

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

Regular Meeting of the Board of Directors  
Community Room, Aberdeen High School  
September 17, 2019

**AGENDA**

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

Flag Salute

[Consent Agenda](#)

1. Minutes
2. Accounts Payable

Comments from Board Members

Introduction of Student Representatives

Comments from the Audience

Old Business

Superintendent's Report

1. Enrollment Report
2. WSSDA Regional Meeting
3. Stevens Bond Update
4. Local Levy Update
5. Miller Modular Building
6. Budget Advisory Committee
7. Legislative Advocacy Group

Instructional Services

1. [Basic Education Compliance Report](#)
2. [Quinault MOU](#)

Financial Services

1. [Fiscal Status Report](#)

New Business

1. [Detention Center Agreement](#)

Board Meeting Agenda  
September 17, 2019

2. [Highly Capable Plan](#)
3. [Century 21 Consultant](#)
4. [Renewal of Gravity Consortium](#)
5. [BASTE Agreement with GHC](#)
6. [GEAR UP Grant](#)
7. [Psychologist Contract](#)
8. Next Meeting

Comments from the Audience

Executive Session

Personnel Matters

1. [Personnel Report](#)
  - a. Certificated
  - b. Classified

ADJOURN

ABERDEEN SCHOOL DISTRICT NO. 5

BOARD INFORMATION AND BACKGROUND

September 17, 2019 – Community Room, Aberdeen High School

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

Flag Salute

Consent Agenda – [Enclosure 1](#)

1. Minutes – The minutes from the regular meeting on September 3, 2019, are enclosed for your review and approval.
2. Accounts Payable – The payroll and accounts payable vouchers for August are enclosed for your review and approval.
3. Trip Request – Miller Junior High School and Aberdeen High School are requesting permission for students to participate in Outdoor School at Camp Bishop on October 6-11.

Comments from Board Members

Introduction of Student Representatives

Comments from the Audience

Old Business

Superintendent's Report

1. Enrollment Report – Superintendent Henderson will share information about the first enrollment count of the year, which took place September 6.
2. WSSDA Regional Meeting – The regional meeting of the Washington State School Directors' Association is scheduled for 6 p.m. Tuesday, October 29 in Rochester. Superintendent Henderson will inquire about attendance.
3. Stevens Bond Update – Superintendent Henderson will update the Board on planning for a new Stevens Elementary School.
4. Local Levy Update – Superintendent Henderson will update the Board on planning for the 2020 local levy request.
5. Miller Modular Building – Superintendent Henderson will update the Board on the installation of the new modular building for 6<sup>th</sup> Grade at Miller Junior High School.
6. Budget Advisory Committee – The Budget Advisory Committee is reconvening at 5:30 p.m. Wednesday, September 25, in the Community Room at Aberdeen High School. Board members are invited to attend.

Board Information  
September 17, 2019

7. Legislative Advocacy Group – Superintendent Henderson will discuss efforts by area superintendents to keep lawmakers informed of issues unique to rural school districts.

Instructional Services

1. Basic Education Compliance Report – Teaching and Learning Director Traci Sandstrom will present the 2019-2020 Basic Education Compliance Report for your review and approval. [Enclosure 2](#)
2. Quinalt MOU – Teaching and Learning Director Traci Sandstrom will present a memorandum of understanding with the Quinalt Indian Nation for the provision of services to our Native American students for your review and approval. [Enclosure 3](#)

Financial Services

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

New Business

1. Detention Center Agreement – Principal Derek Cook will present the 2019-2020 Detention Center Agreement for renewal. Board approval is recommended. [Enclosure 5](#)
2. Highly Capable Plan – Principal Bryan McKinney will present the Highly Capable Plan for 2019-2020 for your consideration and approval. [Enclosure 6](#)
3. Century 21 Consultant – CTE Director Lynn Green will present a contract with Mary Margaret Doherty to assist the district in the Century 21 After School program. Hiring a consultant qualified in compliance requirements is a condition of the grant. Board approval is recommended. [Enclosure 7](#)
4. Renewal of Gravity Consortium – An agreement ESD 113 for continued operation of the Gravity Dropout Re-engagement Consortium is presented for your review and approval. [Enclosure 8](#)
5. BASTE Agreement with GHC – A memorandum of understanding with Grays Harbor College regarding student teaching experience for students in the Bachelor of Applied Science in Teacher Education program is presented for your review and approval. [Enclosure 9](#)
6. GEAR UP Grant – CTE Director Lynn Green will present a contract from the Washington Student Achievement Council regarding the GEAR UP grant for your review and approval. [Enclosure 10](#)
7. Psychologist Contract – A contract with Child Assessment Center, LLC, to provide school psychology services in 2019-2020 is presented for your review and approval. The company will place psychologists Roger Heinrich and Carole Corgiat. [Enclosure 11](#)

Board Information  
September 17, 2019

8. Next Meeting – The next regular meeting of the Board is set for 5 p.m. Tuesday, October 1, in the Community Room at Aberdeen High School. Aberdeen High School will be the featured school.

Comments from the Audience

Executive Session

At this time the meeting will recess for an executive session expected to last 30 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) and (b) to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price.

1. Personnel Matters [Enclosure 12](#)
  - a. Certificated
  - b. Classified

ADJOURN

## ABERDEEN SCHOOL DISTRICT NO. 5

Minutes of the Regular Meeting of the  
Board of Directors – September 3, 2019

President Sandra Bielski convened the regular meeting of the Aberdeen School District Board of Directors at 5 p.m. Tuesday, September 3, 2019, in the Community Room at Aberdeen High School. Directors present were Bill Dyer, Jennifer Durney and Erin Farrer, along with Superintendent Alicia Henderson and 35 patrons and staff. Director Jeff Nelson was excused. The meeting began with the Flag salute.

CALL TO ORDER

On a motion by Erin Farrer and seconded by Bill Dyer, the Board approved the Consent Agenda, which included the minutes from the regular meeting on August 20, 2019, and General Fund vouchers totaling \$193,496.86 and ASB Fund vouchers totaling \$1,478.60.

CONSENT AGENDA

President Bielski commented that she enjoyed the back-to-school celebrations that she was able to attend.

COMMENTS FROM  
THE BOARD

Jessica Giffin, a parent new to the district, commented that her experience enrolling her students at Miller Junior High School and McDermoth Elementary School has been inclusive and welcoming every step of the way.

COMMENTS FROM  
THE AUDIENCE

On a motion by Bill Dyer and seconded by Jennifer Durney, the Board approved the second reading and adoption of an update to Policy 4260 Use of School Facilities and reviewed the procedures and fee schedule regulating public use of school facilities. Superintendent Henderson noted that the changes were developed in consultation with user groups and that the fee schedule is structured to cover district costs while not placing an undue burden on local groups who work with students.

POLICY 4260 USE  
OF FACILITIES

Superintendent Henderson reported that the 2019-2020 school year began August 28 and is off to a smooth start. With sixth-graders moving to Miller Junior High School, there are some bus schedules being ironed out, but overall, schools are operating smoothly.

SUPERINTENDENT  
REPORT

BACK TO SCHOOL

The Board directed Superintendent Henderson to proceed with due diligence and fact-finding with the goal of asking voters to approve a bond issue for a new Stevens Elementary School and a renewal of the local school levy in the February 2020 special election. Superintendent Henderson noted that the Stevens Task Force is reconvening as an advisory group and that Kris Koski has volunteered to chair the campaign.

BOND AND LEVY  
UPDATE

Superintendent Henderson provided an overview of the various communication tools the district employs in the ongoing effort to keep the community and staff informed about our schools. The tools include the annual activity calendar, a periodic newsletter, a regular e-newsletter, social media such as Facebook, and, for emergencies, FlashAlert and BlackBoard.

COMMUNICATIONS  
UPDATE

Superintendent Henderson reported that portions of the modular building for Miller Junior High School have arrived and are being stored at the Grays Harbor Historical Seaport. Additional sections will be arriving in the coming week with September 9 as the day scheduled for moving the building onto the site.

MILLER MODULAR  
UPDATE

The Board approved a data sharing agreement with the Washington Schools Information Processing Cooperative (WSIPC) to collaborate with Student Data Services on keeping student data secure while creating required reports.

WSIPC DATA  
SHARING

Teaching and Learning Director Traci Sandstrom provided her department's report for August.

TEACHING AND  
LEARNING

Under Academics, she discussed the new science curriculum; a grant to implement basic coding in K-3; an upcoming review of the K-8 math curriculum; how Imagine Learning software is being made available to all students, and how Edgenuity (formerly Odysseyware) is being used in the district.

Under Behavior/Social-Emotional Learning she discussed this year's focus on Tier II strategies, implementation of the Character Strong curriculum, the ongoing partnership with Behavioral Health Resources to provide therapy at the schools, the ongoing implementation of Positive Behavior Interventions and Supports (PBIS), and the discussions taking place with elementary counselors on priorities following the reduction in staff.

Under Technology she discussed student Chromebooks, staff insurance for their devices, the updated Acceptable Use Policy, and the new intercom system that will be installed after the Miller Modular building is completed.

Other topics she discussed included a planned reviews of how staff obtain clock hours, the health curriculum and the secondary trimester system.

On a motion by Bill Dyer and seconded by Erin Farrer, the Board approved a contract with ESD 113 for Daniel Kent to provide up to two days per month of math coaching for teachers in exchange for the use of office space in the Stewart Building in 2019-2020.

ESD 113  
INSTRUCTIONAL  
COACHING

On a motion by Bill Dyer and seconded by Erin Farrer, the Board approved a contract with the YMCA of Grays Harbor to provide staffing, supervision and support to the 21<sup>st</sup> Century After School Program.

YMCA CENTURY 21  
CONTRACT

On a motion by Jennifer Durney and seconded by Erin Farrer, the Board approved the annual renewal of the agreement to operate the Twin Harbors Skills Center as a branch campus of the New Market Skills Center in Tumwater.

SKILLS CENTER  
INTERDISTRICT  
AGREEMENT

On a motion by Erin Farrer and seconded by Jennifer Durney, the Board approved renewal of the agreement with the South Sound Parent-to-Parent Support Program to provide Birth-3 special education services and family support services in the district.

EARLY  
CHILDHOOD  
SERVICES

The Board approved a contract with The Hello Foundation to place Susan Ashbury in the district as a speech language pathologist. Superintendent Henderson explained that the therapist will deliver services both in the district and

HELLO  
FOUNDATION  
PLACEMENT

remotely. It's a new model the district is trying because the position has gone unfilled with no applicants due to the shortage of SLPs.

President Bielski announced that the next regular meeting is scheduled for 5 p.m. Tuesday, September 17, in the Community Room at AHS.

At 5:46 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 and to consider real estate matters). The session began at 5:49 p.m. The regular meeting reconvened at 6:04 p.m.

On a motion by Jennifer Durney and seconded by Bill Dyer, the Board approved the Personnel Report. Under certificated matters, the Board approved the hiring of Ryan Johnson to teach P.E. and the Highly Capable program at McDermoth Elementary School effective August 28; approved a change of assignment for Principal John Crabb at Central Park Elementary School from Title I/LAP 0.5 FTE and Principal 0.5 FTE to Principal 1.0 FTE, and accepted the resignation of Richelle Vining-Gonzalez as a counselor at Aberdeen High School effective September 2.

Under classified matters, the Board approved the recall of para-educators Robert Burton at Aberdeen High School and Lynn Fletcher at the Hopkins Building effective August 28; approved a change of assignment for Teresa Glasscock in Food Service from Miller Junior High School to Robert Gray Elementary School effective August 28; approved changes of assignment for Jennifer Dean at A.J. West Elementary School from para-educator to Food Service worker effective August 29 and for Amy Moyer from para-educator to LRC technician at Robert Gray Elementary School effective August 28; approved a leave of absence for Dawn Borns, a para-educator at Robert Gray Elementary School, effective September 24 to October 31; accepted resignations from Nissa Hunley as a student helper at the Administration Building effective August 19, Jack Traxtle as a para-educator at Miller Junior High School effective August 23, Amy Beardmore as a para-educator at the Hopkins Building effective August 19 and from Dorothy Freye as a Food Service worker at A. J. West Elementary School effective August 19; approved extra-curricular contracts for assistant football coaches Zachary Carpenter at Aberdeen High School effective August 21 and for Andres Cisneros-Cornejo at Miller Junior High School effective August 30; accepted resignations from assistant wrestling coaches Alexis Miranda effective August 28 and from Steve Reed effective August 29 at Miller Junior High School, and accepted the resignation of Claudia Hernandez as a substitute effective August 16.

There being no further business, the regular meeting was adjourned at 6:06 p.m.

NEXT MEETING

EXECUTIVE SESSION

PERSONNEL REPORT

CERTIFICATED

CLASSIFIED

ADJOURN



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 17, 2019, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$4,236.73. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: COMP TAX  
Warrant Numbers 828273 through 828274, totaling \$4,236.73

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

Check Nbr	Vendor Name	Check Date	Check Amount
828273	Bank Of The Pacific (use Tax)	09/18/2019	4,179.92 GF
828274	Bank Of The Pacific (use Tax)	09/18/2019	56.81 ASB
2	Computer	Check(s) For a Total of	4,236.73

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As of September 17, 2019, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$778,304.06. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: GENERAL FUND  
Warrant Numbers 828179 through 828272, totaling \$778,304.06

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

Check Nbr	Vendor Name	Check Date	Check Amount
828179	1ST SECURITY BANK PAYROLL/PERS	09/18/2019	4,837.66
828180	Aberdeen School Dist-Cte Impre	09/18/2019	936.16
828181	Aberdeen Office Equipment Inc	09/18/2019	5,634.16
828182	Aberdeen Sanitation	09/18/2019	5,090.40
828183	Aberdeen Sd #5 Revolving Fund	09/18/2019	110.00
828184	Amazon Capital Services	09/18/2019	1,203.86
828185	Ats Automation, Inc	09/18/2019	8,259.29
828186	Avid Center	09/18/2019	5,219.58
828187	Awsp	09/18/2019	8,560.00
828188	Batdorf & Bronson	09/18/2019	125.39
828189	Best Buy Stores, LP	09/18/2019	75,682.57
828190	Bickar, Denny	09/18/2019	480.00
828191	Cascade Natural Gas	09/18/2019	1,290.73
828192	Centurylink (business Serv)	09/18/2019	36.72
828193	Centurylink	09/18/2019	2,947.07
828194	CHARACTER STRONG	09/18/2019	4,356.11
828195	Cintas Corporation	09/18/2019	7,393.51
828196	City Of Aberdeen	09/18/2019	6,955.49
828197	Comcast	09/18/2019	580.80
828198	Cook, Jenalee	09/18/2019	429.10
828199	Cts Language Link	09/18/2019	8.22
828200	Dairy Fresh Farms	09/18/2019	3,607.45
828201	Dept Of Licensing	09/18/2019	195.00
828202	Dept Of Ecology Cashiering Uni	09/18/2019	740.00
828203	Dept of Ecology	09/18/2019	54.00
828204	Ds Hardwood Corporation	09/18/2019	9,987.71
828205	Dunsire Printers	09/18/2019	3,925.13
828206	EDGENUITY, INC	09/18/2019	134,150.00
828207	Ernn	09/18/2019	660.00
828208	Filing Systems Company Inc	09/18/2019	359.01
828209	Focused Fitness, Llc	09/18/2019	1,000.00
828210	Food Services Of America	09/18/2019	33,092.34
828211	Franz Family Bakeries	09/18/2019	1,095.72

Check Nbr	Vendor Name	Check Date	Check Amount
828212	Gopher Sport (pay)	09/18/2019	2,052.86
828213	Grays Harbor County-Enviro Hea	09/18/2019	2,400.00
828214	Grays Harbor Public Health	09/18/2019	40.00
828215	Harbor Disposal Co Inc	09/18/2019	1,656.27
828216	Hermenegildo, Edgar	09/18/2019	2,562.00
828217	Home Depot Pro Institutional	09/18/2019	67.09
828218	Jacknut Apparel	09/18/2019	777.09
828219	Johnson Controls Inc (pay)	09/18/2019	7,436.93
828220	Jostens Inc	09/18/2019	83.50
828221	KCDA Purchasing Coop.	09/18/2019	70,569.78
828222	Kelley Imaging Systems Agreeeme	09/18/2019	12,626.61
828223	Leader Services	09/18/2019	606.20
828224	LEARNING WITHOUT TEARS	09/18/2019	3,285.32
828225	Lemay Mobile Shredding	09/18/2019	102.20
828226	Lg Isaacson Inc	09/18/2019	11.25
828227	Marshall's Garden & Pet Store	09/18/2019	21.76
828228	Masco	09/18/2019	4,798.65
828229	McGregor, Joy	09/18/2019	73.00
828230	Montesano Internal Medicine	09/18/2019	180.00
828231	Mystery Science, Inc	09/18/2019	2,495.00
828232	Naviance, Inc	09/18/2019	7,302.75
828233	Northstar AV LLC	09/18/2019	940.17
828234	Northwest Textbook Depository	09/18/2019	69,943.47
828235	Northwest Evaluation Assoc	09/18/2019	35,925.00
828236	Obrien, John P	09/18/2019	54.47
828237	Office Depot	09/18/2019	2,456.51
828238	Olympic Peninsula Consultants	09/18/2019	100.00
828239	Parris, Trinity A	09/18/2019	916.66
828240	Perkins Coie Llp	09/18/2019	176.76
828241	Pierce College - Cashier	09/18/2019	300.00
828242	Pud #1 Of Grays Harbor Co	09/18/2019	42,566.77
828243	Rc Fence Construction Inc	09/18/2019	11,829.80
828244	Renaissance Learning Inc	09/18/2019	11,394.32
828245	Ricoh Usa Inc	09/18/2019	488.16
828246	Scholastic Magazines	09/18/2019	336.52
828247	Scholastic Inc / Teacher Stor	09/18/2019	6,219.13
828248	School Mate	09/18/2019	6,093.00
828249	Shirthouse	09/18/2019	774.69
828250	School Information & Research	09/18/2019	735.00
828251	Sound Publishing, Inc.	09/18/2019	402.50
828252	Staples Business Advantage	09/18/2019	12,396.49
828253	Steuber Distributing Co.	09/18/2019	3,130.79
828254	TEACHING STRATEGIES, LLC	09/18/2019	325.30
828255	Ted Brown Music	09/18/2019	911.14
828256	The School Planner Company	09/18/2019	6,921.41
828257	Tke Corp	09/18/2019	6,361.50
828258	Tumwater School District #33	09/18/2019	4,375.51
828259	Uline	09/18/2019	1,437.79
828260	Us Postal Service (cmrs-Fp)	09/18/2019	1,500.00
828261	Valley Cleaners	09/18/2019	35.00

Check Nbr	Vendor Name	Check Date	Check Amount
828262	Verizon Wireless	09/18/2019	2,019.64
828263	Viking Automatic Sprinkler Co	09/18/2019	5,062.12
828264	Visiplex, Inc.	09/18/2019	32,624.00
828265	VOYAGER SOPRIS	09/18/2019	2,108.14
828266	Walsworth	09/18/2019	9,843.75
828267	Warnken's Water Works Llc	09/18/2019	2,459.08
828268	WASA	09/18/2019	4,237.75
828269	Wasa Region 113	09/18/2019	250.00
828270	WAXIE SANITARY SUPPLY	09/18/2019	128.16
828271	Wcp Solutions	09/18/2019	2,319.66
828272	Zaner-Bloser, Inc	09/18/2019	40,052.46
94	Computer	Check(s) For a Total of	778,304.06

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As of September 17, 2019, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$6,225.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: GENERAL FUND LY  
Warrant Numbers 828178 through 828178, totaling \$6,225.00

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

Check Nbr	Vendor Name	Check Date	Check Amount
828178	Ellingsen, Mary Nell	09/18/2019	6,225.00
1	Computer	Check(s) For a Total of	6,225.00

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 17, 2019, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$487.50. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: CAPITAL PROJECTS  
Warrant Numbers 828177 through 828177, totaling \$487.50

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

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

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

Check Nbr	Vendor Name	Check Date	Check Amount
828177	AHBL INC	09/18/2019	487.50
1	Computer	Check(s) For a Total of	487.50

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 17, 2019, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$1,616.68. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: GENERAL FUND LY  
Warrant Numbers 828176 through 828176, totaling \$1,616.68

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

Check Nbr	Vendor Name	Check Date	Check Amount
828176	1ST SECURITY BANK PC	09/18/2019	1,616.68
1	Computer	Check(s) For a Total of	1,616.68

# Finance Report

A/P Month of August

ASB Totals \$ 8,369.62

Approved:

P. Hunt 9/11/19  
ASB President Date

MZ 9/12/19  
ASB Treasurer Date

Kumi Edwards 9/11/19  
ASB Comptroller Date



ACCOUNT NUMBER

INVOICE NUMBER	DESCRIPTION	PO NUMBER	VENDOR KEY	VENDOR NAME	DATE	STATUS	INV AMOUNT
40 L 601 0000 00 0000 0000 0000 0000							
3494305		0000000000	FOOD SER000	Food Services Of America	08/26/2019	H	<del>\$-13.50</del>
1 ITEM(S)	FOR ACCOUNT # 40 L 601 0000 00 0000 0000 0000 0000				FOR A TOTAL OF		<del>\$-13.50</del>
40 E 530 1015 00 0000 4310 0000 0000 0							
2019-20		0000000000	SOUTHWES002	Southwest Washington Activitie	08/19/2019	H	\$500.00
1 ITEM(S)	FOR ACCOUNT # 40 E 530 1015 00 0000 4310 0000 0000 0				FOR A TOTAL OF		\$500.00
40 E 530 1090 00 0000 1110 0000 0000 0							
3494305		0000000000	FOOD SER000	Food Services Of America	08/26/2019	H	<del>\$163.80</del>
1 ITEM(S)	FOR ACCOUNT # 40 E 530 1090 00 0000 1110 0000 0000 0				FOR A TOTAL OF		<del>\$163.80</del>
40 E 530 1090 00 0000 1150 0000 0000 0							
258942		0000000000	HARBOR P001	Harbor Pacific Bottling Co	08/29/2019	H	<del>\$61.14</del>
259421		0000000000	HARBOR P001	Harbor Pacific Bottling Co	07/22/2019	H	<del>\$37.05</del>
2 ITEM(S)	FOR ACCOUNT # 40 E 530 1090 00 0000 1150 0000 0000 0				FOR A TOTAL OF		<del>\$98.19</del>
40 E 530 2060 00 0000 4310 0000 0000 0							
117G-MPGW-P43C		0000000000	AMAZON C000	Amazon Capital Services	08/19/2019	H	\$45.76
905858253		0000000000	BSN SPOR000	Bsn Sports	08/20/2019	H	\$651.47
00631696		0000000000	HUJL 000	HUJL	08/18/2019	H	\$980.82
1118785		0000000000	MEDCO 000	Medco	09/03/2019	H	\$402.09
4 ITEM(S)	FOR ACCOUNT # 40 E 530 2060 00 0000 4310 0000 0000 0				FOR A TOTAL OF		\$2,080.14
40 E 530 2080 00 0000 4310 0000 0000 0							
95611889		0000000000	SOCCER .000	Soccer .Com	08/15/2019	H	\$46.76
95624209		0000000000	SOCCER .000	Soccer .Com	08/16/2019	H	\$844.56
2 ITEM(S)	FOR ACCOUNT # 40 E 530 2080 00 0000 4310 0000 0000 0				FOR A TOTAL OF		\$891.32
40 E 530 2095 00 0000 4310 0000 0000 0							
28288		0000000000	D4 SPORT000	D4 Sports Llc	09/03/2019	H	\$91.39
REIMB		0000000000	SIMONJAN000	Simons, Janice	08/30/2019	H	\$185.87
2 ITEM(S)	FOR ACCOUNT # 40 E 530 2095 00 0000 4310 0000 0000 0				FOR A TOTAL OF		\$277.26
40 E 530 4030 00 0000 4310 0000 0000 0							
187552		0000000000	UP FRONT000	Up Front Footwear Inc	09/03/2019	H	\$287.38

