenditures-- Expenditures totaled \$ 6,276,396.64. Expenditures for staff salary and benefits account for 72.5% of all expenditures for the month, and 78.14% of the year to date total expenditures.

Fund Balance— Preliminary current month ending fund balance is \$ 2,854,995.08 all transactions to date have been posted. We had a negative cash flow of \$ 1,751,292.07 for the month.

**Additional General Fund Information**

**Revenue by Major Category:**

<u>Revenue Source</u>	<u>Budgeted</u>	<u>Actual YTD</u>	<u>% Actual</u>	<u>Largely Comprised of:</u>
Local Taxes	\$ 3,327,401	\$ 3,690,937	110.93%	Prop taxes - received Oct/Nov and April/May
Local Nontax	\$ 653,151	\$ 231,555	35.45%	Donations, Traffic Safety, Food Service, Misc
State, General	\$ 29,796,562	\$ 29,592,061	99.31%	Apportionment and LEA
State, Special	\$ 11,543,757	\$ 10,580,794	91.66%	Spec Ed, Detention, LAP, Bilingual, Hi Cap, Transport
Federal, General	\$ 25,000	\$ 36,120	144.48%	Federal Forest; deducted from apportionment
Federal, Special	\$ 6,077,232	\$ 5,886,826	96.87%	Food Service, Fed Grants (Title I, Title 2,etc)
Other Districts	\$ 71,871	\$ 81,696	113.67%	Non high payments from Cosmopolis SD
Other Agencies	\$ 52,000	\$ 12,280	23.62%	Private Foundations, ESD 113
Other Fin Sources	\$ -	\$ -		
<b>Totals</b>	<b>\$ 51,546,974</b>	<b>\$ 50,112,269</b>	<b>97.22%</b>	
			<b>100.00%</b>	<b>% of fiscal year elapsed</b>

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

<u>Activity</u>	<u>Budgeted</u>	<u>Actual YTD</u>	<u>Actual %</u>	<u>District payroll and/or:</u>
Board of Directors	\$ 125,096	\$ 70,465	56.33%	Dues, audits, elections, legal svcs, travel, etc
Superintendent's Office	\$ 446,535	\$ 391,732	87.73%	General Admin/ Supt Office
Business Office	\$ 486,448	\$ 519,425	106.78%	Fiscal operations
Human Resources	\$ 355,448	\$ 343,369	96.60%	Personnel & recruitment, labor relations
Public Relations	\$ 34,500	\$ 29,407	85.24%	Educational/admin info to public
Supervision of Instruction	\$ 1,237,993	\$ 958,177	77.40%	includes secretarial support
Learning Resources	\$ 408,515	\$ 317,495	77.72%	Library resources & staffing
Principal's Office	\$ 2,558,427	\$ 2,320,643	90.71%	includes Secretarial support
Guidance/Counseling	\$ 1,802,597	\$ 1,149,121	63.75%	Counselors/support services
Pupil Management	\$ 36,520	\$ 218,697	598.84%	Bus & playground aides, etc
Health Services	\$ 2,141,900	\$ 2,047,726	95.60%	Health including: nursing, OT/PT/SLP, etc
Teaching	\$ 29,119,169	\$ 27,612,560	94.83%	classroom teachers/para support
Extra-curricular	\$ 895,846	\$ 841,080	93.89%	Coaching, advising, ASB supervision
Payments to Other Districts	\$ -	\$ 5,387	0.00%	Payments to other districts/ Skills Center
Instructional Prof Dev	\$ 1,134,513	\$ 587,619	51.79%	Prof development; instructional staff
Instructional Technology	\$ 662,548	\$ 1,163,917	175.67%	classroom technology
Curriculum	\$ 783,559	\$ 963,488	122.96%	District materials adoptions/purchases; staff
Food Services	\$ 2,131,965	\$ 1,697,495	79.62%	Mgmt of food service for district
Transportation	\$ 1,524,437	\$ 958,746	62.89%	Co-op payments, fuel, insurance
Maint & Operations	\$ 3,765,862	\$ 3,090,910	82.08%	custodial/maint/grounds, security
Other Services	\$ 2,109,981	\$ 3,043,056	144.22%	Insurance, utilities, tech, print, motor pool
Transfers	\$ (281,966)	\$ (82,964)	29.42%	in district use of buses, vehicles, food service
Interfund Transfers	\$ 285,000	\$ 1,783,763	625.88%	Transfers (to Cap Proj/ Debt Service)
Totals	\$ 51,479,893	\$ 50,031,311	97.19%	
			100.00%	% of fiscal year elapsed

**CAPITAL PROJECTS FUND SUMMARY:**

Revenue--Total receipts were \$ 1,501,030.73 and consist of transfers interest payments and rental fees.

Expenditures— There were no expenditures for the month.

Fund Balance—Current monthly ending fund balance is \$ 1,835,891.74.

**DEBT SERVICE FUND SUMMARY:**

Revenue--Total receipts were \$ 19,574.148 and consists of interest/tax payments.

Expenditures— There were no expenditures for the month.

Fund Balance—Current month ending fund balance is \$ 2,453,389.86. Funds in this account are held for bond principal and interest payments.

The next payments are due in January.

**ASSOCIATED STUDENT BODY FUND SUMMARY:**

Revenue—There was \$52 for the month.

Expenditures-- Expenditures totaled 25.60% of the budgeted expenditures for this fiscal year.

Fund Balance—Current month ending fund balance is \$ 267,963.51.

**TRANSPORTATION VEHICLE FUND SUMMARY:**

Revenue--Total receipts were \$ 137,402.37 and consist of grant revenue and interest.

Expenditures— There were no expenditures for the month.

Fund Balance—Current month ending fund balance is \$ 357,870.96.

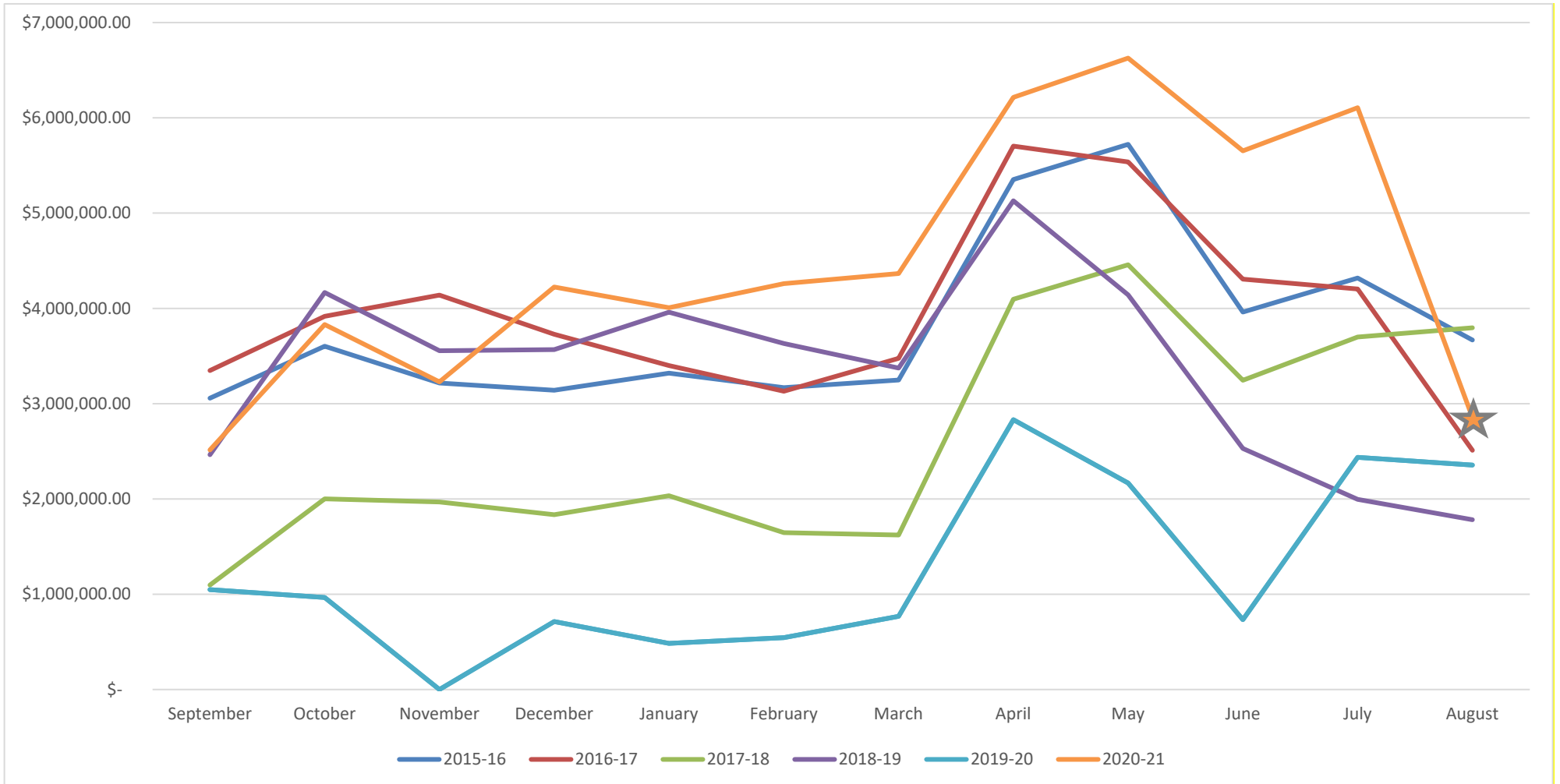
***SUMMARY OF BUDGET EXPENDITURE CAPACITY***

**Budget Capacity as of August, 2021:**

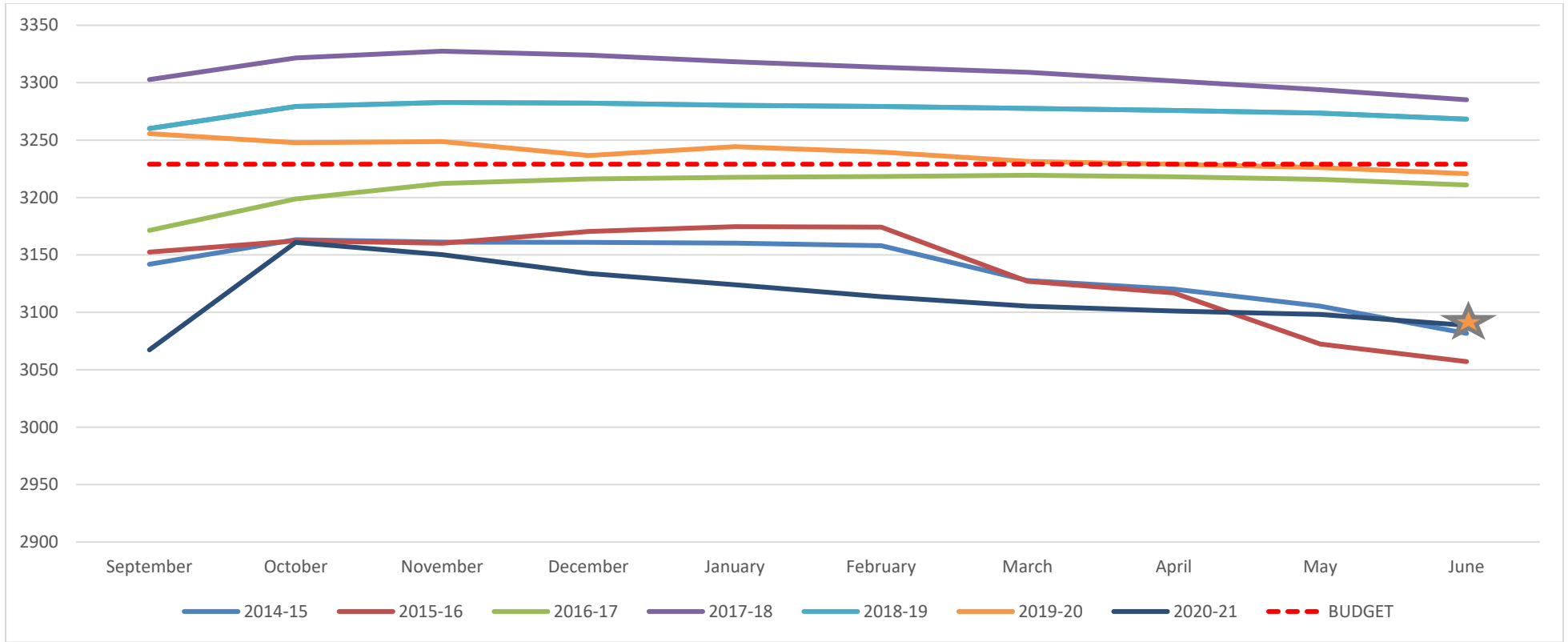
Fund	Budget	Expenditures YTD	Balance	% Expenditures	% Remaining
General	\$ 51,479,927	\$ 50,031,311	\$ 1,448,616	97.19%	2.81%
Capital Projects	\$ 185,000	\$ -	\$ 185,000	0.00%	100.00%
Debt Service	\$ 3,066,583	\$ 3,065,778	\$ 805	99.97%	0.03%
ASB	\$ 436,744	\$ 111,809	\$ 324,935	25.60%	74.40%
Trans Vehicle	\$ 300,000	\$ 149,949	\$ 150,051	49.98%	50.02%