ACCOUNT NUMBER

INVOICE NUMBER	DESCRIPTION	PO NUMBER	VENDOR KEY	VENDOR NAME	DATE	STATUS	INV AMOUNT	
40 E 530 4030 00 0000 4310 0000 0000 0								
*****CONTINUED*****								
1 ITEM(S)	FOR ACCOUNT # 40 E 530 4030 00 0000 4310 0000 0000 0					FOR A TOTAL OF	\$287.38	
40 E 530 4060 00 0000 4310 0000 0000 0								
CK14823		0000000000	WEATHERW000	Weatherwax Asb Fund	08/28/2019	H	\$35.00	
1 ITEM(S)	FOR ACCOUNT # 40 E 530 4060 00 0000 4310 0000 0000 0					FOR A TOTAL OF	\$35.00	
40 E 530 4166 00 0000 4310 0000 0000 0								
14821	Mike Machowek	0000000000	WEATHERW000	Weatherwax Asb Fund	08/31/2019	H	\$125.00	
1 ITEM(S)	FOR ACCOUNT # 40 E 530 4166 00 0000 4310 0000 0000 0					FOR A TOTAL OF	\$125.00	
TOTAL NUMBER OF HISTORY INVOICES:							15	<del>\$4,444.59</del>
16 ITEM(S)	FOR GRAND TOTAL					FOR A TOTAL OF	<del>\$4,444.59</del>	

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
40	Associated Student Body Fund	-13.50	0.00	4,458.09	<del>4,444.59</del>
	*** Fund Summary Totals ***	-13.50	0.00	4,458.09	<del>4,444.59</del>

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

$\$ 4182.60$   
 $3187.02$  US Bank  
 $\$ 8369.62$

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 17, 2019, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$42,219.56. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: GENERAL & ASB FUNDS  
Warrant Numbers 828174 through 828175, totaling \$42,219.56

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

Check Nbr	Vendor Name	Check Date	Check Amount
828174	1ST SECURITY BANK PC	09/18/2019	39,032.54 GF
828175	1ST SECURITY BANK PC	09/18/2019	3,187.02 ASB
2	Computer	Check(s) For a Total of	42,219.56

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

As of September 18, 2019, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$2,790.84. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: ASB FUND LY  
Warrant Numbers 828173 through 828173, totaling \$2,790.84

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

Check Nbr	Vendor Name	Check Date	Check Amount
828173	Aberdeen School District #5	09/18/2019	2,790.84
1	Computer	Check(s) For a Total of	2,790.84

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 17, 2019, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$12,540.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: PRIVATE PURPOSE TRUST Warrant Numbers 828167 through 828172, totaling \$12,540.00

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

Check Nbr	Vendor Name	Check Date	Check Amount
828167	Aberdeen High School (asb)	09/18/2019	1,440.00
828168	Big Bend Community College	09/18/2019	1,250.00
828169	Central Washington University	09/18/2019	1,000.00
828170	Grays Harbor College	09/18/2019	6,550.00
828171	Pacific Lutheran University	09/18/2019	300.00
828172	Western Washington University	09/18/2019	2,000.00
6	Computer	Check(s) For a Total of	12,540.00

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 17, 2019, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$4,444.59. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: ASB FUND  
Warrant Numbers 828155 through 828166, totaling \$4,444.59

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

Check Nbr	Vendor Name	Check Date	Check Amount
828155	Amazon Capital Services	09/18/2019	45.76
828156	Bsn Sports	09/18/2019	651.47
828157	D4 Sports Llc	09/18/2019	91.39
828158	Food Services Of America	09/18/2019	150.30
828159	Harbor Pacific Bottling Co	09/18/2019	98.19
828160	HUDL	09/18/2019	980.82
828161	Medco	09/18/2019	402.09
828162	Simons, Janice E	09/18/2019	185.87
828163	Soccer .Com	09/18/2019	891.32
828164	Southwest Washington Activitie	09/18/2019	500.00
828165	Up Front Footwear Inc	09/18/2019	287.38
828166	Weatherwax Asb Fund	09/18/2019	160.00
12	Computer	Check(s) For a Total of	4,444.59

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 17, 2019, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$2,017,769.43. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE:  
Warrant Numbers 828102 through 828142, totaling \$2,017,769.43

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

Check Nbr	Vendor Name	Check Date	Check Amount
828102	1st Security Bank-Child Suppo	08/30/2019	750.00
828103	Aberdeen High School-AHS Schol	08/30/2019	110.00
828104	Aflac Remittance Processing	08/30/2019	1,826.53
828105	American Fidelity-FSA	08/30/2019	4,402.14
828106	American Fidelity	08/30/2019	5,708.98
828107	American Fidelity Health Servi	08/30/2019	3,375.00
828108	Ameritas	08/30/2019	19,206.00
828109	Bank Of The Pacific	08/30/2019	677,539.80
828110	Cnty/city Mun Ees	08/30/2019	2,768.82
828111	Deferred Compensation Program	08/30/2019	20,315.68
828112	Delta Management Associates In	08/30/2019	557.57
828113	Dynamic Collectors	08/30/2019	1,067.25
828114	E.S.D.#113 Unemployment Coop	08/30/2019	1,781.55
828115	Ecmc	08/30/2019	371.72
828116	Ed.Serv.Dist.#113	08/30/2019	16,231.84
828117	Employment Security	08/30/2019	10,598.66
828118	GRAYS HARBOR COUNTY SUPERIOR C	08/30/2019	647.36
828119	Inspirus	08/30/2019	12,187.56
828120	Legal Shield	08/30/2019	102.25
828121	Lina	08/30/2019	6,739.25
828122	Nbn Vision	08/30/2019	10,540.00
828123	PREMERA	08/30/2019	397,714.25
828124	Pse Of Wa	08/30/2019	6,455.53
828125	Pse Of Washington	08/30/2019	55.56
828126	Public Employees Retirement	08/30/2019	1,037.67
828127	School Employees Retirement Sy	08/30/2019	137,869.36
828128	Teacher Retirement System-Dc	08/30/2019	467,913.62
828129	Tsa Consulting Group Inc	08/30/2019	15,610.00
828130	Twin Star Credit Union	08/30/2019	3,615.00
828131	Twin Star Credit Union	08/30/2019	220.00
828132	Twin Star Scholarship Acct	08/30/2019	91.00
828133	Twinstar Pse Local Dues	08/30/2019	91.00
828134	United Way	08/30/2019	612.38

Check Nbr	Vendor Name	Check Date	Check Amount
828135	Us Department Of Education	08/30/2019	826.61
828136	Veba Contributions-Y1286.001	08/30/2019	100,272.40
828137	Wa State School Ret Assn	08/30/2019	49.00
828138	Washington State Treasurer	08/30/2019	33,106.99
828139	Wea Payroll Deductions	08/30/2019	21,624.94
828140	Wea Select Plans-Wds	08/30/2019	20,856.11
828141	Wea Select Plans-Willamette	08/30/2019	4,517.75
828142	Wpas	08/30/2019	8,402.30

41 Computer Check(s) For a Total of 2,017,769.43



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 17, 2019, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$1,933,433.79. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE:  
Warrant Numbers 828100 through 828101, totaling \$1,933,433.79

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

Check Nbr	Vendor Name	Check Date	Check Amount
828100	PAYROLL WARRANT	08/30/2019	544.21
828101	1ST SECURITY BANK PAYROLL/PERS	08/29/2019	1,932,889.58
	Computer	Check(s) For a Total of	1,933,433.79

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

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

Group/Team Outdoor school

School Miller + AHS

Advisor David Bruncke Phone 360 537 4281

Date(s) of Trip Oct. 6-11 Destination Camp Bishop

Lodging Location Camp Bishop Lodging Phone YMCA 537-9622  
camp 360 482-5930

Objective of Trip Outdoor School

Number of Students 300 Miller 30 AHS Number of Chaperones 13

Cost per Student — Cost per Chaperone —

Funding Source and/or Account Code 0168-27

Type of Transportation Bus for Miller Bus form required YES  NO   
Parents for AHS

ASB Approval N/A Date \_\_\_\_\_

Principal Approval Lynn Green Date 9/3/19

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

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

PRELIMINARY BUILDING FIELD TRIP REQUEST

School: AHS + Miller
Trip destination(s): Camp Bishop
Date(s) of trip(s): Oct. 6-11
Departure time: AHS noon 10/6/19 Return time: AHS 4:00 10/11/19
Club/Sponsor(s): Outdoor school
Educational benefit of the trip: Environmental Education

Activities planned during the trip: (be specific and note all) Many Env. Ed.

Related brochures/information attached? Yes No [checked]
Preliminary trip itinerary attached? Yes No [checked]

Does field trip involve any of the following: Yes [checked] No
\*Swimming, boats, or in/around water
\*Animals
\*Remote locations/hiking
\*Air travel
\*Outdoor education
\*Motorized activities

Estimated # of students: AHS 30 Miller 300 Age level of students: AHS 16-18 Miller 6th grade
Student/chaperone ratio: 18:1 # of chaperones needed: 8 at a time
Any special qualifications of chaperones needed? Yes [checked] beyond No
List those special qualifications: Teaching Cert.

Means of travel: AHS - parent Miller - Bvs School bus (preferred), # needed? 4
Other (list):

Food provided, how? Yes, COOK
Details of budget code or financing: 01

Will fundraising be needed? Yes No [checked X]
(If yes, attach a fundraising plan)

Sponsor's Signature: [Signature] Date: 9-1-19

Administrator's Signature: [Signature] Date: 9-3-19

Submit to Superintendent or School Board for approval? Yes [checked] No

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

**600 Minimum Basic Education Requirement Compliance**

**Fiscal Year:** 19-20

**Milestone:** Completed (Printed 9/11/2019)

**District:** Aberdeen School District

**Organization Code:** 14005

**ESD:** Capital Region ESD 113

STATE BOARD OF EDUCATION

**2019-2020 – Minimum Basic Education Requirement Compliance**

**Instructions:** This report is a prospective assurance that the district meets minimum requirements of the program of basic education. The majority of page one is dedicated to assurances that districts are in compliance with minimum requirements. Page two asks that districts that offer high school provide information regarding local graduation requirements. If the school district does not offer high school, page two may be skipped. Page three requires certification that the district is in compliance with basic education requirements and minimum high school graduation requirements.

If the district is below minimum requirements due to a waiver from minimum requirements, please simply check "in compliance." If the district has questions about its compliance status, then please contact Parker Teed (360-725-6047 or [Parker.Teed@k12.wa.us](mailto:Parker.Teed@k12.wa.us)) or describe the issue in the text box below and State Board of Education (SBE) staff will contact you.

<b>Please Check One</b>		
Yes	No	
<input checked="" type="radio"/>	<input type="radio"/>	<p><b>Minimum 180-Day School Year</b>                      (<a href="#">RCW 28A.150.220</a>, <a href="#">RCW 28A.150.203</a>, <a href="#">RCW 28A.150.315</a>)</p> <p>The school year is accessible to all legally eligible students and consists of at least 180 school days for students in grades 1-12, inclusive of any 180-day waivers granted by the State Board of Education.</p>
<input checked="" type="radio"/>	<input type="radio"/>	<p><b>Kindergarten Minimum Instructional Hour Offering</b>                      (<a href="#">RCW 28A.150.220</a>, <a href="#">RCW 28A.150.205</a>, <a href="#">RCW 28A.150.315</a>)</p> <p>The district makes available to students enrolled in kindergarten at least a minimum instructional hour offering of 1,000 hours.</p>
<input checked="" type="radio"/>	<input type="radio"/>	<p><b>Grades 1-12 Minimum Instructional Hour Offering</b>                      (<a href="#">RCW 28A.150.220(2)</a>, <a href="#">RCW 28A.150.205</a>, <a href="#">WAC 180-16-200</a>)</p> <p>The district makes available:</p> <p style="margin-left: 20px;">a. A district-wide average of at least 1,000 instructional hours in grades 1-8 and a district-wide average of at least 1,080 instructional hours in grades 9-12,</p> <p style="text-align: center;"><b>or</b></p> <p style="margin-left: 20px;">b. A district-wide average of 1,027 hours in grades 1-12.</p>
<p><b>If your district answered no to any of the questions above, please explain why.</b></p>		

**NOTE: A district that has been granted a waiver of the minimum 180-day school year requirement is considered in compliance with RCW 28A.150.220 provided the district meets the conditions of the waiver.**

Which method of calculating instructional hours is your district using to demonstrate compliance with the minimum offering of instructional hours required by [RCW 28A.150.220\(2\)](#)?

- A district-wide average of at least 1,000 instructional hours in grades 1-8 and a district-wide average of at least 1,080 instructional hours in grades 9-12.

**OR**

- A district-wide average of 1,027 hours in grades 1-12.

Is the High School and Beyond Plan available electronically?

- Not Available  
 WSIPC/My Data Solutions (Skyward)  
 Naviance  
 Career Cruising/Xello  
 Other (Please Specify) SchoolData.net

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

- 6  
 7  
 8  
 Not Available  
 Other (Please Specify)

**District Graduation Credit Requirements**

**Instructions:** On page two, the graduation requirements will automatically total based on what data you input for each specific graduation requirement, so there is no need to manually enter the total number of graduation requirements (please do not use the "electives" box to manually enter a total). If data are reported that appear to be below the minimum high school graduation requirements, then SBE staff will follow up with the district to either identify that it was a mistake or to resolve an issue of noncompliance. Minimum high school graduation requirements are [explained on the SBE website](#) or can be found in [Chapter 180-51 WAC](#).

<b>Districts Granting High School Diplomas</b> <b>State High School Graduation Minimum Requirements for Class of 2020</b> (RCW 28A.230.090 Chapter 180-51)		
<b>Please Check One</b>	Yes	
	No	
<input type="radio"/>	<input checked="" type="radio"/>	<b>24-Credit Graduation Requirements</b> District meets or exceeds 24-credit graduation requirements in WAC 180-51-068.
<input checked="" type="radio"/>	<input type="radio"/>	<b>Delayed Implementation of 24-Credit Graduation Requirements</b> District has a waiver to delay implementation of 24-credit graduation requirements and meets or exceeds graduation requirements in WAC 180-51-067.
<input checked="" type="radio"/>	<input type="radio"/>	<b>College Academic Distribution Requirements</b> Students have access to courses and instruction necessary to meet the <a href="#">College Academic Distribution Requirements (RCW 28A.600.160)</a> .

<b>K-12 Districts Only</b> Indicate your district's graduation requirements in the table below. Please indicate high school graduation requirements for a typical student.	
Are all students and all schools required to meet the same graduation requirements?	<input checked="" type="radio"/> Yes <input type="radio"/> No, Please Describe:
<b>SUBJECT</b>	<b>District Graduation Credit Requirements for Class of 2020</b>
English	4.0
Math	3.0
Social Studies	3.0
Science How many are laboratory science credits? 1.0	2.0
Arts	1.0
Occupational Education/CTE	1.5
Health and Physical Education (Fitness)	2.5
World Languages	
Electives	5.0
Other District Requirements (select all that apply): <input checked="" type="checkbox"/> High School and Beyond Plan <input type="checkbox"/> For-Credit as a Standalone Course <input type="checkbox"/> Embedded in a For-Credit Course (please specify):	0.0 If there are multiple requirements for credit, please describe how many credits for each subject (please specify): Currently students must earn a .5 credit of Digitools as part of the required 1.5 Occupational/CTE credits.

- Required but Not-For-Credit
- Other (please specify):

Culminating Project

- For-Credit as a Standalone Course
- Embedded in a For-Credit Course (please specify):

- Required but Not-For-Credit
- Other (please specify):

Community Service

- For-Credit as a Standalone Course
- Embedded in a For-Credit Course (please specify):

- Required but Not-For-Credit
- Other (please specify):

Computers and Digital Technology

- For-Credit as a Standalone Course
- Embedded in a For-Credit Course (please specify):

- Required but Not-For-Credit
- Other (please specify):

Financial Education

- For-Credit as a Standalone Course
- Embedded in a For-Credit Course (please specify):

- Required but Not-For-Credit
- Other (please specify):

Other (specify):

- For-Credit as a Standalone Course
- Embedded in a For-Credit Course (please specify):

- Required but Not-For-Credit
- Other (please specify):

**TOTAL**

**22.0**

Graduation Pathways Available to Students in Your District for the Class of 2020 (In addition to the high school math and ELA assessments, select all that apply):

- Dual Credit
- Free-to-Students School-Day Administration of SAT or ACT
- Bridge to College courses
- School-Day Administration of Armed Services Vocational Aptitude Battery
- Sequence of Career and Technical Education Courses (RCW 28A.700.030)

**NOTE:** For the Class of 2020, expedited appeal and, for students who receive special education services, Certificate of Individual Achievement options are available to students.

Does your district have a written policy to award competency/mastery-based credit? Select

Please provide the link to the written district policy on competency/mastery-based credit:

<https://www.asd5.org/cms/lib/WA01001311/Centricity/Domain/7/policies/2000/2409%20Credit%20for%20Competency.pdf>  
and  
<https://www.asd5.org/cms/lib/WA01001311/Centricity/Shared/POLICY/2000/2410%20Graduation%20Requirements.pdf>

In which subjects areas? Please check all that apply.

- Competency/Mastery-Based Diploma
- All Subjects
- World Language
- Physical Education
- Math
- English
- Social Studies
- Arts
- CTE/Occupational Education
- Health
- Other (please describe):  
Science

Information on graduation requirements can be found [here](#).

What is the predominant bell schedule for the high schools in the school district? (If the district uses more than one type of schedule, please click "Other" and explain).

- Six-Period Day
- Seven-Period Day
- Eight-Period Day
- A/B Block
- Trimester, Five-Period Day
- 4x4 Block
- 5 Period, Trimester
- Other (Please Specify):



[RCW 28A.150.210](#) describes the goals of the program of basic education:

A basic education is an evolving program of instruction that is intended to provide students with the opportunity to become responsible and respectful global citizens, to contribute to their economic well-being and that of their families and communities, to explore and understand different perspectives, and to enjoy productive and satisfying lives. Additionally, the state of Washington intends to provide for a public school system that is able to evolve and adapt in order to better focus on strengthening the educational achievement of all students, which includes high expectations for all students and gives all students the opportunity to achieve personal and academic success. To these ends, the goals of each school district, with the involvement of parents and community members, shall be to provide opportunities for every student to develop the knowledge and skills essential to:

- (1) Read with comprehension, write effectively, and communicate successfully in a variety of ways and settings and with a variety of audiences;
- (2) Know and apply the core concepts and principles of mathematics; social, physical, and life sciences; civics and history, including different cultures and participation in representative government; geography; arts; and health and fitness;
- (3) Think analytically, logically, and creatively, and to integrate technology literacy and fluency as well as different experiences and knowledge to form reasoned judgments and solve problems; and
- (4) Understand the importance of work and finance and how performance, effort, and decisions directly affect future career and educational opportunities.

Any other comments relevant to your district’s provision of the program of basic education? (Optional)

<b>CERTIFICATION OF COMPLIANCE</b>	
<p>The following persons named below certify that the information stated herein is true and correct and that <b>Aberdeen School District</b> meets the basic education program requirements contained in <a href="#">RCW 28A.150.220</a> and the minimum high school graduation requirements set forth in <a href="#">Chapter 180-51 WAC</a>.</p> <p>The undersigned further acknowledge that a copy of this document has been provided to the district’s Board of Directors and that the district has maintained records in its possession supporting this certification for auditing purposes.</p>	
<p>Alicia Henderson <b>School District Superintendent</b></p>	<p>09/17/19 <b>Date (MM/DD/YY)</b></p>
<p>Sandra Bielski <b>Board President or Chair</b></p>	<p>09/17/19 <b>Date (MM/DD/YY)</b></p>

*Memorandum of Agreement  
Between  
Quinault Indian Nation Education Department  
And  
Aberdeen School District*

This agreement will be in effect: **September 20, 2019 to June 30, 2020** and will be due for review of continuation for the next fiscal year during the month of **May 2020**.

I. Purpose of Interagency Agreement:

The purpose of this agreement is to establish the best cooperative method of providing quality services to QIN eligible children and their families.

It is the intent of this agreement to:

1. Define the services to be provided by each agency.
2. Ensure that all eligible children who require Educational Services receive free and appropriate services from the Aberdeen School District.
3. Ensure that each agency assumes the responsibility to communicate with the other, share leadership responsibilities and ensure that available information/resources are utilized in the most effective manner/benefit to all eligible children.
4. Ensure that this cooperative agreement between the above named agencies are developed, implemented, and reviewed at least on an annual basis.
5. Maintain professionalism and confidentiality at all times.

II. Agency Responsibilities:

Responsibility of the Aberdeen School District:

1. Maintain the Independent Student Status Accreditation, Progress Reporting, Instructor/Student Relationship, Material/Assignment Distribution, and Parent/Instructor Conferences for all eligible children.
2. Provide well-balanced meal services for all eligible children.
3. Provide educational progress reports, academic assessment information, attendance, discipline and credit accrual to QIN Education Department upon request for students whose parents/guardians have signed the QIN Education Departments Consent to Disclose Personally Identifiable Information form.
4. Provide appropriate implementation of Individualized Education Plan (IEP) in the Least Restrictive Environment (LRE), as necessary.
5. Provide all volunteer guidelines and application forms to QIN Education, to ensure their staff are following all requirements.

Responsibility of the QIN Education Program:

- 1. To the best of the program’s ability, coordinate with the school to provide or locate additional resources for tutorial service, computer access, and basic educational supplies to all eligible children upon request.
- 2. To ensure all QIN staff who volunteer within Aberdeen School District are following the volunteer guidelines – finger printing, background check, forms, etc.
- 3. To schedule check-in meetings with the district to check-in on how volunteer staff are doing within the district.
- 4. Provide all required documentation upon request for enrollment and eligibility purposes.
- 5. Provide a copy of the Consent to Disclose Personal Information form to the Aberdeen School District.