# GENERAL FUND FUND BALANCE TRENDS

End of August, 2021



# ENROLLMENT TRENDS as of June, 2021



AAFTE	Grades K – 5	Gr. 6 – 8	HS	Subtotal	Run Start/ Open Door	+/- (Budget) **
2020-21 Budget	1,332	803	979	3,129	100	(-134.52) 3,229
2020-21 Actual	1,287.98	777.52	943.61	3,009.04	85.44	<b>3,094.48</b>
2019-20 Actual	1,445.35	805.48	980.66	3,231.49	98.98	<b>+ 40.47</b> (3,290)
2018-19 Actual	1,778.50	496.06	993.69	3,268.24	82.30	<b>+ 60.54</b> (3,290)
2017-18 Actual	1,800.62	484.33	1,000.19	3,285.13	47.83	<b>+ 120.13</b> (3,165)
2016-17 Actual	1,775.14	478.49	957.34	3,210.97	62.58	<b>+ 100.97</b> (3,110)
2015-16 Actual	1,726.24	457.17	937.05	3,118.86	62.25	<b>+32.86</b> (3,086)

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

10--General Fund-- FUND BALANCE -- SPI ACCOUNTS -- Original -- BUDGET-STATUS-REPORT  
Fiscal Year 2020 (September 1, 2020 - August 31, 2021)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of August, 2021

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES/OTHER FIN. SOURCES</b>						
1000 LOCAL TAXES	3,327,401	20,468.42	3,690,936.79		363,535.79-	110.93
2000 LOCAL SUPPORT NONTAX	653,151	8,437.15	231,555.16		421,595.84	35.45
3000 STATE, GENERAL PURPOSE	29,796,562	3,250,650.47	29,592,060.94		204,501.06	99.31
4000 STATE, SPECIAL PURPOSE	11,543,757	826,383.45	10,580,794.19		962,962.81	91.66
5000 FEDERAL, GENERAL PURPOSE	25,000	.00	36,120.32		11,120.32-	144.48
6000 FEDERAL, SPECIAL PURPOSE	6,077,232	418,745.98	5,886,825.54		190,406.46	96.87
7000 REVENUES FR OTH SCH DIST	71,871	.00	81,696.00		9,825.00-	113.67
8000 OTHER AGENCIES AND ASSOCIATES	52,000	419.10	12,280.27		39,719.73	23.62
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
<b>Total REVENUES/OTHER FIN. SOURCES</b>	<b>51,546,974</b>	<b>4,525,104.57</b>	<b>50,112,269.21</b>		<b>1,434,704.79</b>	<b>97.22</b>
<b>B. EXPENDITURES</b>						
00 Regular Instruction	22,642,217	2,105,342.78	21,131,336.14	56,281.11-	1,567,161.97	93.08
10 Federal Stimulus	0	5,007.88	5,007.88	0.00	5,007.88-	0.00
20 Special Ed Instruction	6,660,053	461,678.68	5,957,043.97	818.10	702,190.93	89.46
30 Voc. Ed Instruction	1,684,762	207,393.41	1,665,583.68	480.18-	19,658.50	98.83
40 Skills Center Instruction	310,042	46,843.25	325,874.32	2,234.63-	13,597.69-	104.39
50+60 Compensatory Ed Instruct.	6,335,102	1,121,995.16	5,732,360.22	36,173.92	566,567.86	91.06
70 Other Instructional Pgms	1,263,724	211,835.53	1,656,035.41	50,100.00	442,411.41-	135.01
80 Community Services	1,885,724	288,577.04	1,947,475.93	696.68	62,448.61-	103.31
90 Support Services	10,698,303	1,827,722.91	9,826,830.56	270,705.82	600,766.62	94.38
<b>Total EXPENDITURES</b>	<b>51,479,927</b>	<b>6,276,396.64</b>	<b>48,247,548.11</b>	<b>299,498.60</b>	<b>2,932,880.29</b>	<b>94.30</b>
<b>C. OTHER FIN. USES TRANS. OUT (GL 536)</b>	<b>285,000</b>	<b>1,500,000.00</b>	<b>1,783,763.25</b>			
<b>D. OTHER FINANCING USES (GL 535)</b>	<b>0</b>	<b>.00</b>	<b>.00</b>			
<b>E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)</b>	<b>217,953-</b>	<b>3,251,292.07-</b>	<b>80,957.85</b>		<b>298,910.85</b>	<b>137.14-</b>
<b>F. TOTAL BEGINNING FUND BALANCE</b>	<b>3,243,883</b>		<b>2,774,037.23</b>			
<b>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</b>	<b>XXXXXXXXXX</b>		<b>.00</b>			
<b>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</b>	<b>3,025,930</b>		<b>2,854,995.08</b>			



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	370,513	998,988.66
G/L 825 Restricted for Skills Center	0	.00
G/L 828 Restricted for C/O of FS Rev	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	250,000	586,580.40
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	13,370	14,070.00
G/L 872 Committed to Econmc Stabilizatn	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	217,953-	1,347,956.36-
G/L 891 Unassigned Min Fnd Bal Policy	2,610,000	2,603,312.38
<u>TOTAL</u>	3,025,930	2,854,995.08

20--Capital Projects-- FUND BALANCE -- SPI ACCOUNTS -- Original -- BUDGET-STATUS-REPORT  
Fiscal Year 2020 (September 1, 2020 - August 31, 2021)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of August, 2021

	ANNUAL	ACTUAL	ACTUAL			
	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES/OTHER FIN. SOURCES</b>						
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Support Nontax	30,500	1,030.73	19,096.16		11,403.84	62.61
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	0	1,500,000.00	1,500,000.00		1,500,000.00-	0.00
<b>Total REVENUES/OTHER FIN. SOURCES</b>	<b>30,500</b>	<b>1,501,030.73</b>	<b>1,519,096.16</b>		<b>1,488,596.16-</b>	<b>&gt; 1000</b>
<b>B. EXPENDITURES</b>						
10 Sites	185,000	.00	.00	0.00	185,000.00	0.00
20 Buildings	0	.00	.00	0.00	.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
<b>Total EXPENDITURES</b>	<b>185,000</b>	<b>.00</b>	<b>.00</b>	<b>0.00</b>	<b>185,000.00</b>	<b>0.00</b>
<b>C. OTHER FIN. USES TRANS. OUT (GL 536)</b>	<b>0</b>	<b>.00</b>	<b>.00</b>			
<b>D. OTHER FINANCING USES (GL 535)</b>	<b>0</b>	<b>.00</b>	<b>.00</b>			
<b>E. EXCESS OF REVENUES/OTHER FIN. SOURCES</b>						
<b>OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</b>	<b>154,500-</b>	<b>1,501,030.73</b>	<b>1,519,096.16</b>		<b>1,673,596.16</b>	<b>&lt; 1000-</b>
<b>F. TOTAL BEGINNING FUND BALANCE</b>	<b>315,579</b>		<b>316,795.58</b>			
<b>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</b>	<b>XXXXXXXX</b>		<b>.00</b>			
<b>H. TOTAL ENDING FUND BALANCE</b>	<b>161,079</b>		<b>1,835,891.74</b>			
<b>(E+F + OR - G)</b>						

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	115,000	124,465.64
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	46,079	1,711,426.10
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	161,079	1,835,891.74

30--Debt Service Fund-- FUND BALANCE -- SPI ACCOUNTS -- Original -- BUDGET-STATUS-REPORT  
Fiscal Year 2020 (September 1, 2020 - August 31, 2021)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of August, 2021

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES/OTHER FIN. SOURCES</b>						
1000 Local Taxes	2,734,089	19,320.56	2,839,859.77		105,770.77-	103.87
2000 Local Support Nontax	41,000	253.92	2,424.99		38,575.01	5.91
3000 State, General Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	285,000	.00	283,763.25		1,236.75	99.57
<u>Total REVENUES/OTHER FIN. SOURCES</u>	<u>3,060,089</u>	<u>19,574.48</u>	<u>3,126,048.01</u>		<u>65,959.01-</u>	<u>102.16</u>
<b>B. EXPENDITURES</b>						
Matured Bond Expenditures	2,745,000	.00	2,745,000.00	0.00	.00	100.00
Interest On Bonds	320,683	.00	320,008.25	0.00	674.75	99.79
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	900	.00	770.00	0.00	130.00	85.56
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	<u>3,066,583</u>	<u>.00</u>	<u>3,065,778.25</u>	<u>0.00</u>	<u>804.75</u>	<u>99.97</u>
C. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
D. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<b>E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER) EXPENDITURES (A-B-C-D)</b>						
	6,494-	19,574.48	60,269.76		66,763.76	< 1000-
<b>F. TOTAL BEGINNING FUND BALANCE</b>						
	2,300,000		2,393,120.10			
<b>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</b>						
	XXXXXXXXX		.00			
<b>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</b>						
	2,293,506		2,453,389.86			
<b>I. ENDING FUND BALANCE ACCOUNTS:</b>						
G/L 810 Restricted for Other Items	0		.00			
G/L 830 Restricted for Debt Service	2,293,506		2,453,389.86			
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>2,293,506</u>		<u>2,453,389.86</u>			

40--Associated Student Body Fund-- FUND BALANCE -- SPI ACCOUNTS -- Original -- BUDGET-STATUS-REPORT  
Fiscal Year 2020 (September 1, 2020 - August 31, 2021)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of August, 2021