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*QIN Education Manager*

*Date*

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*Aberdeen School District Superintendent*

*Date*



TO: Dr. Alicia Henderson, Superintendent  
 FROM: Elyssa Louderback, Executive Director of Business & Operations  
 SUBJECT: Monthly Budget Report for August, 2019 - **PRELIMINARY**  
 DATE: September 17, 2019

**GENERAL FUND SUMMARY:**

Revenue--Receipts were \$ 4,623,601.22.

Expenditures--Expenditures totaled \$ 4,837,170.77. Expenditures for teaching and teaching support activities account for 82.82% of all expenditures to date. Salaries and benefits accounted for 81.48% of the month's total expenditures.

Fund Balance—Current month ending fund balance is \$ 1,781,932.47 (3.46% of budgeted expenditures). We had a negative cash flow of \$213,569.55 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	\$ 3,395,165	\$ 3,420,693	100.75%	Prop taxes - received Oct/Nov and April/May
Local Nontax	\$ 688,425	\$ 529,798	76.96%	Donations, Traffic Safety, Food Service, Misc
State, General	\$ 30,636,857	\$ 30,593,415	99.86%	Apportionment and LEA
State, Special	\$ 10,595,698	\$ 10,948,349	103.33%	Spec Ed, Detention, LAP, Bilingual, Hi Cap, Transport
Federal, General	\$ 41,045	\$ 43,864	106.87%	Federal Forest; deducted from apportionment
Federal, Special	\$ 5,111,840	\$ 4,092,604	80.06%	Food Service, Fed Grants (Title I, Title 2, etc)
Other Districts	\$ 254,604	\$ 140,701	55.26%	Non high payments from Cosmopolis SD
Other Agencies	\$ 78,200	\$ 56,399	72.12%	Private Foundations, ESD 113
Other Fin Sources	\$ -	\$ -		
<b>Totals</b>	<b>\$ 50,801,834</b>	<b>\$ 49,825,821</b>	<b>98.08%</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	\$ 133,093	\$ 63,745	47.89%	Dues, audits, elections, legal svcs, travel, etc
Superintendent's Office	\$ 361,830	\$ 333,707	92.23%	General Admin/ Supt Office
Business Office	\$ 495,209	\$ 463,112	93.52%	Fiscal operations
Human Resources	\$ 409,786	\$ 469,185	114.50%	Personnel & recruitment, labor relations
Public Relations	\$ 40,000	\$ 40,810	102.02%	Educational/admin info to public
Supervision of Instruction	\$ 866,578	\$ 924,529	106.69%	includes secretarial support
Learning Resources	\$ 458,331	\$ 457,045	99.72%	Library resources & staffing
Principal's Office	\$ 2,519,645	\$ 2,564,808	101.79%	includes Secretarial support
Guidance/Counseling	\$ 1,386,699	\$ 1,462,580	105.47%	Counselors/support services
Pupil Management	\$ 139,000	\$ 38,400	27.63%	Bus & playground aides, etc
Health Services	\$ 1,514,000	\$ 1,878,774	124.09%	Health including: nursing, OT/PT/SLP, etc
Teaching	\$ 32,501,526	\$ 31,431,623	96.71%	classroom teachers/para support
Extra-curricular	\$ 835,612	\$ 883,286	105.71%	Coaching, advising, ASB supervision
Instructional Prof Dev	\$ 119,317	\$ 456,112	382.27%	Prof development; instructional staff
Instructional Technology	\$ 318,519	\$ 355,555	111.63%	classroom technology
Curriculum	\$ 313,697	\$ 429,953	137.06%	District materials adoptions/purchases; staff
Food Services	\$ 2,160,270	\$ 2,346,934	108.64%	Mgmt of food service for district
Transportation	\$ 1,200,358	\$ 1,257,805	104.79%	Co-op payments, fuel, insurance
Maint & Operations	\$ 3,967,340	\$ 4,085,803	102.99%	SRO, custodial/maint/grounds
Other Services	\$ 2,022,652	\$ 2,012,719	99.51%	Insurance, utilities, tech, print, motor pool
Transfers	\$ (213,538)	\$ (206,346)	96.63%	in district use of buses, vehicles, food service
Interfund Transfers	\$ 285,000	\$ -	0.00%	Transfers (to Cap Proj/ Debt Service)
<b>Totals</b>	<b>\$ 51,549,923</b>	<b>\$ 51,750,137</b>	<b>100.39%</b>	
			100.00%	% of fiscal year elapsed

**CAPITAL PROJECTS FUND SUMMARY:**

Revenue--Total receipts were \$ 4,225.50 and consist of interest payments and rental fees.

Expenditures— Expenditures of \$ 350,266.04 for this month.

Fund Balance—Current monthly ending fund balance is \$ 1,221,333.06.

**DEBT SERVICE FUND SUMMARY:**

Revenue--Total receipts were \$ 38,146.48 and consists of interest/tax payments.

Expenditures— There were no expenditures for the month.

Fund Balance—Current month ending fund balance is \$ 2,387,973.67. Funds in this account are held for bond principal and interest payments.

The next payments are due in December.

**ASSOCIATED STUDENT BODY FUND SUMMARY:**

Revenue--Total receipts for the month were \$ 1,963.54 and consist of fundraising and interest payments.

Expenditures-- Expenditures totaled 86.93% of the budgeted expenditures for this fiscal year.

Fund Balance—Current month ending fund balance is \$ 221,701.40.

**TRANSPORTATION VEHICLE FUND SUMMARY:**

Revenue--Total receipts were \$ 152,470.36 and consist of interest payments.

Expenditures— There were no expenditures for the month.

Fund Balance—Current month ending fund balance is \$ 364,767.57.

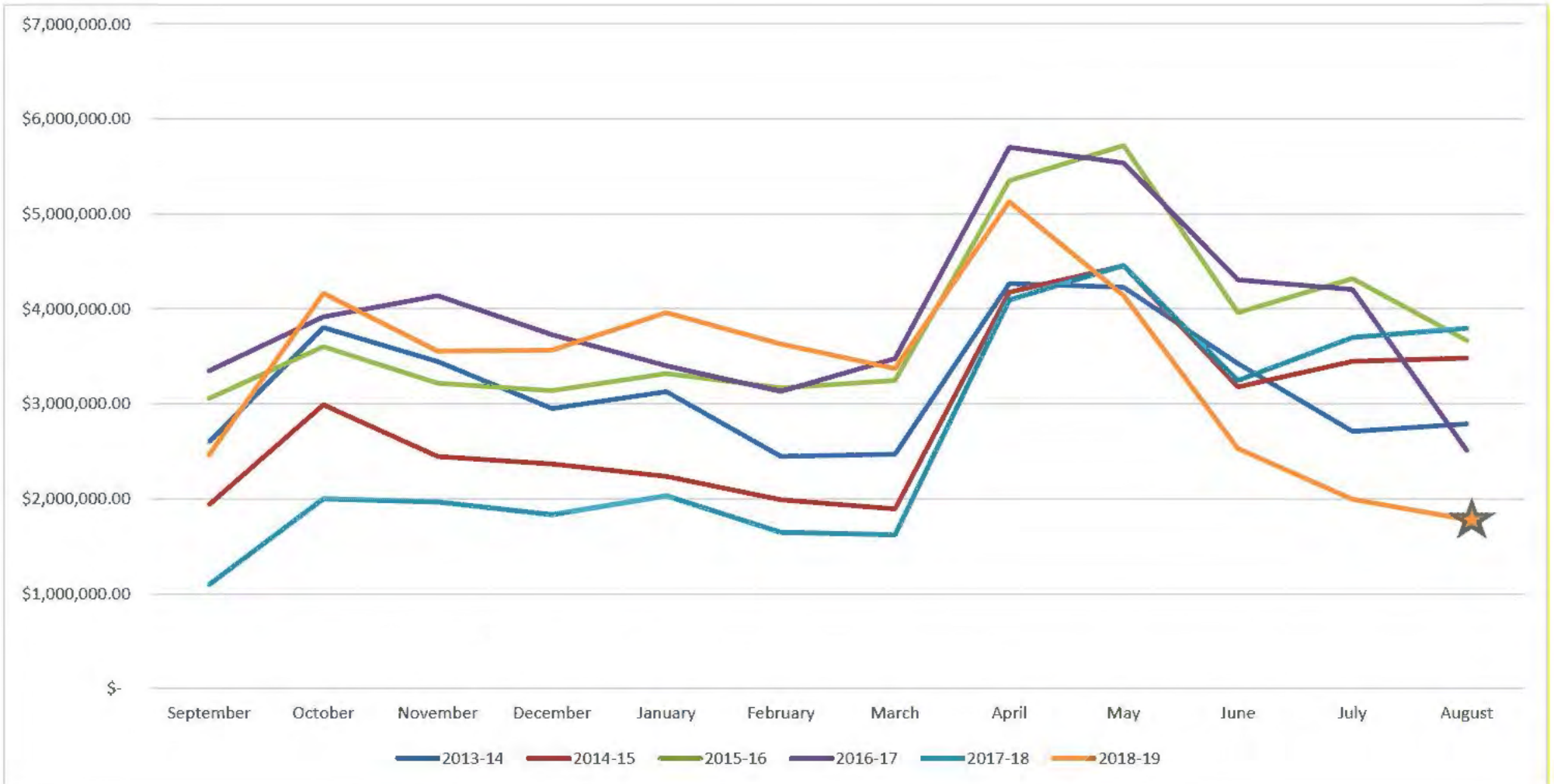
***SUMMARY OF BUDGET EXPENDITURE CAPACITY***

**Budget Capacity as of August, 2019:**

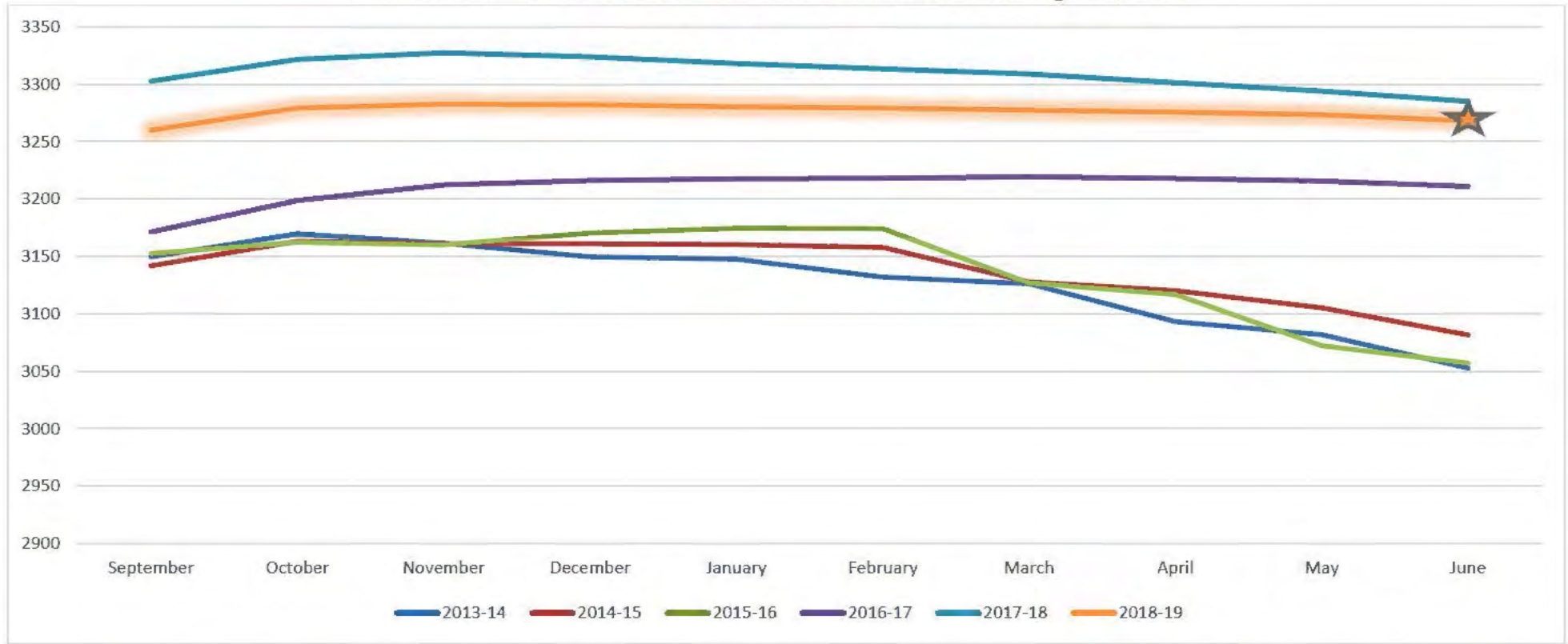
Fund	Budget	Expenditures YTD	Balance	% Expenditures	% Remaining
General	\$ 51,549,923	\$ 51,758,501	\$ (208,578)	100.40%	-0.40%
Capital Projects	\$ 2,460,000	\$ 1,452,181	\$ 1,007,819	59.03%	40.97%
Debt Service	\$ 2,642,078	\$ 2,642,078	\$ 0	100.00%	0.00%
ASB	\$ 457,158	\$ 397,416	\$ 59,742	86.93%	13.07%
Trans Vehicle	\$ 300,000	\$ 141,056	\$ 158,944	47.02%	52.98%

# GENERAL FUND FUND BALANCE TRENDS

End of August, 2019



# ENROLLMENT TRENDS as of August, 2019



AAFTE	Grades K - 6	JH	HS	Subtotal	Run Start/ Open Door	+/- (Budget) **
2018-19 Budget	1766	483	976	3,225	65	3,290
2018-19 Actual	1778.50	496.06	993.69	3,268.24	82.30	<b>+ 60.54</b> (3,290)
2017-18 Actual	1800.62	484.33	1000.19	3,285.13	47.83	<b>+ 120.13</b> (3,165)
2016-17 Actual	1775.14	478.49	957.34	3,210.97	62.58	<b>+ 100.97</b> (3,110)
2015-16 Actual	1726.24	457.17	937.05	3,118.86	62.25	<b>+32.86</b> (3,086)
2014-15 Actual	1724.11	442.34	969.95	3,136.40	33.64	<b>+ 50.40</b> (3,086)
2013-14 Actual	1694.17	458.85	971.08	3,124.09	40.03	<b>+ 97.09</b> (3,030)

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



10--General Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2018 (September 1, 2018 - August 31, 2019)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of August, 2019

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES/OTHER FIN. SOURCES</b>						
1000 LOCAL TAXES	3,395,165	24,955.32	3,420,692.68		25,527.68-	100.75
2000 LOCAL SUPPORT NONTAX	688,425	40,492.62	529,798.35		158,626.65	76.96
3000 STATE, GENERAL PURPOSE	30,636,857	3,351,995.92	30,593,415.27		43,441.73	99.86
4000 STATE, SPECIAL PURPOSE	10,595,698	952,408.48	10,948,348.58		352,650.58-	103.33
5000 FEDERAL, GENERAL PURPOSE	41,045	.00	43,863.52		2,818.52-	106.87
6000 FEDERAL, SPECIAL PURPOSE	5,111,840	241,791.42	4,092,603.50		1,019,236.50	80.06
7000 REVENUES FR OTH SCH DIST	254,604	11,957.46	140,700.92		113,903.08	55.26
8000 OTHER AGENCIES AND ASSOCIATES	78,200	.00	56,398.64		21,801.36	72.12
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
<b>Total REVENUES/OTHER FIN. SOURCES</b>	<b>50,801,834</b>	<b>4,623,601.22</b>	<b>49,825,821.46</b>		<b>976,012.54</b>	<b>98.08</b>
<b>B. EXPENDITURES</b>						
00 Regular Instruction	23,011,482	1,838,541.20	23,649,329.66	337,513.02	975,360.68-	104.24
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	7,113,730	579,067.03	7,311,993.74	1,221.89	199,485.63-	102.80
30 Voc. Ed Instruction	2,198,315	182,115.22	2,308,224.20	0.00	109,909.20-	105.00
40 Skills Center Instruction	324,342	27,057.75	373,076.19	0.00	48,734.19-	115.03
50+60 Compensatory Ed Instruct.	7,526,589	956,273.36	6,577,311.39	6,354.08	942,923.53	87.47
70 Other Instructional Pgms	562,620	44,583.47	421,845.82	5,480.29	135,293.89	75.95
80 Community Services	135,865	18,114.88	233,220.23	2,942.46	100,297.69-	173.82
90 Support Services	10,676,984	1,191,417.86	10,883,500.01	265,451.07	471,967.08-	104.42
<b>Total EXPENDITURES</b>	<b>51,549,927</b>	<b>4,837,170.77</b>	<b>51,758,501.24</b>	<b>618,962.81</b>	<b>827,537.05-</b>	<b>101.61</b>
<b>C. OTHER FIN. USES TRANS. OUT (GL 536)</b>	<b>100,000</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 OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)</b>	<b>848,093-</b>	<b>213,569.55-</b>	<b>1,932,679.78-</b>		<b>1,084,586.78-</b>	<b>127.89</b>
<b>F. TOTAL BEGINNING FUND BALANCE</b>	<b>2,796,370</b>		<b>3,714,612.25</b>			
<b>G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</b>	<b>XXXXXXXXX</b>		<b>.00</b>			
<b>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</b>	<b>1,948,277</b>		<b>1,781,932.47</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	135,431	846,354.85
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	221,642	335,761.57
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	13,370.00
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	835,166-	1,766,558.27-
G/L 891 Unassigned Min Fnd Bal Policy	2,413,000	2,353,004.32
<u>TOTAL</u>	1,948,277	1,781,932.47

20--Capital Projects-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2018 (September 1, 2018 - August 31, 2019)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of August, 2019

	ANNUAL	ACTUAL	ACTUAL			
<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>BUDGET</u>	<u>FOR MONTH</u>	<u>FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Support Nontax	38,500	4,225.50	48,801.53		10,301.53-	126.76
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	0	.00	993.00		993.00-	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	100,000	.00	2,500,000.00		2,400,000.00-	> 1000
<u>Total REVENUES/OTHER FIN. SOURCES</u>	138,500	4,225.50	2,549,794.53		2,411,294.53-	> 1000
<u>B. EXPENDITURES</u>						
10 Sites	1,460,000	288,997.09	1,289,402.19	535,899.61	365,301.80-	125.02
20 Buildings	1,000,000	.00	69,260.10	0.00	930,739.90	6.93
30 Equipment	0	61,268.95	61,268.95	0.00	61,268.95-	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	32,250.00	0.00	32,250.00-	0.00
90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	2,460,000	350,266.04	1,452,181.24	535,899.61	471,919.15	80.82
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
<u>D. OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>E. EXCESS OF REVENUES/OTHER FIN. SOURCES</u>						
<u>OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	2,321,500-	346,040.54-	1,097,613.29		3,419,113.29	147.28-
<u>F. TOTAL BEGINNING FUND BALANCE</u>	1,030,452		123,719.77			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXX		.00			
<u>H. TOTAL ENDING FUND BALANCE</u>	1,291,048-		1,221,333.06			
<u>(E+F + OR - G)</u>						

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	32,250.00-
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	48,000	108,048.96
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	1,339,048-	1,145,534.10
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	1,291,048-	1,221,333.06

30--Debt Service Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2018 (September 1, 2018 - August 31, 2019)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of August, 2019

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES/OTHER FIN. SOURCES</b>						
1000 Local Taxes	2,652,728	33,301.37	2,761,784.21		109,056.21-	104.11
2000 Local Support Nontax	10,000	4,845.11	39,362.06		29,362.06-	393.62
3000 State, General Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	<u>2,662,728</u>	<u>38,146.48</u>	<u>2,801,146.27</u>		<u>138,418.27-</u>	<u>105.20</u>
<b>B. EXPENDITURES</b>						
Matured Bond Expenditures	2,235,000	.00	2,235,000.00	0.00	.00	100.00
Interest On Bonds	406,178	.00	406,177.50	0.00	.50	100.00
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	900	.00	900.00	0.00	.00	100.00
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	<u>2,642,078</u>	<u>.00</u>	<u>2,642,077.50</u>	<u>0.00</u>	<u>.50</u>	<u>100.00</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>						
	20,650	38,146.48	159,068.77		138,418.77	670.31
<b>F. TOTAL BEGINNING FUND BALANCE</b>						
	2,172,951		2,228,904.90			
<b>G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</b>						
	XXXXXXXXX		.00			
<b>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</b>						
	2,193,601		2,387,973.67			
<b>I. ENDING FUND BALANCE ACCOUNTS:</b>						
G/L 810 Restricted for Other Items	0		.00			
G/L 830 Restricted for Debt Service	2,193,601		2,387,973.67			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	<u>2,193,601</u>		<u>2,387,973.67</u>			

40--Associated Student Body Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2018 (September 1, 2018 - August 31, 2019)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of August, 2019

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES</b>						
1000 General Student Body	69,970	11.06	76,592.35		6,622.35-	109.46
2000 Athletics	113,850	1,700.00	102,914.05		10,935.95	90.39
3000 Classes	2,000	.00	.00		2,000.00	0.00
4000 Clubs	134,195	252.48	150,239.39		16,044.39-	111.96
6000 Private Moneys	70,100	.00	87,162.96		17,062.96-	124.34
<u>Total REVENUES</u>	390,115	1,963.54	416,908.75		26,793.75-	106.87
<b>B. EXPENDITURES</b>						
1000 General Student Body	152,390	10,412.39	46,935.41	0.00	105,454.59	30.80
2000 Athletics	103,023	6,780.32	111,258.27	0.00	8,235.27-	107.99
3000 Classes	2,000	.00	1,708.67	0.00	291.33	85.43
4000 Clubs	128,390	6,171.24	149,966.03	0.00	21,576.03-	116.81
6000 Private Moneys	71,375	.00	87,547.60	0.00	16,172.60-	122.66
<u>Total EXPENDITURES</u>	457,178	23,363.95	397,415.98	0.00	59,762.02	86.93
<b>C. EXCESS OF REVENUES</b>						
<u>OVER (UNDER) EXPENDITURES</u> (A-B)	67,063-	21,400.41-	19,492.77		86,555.77	129.07-
<b>D. TOTAL BEGINNING FUND BALANCE</b>						
	185,010		202,208.63			
<b>E. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</b>						
	XXXXXXXXX		.00			
<b>F. TOTAL ENDING FUND BALANCE</b>						
<u>C+D + OR - E)</u>	117,947		221,701.40			
<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	110,447		214,201.40			
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>	117,947		221,701.40			

90--Transportation Vehicle Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2018 (September 1, 2018 - August 31, 2019)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of August, 2019

	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	3,800	283.52	37,055.81		33,255.81-	975.15
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	155,027	152,186.84	152,186.84		2,840.16	98.17
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	20,000	.00	.00		20,000.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>A. TOTAL REV/OTHER FIN.SRCS(LESS TRANS)</u>	<u>178,827</u>	<u>152,470.36</u>	<u>189,242.65</u>		<u>10,415.65-</u>	<u>105.82</u>
<u>B. 9900 TRANSFERS IN FROM GF</u>	<u>0</u>	<u>.00</u>	<u>.00</u>		<u>.00</u>	<u>0.00</u>
<u>C. Total REV./OTHER FIN. SOURCES</u>	<u>178,827</u>	<u>152,470.36</u>	<u>189,242.65</u>		<u>10,415.65-</u>	<u>105.82</u>
<u>D. EXPENDITURES</u>						
Type 30 Equipment	300,000	.00	141,056.20	0.00	158,943.80	47.02
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>	<u>300,000</u>	<u>.00</u>	<u>141,056.20</u>	<u>0.00</u>	<u>158,943.80</u>	<u>47.02</u>
<u>E. OTHER FIN. USES TRANS. OUT (GL 536)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>F. OTHER FINANCING USES (GL 535)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>G. EXCESS OF REVENUES/OTHER FIN SOURCES OVER(UNDER) EXP/OTH FIN USES (C-D-E-F)</u>	<u>121,173-</u>	<u>152,470.36</u>	<u>48,186.45</u>		<u>169,359.45</u>	<u>139.77-</u>
<u>H. TOTAL BEGINNING FUND BALANCE</u>	<u>138,727</u>		<u>298,581.12</u>			
<u>I. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	<u>XXXXXXXX</u>		<u>.00</u>			
<u>J. TOTAL ENDING FUND BALANCE (G+H + OR - I)</u>	<u>17,554</u>		<u>346,767.57</u>			
<u>K. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted For Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	17,554		346,767.57			
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>	<u>17,554</u>		<u>346,767.57</u>			

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



**2019-2020  
Interagency Agreement Between**

**ABERDEEN SCHOOL DISTRICT NO. 5  
and  
GRAYS HARBOR DETENTION CENTER**

**PREAMBLE**

WHEREAS, the Division of Juvenile Rehabilitation and the Office of State Superintendent of Public Instruction (OSPI ) have jointly assumed responsibility for the education of juvenile offenders committed to state institutions; and

WHEREAS, the **Grays Harbor Detention Center** (Detention Center) focuses on incarcerated youth and operates under the combined auspices of the **Aberdeen School District No. 5**, (District) and the **Grays Harbor County Juvenile Courts**; and

WHEREAS, the purpose of this agreement is to set forth the operational framework within which the program will function and to describe the involvement of each of the cooperating agencies;

NOW THEREFORE BE IT RESOLVED, in consideration of the covenants contained herein that the parties hereby mutually agree as follows:

I. ADMINISTRATION

A. Program Supervision

The overall managerial responsibility will rest with the Juvenile Court Administrator, but internal program policies will be decided in consultation with supervisory personnel from the involved agencies.

The Aberdeen School District Superintendent will hire qualified personnel to implement the education phase of the Detention Center program. According to agreement between the Superintendent and the Administrator,\* sufficient administrative personnel will be provided within the resources available to the participating agencies to serve their respective functions.

The Superintendent and the Administrator shall meet as may be deemed appropriate or at least once yearly for the purposes of evaluating the educational philosophy, the established goals, the utilization of personnel, and the effectiveness of the program.

B. Role and Responsibilities of the Detention Center Supervisor

The role of the Detention Center Supervisor is to implement the policies of the

\* *“Superintendent” and “Administrator” shall also mean any individual designated to act on their behalf.*

Superintendent and Administrator made within guidelines contained herein or any other policy made by joint action of the involved agencies. The goal of this Agreement is to provide a program of instruction that will meet the needs of the students.

The Detention Center Supervisor supervises all program operations and is responsible to the Juvenile Court Administrator for policy compliance. The Detention School Principal shall act as the District's direct liaison to the educational components of the program. The District may, at its discretion or at the request of the Juvenile Court Administrator, appoint an administrative person to audit or otherwise review the educational program for compliance with district standards.

Primary responsibility for the educational budget preparation and administration rests with the District after consultation with appropriate Detention Center personnel. The budget shall be processed through established District and OSPI channels.

The Aberdeen School District Superintendent is responsible for district personnel and their educational responsibilities.

The Juvenile Court Administrator shall be responsible for maintaining an accurate inventory of all equipment and materials assigned to the Youth Learning Center.

C. Administrative Controls of Personnel

It shall be the responsibility of the Superintendent to employ certificated and classified personnel for the Detention Center. Number of personnel to be employed will be determined by the Superintendent as needed and as space is available at the Detention Center.

- D. Establishing, implementing, and monitoring curricula shall be the responsibility of the District. Matters pertaining to general on-site operation, supervision, safety, and security of the educational program shall be the responsibility of the Grays Harbor Detention Center Administrator who will take actions deemed necessary when unusual circumstances arise; this action will be reported as soon as possible to the District for evaluation and disposition.

Implementing and administering the instructional program is the responsibility of the District. Evaluation of district employees assigned to the Detention Center shall be in accordance with the applicable evaluative criteria and procedures of the District

E. Personnel Problems

Should problems involving County Corrections staff arise, the Detention Center

Supervisor will take such action as is deemed advisable. Should problems involving educational staff members arise, resolution of the problem and any disciplinary action shall be the responsibility of the District.

F. Review and Affirmation of Agreement

The Superintendent and the Administrator shall review the contents of this agreement each year, or more frequently should it appear desirable, and shall make such changes as may be deemed necessary.

G. Severability

If any provision of the Agreement contravenes any state or federal statute or regulation, the statute or regulation shall control. If any item or condition of this Agreement or application thereof to any person or circumstance is held invalid, such invalidity shall not affect the terms, conditions, or applications of the Agreement which can be given effect without the invalid term, condition or application; to this end, the terms and conditions of the Agreement are severable.

II. PROGRAM FUNDING

A. Instruction

The financing of the instructional program shall be from those funds allocated to the Local Education Agency by the Office of State Superintendent of Public Instruction. No other district funds shall be required for the program.

The District shall be responsible for an educational program up to 220 days if funded fully by the state, but not less than 180 days per school year.

B. Facilities and Support Services

Grays Harbor County will provide the physical plant and utilities necessary to house the educational program, together with the basic furniture and other facility equipment necessary to program operation.

When it is feasible and appears appropriate, the District may make available to Grays Harbor County space and equipment that contributes to the educational program.

Grays Harbor County shall provide necessary clerical and vehicular time, program monitoring, technical assistance, and consultation.

Where appropriate, the Grays Harbor County Juvenile Court shall provide technical assistance and social service staff.

C. Property

All property purchased by the District with district funds shall remain the property of the District. All property purchased by the County Detention Center with county funds shall remain the property of the County.

III. Miscellaneous

A. Integration

This Agreement contains the entire understanding between the parties and shall not be modified in any manner except by a writing executed by all parties.

B. Dispute Resolution

In cases of unresolved disputes in areas covered by this agreement, a representative from the Aberdeen School District Board of Directors and a representative from the Grays Harbor Juvenile Court will select a third member to form a three-person committee to resolve the dispute.

C. Duration

This agreement will terminate unless renewed on August 31, 2020.  
Dated the \_\_\_ day of September, 2019.

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Administrator, Grays Harbor County Juvenile Court

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Superintendent, Aberdeen School District No. 5

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# Hi-Cap Program

2019-2020

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# Information

- Ryan Johnson is our Hi-Cap Coordinator (0.35 position).
- All student referrals for the Hi-Cap program should be sent to Ryan Johnson by March 6th, 2020. 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.
- There is an appeals process outlined on our website if there is a disagreement with the findings of the selection team.

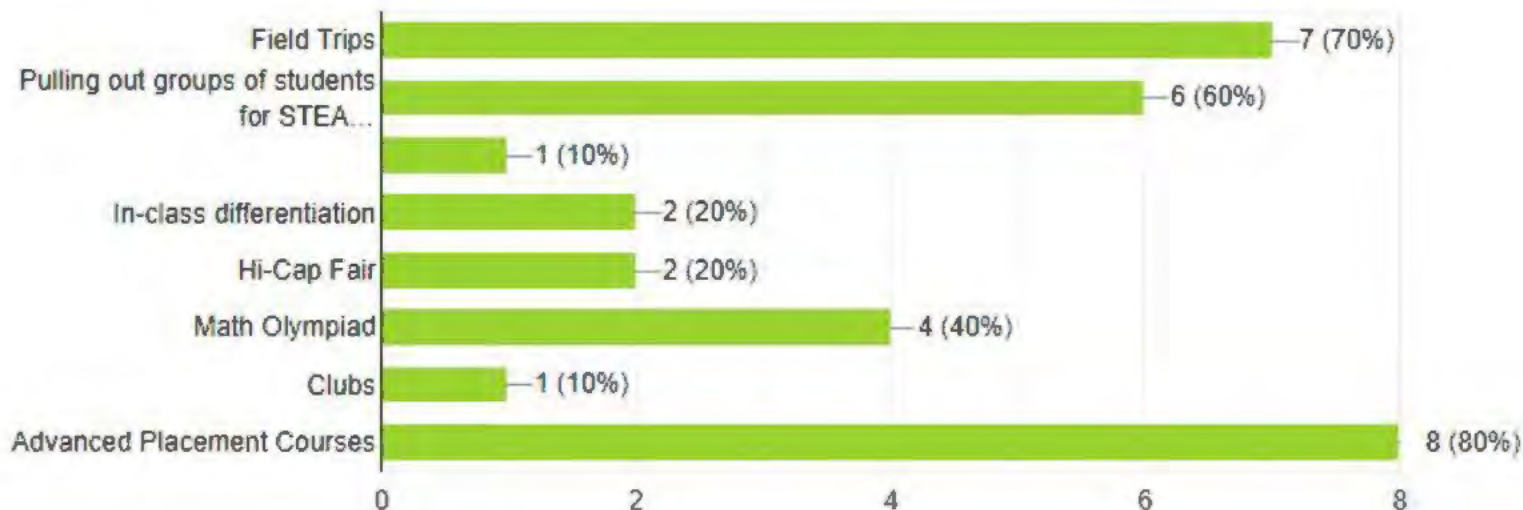
# To Begin the School Year

- We started the school year with 112 students who qualified for the program (1st grade - 12th grade).
- Cluster Grouping at the elementary schools.
- NatureBridge field trip opportunity.
- In planning for our program, we want to build opportunities that fit the needs of our community.

# Surveys and Feedback: Parents

What opportunities in past years have been the most effective in supporting Hi-Cap students?

10 responses

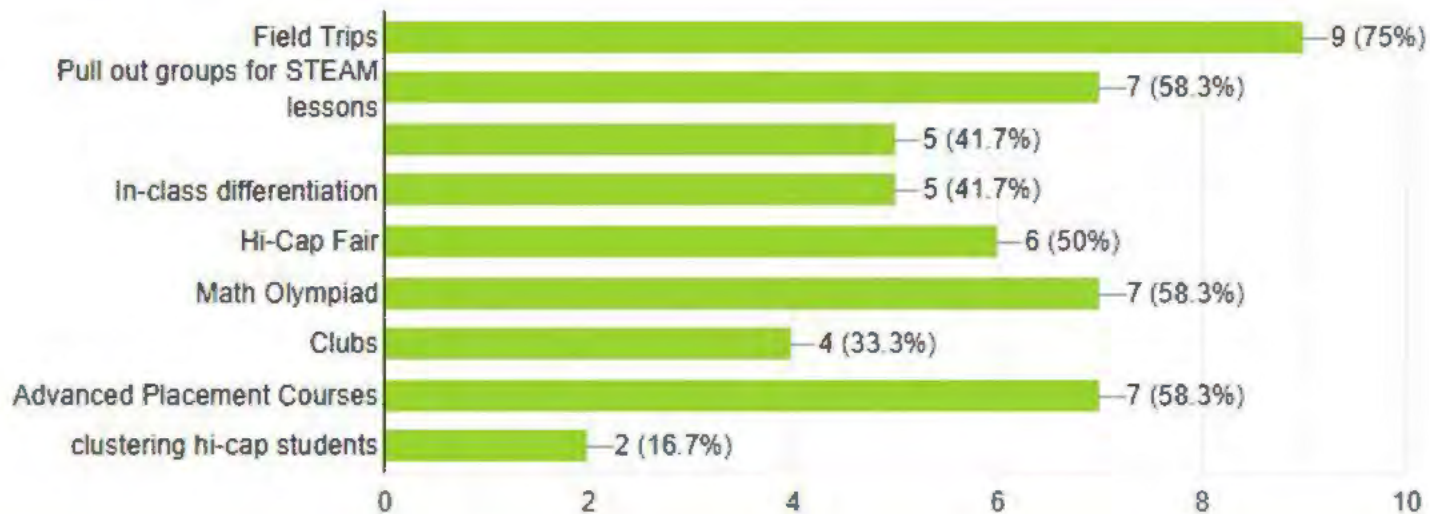




# Surveys and Feedback: Staff

What opportunities in past years have been the most effective in supporting Hi-Cap students?

12 responses



# Ideas Moving Forward

- Learn about our students and their interests.
- Continue to provide field trips to students that extend learning.
- Pull-out groups for elementary students.
- Virtual Reality learning opportunities.
- Educate ourselves: ESD 113 Hi-Cap Group will provide trainings, roundtables, and professional development sessions.

# HiCap Events and Activities for 2019-2020

	Meetings for Coordinators/Directors	Meetings for Teachers and/or Coordinators			Annual Success Summit
Meeting Series	Coordinator/Director Meetings	Hi-Cap Roundtables	HiCap Academy (101 and 201)	Institute	Summit
Facilitator	ESD; Jen Flo	ESD, Jen Flo	ESD; to be announced	ESD; to be Announced	ESD & Districts
Frequency	3 times per year	Twice per year; scheduled for each county	Once per year; five free seats per partner district	Once per year; five free seats per partner district	Once per year
Dates	<p>Thursday, Sept. 26 Thursday, Jan. 9 Thursday, April 9</p> <p>8:30-11:30 am</p> <p>Meeting at the ESD, or may attend via Zoom</p>	<p><b>TENTATIVE:</b></p> <p>Lewis: 10/7 &amp; 2/3 Mason: 10/8 &amp; 2/4 Grays/Pacific: 10/21 &amp; 2/10 Thurston: 10/24 &amp; 2/24</p> <p>1-3 pm</p>	<p>Thursday, Nov. 21</p> <p>101: 8:00 – 11:00 am 201: 12:00 – 3:00 pm</p>	<p>Tuesday, Mar. 24</p> <p>8:00 am – 3:00 pm</p>	<p>Thursday, May 14</p> <p>12-3 pm</p>
Details	<p>These meetings support the ongoing development of quality programs. Participants help guide the development of the teacher professional development and connect with other district coordinators; sharing best practices.</p>	<p>Topics for this series will be based upon the identified needs of the region and will be designed to support student growth and engagement in the classroom.</p>	<p>Two-half day sessions will allow teachers to experience an introduction to a topic in the morning, and a deeper dive in the afternoon. (May be split between two teachers)</p>	<p>The ESD will host a regional or national expert in gifted and talented education. Topics and speaker will be determined with input from the district partners.</p>	<p>Districts highlight successful practices, goals, and achievements from the year. This activity will be more fully developed with guidance from the partners.</p>

**NEW - Additional benefit for districts:** Jen Flo is available to each participating district to offer one full day, or two- half days of support for administrators, educators, and/or multi-disciplinary teams. Some topics to consider are best practices to serve highly-capable students, program assessment, cluster grouping guidance, differentiation, teacher mentoring, etc.

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

(hereinafter referred to as ASD #5)

216 North "G" Street  
Aberdeen, WA 98520

Mary Margaret Doherty  
(hereinafter referred to as Consultant)

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

**I. DUTIES OF CONSULTANT**

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

A. The general objectives(s) of this contract shall be as follows:

**To assist the Aberdeen School District in compiling data and narrative for evaluation purposes to meet compliance requirements as set forth for the 21<sup>st</sup> Century Learning Center grant**

B. In order to accomplish the general objectives(s) of this agreement, Consultant shall perform the following specific duties:

- Attend required evaluator training for Cohort 16.
- Develop an evaluation plan to address the goals and objectives of the grant.
- Establish protocols and develop data collection schedules for data necessary for project evaluation.
- Design surveys and other instruments to gather data from staff, parents, and students.
- Coordinate baseline and follow-up data collection.
- Work with the District Director to ensure that all state and federally required data is collected in accordance to state developed timelines and entered into PPICs.
- Conduct site visits as negotiated with District Director.
- Analyze data supplied including student, parent and teacher surveys, attendance data, local and state assessment data, the required YPQI Implementation Plan and other information to determine progress towards objectives.
- Communicate regularly with the District Director to discuss any issues of concern or revision of the grant evaluation.
- Use information from the state evaluation such as Leading Indicator reports to identify areas that need further local evaluation.

- Provide succinct reports on individual site progress.
- Utilize data and information agreed upon to write the required local evaluation report.

In addition, the following duties will be completed as necessary to meet YPQI requirements:

- Conduct external assessments of 21<sup>st</sup> Century sites to include onsite observation, scoring and entering data.
- Participate in related webinars and required training.

C. The time schedule for completion of Consultant's duties shall be as follows:

**In accordance with the 21<sup>st</sup> Century grant timelines for the 2019-2020 grant year.**

D. Time is of the essence in connection with Consultant's performance of the foregoing duties.

## II. DUTIES OF ASD #5

In consideration of Consultant's satisfactory performance of the duties set forth herein, ASD #5 shall compensate and / or reimburse the expenses of Consultant as follows:

A. Consultant shall be compensated in the following amount: **not to exceed \$12,850 dollars.**

Payment shall be made within a reasonable period following termination of this agreement and upon Consultant's compliance with the terms and conditions of this agreement.

(Quarterly) Progress payments shall be made, based on invoices submitted by the consultant for hours worked by the 10<sup>th</sup> of the month in return for the partial performance.

B. All payments of compensation and expenses to consultant shall be conditioned upon Consultant's:

1. Submission of detailed vouchers which support the performance which as been rendered or expenses incurred for which payment is requested, and
2. Performance to the satisfaction of Superintendent's designee: PROVIDED, that approval shall not be unreasonably withheld.

C. Except for expressly provided herein, all expenses necessary to the Consultant's satisfactory performance of this agreement shall be borne in full by the Consultant.

- D. Any date specified for payment(s) to Consultant shall be considered extended as necessary to process and deliver an ASD #5 warrant for the amount(s).

### **III. PROHIBITION AGAINST ASSIGNMENT**

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

### **IV. OWNERSHIP OR WORK PRODUCTS AND RESTRICTION AGAINST DISSEMINATION**

All correspondence, papers, documents, reports, files, films, work products (inclusive of intellectual concepts and properties) and all copies thereof, which are received or developed by Consultant and Consultant's employee(s) and agent(s) in the course of performing, or as incident thereto, Consultant's duties pursuant to this agreement shall, immediately upon receipt, preparation, or development, become the exclusive property of ASD #5 in perpetuity for any and all purposes. All items described above shall be provided to and left with ASD #5 upon the termination of this agreement by ASD #5 and upon Consultant's performance, whichever shall occur first.

Consultant and Consultant's employee(s) and agent(s) shall not, without prior written approval of ASD #5, either during the term of this agreement or at any time thereafter, directly or indirectly, disclose or give to any state or federal government, or corporation, agency or political subdivision of any state or federal government, or any educational agency, institution or organization, any portion of the above described items and properties or any information acquired in the course of or as an incident to the performance of Consultant's duties hereunder, for any purpose or reason.

### **V. INDEPENDENT CONTRACTOR STATUS OF CONSULTANT**

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

### **VI. INDEMNIFICATION**

Any and all claims which hereafter arise on the part of any and all persons as a direct or indirect result of Consultant's or its employee's(') or agent's(') performance or failure to perform duties pursuant to this agreement, shall be the Consultant's sole obligation and the Consultant shall indemnify and hold harmless the Superintendent in full for any and all such acts or failures to act on the part of Consultant or its employee(s) or agent(s).

### **VII. TERMINATION**

This agreement may be terminated by ASD #5 or any designee thereof, at any time, with or without reason, upon written notification thereof to the Consultant. The notice shall specify the date of termination and shall be conclusively deemed to have been

delivered to and received by Consultant as of midnight of the second day following the date of its posting in the United States mail – addressed as first noted herein in the absence of proof of actual delivery to and receipt by Consultant by mail or other means at an earlier date and / or time.

In the event of termination by ASD #5, Consultant shall be entitled to an equitable portion of the total compensation provided herein for uncompensated services which have been performed as of termination and to the reimbursement of expenses incurred as of termination by solely to the extent such expenses are reimbursable pursuant to the provisions of this Agreement.

#### **VIII. VERBAL AGREEMENT**

This written Agreement constitutes the mutual agreement of Consultant and ASD #5 in whole. No alteration or variation of the terms of this Agreement and no oral understandings or agreements not incorporated herein, unless made in writing between the parties hereto, shall be binding,

#### **IX. APPLICABLE LAW**

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

#### **X. NON-DISCRIMINATION**

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

#### **XI. CONFLICT OF INTEREST**

Neither the Consultant nor Consultant's employee(s) shall perform any duty pursuant to this Agreement in which duty he / she may have participated as an employee of ASD #5.

#### **XII. EFFECTIVE DATE-DURATION**

This Agreement shall commence on the 17<sup>th</sup> day of September, 2019. This agreement shall terminate at midnight on the last day of December, 2020, with the sole exception of Sections IV (Ownership of Work Products and Restriction Against Dissemination) and VI (Indemnification) which shall continue to bind the parties, their heirs and successors.

#### **XIII. FEDERAL BACKUP WITHHOLDING INFORMATION**

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

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

**XIV. CERTIFICATION REGARDING DEBARMENT, SUPERVISION AND ELIGIBILITY**

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

**CONSULTANT**

The undersigned certifies that he/she is the person duly qualified and authorized to bind the Consultant so identified to the foregoing Agreement and under penalty of perjury, certifies the Social Security Number or Federal Identification Number provided is Correct.

Signed this 4<sup>th</sup> day of Sept., 2019.

Mary N. Stutz  
Consultant Signature

[Redacted Signature]

*Thank you!*

Are you incorporated?

Yes \_\_\_ No X

**ABERDEEN SCHOOL DISTRICT #5**

\_\_\_\_\_  
Signature of Superintendent

Signed this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.