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES</b>						
1000 General Student Body	97,990	36.41	10,474.95		87,515.05	10.69
2000 Athletics	88,960	15.00	16,242.00		72,718.00	18.26
3000 Classes	1,000	.00	689.00		311.00	68.90
4000 Clubs	170,525	.42	18,063.76		152,461.24	10.59
6000 Private Moneys	80,150	.00	49,444.85		30,705.15	61.69
<u>Total REVENUES</u>	438,625	51.83	94,914.56		343,710.44	21.64
<b>B. EXPENDITURES</b>						
1000 General Student Body	71,770	797.66	12,783.63	0.00	58,986.37	17.81
2000 Athletics	109,940	1,763.27	34,173.76	122.11	75,644.13	31.20
3000 Classes	1,000	.00	1,188.09	0.00	188.09-	118.81
4000 Clubs	173,974	6,160.04	21,959.47	0.00	152,014.53	12.62
6000 Private Moneys	80,060	.00	41,704.22	0.00	38,355.78	52.09
<u>Total EXPENDITURES</u>	436,744	8,720.97	111,809.17	122.11	324,812.72	25.63
<b>C. EXCESS OF REVENUES OVER (UNDER) EXPENDITURES (A-B)</b>						
	1,881	8,669.14-	16,894.61-		18,775.61-	998.17-
<b>D. TOTAL BEGINNING FUND BALANCE</b>						
	283,300		276,188.98			
<b>E. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</b>						
	XXXXXXXXXX		.00			
<b>F. TOTAL ENDING FUND BALANCE (C+D + OR - E)</b>						
	285,181		259,294.37			
<b>G. ENDING FUND BALANCE ACCOUNTS:</b>						
G/L 810 Restricted for Other Items	7,500		7,500.00			
G/L 819 Restricted for Fund Purposes	277,681		251,794.37			
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>	285,181		259,294.37			

90--Transportation Vehicle Fund-- FUND BALANCE -- SPI ACCOUNTS -- Original -- BUDGET-STATUS-REPORT  
Fiscal Year 2020 (September 1, 2020 - August 31, 2021)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of August, 2021

	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	5,000	26.07	71,350.38		66,350.38-	> 1000
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	165,675	137,376.30	137,376.30		28,298.70	82.92
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
<u>A. TOTAL REV/OTHER FIN.SRCS(LESS TRANS)</u>	200,675	137,402.37	208,726.68		8,051.68-	104.01
<u>B. 9900 TRANSFERS IN FROM GF</u>	0	.00	.00		.00	0.00
<u>C. Total REV./OTHER FIN. SOURCES</u>	200,675	137,402.37	208,726.68		8,051.68-	104.01
<u>D. EXPENDITURES</u>						
Type 30 Equipment	300,000	.00	149,949.14	0.00	150,050.86	49.98
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>	300,000	.00	149,949.14	0.00	150,050.86	49.98
<u>E. OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
<u>F. OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>G. EXCESS OF REVENUES/OTHER FIN SOURCES OVER(UNDER) EXP/OTH FIN USES (C-D-E-F)</u>	99,325-	137,402.37	58,777.54		158,102.54	159.18-
<u>H. TOTAL BEGINNING FUND BALANCE</u>	133,415		299,093.42			
<u>I. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXX		.00			
<u>J. TOTAL ENDING FUND BALANCE (G+H + OR - I)</u>	34,090		357,870.96			
<u>K. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted For Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	34,090		357,870.96			
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>	34,090		357,870.96			

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

## EMERGENCIES

The Aberdeen School District is committed to having current safe school plans and procedures in place to maximize safety for all students and staff. A commitment to safety enables teaching and learning. The District and its schools shall develop comprehensive all-hazard emergency operations plans that address prevention, mitigation, preparedness, response, and recovery strategies.

District and school plans shall:

- a. Include required school safety policies and procedures;
- b. Include provisions for the special needs of staff and students;
- c. Consider community use of school facilities in emergencies;
- d. Conduct inventory of all hazardous materials;
- e. Collaborate with community agencies to update emergency first aid procedures, including training, use, funding, and placement of public access automated external defibrillators (AEDs);
- f. Identify school transportation procedures for evacuation;
- g. Annually record and report information and activities required in subsection 28A.320.125

### Drills

Drills are an essential component of safety planning. Drills teach students and staff basic functional responses to potential threats and hazards. The four functional responses are adaptable and can be applied to a variety of situations. Additionally, some threats or hazards may require the use of more than one basic functional response. Therefore, each school in the district will conduct at least one safety-related drill per month. Drill planning and implementation shall consider and accommodate the needs of all students.

### Basic Functional Drills

The basic functional responses include shelter-in-place, lockdowns, evacuations, and earthquakes (drop-cover-hold –on):

#### 1. Shelter-in-Place

Shelter in place is designed to limit the exposure of students and staff to hazardous materials, such as chemical, biological, or radiological contaminants that are released into the environment by isolating the inside environment from the outside. Staff and students will receive instruction so that they will be able to remain inside and take the steps necessary to eliminate or minimize the health and safety hazard.

#### 2. Lockdowns

Lockdowns are meant to isolate students and staff from threats of violence, such as suspicious trespassers, armed intruders, and other threats that may occur in a school or in the vicinity of a school. Staff and students will receive instruction so that in the event of



the breach of security of a school building or campus, staff, students, and visitors will be able to take positions in secure enclosures.

### 3. **Evacuations**

When an emergency within a school or its surrounding area necessitates evacuation and/or total or partial closure of the schools within the district, staff will be responsible for aiding in the safe evacuation of the students within the endangered school or its surrounding area.

Staff and students will receive instruction so that in the event the school or district needs to be evacuated due to threats, such as fires, oil train spills, earthquakes, etc., they will be able to leave the building in the shortest time possible and take the safest route possible to a designated reunification site.

Schools in mapped tsunami or mapped lahar hazard zones, will plan and participate in one pedestrian evacuation drill annually.

### 4. **Earthquakes: Drop-Cover-Hold on**

The board recognizes the importance of protecting staff, students, and facilities in the event of an earthquake. Facilities will be designed and maintained in a manner that recognizes the potential danger from such an occurrence. Likewise, staff must be prepared to take necessary action to protect students and staff from harm.

“Drop – cover – hold on” is the basic functional earthquake response. The superintendent will establish guidelines and the action for building principals to take should an earthquake occur while school is in session.