## ASD5 21CCLC Evaluation Proposal 2020-2024

Dear Ms. Green, Ms. Gravley and Aberdeen School District 5:

It is a pleasure to submit my application for the Evaluator position in support of your newly awarded 21CCLC Cohort 16 Grant for 2020-2026. Congratulations!! In addition to having been your previous external evaluator for ASD5's SAIL grant, I meet all your specific qualifications having:

- over 10 years as a 21CCLC evaluator through ASD5's previous grant (after Lois retired) and all three grant cycles with the Omak School District's Xtreme Challenge 21CCLC Program
- more than double the number of years you seek in research and program evaluation at the local, state and national levels for federally-, locally-, regionally- and state- funded programs
- spent 40+ years in community colleges and universities writing and orchestrating programs funded by grants from all levels—national, state, local, public and private foundations
- designed, was funded for, staffed, developed and led multiple grant-funded programs that combined creative solutions and processes to effectively serve all levels from preschool, elementary school, middle and high school to community colleges and universities.
- orchestrated, hired for and carried out evaluation plans for all grants for which I was responsible and all programs for which I was hired as external evaluator. Tools included a broad range of appropriate (district-approved) tools from simple non-language-based surveys to funder-prescribed sophisticated evaluation tools for research and program quality improvement purposes, including the *many* AIR (national data base) requirements for 21CCLC and all OSPI-requested data
- attended all the OSPI offered 21CCLC trainings and Director/Evaluator trainings and meetings related to 21CCLC
- demonstrated highly relational and, I believe, proven successful professional and personal communications skills that facilitate making meaning with/for hands on staff, students, parents, administrators and partner agencies. I communicate with the intent of observing, listening and then helping others understand ways in which they have or have not reached program performance targets, supported by suggested ways in which to improve performance.
- knowledge about and have a strong history of success in working with school districts that serve rural isolated communities through extended day programs, having spent my entire career life serving students and families who struggle to move from poverty to self-sufficiency
- continuously earned annual certification through the Weikart Center's Program Quality Assessment process at **both** the School Age (gr. K-4) and Youth (gr. 4 – 12) levels

It seems a benefit to ASD5 that I have experience with your district, immense respect for and a strong relationship with your 21CCLC Program leadership, knowledge of the Grays Harbor communities at large as well as hands on experience and statewide knowledge of the 21CCLC Programs through OSPI. Staff- and building-recognition will make for easier transition at Gray, A J West and Miller. McDermoth Elementary School will be new to me. Including a new ele3mentary school seems to be a wise decision.

I look forward to interviewing with your committee (by Zoom or in person). If invited. I wish you success in hiring this position as an important part of your 21CCLC program team. Thank you for considering my application as I know it to be a great program, well designed and delivered by ASD5 and much needed by your community and its families!

Peace,

Mary Margaret Doherty

P O Box 2941 Port Angeles, WA 988362 (610) 952 6026

Enclosures:

1. Narrative Resume including 3 references with contact numbers listed
2. Proposed Annual Cost: Detailed Bid

Evaluator Qualifications: Narrative Resume

**Mary Margaret Doherty**

**PO Box 2941, Port Angeles, WA 98362 610 952 6026**

Mary M Doherty, M.Ed. Heritage University, MA Gonzaga University, and Ph.D. coursework completed Gonzaga University was hired as ASD5's 21CCLC Project SAIL external evaluator in 2015-16 mid-way through Cohort 10 due to the retirement of the former evaluator. Referred, introduced and recommended to ASD5 by the Omak Schools 21CCLC Program Mary's work as external evaluator had helped create success for Omak's first two 21CCLC grants. Her 40+ years of successful work with marginalized and impoverished populations of at-risk adult students (and families) in rural high poverty areas across Washington state give Mary insights and experience to understand the needs of Aberdeen students and families. Her three post-graduate programs in Education have included formal and specialized coursework in in statistics and cultural competency for this work.

Her long career in community colleges in high poverty areas with high percentages of first generation college students, most of whom were parents of young children and teens as well as English language learners (Yakima Valley College, Mt. Hood Community College's 'Westside' Campus [4,000+ ELL adult learners], and in Omak (Wenatchee Valley College branch campus) with 19% American Indian and 22% Latino first generation adult students combine to inform Mary's ability to understand struggling students and their parents' familial literacy needs for program, academic skills socialization, parenting skills, student affirmation needs, community participation..

Omak's first grant cycle was *without* YPQI requirements, Mary later became fully certified in 21CCLC's program quality evaluations and methods through the Weikart Center and has since certified annually in **both** School Age and Youth PQI Assessments. In Cohort 16, Aberdeen may use both School Age and Youth Program Assessments. She is willing to train site coordinators in PQI to help ease transition for new staff.

Working well with ASD5 staff, she was welcomed into the then 5 Aberdeen schools served, indicating good 'fit' between her style and abilities to connect with 21CCLC SAIL administrative and program staff. Her personalized brief follow-up emails (after each classroom evaluation) provide some recognition of observed successes and a few suggestions for improvement for the site coordinator to share with the observed staff member. To this point, Mary has come to Aberdeen for 8 days of observations annually using the Weikart Center's PQI structure, She immediately enters her classroom observations and the hard scores into Scores Reporter.

Annual summary reports address mission, goals' outcomes, activities, methodologies, challenges/successes of the program. For Cohort 15, she will adapt her Aberdeen site visit schedule to the new program requirements. Mary meets with district administrators and site coordinators each visit and is willing to return to Aberdeen any time the program leaders request. Her evaluation work is used to refine, improve, and strengthen the 21CCLC program, to add timely staff development and to refine performance measures leading to continuous quality improvement. She is aware of the specific program goals, staff concerns and content at each site and helps build 21CCLC's evaluation and outcomes capacity through quality, practical work and appropriate 21CCLC requirements.

- References:**
1. Racie McKee, Omak School Dist., Director of 21CCLC Xtreme Challenge. (509) 429 2431
  2. Ellen Fetchiet, Prevention Works! (Board Member) and Mental Health therapist, (360) 460 2691
  3. Livia Millard, Faculty/Counselor, Wenatchee Valley College, Omak Campus. (509) 322 3163

**ASD5 External Evaluation Yearly Proposal 2020-2024 21CCLC**

2019-2020	Sample year #1 (of 5)
Unit costs:	
Professional Time	\$100/hr
Aberdeen Best Western:	(\$133 + tax) \$150/night
Mileage RT Port Angeles and Return + vicinity mi	(315 mi. @.58/mi) \$183.
Drive time	\$25/hr
Meals	at current WA State rates

2019-2020 Year 1 (of 5)

Oct. 2019 Meet w Jan/Lynn, intro to site & staff, establish annual eval & program goals, set annual sched & work plan in schools

Prof time	\$500
Drive time	\$300
Hotel	\$150
Meals	\$82
Mi	\$183

Nov. 2019 Site Visit Fall 4 sites + Dir. Mtng. YPQA Eval; Enter data in Scores Reporter

Prof time	\$2,400 (\$600/day)
Drive time	\$300
Hotel	\$600.00
Meals	\$194.00
Mi	\$183

Apr-20 Site visit Spring 4 sites ; Enter data into Scores Reporter

Prof time	\$2,400 (\$600/day)
Drive time	\$300
Hotel	\$600.00
Meals	\$194.00
Mi	\$183

Write Annual Report due to OSPI (Fall after Program year)

Write, Data gathered, Consult w Jan (?travel?)	Prof Time	\$1,000
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Fall, 2019 State Director/Evaluator Meeing w OSPI (Bellingham)

Prof time	\$800
Drive time	\$200
Hotel	\$300.00
Meals	\$94.00
Mi	\$135

Spring, 2020 State Director/Evaluator Meeing w OSPI (Eastern WA TBD) (Wenatchee for estimates)

Prof time	\$800
Drive time	\$300
Hotel	\$300.00
Meals	\$110.00
Mi	\$230

Misc \$12

**Total Annual Proposal Aberdeen 21CCLC 2020-2024 \$12,850**

Invoiced Quarterly at \$3,212.50

**Please note:** This proposal is an additional cost of \$1,350 over my previous year 5 contract from ASD5's 2017-18 grant; due to travel costs for statewide meetings no longer can be shared as Omak no longer receives 21CCLC funding.

Thank you for your consideration!

# GRAVITY DROPOUT REENGAGEMENT PROGRAM CONSORTIUM AGREEMENT

Between

**Consortium Lead Agency – Capital Region Educational Service District 113**

(Hereafter referred to as ESD 113)

AND

**Aberdeen School District**

(Hereafter referred to as the District)

**I. CONSORTIUM AGREEMENT** - This Consortium Agreement (hereinafter referred to as the Agreement) is entered between Capital Region ESD 113 (ESD 113) and the School District (District) under the authority of [RCW 28A.175.100](#) and [WAC 392-700](#). This agreement will govern all parties' collaborative delivery of educational reengagement program (GRAVITY) to eligible enrolled youth residing in the District or to eligible nonresident students accepted by the District.

**A. Intent** - Signators to this Agreement shall support the statewide dropout reengagement system & comply with requirements outlined in [WAC 392-700](#).

**B. Background**

1. WHEREAS, the creation of a high school drop-out reengagement system was authorized by the State of Washington (ESHB1419).
2. WHEREAS, ESD 113 and the District are committed to the education of every youth residing within their boundaries;
3. WHEREAS, in every school district there are older youth who have become disengaged with the traditional education program are not likely to become reengaged in their education by the prospect of reenrollment in a traditional or even an alternative high school;
4. WHEREAS, the primary measure of success for students enrolled in the District is graduation and the attainment of a diploma;
5. WHEREAS, the primary goal of students enrolled in the reengagement system is the acquisition of a meaningful credential and career skills, but not necessarily a high school diploma;
6. WHEREAS, the District has chosen to focus their staff efforts on helping students achieve their primary goal but also are committed to providing appropriate reengagement services to students who have dropped out of high school or are likely to do so and are unlikely to seek a high school diploma;
7. WHEREAS, ESD 113 has historically provided cooperative services to local school districts, colleges, other public entities, and community based organizations;
8. WHEREAS, the Consortium consists of ESD 113, Member Districts (including the District), and other regional partners (colleges, other public entities, and community based organizations), who collectively are known as Consortium Members and are listed in Attachment A;
9. WHEREAS the District will cooperate to identify or develop reengagement programs that will effectively serve eligible reengagement students residing in the District;
10. THEREFORE, the District is authorizing ESD 113 to:
  - a) Select, contract for, and oversee all aspects of operation of reengagement programs in accordance with all requirements of [WAC 392-700](#); AND
  - b) Facilitate enrollment, documentation, record-keeping and reporting of equivalent full-time student enrollments and required performance on behalf of the District, according to the terms and conditions contained herein.

**C. Duration of Agreement** - This Agreement will be in effect until either party notifies the other by May 1<sup>st</sup> of current school year with dissolvent of contract, which becomes effective in the upcoming school year.

**D. District Responsibilities** - The District will:

1. Work with other Consortium Members to assist in the development of GRAVITY which is accessible to eligible students and help convene community partners to assist in this process.
2. Partner with ESD 113 to provide GRAVITY information and training to District staff as appropriate.
3. Provide GRAVITY staff members with contact information of former District students with withdrawal codes of “dropout, or unknown”.
4. Assess a student’s eligibility to enroll in GRAVITY pursuant to [WAC 392-700-035](#).
5. Refer eligible students as appropriate to ESD 113 for enrollment in GRAVITY.
6. Withdraw students from the District high school as needed in order for them to enroll in GRAVITY. The student will remain enrolled in the District.
7. Claim student enrollment pursuant [WAC 392-700-160](#) on the monthly P223-1419.
8. Receive Basic Education Allocation (BEA) funding monthly from the Office of the Superintendent of Public Instruction (OSPI) pursuant [WAC 392-700-165](#).
9. Review & retain the documentation provided by ESD 113 to support [WAC 392-700](#).
10. Facilitate and oversee all required district level data reporting, as outlined in [WAC 392-700-175](#), and ensure that the GRAVITY student data is transferred into CEDARS. Upon mutual consent, GRAVITY staff members may enter this data on behalf of the District.
11. Award high school credit for reengagement coursework in accordance with [WAC 392-700-137](#).
12. Work with ESD 113 to provide special education services for eligible students, and to allow eligible students/families to revoke consent to continued special education services, if appropriate and requested.
  - a. The District retains ultimate authority for the provision of special education.
  - b. The District may report the special education enrollment on the monthly P223-H.
  - c. The District retains the special education funding generated.
13. Work with ESD 113 and their contracted reengagement providers (if any) to facilitate student participation in the statewide student assessment.

**E. ESD 113 Responsibilities** – ESD 113 will:

1. Ensure that all service and related administrative requirements are met and all necessary documentation is maintained. The District will oversee this process.
2. Partner with the District and enlist other community partners as Consortium Members to assist in the identification of regional reengagement programs that are accessible to students from multiple districts within the Consortium.
3. Partner with the District to provide information and training to District staff about reengagement programs available to District students through this Consortium Agreement and about the implementation details and procedures of these programs.
4. Utilize the OSPI approved model contract or interlocal agreement to contract with community based organizations, community or technical colleges, or other public entities to operate reengagement programs in accordance with [WAC 392-700](#).
5. Oversee the implementation of all reengagement contracts and interlocal agreements to ensure the provision of quality reengagement programming that meets the reengagement performance outcomes identified in [WAC 392-700](#).

6. With the cooperation of the District, provide training to GRAVITY providers in relation to eligibility and enrollment requirements, award of credit, performance measures, reporting enrollment, student information system data reporting, and required documentation retention.
7. Provides consultation and assistance to the District and GRAVITY providers in the provision of special education, if requested.
8. Works with the GRAVITY providers to prepare and submit required monthly and end of the year performance reporting and invoicing to the District.
9. Work with the District and GRAVITY providers to resolve any issues and questions.

**F. Funding and Reimbursement.**

1. GRAVITY participation will generate state basic education apportionment funding through OSPI, according to the following procedures:
  - a. The standard reimbursement rates are the statewide average annual non-vocational and vocational rates as determined by OSPI pursuant [WAC 392-169-095](#).
  - b. ESD 113 will ensure that GRAVITY provides the District with a monthly student enrollment count using OSPI Form P223-1419 on or prior to the monthly reporting deadline as described in the General Instructions section of Form SPI P-223-1419.
  - c. The District shall report the student enrollment to OSPI on their monthly Form P-223.
2. The District may report and retain Special Education funding from OSPI for eligible students receiving special education services.
3. Distribution of basic education allocation will be as follows:
  - a. The District will retain five (5) percent of the basic education allocation.
  - b. ESD 113 will receive ninety-five (95) percent of the basic education allocation.
  - c. ESD 113 may reserve up to seven (7) percent of the basic education allocation received for consortium infrastructure support and will disperse no less than eighty-eight (88) percent of remaining allocation to GRAVITY for related direct and indirect expenditures.

**SCOPE OF WORK**

- A. Purpose** - It shall be the purpose of this Scope of Work to support the statewide dropout reengagement system as defined in [RCW 28A.175.100](#), comply with requirements outlined in [WAC 392-700](#) to provide education opportunities for eligible students enrolled in GRAVITY operated by ESD 113.
- B. Duration of Scope of Work** - this agreement will be in effect from September 1, 2019 through August 31, 2019.
- \* NOTE: The language in this Scope of Work is based on WAC and RCW as of August 2019. The District, GRAVITY and ESD 113 will comply with any WAC or RCW modifications.*
- The Office of Superintendent of Public Instruction (OSPI) will be responsible for notifying the District and ESD 113 when they are required to be reapproved and of the re-approval process. ESD 113 and the District are responsible for notifying OSPI if they decide to discontinue GRAVITY. OSPI will examine a minimum of two years of data in the re-approval process.
- C. Student Eligibility** - Youth are eligible for GRAVITY if they are between the ages of 16 & 21 years old (as of September 1, 2019, have not yet graduated and either; meet the program credit deficiency requirements or have been recommended by school district approved personnel or governmental/community agency staff members who provide educational advocacy services, and meet other eligibility requirements as set forth in WAC 392-700-135.
- D. Enrollment** - A student will be considered enrolled when he/she has met all eligibility criteria specified in Section C, completed all steps of the application process established by the District and GRAVITY; been accepted for enrollment by the District (if non-resident); and been enrolled by GRAVITY.

## **E. Instruction**

1. ESD 113 will be responsible for the provision and oversight of all instruction under this Scope of Work which shall include academic skills instruction and high school equivalency certificate preparation coursework with curriculum and instruction appropriate to each student's skills levels and academic goals; as well as college readiness and work readiness preparation coursework.
2. Instruction may include competency-based academic &/or vocational training, agency preparation math or writing instruction, subject specific high school credit recovery, English language learners instruction (ELL) or other coursework approved by the District, including cooperative work experience.
3. Instruction may not be limited to only those courses or subject areas in which students are deficient in high school credits.
4. All reengagement instruction will be designed to help students acquire high school credits, acquire at least high school level skills, and be academically prepared for success in college and/or work. All instruction will be provided in accordance with the skill level and learning needs of individual students and not the student's chronological age or associated grade level.
  - a. All instruction that is at the ninth (9<sup>th</sup>) grade level or higher shall generate credits that can be applied to high school diploma
  - b. All instruction that is below the ninth (9<sup>th</sup>) grade level shall not generate high school credits but will be counted as part of GRAVITY's instructional programming for the purposes of calculating student enrollment, and will be designed to prepare students for coursework that is at the ninth (9<sup>th</sup>) grade level or higher. (Reference [RCW 392.121.107](#))
5. Each area of coursework will have a course outline that specifies identified instructional materials, specific intended learning outcomes, procedures and standards for determining attainment of learning outcomes, and policy for grading and award of credit.
6. GRAVITY may restrict or deny access into specific program elements if a student's academic performance or conduct does not meet established guidelines.
7. ESD 113 will administer standardized tests to new or reenrolling students within one (1) month of enrollment or secure test results from no more than six (6) months prior to enrollment in order to determine a student's initial math and reading level upon entering GRAVITY. A commonly accepted standardized academic skills assessment tools will be used. All required assessments will be provided to the students free of charge.
8. ESD 113 will provide instruction, tuition, and required academic skills assessments at no cost to the students, but may collect mandatory fees as established by GRAVITY (consumable supplies, textbooks, and other materials that are retained by the student do not constitute tuition or a fee). GRAVITY will establish a waiver/scholarship process for covering all or part of these costs for qualifying students.
9. Instruction will be scheduled so that all enrolled students have the opportunity to attend and work with instructional staff during the hours of GRAVITY's standard instructional day.

**F. Instructional Staff to Student Ratio** - ESD 113 will ensure that the prescribed minimum instructional staffing ratio is maintained or exceeded and that Program staff members meet the minimum qualifications set forth in [WAC 392-700-065](#).

**G. Case Management and Student Support** - ESD 113 will ensure that case management staff members provide students with accessible, consistent support, as well as academic advising, career guidance information, employment assistance or referrals, and referrals to social & health support services. Case management services and instruction will be integrated and coordinated, with timely relevant communication about student progress. Case management staff may work in the community on occasion; however, they will be primarily based at GRAVITY's



instructional site(s) throughout the program year. Minimum case management staff qualifications and prescribed minimum staffing ratio of 1-to-75, as prescribed by [WAC 392-700-085](#) will be maintained.

- H. Award of Credit** - In accordance with [RCW 28A.175.100](#), high school credit will be awarded for all ESD 113 coursework in which reengagement students are enrolled, including high school equivalency certificate preparation, in accordance with the following:
1. High school credit will be awarded for GRAVITY instruction provided by ESD 113 in accordance [WAC 392-700-137](#).
  2. The District will ensure that the process for awarding high school credits as described above is implemented as part of the District's policy regarding award of credits per [WAC 190-51-050](#)(5) and (6).
  3. Agency documentation related to the earned credits will be provided to the student and the District that will be responsible awarding of credits.
- I. Statewide Student Assessment** - The District will work with ESD 113 to ensure that all reengagement students can participate in the statewide student assessment and understand that this assessment, or an approved alternative, is a graduation requirement. The state will exclude reengagement students when calculating districtwide graduation & dropout rates, but may include reengagement students in district accountability statistics related to the state assessments.
- J. Provision of Special Education and Section 504 of the 1973 Rehabilitation Act Accommodations** - The District is responsible for the provision of special education services and required special education reporting for enrolled GRAVITY students who qualify for special education in accordance with all state and federal law and pursuant to WAC 392-172A. ESD 113 will ensure the same accommodations to reengagement students under Section 504 of the 1973 Rehabilitation Act as is typically provided to all students of the District.
- K. Annual School Calendar** - Prior to the first day of instruction in September, ESD 113 will provide the District with a calendar of specific planned days of instruction for the GRAVITY school year (Sept. 1 – August 31). The GRAVITY calendar will comply with all requirements set forth in [WAC 392-700-155](#).
- L. Reporting of Student Data** – On or before the September 14<sup>th</sup>, and the eighth (8<sup>th</sup>) calendar day of October - August, GRAVITY staff members will report to the District their GRAVITY monthly count day enrollment using OSPI Form P223-1419 each month. GRAVITY will certify by signing the Form P223-1419 the accuracy of the enrollment reported. All criteria set forth in [WAC 392-700-160](#) will be met for each student claimed by GRAVITY for state funding on each monthly count day.
- M. Funding and Reimbursement** - The District will receive state basic education apportionment funding through OSPI, pursuant to [WAC 392-700-165](#) and according to the procedures set forth below:
1. Distribution of funding will be as follows:
    - a. The District will retain five (5) percent of the basic education allocation.
    - b. ESD113 will receive ninety-five (95) percent of the basic education allocation.
    - c. The District shall remit payment within thirty (30) days of the receipt of an invoice, except for the final payment for the year which will be made by October 31. Payment will be contingent upon ESD 113's submittal of all required reports as defined in Section P.3.
  2. The District may report and retain Special Education funding from OSPI for eligible students receiving special education services.
  3. GRAVITY may provide transportation for students but additional funds are not generated or provided.
  4. Reengagement students enrolled in a state-approved K-12 transitional bilingual instructional program pursuant to [WAC 392-160](#) can be claimed by the District for bilingual enhanced funding.
- N. Required Documentation and Reporting**
1. Student Documentation

- a. ESD 113 will maintain student documentation to support eligibility as specified in Section C of this agreement and enrollment as specified in Section D.
  - b. ESD 113 may, on behalf of the District, request school records for each student from the last school they attended.
  - c. ESD 113 will maintain documentation of case management, student assessment, basic skills gains, attainments of credentials, earned measure of academic progress, and award of credit.
  - d. ESD will comply with all state and federal laws related to the privacy, sharing, and retention of student records and provide access to student records in accordance with the Family Educational Rights and Privacy Act (FERPA).
2. Monthly Student Reporting
- a. The District will ensure that all required GRAVITY student information is reported in the student information system; and in CEDARS in accordance with OSPI's standard procedures.
  - b. The District will work with ESD 113 to determine whether District or the GRAVITY staff will be responsible for performing required data entry following OSPI's standard procedures for all Reengagement Programs.
    - i. If GRAVITY is responsible for data entry, the District will provide access to the student information system, as well as training and technical assistance.
    - ii. If the District is responsible for data entry, the District will define the data elements GRAVITY must provide for each student, as well as the format and required reporting dates for the submission of data
3. Annual Reporting
- a. ESD 113 will submit an annual performance report to the District no later than October 1<sup>st</sup>.
  - b. The District will review and submit the report to OSPI no later than November 1<sup>st</sup>.
  - c. The annual report will include all required data elements set forth in [WAC 392-700-175](#)

**O. District Administrative Responsibilities**

1. OSPI has assigned school code 5305 to be used by the District, ESD 113, and OSPI to exclusively identify GRAVITY High School. The District will use the following "Qualification" codes in its student information system and in Comprehensive Education Data and Research System (CEDARS) to identify all students enrolled in GRAVITY:
  - a. Qualification Code 1 - Attending at the Grays Harbor GRAVITY site
  - b. Qualification Code 136 - Attending at the Olympia GRAVITY site
  - c. Qualification Code 137 - Attending at the Lacey GRAVITY site
  - d. Qualification Code 138 - Attending at the Lewis County GRAVITY site
  - e. Qualification Code 139 - Attending at the Mason County GRAVITY site
2. The District will work cooperatively with ESD 113 to implement this Scope of Work and to ensure that quality reengagement services are provided in accordance with [WAC 392-700](#).
3. The District will designate a primary contact person to work with ESD 113 in implementing this Scope of Work and to provide oversight and technical assistance.