### **Additional Drills**

In addition to the above four functional response drills, the District shall, at a minimum, also develop response plans for the following:

#### 1. **Pandemic/Epidemic**

The board recognizes that a pandemic outbreak is a serious threat that could affect students, staff, and the community. The superintendent or a designee will serve as a liaison between the school district and local health officials. The district liaison, in consultation with local health officials, will ensure that a pandemic/epidemic plan exists in the district and establish procedures to provide for staff and student safety during such an emergency.

When an emergency within a school or its surrounding area necessitates evacuation and/or total or partial closure of the schools within the district, staff will be responsible for aiding in the safe evacuation of the students within the endangered school or its surrounding area.

2. **Bomb Threats**

The superintendent will establish procedures for action in the event that any threat is received toward the school by telephone, letter, orally, or by other means.

3. **Emergency School Closure or Evacuation (Modified Shelter-in-Place)**

When weather conditions or other circumstances make it unsafe to operate schools the superintendent is directed to determine whether schools should be started late, closed for the day, or transportation will be provided only on emergency routes. Those decisions will be communicated through community media resources pursuant to a plan developed by the superintendent or designee.

The superintendent will establish procedures for the emergency closure of a building or department.

All safety plans and drills shall include protocols for both internal and external communications, as well as procedures for drill documentation. Schools shall document the dates and time of such drills. Each school will maintain the time and type of drill in the school office.

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Cross References:

Policy 4310

District Relationships with Law Enforcement and other Government Agencies

Legal References:

RCW 19.27.110

International fire code — Administration and enforcement by counties, other political subdivisions and municipal corporations — Fees Safe school plans — Requirements — Duties of school districts, schools, and educational service districts — Reports — Drills — Rules

RCW 28A.320.125

Adoption Date: 01/08/96

Revised Dates: 04/20/99, 05/15/07, \_\_\_\_\_

## EMERGENCIES

### **Fire Drills**

Students shall receive instruction so that in case of fire or sudden emergency they shall be able to leave their particular building in the shortest time possible, or take such other steps as the particular emergency demands, and without confusion or panic. Drills shall be held monthly.

The superintendent/or designee is directed to develop emergency evacuation procedures for each building.

### **Earthquakes**

The board recognizes the importance of protecting staff, students and facilities in the event of an earthquake. Facilities shall be designed and maintained in a manner that recognizes the potential danger from such an occurrence. Likewise, staff must be prepared to take necessary action to protect students and staff from harm.

The superintendent/or designee shall establish guidelines for action in the event an earthquake occurs while school is in session.

### **Bomb Threats**

The superintendent shall establish procedures for action in the event that any threat is received toward the school by telephone, letter, orally or by other means.

### **Emergency School Closure or Evacuation**

When weather conditions or other circumstances make it unsafe to operate schools the superintendent is directed to determine whether schools should be started late, closed for the day, or transportation will be provided only on emergency routes. Those decisions will be communicated through community media resources pursuant to a plan developed by the superintendent or designee.

### **Lockdown**

In the event an unidentified individual, who appears to be menacing, threatening or a danger, is observed on campus or in a campus building, a staff member should call 911 and then report the individual's presence to the main office immediately, identifying the perceived threat or danger, description of individual, possession of a weapon, or unusual conduct.

An intercom all-call message will be broadcast to all buildings on campus to the effect that there may be an intruder on campus and that all teachers are asked to initiate an immediate lockdown of their classrooms.

The superintendent/or designee is directed to develop lockdown procedures for each building.

**Pandemic/Epidemic**

The board recognizes that a pandemic outbreak is a serious threat that could affect students, staff and the community. The superintendent or a designee shall serve as a liaison between the school district and local health officials. The district liaison, in consultation with local health officials, shall ensure that a pandemic/epidemic plan exists in the district and establish procedures to provide for staff and student safety during such an emergency.

When an emergency within a school or its surrounding area necessitates evacuation and/or total or partial closure of the schools within the district, staff shall be responsible for aiding in the safe evacuation of the students within the endangered school or its surrounding area.

The superintendent shall establish procedures for the emergency closure of a building or department.

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Legal References:    RCW 19.27.110                      International Fire Code

Adoption Date:        01/08/96  
Revised                 04/20/99, 05//15/07



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

**SPECIAL SERVICES CONTRACT**

In consideration of the promises and conditions contained herein, Aberdeen School District (the "District") and Maxim Healthcare Staffing Services, Inc. (the "Provider") mutually agree as follows:

1. **Services.** The District hereby contracts with the Provider to perform the services identified in paragraph 2 hereof.

2. **Description of Services:**

(a) Provide School Psychology Services, Occupational Therapy Services, Physical Therapy Services, Speech Language Pathology Services and/or Nursing Services for the 2021-22 school year and/or extended school year as needed.

(b) Such other related services as the District may request. Said services shall be provided in a manner consistent with the accepted practices for other similar services, performed to the District's satisfaction, within the time period prescribed by the District.

3. **Insurance.** Contracting agency or individual will maintain (at its expense), a valid policy of insurance evidencing general and professional liability coverage of not less than \$1,000,000 per occurrence covering acts or omissions and general liability which may give rise to liability for services under this Agreement. Provider shall provide a certificate of insurance evidencing such coverage upon request by the District. Provider will provide the District with assurance of this insurance coverage in writing before commencement of services under this Contract. Provider will notify the District within three (3) days in the event of cancellation or modification of such insurance. Provider's failure to maintain such insurance policies shall be grounds for the District's immediate termination of this Contract. The provisions of this paragraph shall survive the expiration or termination of this Contract for cause with respect to any event occurring prior to such expiration or termination.

4. **Certification and Licensing Requirements.** Provider warrants that all individuals providing services under this Agreement ("Service Providers") meet applicable licensing and certification requirements. Provider must obtain and provide evidence to the District of current appropriate state certification and licensure at least 30 days prior to the beginning of each school year. Providers should have or be able to obtain an NPI number.