**P. Longitudinal Performance Goals**

1. Longitudinal performance data for GRAVITY and the statewide reengagement system as a whole will be reported through the Washington's P-20 (pre-school to post-secondary and workforce) longitudinal data system, the Education Research and Data Center (ERDC).
2. The District will work with ESD 113 to collect and report student data requested by the ERDC in order to accomplish the longitudinal follow-up of reengagement students.

3. While reengagement students will be encouraged to provide the data needed for longitudinal follow-up, GRAVITY will ensure that a student’s unwillingness or inability to provide the requested data will not be a barrier to enrollment.

**Q. Records** - All operations of, and accounting, by either party pertaining to this Scope of Work will be open to the inspection of the other party.

**R. Indemnification** - As part of the terms of this Scope of Work, each party shall each be responsible for the consequences of any act or failure to act on the part of itself, its directors, employees, and its agents. Each party shall be responsible for its own negligence, and neither party shall indemnify or hold the other party harmless; neither party assumes responsibility to the other party for its consequences of any act or omission of any person, firm or corporation not party to this Scope of Work. In the event of fiscal recapture due to inconsistencies or misinterpretation of law, both parties agree to collaboratively address the issue, or issues, and seek a collaborative solution.

**S. Applicable Law** - This Scope of Work is entered into pursuant to and under authority granted by the laws of the state of Washington and any applicable federal laws. The provisions of this Scope of Work shall be construed to conform to those laws. In the event of any inconsistency in the terms of this Scope of Work, or between its terms and any applicable statute or rule, the consistency shall be resolved by giving precedence in the following order:

1. Applicable state and federal statutes and rules
2. Statement of work herein
3. Any other provisions of the Scope of Work, including materials incorporated by reference

**T. No Separate Entity Created** - No separate legal or administrative entity is intended by this Scope of Work.

**U. Amendment and Waiver** - This Scope of Work may be waived, changed, modified, or amended only in writing by authorized individuals of both parties.

**V. Entire Agreement** - This Scope of Work constitutes the entire agreement of the parties and supersedes any previous written or oral Scope of Works. Any other Scope of Work, representation, or understanding, verbal or otherwise, relating to the services of ESD 113 and the District, or otherwise dealing in any manner with the subject matter of this Scope of Work, is hereby deemed to be null and void and of no force and effect whatsoever.

**Consortium Lead Agency, Capital Region ESD 113:**

*Keley Brewster*

*Dr. Dana Anderson*

9/5/2019

Signature

Date

**Dr. Dana Anderson**, Superintendent

**Consortium School District:**

*Dr. Alicia Henderson*

9/5/2019

Signature

Date

**Alicia Henderson**, Superintendent

## Approved by OSPI:

Signature

Date

**Tennille Jeffries-Simmons**

OSPI Assistant Superintendent, System and School Improvement

Signature

Date

**Laurie Shannon**

OSPI Reengagement Program Administrator

CourseTitle	CourseID	Course Description	Hours	Course Description	Semesters	StateCourseCode	ContentAreaCode	Fuel Ed/ ESD
ACT Prep Course	ACT 22001	37.5 hrs = .25		1 Quarter		22001		123 ESD
Building a Strong Vocabulary	Buil22999	37.5 hrs = .25		1 Quarter		22999		123 ESD
Child Development A	Chil19052A	75 hrs = .5		1 Semester		19052		123 ESD
Child Development B	Chil19052B	75 hrs = .5		1 Semester		19052		123 ESD
Child Development C	Chil19052C	75 hrs = .5		1 Semester		19052		123 ESD
CPR AED First Aid	CPR 08055	37.5 hrs = .25		1 Quarter		08055		123 ESD
Financial Literacy	Fina08057	37.5 hrs = .25		1 Quarter		08057		123 ESD
Forward to College A	Forw22999A	37.5 hrs = .25		1 Quarter		22999		123 ESD
Forward to College B	Forw22999B	37.5 hrs = .25		1 Quarter		22999		123 ESD
Forward to College C	Forw22999C	37.5 hrs = .25		1 Quarter		22999		123 ESD
Independent Learning Contract A	Inde22997A	37.5 hrs = .25		1 Quarter		22997		123 ESD
Independent Living	Inde19257Q	75 hrs = .5		1 Semester		19257		123 ESD
<b>Science</b>	Inte03201	150 hrs=1.0		1 Semester		03201		123 ESD
<b>Reasoning Through Language Arts</b>	Lang01101	75 hrs = .5		1 Semester		01101		123 ESD
Work Based Learning	Lear22153	180 hrs= 5 / 360 hrs=1.0		2 Semesters		22153		123 ESD
<b>Math</b>	Math02002	75 hrs = .5		1 Semester		02002		123 ESD
Mentoring/Teacher's Assistant	22995A	37.5 hrs = .25		1 Quarter		22995		123 ESD
PRAXIS II	PRAX22999	75 hrs = .5		1 Semester		22999		123 ESD
PreGeometry A	PreG02072N	Non-Credit				02072N		123 ESD
PreMath A	PreM02002A	Non-Credit				02002		123 ESD
PreMath B	PreM02002B	Non-Credit				02002		123 ESD
PreReading A	PreR01048NA	Non-Credit				01048N		123 ESD
PreScience A	PreS03238NA	Non-Credit				03238N		123 ESD
PreSocial Studies A	PreS04438NA	Non-Credit				04438N		123 ESD
SAT Preparation Course	SAT 01203	37.5 hrs = .25		1 Quarter		01203		123 ESD
<b>Social Studies</b>	Soci04101	75 hrs = .5		1 Semester		04101		123 ESD
Tech Prep	Tech22999	37.5 hrs = .25		1 Quarter		22999		123 ESD
Washington State History & Government	WashWA0004	75 hrs = .5		1 Semester		WA0004		123 ESD
Work Readiness A	Work22152A	37.5 hrs = .25		1 Quarter		22152		123 ESD
Work Readiness B	Work22152B	37.5 hrs = .25		1 Quarter		22152		123 ESD
Work Readiness C	Work22152C	37.5 hrs = .25		1 Quarter		22152		123 ESD
Writing an Essay A	Writ01061A	75 hrs = .5		1 Semester		01061		123 ESD
Writing Basics	Writ01009	75 hrs = .5		1 Semester		01009		123 ESD
3D Art A	3D A10203A	75 hrs = .5		1 Semester		10203		123 Fuel Ed
Achieving Your Career and College Goals A	Achi22151A	75 hrs = .5		1 Semester		22151		123 Fuel Ed
Algebra Core I	Alge02051	75 hrs= .5 / 150 hrs=1.0		1 Semester		02051		123 Fuel Ed
Algebra Core I B	Alge02051B	75 hrs= .5 / 150 hrs=1.0		2 Semesters		02051		123 Fuel Ed
American History	Amer04101A	75 hrs= .5 / 150 hrs=1.0		2 Semesters		04101		123 Fuel Ed
American History B	Amer04101B	75 hrs= .5 / 150 hrs=1.0		2 Semesters		04101		123 Fuel Ed
American Literature B	Amer01054B	75 hrs = .5		1 Semester		01054		123 Fuel Ed
Biology A	BioI03051A	75 hrs = .5		1 Semester		03051		123 Fuel Ed
British & World Literature A	Brit01056A	75 hrs= .5 / 150 hrs=1.0		2 Semesters		01056		123 Fuel Ed
British & World Literature B	Brit01056B	75 hrs= .5 / 150 hrs=1.0		2 Semesters		01056		123 Fuel Ed
C++ Programing	C++ 10004	75 hrs = .5		1 Semester		10004		123 Fuel Ed
Care for Children	Care19052	75 hrs = .5		1 Semester		19052		123 Fuel Ed
Comprehensive Algebra I	Comp02051	75 hrs= .5 / 150 hrs=1.0		1 Semester		02051		123 Fuel Ed
Comprehensive US History	Comp04101	75 hrs= .5 / 150 hrs=1.0		1 Semester		04101		123 Fuel Ed
Contemporary World Issues	Cont04064	75 hrs = .5		1 Semester		04064		123 Fuel Ed
CRBiology B	CRBi03051B	75 hrs = .5		1 Semester		03051		123 Fuel Ed
Creative Writing A	Crea01104A	180 hrs= 5 / 360 hrs=1.0		1 Semester		01104		123 Fuel Ed
CR-English II	CR-E01101	75 hrs= .5 / 150 hrs=1.0		2 Semesters		01101		123 Fuel Ed
World History Core A	CWor04051A	75 hrs = .5		1 Semester		04051		123 Fuel Ed
World History Core B	CWor04051B	75 hrs = .5		1 Semester		04051		123 Fuel Ed
Digital Arts A	Digi10202A	75 hrs = .5		1 Semester		10202		123 Fuel Ed
Digital Arts B	Digi10202B	75 hrs= .5 / 150 hrs=1.0		1 Semester		10202		123 Fuel Ed
Digital Photography	Digi05167	75 hrs = .5		1 Semester		05167		123 Fuel Ed
Early Childhood Education A	Earl19153A	75 hrs = .5		1 Semester		19153		123 Fuel Ed
Earth Science A	Eart03001A	75 hrs = .5		1 Semester		03001		123 Fuel Ed
Algebra 1 Comprehensive	FAlg02051	75 hrs= .5 / 150 hrs=1.0		2 Semesters		02051		123 Fuel Ed
Algebra II	FAlg02056	75 hrs = .5		1 Semester		02056		123 Fuel Ed
American Government	FAm04151	75 hrs = .5		1 Semester		04151		123 Fuel Ed
Civics	FCiv04161	75 hrs = .5		1 Semester		04161		123 Fuel Ed
Computer Fundamentals	FCom10001	75 hrs = .5		1 Semester		10001		123 Fuel Ed
FConsumer Math	FCon02051	75 hrs= .5 / 150 hrs=1.0		2 Semesters		02051		123 Fuel Ed
English III CR	FEng01101	75 hrs = .5		1 Semester		01101		123 Fuel Ed
English IV CR	FEng01004	75 hrs = .5		1 Semester		01004		123 Fuel Ed
Geometry CR	FGeo02051	75 hrs= .5 / 150 hrs=1.0		2 Semesters		02051		123 Fuel Ed
Health	FHea08051	75 hrs = .5		1 Semester		08051		123 Fuel Ed

Fine Arts A	Fine05201A	75 hrs= .5 / 150 hrs=1.0	2 Semesters	05201	123 Fuel Ed
Fine Arts B	Fine05201B	75 hrs= .5 / 150 hrs=1.0	2 Semesters	05201	123 Fuel Ed
Life Skills	FLif19257	75 hrs = .5	1 Semester	19257	123 Fuel Ed
Foundation English A	Foun01101A	75 hrs= .5 / 150 hrs=1.0	1 Semester	01101	123 Fuel Ed
Foundation English B	Foun01101B	75 hrs= .5 / 150 hrs=1.0	1 Semester	01101	123 Fuel Ed
Foundation English C	Foun01101C	75 hrs= .5 / 150 hrs=1.0	1 Semester	01101	123 Fuel Ed
General Accounting A	Gene12104A	75 hrs = .5	1 Semester	12104	123 Fuel Ed
Geometry Core A	Geom02072A	75 hrs = .5	1 Semester	02072	123 Fuel Ed
Geometry Core B	Geom02072B	75 hrs = .5	1 Semester	02072	123 Fuel Ed
Mythology and Folklore A	Myth01069A	75 hrs = .5	1 Semester	01069	123 Fuel Ed
Physical Education	Phys08001	75 hrs = .5	1 Semester	08001	123 Fuel Ed
Physical Science Core A	Phys08001A	75 hrs = .5	1 Semester	08001	123 Fuel Ed
Pre-Algebra Comprehensive A	Pre-02051A	75 hrs= .5 / 150 hrs=1.0	1 Semester	02051	123 Fuel Ed
Pre-Algebra Comprehensive B	Pre-02051B	75 hrs= .5 / 150 hrs=1.0	1 Semester	02051	123 Fuel Ed
Psychology	Psyc04254	75 hrs = .5	1 Semester	04254	123 Fuel Ed
Skills For Health	Skil08051	75 hrs = .5	1 Semester	08051	123 Fuel Ed
Sports and Entertainment Marketing	Spor12163	75 hrs = .5	1 Semester	12163	123 Fuel Ed
Summit Geometry B	Summ02072B	75 hrs = .5	2 Semesters	02072	123 Fuel Ed
U.S.History Core A	U.S.04101A	75 hrs = .5	1 Semester	04101	123 Fuel Ed
World History CR A	Worl04051A	75 hrs = .5	1 Semester	04051	123 Fuel Ed
World History CR B	Worl04051B	75 hrs = .5	1 Semester	04051	123 Fuel Ed
Additional course will be added throughout the year, based on student's needs					

**GRAVITY Learning Center's Consortium Members 2019-2020-Attachment A**

School District	Name Supt	Phone	Address	Fax	City State Zip
Aberdeen School District #5	Dr. Alicia Henderson	360-538-2000	216 North "G" Street	360-538-2014	Aberdeen, WA 98520-5297
Adna School District #226	Mr. James Forrest	360-748-0362	PO Box 118	360-748-9217	Adna, WA 98522
Centralia School District #401	Mr. Mark Davalos	360-330-7600	PO Box 610	360-330-7604	Centralia, WA 98531-0610
Chehalis School District #302	Mr. Edward Rothlin	360-807-7200	310 SW 16th Street	360-748-8899	Chehalis, WA 98532
Elma School District #68	Mr. Kevin Acuff	360-482-2822	1235 Monte-Elma Road	360-482-2092	Elma, WA 98541
Hoquiam School District #28	Dr. Mike Villarreal	360-538-8200	305 Simpson Avenue	360-538-8202	Hoquiam, WA 98550
Lake Quinault School District #97	Mr. Keith Samplawski	360-288-2414	PO Box 38	360-288-2732	Amanda Park, WA 98526
Mary M. Knight School District #311	Mr. Matthew Mallery	360-426-6767	2987 W Matlock-Brady Rd	360-427-5516	Elma, WA 98541
Montesano School District #66	Mr. Daniel Winter	360-249-3942	502 E Spruce Ave	360-249-3391	Montesano, WA 98563
Morton School District #214	Mr. John Hannah	360-496-5300	PO Box 1219	360-586-3208	Morton, WA 98356
Napavine School District #14	Mr. Geoff Parks	360-262-3303	PO Box 840	360-262-9737	Napavine, WA 98565
North Beach School District #64	Mr. Andy Kelly	360-289-2447	PO Box 159	360-289-2492	Ocean Shores, WA 98569
North River School District #200	Mr. David Pickering	360-532-3079	2867 North River Road	360-532-1738	Cosmopolis, WA 98537
North Thurston Public Schools #3	Dr. Debra Clemens	360-412-4400	305 College Street NE	360-412-4410	Lacey, WA 98516
Oakville School District #400	Mr. Rich Staley	360-273-0171	PO Box H	360-273-6724	Oakville, WA 98568
Ocosta School District #172	Ms Heather Sweet	360-268-9125	2580 Montesano Street S	360-268-2540	Westport, WA 98595-9718
Olympia School District #111	Dr. Patrick Murphy	360-596-6100	111 Bethel Street NE	360-596-6111	Olympia, WA 98501
Onalaska School District #300	Mr. Jeff Davis	360-978-4111	540 Carlisle Avenue	360-978-4185	Onalaska, WA 98570
Pe Ell School District #301	Mr. Kyle MacDonald	360-291-3244	PO Box 368	360-291-3823	Pe Ell, WA 98572
Rainier School District #307	Mr. Bryon Bahr	360-446-2207	PO Box 98	360-446-2918	Rainier, WA 98576
Raymond School District #116	Dr. Stephen Holland	360-942-3415	1016 Commercial Street	360-942-3416	Raymond, WA 98577
Rochester School District #401	Ms. Kim Fry	360-273-5536	10140 Hwy 12 SW	360-273-5547	Rochester, WA 98579
Shelton School District #309	Dr. Alex Apostle	360-426-1687	700 S First St	360-427-8610	Shelton, WA 98584
South Bend School District #118	Dr. Jon Tienhaara	360-875-6041	PO Box 437	360-875-6062	South Bend, WA 98586
Taholah School District #77	Dr. Kathleen Werner	360-276-4780	PO Box 249	360-276-4370	Taholah, WA 98587
Tenino School District #402	Mr. Joe Belmonte	360-264-3400	PO Box 4024	360-264-3438	Tenino, WA 98589
Toledo School District #237	Mr. Chris Rust	360-864-6325	PO Box 469	360-864-6326	Toledo, WA 98591
Tumwater School District #33	Mr. Sean Dotson	360-709-7000	621 Linwood Avenue SW	360-709-7002	Tumwater, WA 98512-6847
White Pass School District #303	Dr. Paul Farris	360-497-3791	PO Box 188	360-497-2560	Randle, WA 98377
Willapa Valley School District #160	Ms. Nancy Morris	360-942-5855	PO Box 128	360-942-3216	Menlo, WA 98561
Winlock School District #232	Dr. Garry Cameron	360-785-3582	311 NW Fir Street	360-785-3583	Winlock, WA 98596
Wishkah Valley School District #117	Mr. Wally Lis	360-532-3128	4640 Wishkah Road	360-533-4638	Aberdeen, WA 98520
Yelm Community Schools #2	Mr. Brian Wharton	360-458-1900	PO Box 476	360-458-6178	Yelm, WA 98597

**OTHER PARTNERS and MEMBERS:**

Behavioral Health Resource	GRuB (Garden Raised Bounty Thurston County Health Department	Wa. State Labor Council
Community Youth Services	South Puget Sound CC	Timberland Regional Library
Evergreen State College	S. Sound Reading Foundation	TOGETHER
Juvenile Rehabilitation Administration	Thurston Chamber	United Way of Thurston County
		Wa. College Access Network

**CR ESD 113 Contract Routing Slip**

Form 6210-F4 - Effective 9/1/15

Contract and CR ESD 113 Program Data		Vendor Company Data
Contract Title & Description GRAVITY Agreement 2019-2020	Contract # and/or CFDA #	Company Name Consortium School District
Date Submitted to Business Office 8/19/2019	Start Date 9/1/2019	
New Program? Y/N No	Expiration Date 8/31/2020	School District Superintendent
Program Contact Lynn Nelson	Amount Monthly enrollment FTE	Phone 360-464-6866
Program Code 7630-98-7000	Vendor Address Consortium School District	Vendor Contact Email Address
Who is billing the contract? Program or Business Office? Business Office on monthly FTE	Vendor Signor Email Address	Auto-renewing Y/N NO

Responsibility	Description Of Task	Initials / Date
<b>CR ESD 113 Program Administrator or Designee</b> -Initial & date to the right when each task has been completed	Complete Contract Decision Making Guide	LN 8/15/19
	Review & Complete appropriate contract template (version dated December 2014) or vendor provided contract for the following:	
	-Contract Assurances/Terms	LN 8/15/19
	-Dates of contract	LN 8/15/19
	-Dollar amounts, including matching requirements. Budget reviewed if appropriate to ensure that amounts are adequate, including indirects	LN 8/15/19
	-If contract is with a district out of our ESD, contact CR ESD 113's Superintendent's Office.	LN 8/15/19
	-If contract is over \$50,000, summary sent to Superintendent's Office for Board	N/A
	-CR ESD 113 Purchasing policies have been followed, including Sole Source documentation. Policy & procedures can be found here - <a href="https://app.eduportal.com/publicfolders/1113674/list/61817">https://app.eduportal.com/publicfolders/1113674/list/61817</a>	LN 8/15/19
Run Suspension & Debarment check at <a href="http://www.sam.gov">www.sam.gov</a> , attach copy in DocuSign.	LN 8/15/19	



# GRAYS HARBOR COLLEGE



August 28, 2019

Alicia Henderson  
Aberdeen School District  
216 N G St  
Aberdeen, WA 98520

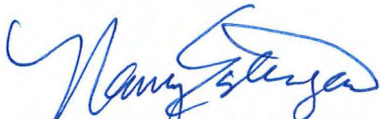
Dear Ms. Henderson,

Grays Harbor College's Bachelor of Applied Science in Teacher Education program team would like to thank you for your support for allowing our students to participate at your school(s) for the student teaching experience. Our students have expressed how much they enjoyed their experience and the program success is an example of the great partnership between the school districts and the college.

As we ramp up for the next group of student teachers we need to also renew our Memorandums of Understanding. I have enclosed your MOU. Please sign, keep a copy for your records, and return the original to me in the enclosed postage paid envelope.

Thank you again for your support and let me know if you have any questions.

Sincerely,



Nancy Estergard, Director BAS-TE  
360-538-4012/nancy.estergard@ghc.edu

Enclosures



**Bachelor of Applied Science in Teacher Education**  
***Memorandum of Understanding - Clinical Experience***

GRAYS HARBOR COLLEGE  
and the  
ABERDEEN SCHOOL DISTRICT, #5  
for the academic year 2019-2020

- A. Scope of Agreement: This agreement establishes a common set of expectations for the student teacher candidates, educator preparation program, and K-12 school district. Responsibilities of the student teacher, program supervisor, and mentor teachers are outlined in the Grays Harbor College Student Teaching Handbook provided to all parties.
- B. Placement: Student teachers must be placed in a school/classroom setting within the grade range and content area(s) that align with the certification program they are enrolled within. Unless otherwise established in writing between the school district and a student teacher, student teachers will not be considered employees of the school district and will not be remunerated for their services to the school district.
- C. Student Teaching Assignment: Each school site should present a nurturing environment with good communication between the student teacher, mentor teacher, and program supervisor.
- a. Qualifications for mentor teachers:
    - i. Full-time faculty member;
    - ii. Must have completed a minimum of three years of full-time teaching and been employed by the cooperating district for a minimum of one year;
    - iii. Must be fully certified by the State of Washington in the content area and grade level they are teaching;
    - iv. Should possess subject matter and instructional proficiency and the qualities of a "master teacher."
  - b. Qualification for program supervisors:
    - i. Master's degree;
    - ii. Minimum of three years' teaching experience;
    - iii. K-12 knowledge and expertise of content and pedagogy.
  - c. College supervisors will make consistent contact with student teachers and cooperating teachers. There will be a minimum of two on-site observations during each student teaching seminar.
- D. School District Policies: Student teachers are required to abide by school district policies. Violation of school district policies may result in consequences including but not limited to the termination of student teacher placement as described in Section H.

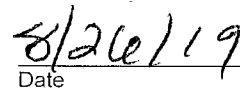
- E. Background Checks: Student teachers will complete all background and security checks required to obtain a substitute teaching certificate pursuant to WAC 181-79A -231(6) before beginning their clinical experience. If applicable, student teachers will submit criminal history information to the school district pursuant to RCW 28A.320.155.
- F. Student teachers are required to obtain professional liability insurance (\$1,000,000 minimum) before they begin their clinical experience. Students may provide proof of coverage from an insurance provider or through the Student National Education Association program through the Washington Education Association Educators Employment Liability (EEL) Program.
- G. Duration: The student teaching component is comprised of three student teaching seminars, each a duration of ten weeks during the second year. Practicums occur each quarter during the first year.
- H. Problems and Concerns - Termination of Placement: There are times when a student teaching placement does not work as expected. There are numerous complex reasons that can be difficult to solve. This emphasizes the need for honest and open communication between the student teacher, mentor teacher, cooperating district administrator, program faculty, and the program dean. Punctuality in communicating concerns is critical to identifying effective solutions.
  - a. The student teacher, cooperating school district, mentor teacher, and/or Grays Harbor College can terminate a student teaching assignment. The termination should be a final solution after reasonable attempts have been made to solve the issues, including a plan of correction if appropriate. All parties, including the program dean, should be notified of any problems and be involved in developing the plan of correction.
  - b. Certain egregious offenses will result in the termination of a placement, including but not limited to:
    - i. Possession of, use of, or being under the influence of illegal drugs or alcohol
    - ii. Acts of violence
    - iii. Violations of appropriate teacher/ student boundaries
    - iv. Theft of school district money or property
  - c. If possible and appropriate, conferences should be held with the involved parties to discuss the issues and solutions. Every attempt will be made to address the concerns to the satisfaction of all parties.
  - d. Should the cooperating school district or Grays Harbor College terminate the placement because of failure of the student to meet the requirements of attendance and/or performance, the student teacher will not be placed in another school district for student teaching during that quarter.
  - e. Should the student teacher request a change in placement, or Grays Harbor College warrant a change in placement, all efforts will be made to accommodate the change in placement.
  - f. The final decision regarding termination will be made by the program supervisor.
- I. Every mentor teacher will be provided with a copy of the Grays Harbor College Student Teaching Handbook. Guidelines for student teachers, mentor teachers, and program supervisors are outlined in the Grays Harbor College Student Teaching Handbook.
- J. Substitute Teaching: The student teacher may not be used as a substitute teacher, whether they hold a current substitute, conditional, or emergency certificate, during their student teaching assignment.

- K. Supervision and Evaluation of Student Teachers: Mentor teachers and program supervisors must understand and demonstrate the ability to evaluate candidates using the Student Teaching Evaluation Form and Grays Harbor College Disposition Rubric as provided in the Grays Harbor College Student Teaching Handbook.
- L. Administrative Rules for teacher preparation clinical experiences can be found at WAC 181-764 - 264(3).

\_\_\_\_\_  
Ms. Alicia Henderson, Superintendent

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Laura Brener, Interim Vice President of Instruction, Grays Harbor College

  
\_\_\_\_\_  
Date

#### Memorandum of Understanding Contact Information

##### GRAYS HARBOR COLLEGE

Nancy Estergard, Director  
360-538-4012  
[Nancy.estergard@ghc.edu](mailto:Nancy.estergard@ghc.edu)

Patrick Womac, Faculty Lead  
360-538-4160  
[Patrick.womac@ghc.edu](mailto:Patrick.womac@ghc.edu)

Judy Holliday, Placement Coordinator  
360-538-2525  
[Judy.holliday@ghc.edu](mailto:Judy.holliday@ghc.edu)

##### ABERDEEN SCHOOL DISTRICT

Ms. Alicia Henderson  
360-538-2002  
[ahenderson@asd5.org](mailto:ahenderson@asd5.org)

**INTERAGENCY AGREEMENT  
BETWEEN  
THE STATE OF WASHINGTON  
WASHINGTON STUDENT ACHIEVEMENT COUNCIL  
AND  
THE ABERDEEN SCHOOL DISTRICT**

**THIS AGREEMENT** is made and entered into by and between the Washington Student Achievement Council, hereinafter referred to as the "WSAC," and the Aberdeen School District hereinafter referred to as the "School District." This agreement represents a sub-award from WSAC under award number P334S110017.

**IT IS THE PURPOSE OF THIS AGREEMENT** to provide services to students and their families enrolled in the School District as outlined in Exhibit A, Statement of Work, of this contract.

**THEREFORE, IT IS MUTUALLY AGREED THAT:**

**STATEMENT OF WORK**

The School District shall furnish the necessary personnel, equipment, material(s) and/or service(s) and otherwise do all things necessary for or incidental to the performance of the work set forth in Exhibit A, Statement of Work, attached hereto and incorporated herein.

**PERIOD OF PERFORMANCE**

Subject to its other provisions, the period of performance of this Agreement shall commence on September 1, 2019 and be completed on August 31, 2020, unless terminated sooner as provided herein.

**PAYMENT**

Compensation for the work provided in accordance with this Agreement has been established under the terms of RCW 39.34.130. The parties have determined that the cost of accomplishing the work herein will not exceed **\$143,500** (One hundred forty three thousand five hundred dollars). Payment for satisfactory performance of the work shall not exceed this amount unless the parties mutually agree to a higher amount. The school district shall receive compensation for travel expenses at current State travel reimbursement rates. To receive reimbursement, the school district must provide a detailed breakdown of authorized expenses, identifying what was expended and when. Compensation for service(s) shall be based as set forth in accordance with the Work Plan and Budget in Exhibit B, attached hereto and incorporated herein.

Districts are required to contribute in-kind or cash match equal to seventy-five percent (75%) of the total grant funds received. For **\$143,500**, the match requirement is **\$107,625**. The match rate is subject to change based on total collection accumulation over the grant cycle.

**BILLING PROCEDURE**

The School District shall **submit A19 invoices and in-kind match documentation by the 25<sup>th</sup> of the calendar month** following the month in which the expenditures were paid by the School District. Payment to the School District for approved and completed work will be made by warrant or account

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transfer by the WSAC within 30 days of receipt of the complete and correct invoice. Upon expiration of the Interagency Agreement, any claim for payment not already made shall be submitted within 60 days after the expiration date or payment will not be made. For complete instructions for the reimbursement process and expenditure guidance, see <http://gearup.wa.gov/grant-management>.

### **DISALLOWED COSTS**

The WSAC is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its Subcontractor.

### **RECORDS MAINTENANCE**

The parties to this Agreement shall each maintain books, records, documents, and other evidence that sufficiently and properly reflects all direct and indirect costs expended by either party in the performance of the service(s) described herein. These records shall be subject to inspection, review, or audit by: Personnel of either party, other personnel duly authorized by either party, the Office of the State Auditor, and federal officials so authorized by law. All books, records, documents, and other material relevant to this Agreement will be retained for six years after expiration, and the Office of the State Auditor, federal auditors, and any persons duly authorized by the parties shall have full access to, and the right to examine, any of these materials during this period.

Records and other documents, in any medium, furnished by one party to this agreement to the other party, will remain the property of the furnishing party, unless otherwise agreed. The receiving party will not disclose or make available this material to any third parties without first giving notice to the furnishing party and giving it a reasonable opportunity to respond. Each party will utilize reasonable security procedures and protections to ensure that records and documents provided by the other party are not erroneously disclosed to third parties.

### **RIGHTS IN DATA**

Unless otherwise provided, data which originates from this Agreement shall be "works for hire" as defined by the U.S. Copyright Act of 1976 and shall be owned by the WSAC. Data shall include, but not be limited to, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. Ownership includes the right to copyright, patent, register, and transfer these rights.

### **DATA SHARING AGREEMENT**

As a member of the multi-state GEAR UP College and Career Readiness Evaluation Consortium, Washington State GEAR UP will share GEAR UP student level data with the National Student Clearinghouse (NSC) for research and evaluation purposes. Procedures used in this work will be governed by FERPA and all applicable state laws. The Washington Student Achievement Council is a state education authority and adheres to the Federal Family Educational Rights and Privacy Act (FERPA) and in particular 34 CFR 99.31. For the limited purposes of this project, the Washington Student Achievement Council designates the NSC as its authorized representative for the purpose of assisting with this research and evaluation project. The data will be protected as confidential information and redisclosure by NSC will be prohibited, per RCW 50.13. Information will be transferred in a secure file transfer process and will include: state student identification number, last name, first name, middle initial, GEAR UP entry date, anticipated graduation year, actual graduation year, date of birth, gender, ethnicity, race, grade level, graduation status, and enrollment status. Washington's data will remain the property of Washington State GEAR UP and will not be accessed by or shared with any other entity. The State Memorandum of Understanding with NSC is available upon request.

**INDEPENDENT CAPACITY**

The employees or agents of each party who are engaged in the performance of this Agreement shall continue to be employees or agents of that party and shall not be considered for any purpose to be employees or agents of the other party.

**AGREEMENT ALTERATIONS AND AMENDMENTS**

This Agreement may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.

**TERMINATION**

Either party may terminate this Agreement upon 30 days' prior written notification to the other party. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

**TERMINATION FOR CAUSE**

If, for any cause, either party does not fulfill in a timely and proper manner its obligations under this Agreement, or if either party violates any of these terms and conditions, the aggrieved party will give the other party written notice of such failure or violation. The responsible party will be given the opportunity to correct the violation or failure within 15 working days. If failure or violation is not corrected, this Agreement may be terminated immediately by written notice of the aggrieved party to the other.

**DISPUTES**

In the event that a dispute arises under this Agreement, it shall be determined by a Dispute Board in the following manner: Each party to this Agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall review the facts, agreement terms, and applicable statutes and rules and make a determination of the dispute. The determination of the Dispute Board shall be final and binding on the parties hereto. As an alternative to this process, either of the parties may request intervention by the Governor, as provided by RCW 43.17.330, in which event the Governor's process will control.

**GOVERNANCE**

This Agreement is entered into pursuant to and under the authority granted by the laws of the State of Washington and any applicable federal laws. The provisions of this Agreement shall be construed to conform to those laws.

In the event of an inconsistency in the terms of this Agreement, or between its terms and any applicable statute or rule, the inconsistency shall be resolved by giving precedence in the following order:

- a. Applicable state and federal statutes and rules.
- b. Statement of work.
- c. Any other provisions of the agreement, including materials incorporated by reference.

**ASSIGNMENT**

The work to be provided under this Agreement, and any claim arising thereunder, is not assignable or delegable by either party in whole or in part, without the express prior written consent of the other party, which consent shall not be unreasonably withheld.

**WAIVER**

A failure by either party to exercise its rights under this Agreement shall not preclude that party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this Agreement unless stated to be such in a writing signed by an authorized representative of the party and attached to the original Agreement.

**SEVERABILITY**

If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this agreement, and to this end the provisions of this Agreement are declared to be severable.

**ALL WRITINGS CONTAINED HEREIN**

This Agreement contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.

**CONTRACT MANAGEMENT**

The program manager for each of the parties shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this Agreement.

The Program Manager for the Washington Student Achievement Council is:

Weiya Liang  
Washington GEAR UP Program  
917 Lakeridge Way SW  
PO Box 43430  
Olympia, WA 98504-3430  
(360) 753-7884

The Program Manager for the School District is:

Alicia Henderson, Ph.D.  
Aberdeen School District  
216 North G Street  
Aberdeen, WA 98520  
(360) 538-2002



IN WITNESS WHEREOF, the parties have executed this Agreement.

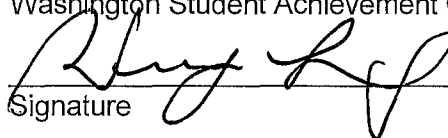
State of Washington  
Aberdeen School District

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

State of Washington  
Washington Student Achievement Council

  
\_\_\_\_\_  
Signature

Weiya Liang  
College Access & Support Director

8/21/19

\_\_\_\_\_  
Date

APPROVED AS TO FORM:

ATTORNEY GENERAL'S OFFICE

## EXHIBIT A

### STATEMENT OF WORK

GEAR UP partner school districts and schools agree to provide services as described below.

*Note: These are the school and district contractual obligations and must be met in order to remain in good standing as a grantee.*

1. Activities as described below shall be provided to eligible students:
  - a. Cohort model schools will provide GEAR UP services to all students in the Class of 2023.
  - b. Priority model schools will provide GEAR UP services to low income students, as determined by free/reduced meal eligibility, TANF recipient, foster care, or other established method.
  - c. Other students may participate in GEAR UP activities under the following conditions:
    - i. There is no additional cost; or
    - ii. Costs for other students are paid by another source.
2. Ensure that students have access to appropriate program activities. Activities shall supplement but not supplant what the school already provides. Program activities will:
  - a. Provide information regarding financial aid;
  - b. Encourage student enrollment in rigorous and challenging curricula and coursework in order to reduce the need for remedial coursework at the postsecondary level; and
  - c. Improve the number of students who:
    - i. obtain a secondary school diploma; and
    - ii. complete applications for and enroll in a program of postsecondary education.
3. At a minimum, GEAR UP programs must provide the following activities to eligible students. These services may be provided by GEAR UP staff, other school staff, community volunteers, or other qualified volunteers.
  - a. Supportive services, including tutoring and homework assistance.
  - b. Comprehensive mentoring.
  - c. Financial aid counseling and advising.
  - d. Counseling and advising, academic planning, and career counseling.

#### Student Activities

1. Provide a program orientation to all GEAR UP students by October 31 of each year to ensure that they understand the program and the opportunities available to them.
2. National GEAR UP Week is in September. You are required to hold at least one event during this week. You are encouraged to conduct your student and family orientations during this time, or provide another "kick-off" event to celebrate GEAR UP. Washington State GEAR UP will provide additional information/materials at:  
<http://gearup.wa.gov/about/impact/national-gear-week>.
3. Provide services that support all students in achieving the Washington GEAR UP Performance Measures, with GEAR UP funding or other resources. The performance measures include:
  - a. Increase academic performance and preparation for postsecondary education.
    - o Percent of students passing Pre-Algebra by end of 8th grade.
    - o Percent of students passing Algebra I by end of 9th grade.

- Percent of students completing two years of math beyond Algebra.
  - Percent of students meeting college-ready benchmark on a standardized assessment (Smarter Balanced Assessment, PSAT, ASPIRE, ACT, SAT, or other recognized pre-college assessment).
  - Percent of students who are on track to apply for college as measured by the completion of the SAT or ACT by the end of 11th grade.
  - Percent of students participating in rigorous coursework (AP, IB, College in the High School, Running Start)
  - Percent of students with a 3.0 GPA or better by the end of 11th grade.
- b. Increase the rate of high school graduation and enrollment in postsecondary education. Performance measures include:
- Percent of students on track for graduation at the end of each school year.
  - Percent of students graduating on time.
  - Percent of students enrolled in postsecondary institution following graduation.
  - Percent of students placing into college-level math and English coursework.
  - Percent of current GEAR UP students and former GEAR UP students enrolled in college who are on track to graduate college
- c. Increase students' and their families' knowledge of postsecondary education options, preparation, and financing. Performance measure include:
- Percent of students who have knowledge of, and demonstrate, necessary academic preparation for college.
  - Percent of parents' activity engaged in activities associated with assisting students in their academic preparation for college.
  - Percent of families who complete the FAFSA or WASFA.
  - Percent of students who complete three or more college applications.
4. Use WA-GU created and/or provided print and electronic resources when working with students. Resources may include Getting Ready for Campus Visits, College Knowledge Family Newsletters, National GEAR UP Week Toolkit, and other college awareness and access materials. Resources are available here:  
<http://www.gearup.wa.gov/resources/washington-state-gear-resources>
5. By the end of the 8th grade, provide all students with a 21<sup>st</sup> Century Scholar Certificate as provided by the WSAC-Washington State GEAR UP.
6. Schools may provide summer opportunities to support grade level transition, academic readiness, and credit retrieval. Summer activities may include educational field trips to prepare students for careers and college, and college campus visits.

#### Family Activities

1. Provide a program orientation to families by November 30 of each year to ensure that they understand the program and the opportunities available to their students.
2. Provide a minimum of three (3) workshops per year to help families understand how to prepare for careers and college, including high school graduation requirements, college entrance requirements, financial aid, scholarships, and financial literacy.
3. Use WSAC – Washington State GEAR UP created and/or provided print and electronic resources when working with families. Resources are available here:  
<http://www.gearup.wa.gov/resources/washington-state-gear-resources>.

#### Staff Activities

1. Provide a program orientation and match training to all building staff by November 30 of each year to ensure that they understand the program and the opportunities available to them. The

match training must include what is allowable as match and how to document match accurately using GEAR UP forms. A training outline is provided in the GEAR UP Coordinator Manual.

2. Make GEAR UP sponsored professional development available to all appropriate staff at both the middle and high school levels, which includes:
  - a. GEAR UP West Conference.
  - b. Winter GEAR UP Professional Development Workshop.
  - c. Spring GEAR UP Annual Planning Meeting.
  - d. Summer Kick-Off and Training Workshop.

#### Advisory Committee

1. Establish an advisory committee and convene once per year to provide guidance and build community acceptance and support of GEAR UP, and create a college-going culture within the school and community.
2. Committee members shall include one or more representatives from the following groups: school administrators, teachers, counselors, students, parents/families, and business and non-profit partners.
3. Agendas and meeting minutes from these meetings must be kept on file and available for site visits. Submit meeting agendas and minutes to WSAC via the portal.
4. Provide a roster of Advisory Committee members to WSAC via the portal by December 1 of each year.

#### Project Administration

1. Submit an annual work plan and budget to be approved by WSAC – Washington State GEAR UP by the annual deadline for sub awards.
2. Provide adequate staffing to fulfill the obligations of the sub award. Staffing needs are based on the number of students to be served in the school(s) and must be pre-approved by WSAC-Washington State GEAR UP.
3. Hire, train and supervise GEAR UP staff. GEAR UP staff must meet minimum qualifications for the position, including a bachelor's degree or higher, previous experience working with similar populations, including low-income, first generation and minority students and families, a working knowledge of high school graduation requirements and postsecondary options, and financial aid. Staff must have the skills to lead and implement a program, the knowledge of school culture, and the ability to collect data and submit detailed reports, including budget and expenditure documentation. Positions titles may include GEAR UP Coordinator, GEAR UP Graduation Specialist, or similar.
4. Establish a GEAR UP team that includes at least one district administrator, at least one building administrator, school counselor(s), all GEAR UP paid staff, and other school staff such as class advisors. Teams shall meet at least monthly to ensure that the work plan is followed.
5. Attend or participate in GEAR UP sponsored professional development:
  - a. All staff paid with GEAR UP funds are required to attend all GEAR UP sponsored training and professional development workshops and webinars, including the annual GEAR UP West Conference.
  - b. At least one building or district administrator, or a qualified designee is required to attend the annual GEAR UP West Conference (October) and the Spring planning workshop.
6. Provide adequate classroom and office space, furniture, and equipment for the program that is accessible by all students.

7. Provide appropriate level of supervisory, administrative, clerical, and fiscal support.
8. Document and submit all GEAR UP Expenses and Match:
  - a. GEAR UP expenditures must be submitted during the week of the 25th of each month for reimbursement. Schools must maintain proper cost accounting records for all reimbursed expenses. Follow WSAC-Washington State GEAR UP instructions on submitting reimbursement requests, as provided in the GEAR UP Coordinator Manual.
  - b. Districts are required to contribute in-kind or cash match equal to 75% of the total grant funds received. Match documentation must be submitted by the week of the 25th of each month, including a summary of all match collected and the backup documentation from each contributor or source. NOTE: The match rate is subject to change based on total collection accumulation over the grant cycle.
9. Track student, family, and staff participation in GEAR UP sponsored activities using program sign-in sheets. Activity and participation data will be entered electronically at least weekly into the WSAC-Washington State GEAR UP portal/database.
10. When requested, administer and collect student and parent surveys and meet minimum return rates.
11. The principal and GEAR UP staff are required to participate in annual site visits with WSAC-Washington State GEAR UP staff and/or the external evaluators to ensure program compliance and effectiveness.

**EXHIBIT B**

**WORK PLAN AND BUDGET**

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The work plan and budget are attached at the end of this contract.

**EXHIBIT C**

**CONDITIONS FOR THE ADMINISTRATION OF FEDERAL GRANTS**

**1. ADMINISTRATIVE REQUIREMENTS**

As stated in the General Provisions of this contract, the Contractor shall maintain current and accurate books, records, documents, and other materials that are relevant to the provision of goods and services under this contract, and adequate to document the nature and scope of goods and services provided. For federal funds spent under this contract, the Contractor further agrees to comply with the Administrative Requirements of U.S. Office of Management and Budget (OMB) Circular A-102 or A-110 (now CFR, Part 215), as adopted by the federal agency providing the funds.

Type of Contracting Organization	U.S. Office of Management and Budget (OMB) Circular or Other Regulations	As Adopted by the U.S. Department of Education
State and Local Governments (including School Districts) and Federally-Recognized Indian Tribal Governments	Circular A-102 "Common Rule"	ED General Administrative Regulations (EDGAR) contained in the Code of Federal Regulations at 34 CFR 80
Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations	2 CFR, Part 215 (also known as A-110)	ED General Administrative Regulations (EDGAR) contained in the Code of Federal Regulations at 34 CFR 74

**2. COST PRINCIPLES**

The WSAC will reimburse the Contractor for direct costs and indirect costs incurred in the performance of this contract, provided that:

- a. The total of such costs does not exceed the funding level established in the General Provisions and Exhibit C (Budget) of this contract.
- b. Such costs are allowable by terms of this contract.
- c. Costs are allowable under the federal statute of the Higher Education Act of 1965, as amended, Title IV, Part A, Subpart 2, Chapter 2, 20 U.S.C 1070a-21—1070a-28, any non-regulatory guidance and regulations as subsequently promulgated by the U.S. Department of Education.
- d. Such costs are incurred in accordance with the Contractor's established policy and procedure.
- e. The applicable federal cost principles are followed given the type of organization, as follows:

Type of Contracting Organization	U.S. Office of Management and Budget (OMB) Circular or Other Regulations
Educational Institutions	2 CFR, Part 220 (also known as circular A-21)
State and Local Governments (including School Districts)	2 CFR, Part 225 (also known as circular A-87)
Non-Profit Organizations	2 CFR, Part 230 (also known as circular A-122)
Commercial Firms and Non-Profit Organizations exempt from A-122	Subpart 31.2 of the Federal Acquisition Regulations

**3. OTHER FEDERAL COMPLIANCE REQUIREMENTS**

The Contractor agrees to comply with federal non-procurement, suspension and debarment, drug-free workplace, and anti-lobbying requirements as regulated in the U.S. Department of Education’s General Administrative Requirements at 34 CFR 82, 84, 85 and 86. The contractor further agrees to sign and return to the WSAC a fully executed copy of the attached *Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions*.