5. **Background Checks.** Pursuant to RCW 28A.400.303, any Service Providers under this Contract shall be required to have successfully completed a criminal history record check through the Washington State Patrol Criminal Identification System, under RCW 43.43.830-834 and RCW 10.97.030-050, and through the Federal Bureau of Investigation prior to providing any services under this Agreement. Provider will be responsible for securing these criminal history record checks and payment of all costs for obtaining such background checks. Results of the background checks must be made available to the District prior to a Service Provider providing services to the District.

6. **Prohibited Employment.** The nature of the work performed under this Contract involves services provided to children and disabled adults. Therefore, no assigned Service Provider shall have pled guilty or been convicted of any felony crime specified under RCW

28A.400.322. Any failure to comply with this paragraph shall be grounds for immediate termination of this Contract for cause.

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

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

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

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

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

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

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

on behalf of Provider or Provider's personnel. Provider shall be solely responsible for the payment of any taxes imposed by any lawful jurisdiction as a result of the performance and payment of this Contract.

**13. Quality of or Need for Services.** If the District's Special Education Director determines that the services of Provider's personnel is unable to perform or has failed to perform the services required by the District in a manner satisfactory to the District within the first sixty (60) days of service, the Director will communicate any concerns with the Provider. The Provider will work with the District's Special Education Director to facilitate improvement. If improvement is not made in the noted time period, the District will notify Provider and such assignment will end immediately. The District's obligation to compensate for such Service Provider's services will be limited to the number of hours actually worked.

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

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

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

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

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

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

**18. Debarment and Suspension.** Provider certifies that to the best of its knowledge and belief, its principals and assigned service providers are not presently debarred,

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

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

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

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

In no event shall either party be liable in any manner for incidental, special or consequential damages, expressly excluding claims based on its breach of confidentiality obligations, willful misconduct, or indemnification obligations for third party claims. Further, in no event shall either party's aggregate liability with respect to any claim or liability arising out of or relating to the agreement exceed the amounts actually paid to contractor for the provision of services hereunder during the 12 months preceeding the incident giving rise to the claim.

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

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

**23. Term.** Unless terminated earlier pursuant to provisions stated herein, this Contract shall commence on **August 1, 2021 and shall terminate on July 31, 2022** or the completion of the services identified in paragraph 2 hereof, whichever should first occur. This contract may be renewed annually by the District for up to three additional years.



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

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

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

**27. Governing Law.** The terms of this Contract shall be governed by the laws of the State of Washington. In the event that a dispute arises under the terms and conditions of this Contract, the parties agree to mediate the dispute prior to taking any formal legal action. In the event that legal action is commenced to resolve a dispute arising out of this Contract, the prevailing party shall be entitled to its reasonable costs and attorneys' fees.

Executed this 8<sup>th</sup> day of September, 2021.

**ABERDEEN SCHOOL DISTRICT**

By \_\_\_\_\_

Its \_\_\_\_\_

**PROVIDER**

E-Signed: 09/08/2021 10:43 AM EDT	
<i>Andrea Torres</i>	
By	jutorres@maxhealth.com IP: 165.225.222.231
Certifi Electronic Signature	
DocID: 20210908093824030	

Its Assistant Controller

# **Addendum to The Hello Foundation Engagement Agreement**

**Contract Originally Dated: 6/10/2021**

**Today's date: 9/9/2021**

**The Hello Foundation Engagement Agreement with Aberdeen SD will be amended to add additional billable hours for School Psychologist Jennifer Cockrell in addition to her current 1.0 FTE.**

**The maximum additional hours are listed below by month. Possible additional travel days as needed to be reimbursed at federal per diem rate. Work may be performed on school closed days including Saturday or Sundays as well as holidays.**

**September up to 30 hours per Psych**

**October up to 42 hours per Psych**

**November up to 36 hours per Psych**

**December up to 26 hours per Psych**

The Hello Foundation, LLC

Aberdeen SD

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Sharon Scheurer  
VP of Operations

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Elyssa Louderback  
Executive Director of Business and Operations

# **Addendum to The Hello Foundation Engagement Agreement**

**Contract Originally Dated: 6/10/2021**

**Today's date: 9/9/2021**

**The Hello Foundation Engagement Agreement with Aberdeen SD will be amended to add additional billable hours for School Psychologist Autumn Schreiber in addition to her current 1.0 FTE.**

**The maximum additional hours are listed below by month. Possible additional travel days as needed to be reimbursed at federal per diem rate. Work may be performed on school closed days including Saturday or Sundays as well as holidays.**

**September up to 30 hours per Psych**

**October up to 42 hours per Psych**

**November up to 36 hours per Psych**

**December up to 26 hours per Psych**

The Hello Foundation, LLC

Aberdeen SD

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Sharon Scheurer  
VP of Operations

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Elyssa Louderback  
Executive Director of Business and Operations

ABERDEEN SCHOOL DISTRICT NO. 5  
Resolution 2021-09

**A Resolution Giving Superintendent Emergency Contracting Authority**

WHEREAS, a state of emergency continues in Washington State due to the COVID-19 pandemic;

WHEREAS, the Aberdeen School District is experiencing extreme staffing shortages in the 2021-2022 school year due to the pandemic;

WHEREAS, some of these staffing shortages were chronic prior to the pandemic, and when posted positions attract no applicants the District has entered into contracts with professional services companies that must first be approved by the Board of Directors;

WHEREAS, the individuals who are then appointed to fill these necessary positions must also be approved by the Board of Directors prior to beginning their work in the District;

WHEREAS, our schools and programs are struggling to provide needed services to our students during this emergency;

WHEREAS, this burden could be eased if qualified, contracted professionals can begin their work at a mutually agreed upon time once the Superintendent has affirmed their qualifications;

WHEREAS, in many other instances during this emergency the Superintendent is empowered to take action with vendors, provided those actions are still presented to the Board of Directors at the next regular meeting;

THEREFORE, BE IT RESOLVED, that the Aberdeen School District Board of Directors authorizes the Superintendent to contract with providers and approve placement of contracted professionals during the 2021-2022 school year, with the Board of Directors being informed of the contracts and placements at the next regular meeting.