**4. AUDIT REQUIREMENTS**

Under the Single Audit Act, entities expending \$500,000 or more in federal funds in a fiscal year are required to have an audit performed in accordance with the provisions of OMB Circular A-133. The WSAC, as a primary recipient of federal funds, must ensure its sub-recipients obtain audits as required and act on certain types of issues reported in these audits. To meet its obligations, the WSAC requires the following:

If the Contractor expended \$500,000 or more in federal funds in either or both of its two most recent preceding fiscal years, the Contractor shall:

- a. Provide a copy of the audit report for the oldest preceding fiscal year prior to execution of the contract.
- b. Provide a copy of the audit report for the most recent preceding fiscal year within 30 days of issuance of the report.

If the Contractor has not expended \$500,000 in federal funds in either of its two most recent fiscal years, the Contractor shall disclose all federal awards for its current fiscal year to the WSAC. Such disclosure shall include:

- a) Known federal awards, including the name of the Federal agency, CFDA title and number, the source of the funds if passed through another entity, federal dollars awarded, and federal dollars expended to date.
- b) Awards for which the Contractor has applied, including the name of the federal agency, CFDA title and number, the source of the funds if passed through another entity, and federal dollars requested.

If the Contractor expends \$500,000 or more in federal funds during any fiscal year under this agreement, the Contractor shall provide a copy of the report within 30 days of issuance of the report.



For Contractors that are included in Washington's Statewide Single Audit, the WSAC reserves the right to waive the requirement for the Contractor to provide copies of audit reports.

The WSAC reserves the right to arrange for or require an audit of this contract whether or not the Contractor expended \$500,000 or more in total federal funds in its fiscal year.

## **5. RESOLUTION OF AUDIT FINDINGS**

In the event the audit report contains audit findings related to the monies provided under this agreement:

The Contractor shall:

- a. Prepare a corrective action plan to submit with the audit report.
- b. If findings from a prior report have been resolved or continue to be in the process of resolution, prepare a Summary Status of Prior Findings to submit with the audit report.
- c. Take timely and appropriate corrective action – corrective action should be initiated within six months after the receipt of the audit report and proceed as rapidly as possible.

The WSAC shall:

- a. Issue a management decision on audit findings within six months after the receipt of the Contractor's audit report, including:
  - i. Stating whether or not the audit finding is sustained and the reasons for the decision.
  - ii. Determining the expected Contractor action to repay disallowed costs, make financial adjustments, or take other action.
  - iii. If corrective action is not yet completed, give a timetable for follow-up.
  - iv. Describe any appeal process available to the Contractor.
- b. Adjust the WSAC's records, if necessary.
- c. Recapture federal funds according to the provisions of A-133, if the finding is monetary in nature and the auditor's finding is sustained in the management decision.

**Certification Regarding Debarment, Suspension,  
Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions**

**Instructions for Certification**

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.
4. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meaning set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from covered transactions, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Non-Procurement Programs.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and  
Voluntary Exclusion – Lower Tier Covered Transactions

1. The prospective lower tier participant certifies that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

<b>Signature</b>
<b>Print Name</b>
<b>Title</b>
<b>Telephone Number</b>
<b>E-Mail Address</b>

Contract #	21-IA-007	# Students to Be Served - based on 4/2019 projection & Minimum FTE Required	250/1.3 FTE							
District Name	Aberdeen	Base Grant Award	\$137,500.00							
School Name	Weatherwax (Aberdeen) High School	GEAR UP Pro-Dev Supplemental	\$6,000.00							
Model	Cohort	TOTAL	\$143,500.00							
Coordinator:	Name: Faith Taylor-Eldred Email: ftayloreldred@asd5.org	Match Requirement = 75%	\$107,625							
		District Indirect Rate	2.52%							
Building Administrator	Name: Lynn Green Email: lgreen@asd5.org	Will District claim indirect or use as match?	match							
Fiscal Contact	Name: Elyssa Louderback Email: elouderback@asd5.org									

Program Staff	Description of Program or Activity to be Provided by GEAR UP	Describe the responsibilities and/or tasks for this position.	Employee Name	Total # of days this position will work for GEAR UP (Number of Contract Days)	Total # hours per day for this position. May use an average if daily hours vary.	Total Salaries/Wages & Benefits				TOTAL for this Activity
Program Staff	GEAR UP Graduation Specialist	Overseeing grant compliance at the building level and coordinating all GEAR UP-related activities (1520 hours per year)	Faith Taylor-Eldred	190	8	\$53,619				\$53,619
Program Staff	GEAR UP Secretary	Budget maintenance, travel and purchasing, compiling match, and data entry into the portal (720 hours per year)	Helene Ennor	120	6	\$19,787				\$19,787
Program Staff	Math Specialist	Provides math tutoring and mentoring support before, during, and after school, as needed (867 hours per year)	Jerry Salstrom	up to 180	6.5	\$37,824				\$37,824
Program Staff	Family Night Interpreter	Provide translation services to our Spanish-speaking families (\$80x3)	Sandra Ledesma	3		\$240				\$240
Program Staff	Substitutes for GEAR UP activities	Covering for teachers chaperoning or attending Professional Development (\$167 per sub)	TBD	5		\$835				\$835
Program Staff	GEAR UP Sponsored Summer Camp Chaperones	2 camps in Summer 2020, 1 chaperone per school required	TBD	8 days	\$750 per camp	\$1,725				\$1,725
Staff Travel for Professional Development	GEAR UP Professional Development Workshops: GEAR UP West (October 20-22), Winter Workshop (March, 2 days), Spring Workshop (April, 2 days), and Year 4 Kick-off (August, 2 days)	GEAR UP Led Professional Development	"GEAR UP West", "Winter Workshop", "Year 4 Planning Workshop", and "Year 4 Kick-off"	October, March, April, August	Includes registration for GEAR UP West and travel costs for all other events.		\$6,000			\$6,000
Staff Travel for Professional Development	Staff Orientation & Match Training, Required by October 31, 2018	GEAR UP Orientation and Match Training	"Staff Orientation & Match Training"	By October 31	Led by GEAR UP staff, no funds for this activity.					\$0
Staff Travel for Professional Development	GEAR UP webinar participation.	GEAR UP Led Professional Development	Name same as webinar titles.	TBD	GEAR UP and other staff participation, no funds for this activity.					\$0
Staff Travel for Professional Development	GEAR UP Advisory Committee	Other	"GEAR UP Advisory Meeting #1" and "GEAR UP Advisory Meeting # 2"	September 23, 2019, April 20, 2020	No funds may be used for this activity. *NEW*					\$0

<p>What Works Clearinghouse Recommendation 1: Offer courses and curricula that prepare students for postsecondary level work and ensure that students understand what constitutes a postsecondary-ready curriculum by 9th grade.</p>	<p>Math Tutoring and Homework Assistance: Math Specialist will assist all GEAR UP students before, during, and after school to ensure 70% of students successfully complete Algebra I by the end of 9th grade</p>	<p>Tutoring/Homework Assistance - Math</p>	<p>Math Intervention - Before School Math Intervention - After School Math Intervention - In Class</p>	<p>2019-20 School Year</p>	<p>Provided by GU staff, no additional cost</p>					<p>\$0</p>
<p>What Works Clearinghouse Recommendation 1: Offer courses and curricula that prepare students for postsecondary level work and ensure that students understand what constitutes a postsecondary-ready curriculum by 9th grade.</p>	<p>Guidance/Administration Meetings (GAM): Graduation Specialist will meet regularly with the guidance staff and administrators to discuss students data and behavior issues to ensure students are on track for graduation at the end of 9th grade</p>	<p>No portal entry</p>	<p>N/A</p>	<p>2019-20 School Year</p>	<p>GEAR UP and other staff participation, no funds for this activity.</p>					<p>\$0</p>
<p>What Works Clearinghouse Recommendation 1: Offer courses and curricula that prepare students for postsecondary level work and ensure that students understand what constitutes a postsecondary-ready curriculum by 9th grade.</p>	<p>GEAR UP Team Meetings: At bi-monthly team meetings, the GEAR UP Team will use the data from Homeroom to assess student performance - will monitor both academic and behavioral issues and address how best to provide services for them to ensure students are on track for graduation at the end of 9th grade</p>	<p>No portal entry</p>	<p>N/A</p>	<p>2019-20 School Year</p>	<p>Provided by GU staff, no additional cost</p>					<p>\$0</p>
<p>What Works Clearinghouse Recommendation 1: Offer courses and curricula that prepare students for postsecondary level work and ensure that students understand what constitutes a postsecondary-ready curriculum by 9th grade.</p>	<p>High School and Beyond Plan Update: To be completed in Advisory and prior to Spring Student-Led Conferences under the direction of school counselors. The Grad Sp will facilitate and monitor the process of updating the HSBP.</p>	<p>Counseling/Advising/Academic Planning/Career Counseling</p>	<p>"High School and Beyond Update"</p>	<p>Winter/Spring 2019</p>	<p>Supported by GEAR UP staff, no additional funds requested</p>					<p>\$0</p>

What Works Clearinghouse Recommendation 1: Offer courses and curricula that prepare students for postsecondary level work and ensure that students understand what constitutes a postsecondary-ready curriculum by 9th grade.	Targeted Intervention Conferences: Graduation Specialist will meet with students (and potentially families) to help organize academic supports to ensure students are on track to earn a minimum 3.0 GPA by the end of 11th grade, and to address attendance issues	Counseling/Advising/Academic Planning/Career Counseling	"Intervention Conferences"	2019-20 School Year	Led by GEAR UP staff, no funds for this activity.					\$0
What Works Clearinghouse Recommendation 2: Utilize assessment measures throughout high school so that students are aware of how prepared they are for college, and assist them in overcoming deficiencies as they are identified.	PSAT Preparation Activities: Graduation Specialist will work with Freshman 101/Advisory teachers to ensure students participate in test preparation activities for the PSAT that they will take in 10th grade	Test/Test Prep	"PSAT Prep"	2019-20 School Year	GEAR UP and other staff participation, no funds for this activity.					\$0
What Works Clearinghouse Recommendation 2: Utilize assessment measures throughout high school so that students are aware of how prepared they are for college, and assist them in overcoming deficiencies as they are identified.	Smarter Balance Preparation Activities: Graduation Specialist will work with Freshman 101/Advisory teachers to ensure students are provided with testing strategies to help improve Smarter Balance Assessment results by 5%.	Test/Test Prep	"Smarter Balance Testing Strategies"	2019-20 School Year	GEAR UP and other staff participation, no funds for this activity.					\$0
What Works Clearinghouse Recommendation 3: Surround students with adults and peers who build and support their postsecondary education aspirations.	30-Day Attendance Challenge: Graduation Specialist will coordinate activities to promote school attendance - weekly prizes and a completion pizza party celebration will be awarded to students who do not miss any of the first 30 days of school - GEAR UP and school staff will call, text, email to ensure that students are at school the first 30 days.	Other	"30-Day Attendance Challenge Celebration"	October 2019	Cost for pizza - \$500			\$500		\$500
What Works Clearinghouse Recommendation 3: Surround students with adults and peers who build and support their postsecondary education aspirations.	Link Crew Mentoring: Graduation Specialist to work with Link Crew Advisor to ensure students are participating in this mentoring program - specific Link Crew activities will be noted in the portal	Comprehensive Mentoring	"Link Crew Mentoring - TBD"	2019-20 School Year	Supported by GEAR UP staff, no additional funds requested					\$0
What Works Clearinghouse Recommendation 3: Surround students with adults and peers who build and support their postsecondary education aspirations.	1:1 Mentoring: Graduation Specialist and Math Specialist will do 1:1 mentoring throughout the course of the school year, based on student needs	Comprehensive Mentoring	"1:1 Mentoring"	2019-20 School Year	Provided by GU staff, no additional cost					\$0

What Works Clearinghouse Recommendation 3: Surround students with adults and peers who build and support their postsecondary education aspirations.	College and Career Research: Graduation Specialist will work with Freshman 101/Advisory teachers to ensure students research 5 to 10 postsecondary options aligned with their career interests	Counseling/Advising/Academic Planning/Career Counseling	"College and Career Research - TBD"	2019-20 School Year	Supported by GEAR UP staff, no additional funds requested					\$0
What Works Clearinghouse Recommendation 3: Surround students with adults and peers who build and support their postsecondary education aspirations.	Truancy Board Meetings: Graduation Specialist will meet with the Truancy Board monthly to discuss and support 9th grade students struggling with attendance issues	No portal entry	N/A	2019-20 School Year	Supported by GEAR UP staff, no additional funds requested					\$0
What Works Clearinghouse Recommendation 3: Surround students with adults and peers who build and support their postsecondary education aspirations.	Advisory Visits - Individual: Graduation Specialist will visit advisories and make end-of the year interviews to determine the college and career interests of our students	Counseling/Advising/Academic Planning/Career Counseling	"Advisory Visits - Individual"	Spring 2020	Provided by GU staff, no additional cost					\$0
What Works Clearinghouse Recommendation 3: Surround students with adults and peers who build and support their postsecondary education aspirations.	Advisory/Freshman 101 Visits - Presentations: Graduation Specialist will visit Advisory/Freshman 101 classes to keep students up-to-date with GEAR UP activities, and assist with presenting college and career exploration	Student Workshop	"Advisory/Freshman 101 Visits - TBD"	2019-20 School Year	Provided by GU staff, no additional cost					\$0
What Works Clearinghouse Recommendation 4: Engage and assist students in completing critical steps for college entry.	College Visits: By the end of 9th grade, all students must visit a voc/tech campus, a 2 year campus, and a 4 year campus - multiple campus visits are TBD	College Visit/College Student Shadowing	NAME OF PROGRAM OR INSTITUTION	2019-2020 School Year	Transportation to/from campus, meals while in travel status			\$2,000	\$16,250	\$18,250
What Works Clearinghouse Recommendation 4: Engage and assist students in completing critical steps for college entry.	GEAR UP Sponsored Summer Camp	Summer Programs - Academic Enrichment	1. "Empower U Camp" 2. "Envision U Camp"	TBD	Transportation to/from camp, meals while in travel status			\$100	\$1,000	\$1,100
What Works Research-Based Recommendation 5: Increase families' financial awareness, and help students apply for financial aid.	Family Event #1: Family Orientation (Family Orientation for the 2019-20 School Year will be done on 08/22/19 - included in Year 2 portal entries)	Family Events - Orientation & Celebratory	"Family Orientation"	August 22, 2019	Provided by GU staff. Year 2 contract period; expenses must be paid from Year 2 budget.			\$0		\$0

What Works Research-Based Recommendation 5: Increase families' financial awareness, and help students apply for financial aid.	Family Event #2: Study skills and growth mindset	Family Events - Counseling & Advising	"Family Night #2 - Study Skills and Growth Mindset"	September 23, 2019	\$480 (\$455 for meal + \$25 for incentive)			\$480		\$480		
What Works Research-Based Recommendation 5: Increase families' financial awareness, and help students apply for financial aid.	Family Event #3: CBS re-pledge and paying for postsecondary education	Family Events-Workshops-College Prep and Financial Aid	"Family Night #3 - CBS & Paying for Postsecondary Education"	April 20, 2020	\$480 (\$455 for meal + \$25 for incentive)			\$480		\$480		
What Works Research-Based Recommendation 5: Increase families' financial awareness, and help students apply for financial aid.	College Bound Scholarship Re-Pledge Events: Graduation Specialist will work with WCAN Representative to coordinate events during school conferences and on the same day of Family Night #3	Financial Aid Counseling/Advising	"College Bound Scholarship Re-Pledge Events"	2019-2020 School Year	Provided by GU staff, no additional cost					\$0		
What Works Research-Based Recommendation 5: Increase families' financial awareness, and help students apply for financial aid.	Financial Literacy Support: Graduation Specialist will work with Freshman 101 teachers to ensure that all students receive financial literacy curriculum that meets OSPI standards	Financial Aid Counseling/Advising	"Financial Literacy Support"	2019-2020 School Year	Supported by GEAR UP staff, no additional funds requested					\$0		
What Works Research-Based Recommendation 5: Increase families' financial awareness, and help students apply for financial aid.	The Washboard.org Sign-ups: The Graduation Specialist will work with Freshman 101 teachers to ensure students create a profile on www.thewashboard.org for scholarship searches	Student Workshops	"The Washboard.org Sign-ups"	2019-2020 School Year	Supported by GEAR UP staff, no additional funds requested					\$0		
Other Activities	Student Orientation: Graduation Specialist to provide students with an introduction to GEAR UP and the activities taking place during the 2019-20 school year	Student Orientation	"Student Orientation"	During NGUW	Led by GEAR UP, no funds requested.					\$0		
Other Activities	National GEAR UP Week Activity - Campus Visit Selection: During Advisory, students will explore and determine which campuses they will visit this school year	Student Workshop	"NGUW Activities - Campus Visit Selection"	September 23-27, 2019	Led by GEAR UP, no funds requested.					\$0		
Other Activities	National GEAR UP Week Activity - World Class Scholars Meeting: During Advisory, students will either sign-up for or get updated information regarding this program - Graduation Specialist will work with the WCS rep from GHC	Student Workshop	"NGUW Activities - World Class Scholars Sign-up/Support"	September 23-27, 2019	GEAR UP and other staff participation, no funds for this activity.					\$0		
Other Activities	Program Consumable Supplies	No portal entry	N/A	N/A	Office supplies, printing, and postage necessary for program implementation.			\$2,260		\$2,260		
Other Activities	Student School Supplies	No portal entry	N/A	N/A	Pencils, paper, and other materials needed for class			\$400		\$400		
										\$0		
	<b>SUB-TOTAL</b>							\$114,030	\$6,000	\$6,220	\$17,250	\$143,500
	<b>INDIRECT: If school requests reimbursement for indirect, this will auto-calculate. If school has opted to submit</b>										\$0	



GRAND TOTAL	\$143,500
Total Award, per Cell D4.	\$143,500.00
Over/under award: This line will be "0" if you are balanced.	\$0.00

**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 Child Assessment Center, LLC (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 for the 2019-20 school year and/or extended school year as needed.
  - (b) Such other related services as the District may request not to exceed \$105,000 for the fiscal year.

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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 weekly log of the names of the students served and the amount of service time for each student. Any deviation from the amount of service time shall be noted and explained. Such log shall be submitted daily 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 a Service Provider are no longer needed or desired or that the Service Provider is unable to perform or has failed to perform the services required by the District in a manner satisfactory to the District, 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 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 thirty (30) days’ written notice to Provider, in which case the District shall pay Provider for all services performed through the effective date of the termination. In the event that earmarked funding is withdrawn, reduced, or limited after the effective date of this contract but prior to completion, the District may terminate the Agreement without the required notice.

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

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

application. Should any clause be adjudged invalid, that judgment shall not invalidate the total Contract; only clauses judged invalid shall not be enforced.

23. **Term.** Unless terminated earlier pursuant to provisions stated herein, this Contract shall commence on **September 1, 2019 and shall terminate on August 31, 2020** or the completion of the services identified in paragraph 2 hereof, whichever should first occur. This contract may be renewed annually by the District for up to three additional years.

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

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

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

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

Executed this \_\_\_ day of \_\_\_\_\_, 20\_\_.

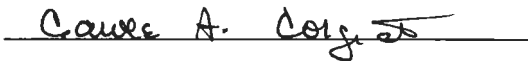
**ABERDEEN SCHOOL DISTRICT**

**PROVIDER**

By \_\_\_\_\_

By 

Superintendent

By 



## CONTRACTED EMPLOYEE

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

### PROVIDER PLACEMENT DETAILS:

Provider Name: Child Assessment Center, LLC

Term: 2019-20 School Year

Services Provided: School Psychologist

Hours: 8 hours/day – 1 day/week

### RATE & PAYMENT DETAILS:

Employee Name: Roger Heinrich

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

Bill Rate: \$95.00/ hour

Payment: Monthly, invoices by the 1<sup>st</sup> of the month. Payment issued prior to the first of the next month.

### ADDITIONAL INFORMATION:

Comments:

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VENDOR:

By: Roger Heinrich, PhD

Date: 9/12/19

ABERDEEN SCHOOL DISTRICT

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

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



## CONTRACTED EMPLOYEE

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

### PROVIDER PLACEMENT DETAILS:

Provider Name: Child Assessment Center, LLC

Term: 2019-20 School Year

Services Provided: School Psychology

Hours: 8 hours/day; 1 day/week

### RATE & PAYMENT DETAILS:

Employee Name: Carole Corgiat

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

Bill Rate: \$ 95.00/ hour

Payment: Monthly invoices, by the 1<sup>st</sup> of the month. Payment is to be made prior to the 1<sup>st</sup> of the next month.

### ADDITIONAL INFORMATION:

Comments:

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VENDOR:

ABERDEEN SCHOOL DISTRICT

By: Carole A. Corgiat

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

Date: 9-12-2019

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



**CERTIFICATED**

**Substitute Certificated:**

Carolyn Greer  
April Kloempken

**CLASSIFIED**

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Justin Blake	Transportation	Bus Driver	09/03/19
Maria Garcia-Lopez	Twin Harbors Skill Cntr	Professional Medical Careers Tutor	09/16/19
Theresa Kaufman	Harbor High School	Para-educator	08/28/19

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Geneva Bernabe	A. J. West Elementary	Para-educator	09/13/19

**LEAVE OF ABSENCES:** We recommend the Board approve the following classified leave of absences:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Michele Smith	A. J. West Elementary	Para-educator	09/05/19-12/16/19
Joshua Burnett	Robert Gray Elementary	Para-educator	01/06/20-04/03/20
Jordan Connell	Stevens Elementary	Food Service Worker	10/15/19-12/26/19

**EXTRA-CURRICULAR CONTRACTS:** We recommend the Board approve the following extra-curricular contracts:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Joseph Marchie	Aberdeen High School	Boys' Wrestling – Head Coach	11/18/19
Stephanie Pellegrini	Miller Jr. High School	Cross Country – Assistant Coach	09/03/19

**Substitute Classified:**

Joshua Brown  
Tenniesa Burnett  
Yesica Chavez  
Evelyn Heyd  
Adam Hughes  
Brenda Kell  
Brett Schisler

**Substitute Classified Resignations:**

Rachael Miller – Custodian – Effective 09/06/19  
Christopher Woodland – Effective 08/23/19