ADOPTED this 21st Day of September, 2021, at a regular open public meeting of the Board of Directors.

ABERDEEN SCHOOL DISTRICT NO. 5,  
GRAYS HARBOR COUNTY, WASHINGTON

\_\_\_\_\_  
Sandra Bielski, President

\_\_\_\_\_  
Dr. William Dyer, Vice President

\_\_\_\_\_  
Jennifer Durney, Director

ATTEST:

\_\_\_\_\_  
Jessica Jurasin, Director

\_\_\_\_\_  
Alicia Henderson, Secretary

\_\_\_\_\_  
Suzy Ritter, Director

**CERTIFICATED**

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Cordell Trusty	Harbor High School	21 <sup>st</sup> Century Teacher	10/04/21
Kasi Turner	Harbor High School	21 <sup>st</sup> Century Teacher	10/04/21
Laura Carle	Miller Junior High	21 <sup>st</sup> Century Teacher	09/20/21
Janet Dayton	Miller Junior High	21 <sup>st</sup> Century Teacher	09/20/21
Stacy Devall	Miller Junior High	21 <sup>st</sup> Century Teacher	09/20/21

**SUPPLEMENTAL CONTRACT:** We recommend the Board approve the following supplemental contract:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Judith McBride	District	National Board Certification stipend	2021-22

**LEAVE OF ABSENCES (REVISED):** We recommend the Board approve the following certificated leave of absences:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Stephanie Navarra	Miller Junior High	Teacher	11/22/21-12/17/21
Tessa Pfeiffer	McDermoth Elementary	Teacher	10/21/21-12/17/21

**Substitute Certificated Hire:**

Christi Davis

**CLASSIFIED**

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Kasi Turner	District-Secondary	District Director for 21 <sup>st</sup> Century Program	09/13/21
Haley Adair	Aberdeen High School	GEAR UP Coordinator	09/20/21
Stacey Boone	Aberdeen High School	Attendance Secretary	09/22/21
Robert Burton	Aberdeen High School	21 <sup>st</sup> Century Site Coordinator	09/13/21
Evelyn Hamilton	Aberdeen High School	Behavior Support Specialist	09/15/21
Michelle Stallo	Aberdeen High School	Paraeducator	09/13/21
Alexis Travers	Aberdeen High School	Paraeducator	09/20/21
Matt Loman	Harbor High/Hopkins	Garden Steward	09/09/21
Cordell Trusty	Harbor Learning Center	21 <sup>st</sup> Century Site Coordinator	10/04/21
Hector Rodriguez Jr.	AJ West Elementary	Food Service Worker	10/21/21
Kelly Bielec	Central Park Elementary	21 <sup>st</sup> Century Site Coordinator	09/16/21
Jennifer Krasowski	Central Park Elementary	21 <sup>st</sup> Century Site Coordinator	09/13/21
Anjuleah Peterson	McDermoth Elementary	Food Service Worker	10/12/21
Nicole Johnston	Robert Gray Elementary	Paraeducator	09/20/21
Bridget Onash	Stevens Elementary	21 <sup>st</sup> Century Site Coordinator	09/13/21
Kelli Shelton	Stevens Elementary	Paraeducator	09/20/21
Kristen Dublanko	Hopkins Preschool	Paraeducator	09/07/21

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Kevin Oleson	Transportation	Bus Driver	01/03/22

**CLASSIFIED (Cont'd)**

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Katie Petrina	Central Park Elementary	MTSS Assistant	09/24/21

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Stacie Fesler	Aberdeen High School	Assistant Cheer Coach	08/08/21

**Substitute Classified Hire:**

Gregory Pearson  
Robert Gunter

ABERDEEN SCHOOL DISTRICT No. 5  
 COUNTY/CITY WAGE SCHEDULE  
 MAINTENANCE AND OPERATIONS EMPLOYEES  
 SEPTEMBER 1, 2021 - AUGUST 31, 2022

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	25.09	26.35	27.66	29.05	30.50	30.80	30.90	31.00	31.10
21A     Mechanical/ Electrical Technician	23.08	24.24	25.45	26.72	28.06	28.36	28.46	28.56	28.66
22A     Utility/ Maintenance Worker/ Groundskeep Warehouse & Distribution	22.08	23.19	24.34	25.56	26.84	27.14	27.24	27.34	27.44
24A/25A   General Laborer/Custodian	20.07	21.08	22.13	23.24	24.40	24.70	24.80	24.90	25.00

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

Board Approved:  
 Effective: September 1, 2021

ABERDEEN SCHOOL DISTRICT No. 5  
COUNTY/CITY WAGE SCHEDULE  
FOOD/TRANSPORTATION EMPLOYEES  
SEPTEMBER 1, 2021 - AUGUST 31, 2022

<b><u>POSITION</u></b>	<b>STEP 0</b>	<b>STEP 1</b>	<b>STEP 2</b>	<b>STEP 3</b>	<b>STEP 4</b>	<b>STEP 5</b>
30B BUS DRIVER	\$21.75	\$22.83	\$23.98	\$25.17	\$26.43	\$27.75
31B COOK	\$19.44	\$20.41	\$21.43	\$22.51	\$23.63	\$24.81
32B FOOD SERVICE WORKER	\$16.33	\$17.15	\$18.00	\$18.90	\$19.85	\$20.84
33B LEAD FOOD SERVICE WORKER WORKER (SATELLITE KITCHEN)	\$17.89	\$18.78	\$19.72	\$20.71	\$21.74	\$22.83
34B Head Cook (AHS)	\$21.00	\$22.05	\$23.15	\$24.31	\$25.52	\$26.80

Board Approved:

Effective: September 1, 2021