

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

Regular Meeting of the Board of Directors
Community Room, Aberdeen High School
September 3, 2019

AGENDA

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

Flag Salute

[Consent Agenda](#)

1. Minutes
2. Accounts Payable

Comments from Board Members

Comments from the Audience

Old Business

1. [Policy 4260 Use of Facilities](#)

Superintendent's Report

1. Back to School Update
2. Bond and Levy Update
3. Communications Update
4. Miller Modular Update
5. [Data Sharing](#)

Instructional Services

1. [Teaching and Learning Report](#)
2. [ESD 113 Instructional Coaching](#)

New Business

1. [YMCA / Century 21 Contract](#)
2. [Skills Center Interdistrict Agreement](#)
3. [Early Childhood Services](#)
4. [Special Education Contract](#)
5. Next Meeting

Board Meeting Agenda
September 3, 2019

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 3, 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 August 20, 2019, are enclosed for your review and approval.
2. Accounts Payable – The payroll and accounts payable vouchers for July are enclosed for your review and approval.

Comments from Board Members

Comments from the Audience

Old Business

1. Policy 4260 Use of School Facilities – An update to the policy, procedures and facility fee schedule for the use of school facilities under Policy 4260 is presented for second reading and adoption. [Enclosure 2](#)

Superintendent's Report

1. Back-to-School – Superintendent Henderson will report on the opening of the 2019-2020 school year and share preliminary enrollment information.
2. Bond and Levy Update – Superintendent Henderson will request direction from the Board on whether to move forward on due diligence with plans for February ballot measures seeking voter approval for a bond issue for a new Stevens Elementary School and renewal of the current local levy.
3. Communications Update – Superintendent Henderson will share information about the various methods the District employs in the ongoing effort to keep the community and staff informed about our schools.
4. Miller Modular Update – Superintendent Henderson will provide an update on the site preparation and plans for installation of a new modular building at Miller Junior High School.
5. Data Sharing – Superintendent Henderson will provide information about the district's agreement to allow the Washington Schools Information Processing Cooperative (WSIPC) to collaborate with Student Data Services in the creation of required reports using student data. [Enclosure 3](#)

Instructional Services

1. Teaching and Learning Report – Teaching and Learning Director Traci Sandstrom will present the teaching and learning report for August. [Enclosure 4](#)
2. ESD 113 Instructional Coaching – Traci Sandstrom will present a memorandum of understanding with the Capital Region ESD 113 to provide up to two days of instructional coaching in the district each month. Board approval is recommended. [Enclosure 5](#)

New Business

2. YMCA / Century 21 Contract – CTE Director Lynn Green will present a contract with the YMCA of Grays Harbor to provide certain after-school program services under the 21st Century grant. Board approval is recommended. [Enclosure 6](#)
3. Skills Center Interdistrict Agreement – CTE Director Lynn Green will present renewal of a 10-year agreement with the New Market Skills Center for the continued operation of the Twin Harbors Branch of the Skills Center. Board approval is recommended. [Enclosure 7](#)
4. Early Childhood Services – Executive Director of Business and Operations Elyssa Louderback will present renewal of the agreement with the South Sound Parent-to-Parent Support Program to provide Birth-to-3 outreach and program services in our district. Board approval is recommended. [Enclosure 8](#)
5. Special Education Contract – Human Resource Director David Glasier is recommending approval of a contract with The Hello Foundation to place Susan Ashbury in the district as a speech language pathologist. [Enclosure 9](#)
6. Next Meeting – The next meeting of the Board is set for 5 p.m. Tuesday, September 17, in the Community Room at Aberdeen High School.

Comments from the Audience

Executive Session

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

1. Personnel Matters [Enclosure 10](#)
 - a. Certificated
 - b. Classified

ADJOURN

ABERDEEN SCHOOL DISTRICT NO. 5

Minutes of the Regular Meeting of the
Board of Directors – August 20, 2019

President Sandra Bielski convened the regular meeting of the Aberdeen School District Board of Directors at 5 p.m. Tuesday, August 20, 2019, in the Community Room at Aberdeen High School. Directors present were Jennifer Durney, Bill Dyer, Erin Farrer and Jeff Nelson, along with Superintendent Alicia Henderson and 32 patrons and staff.

The meeting began with the Flag salute.

President Bielski opened the hearing on the 2019-2020 budget. Executive Director of Business and Operations Elyssa Louderback presented an overview. She commented that the Board conducted workshops on the budget, it has been posted and available for several weeks both online and at the District Office, has been reviewed and approved for compliance by the Office of Superintendent of Public Instruction and the ESD 113, and advertised for two consecutive weeks in *The Daily World*. She noted the required MSOC disclosure is included and it states that the district's materials, supplies and operational costs will be about \$1 million more than what is funded by the state and those costs will be made up with local and federal funds. Additional information on grants requested by the Board is now also included. Ms. Louderback stated that after rounding to whole dollars for reporting in the state system, the proposed budget has changed by \$19 since it was last reviewed by the Board of Directors on July 30.

President Bielski opened the hearing to comments from the public. There was no public comment and the hearing was closed.

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 6, 2019; payroll vouchers 827970 through 828013 totaling \$3,687,045.98; General Fund vouchers 828014 through 828015 and 828031 through 828097 totaling \$894,411.78; ASB Fund vouchers 828016 through 828024 totaling \$19,399.51, and Capital Projects Fund vouchers 828025 through 828030 totaling \$350,266.04, and a trip request from the WWET Club at Miller Junior High School to travel to Portland, Ore., to experience the city on December 7.

Director Bill Dyer commented that he was able to attend the Social Emotional Learning (SEL) workshop at Grays Harbor College that was conducted by Teaching and Learning Director Traci Sandstrom and Special Education Director Rick Bates. He commended them on their presentation, organization and talents.

The Board heard a presentation from Mark Prussing of the ESD 112 Construction Services Group regarding the timeline and options for placing a bond for a new Stevens Elementary School before voters in February 2020. His presentation included an overview of the district's bonding capacity, current indebtedness and levy forecast. Mr. Prussing stressed that all numbers at this point are preliminary and will be fine-tuned should the School Board elect to proceed. He noted the following: the district's bond capacity is currently \$51 million, and

CALL TO ORDER

PUBLIC HEARING
2019-2020 BUDGET

CONSENT AGENDA

COMMENTS FROM
THE BOARD

ESD 112
CONSTRUCTION
SERVICES
PRESENTATION

about \$45 million will likely be needed for a new elementary school; the bonds for Aberdeen High School will be paid off in 2023 and the debt can be structured to that the bulk of payments for the new Stevens School begin after the high school debt is paid; the state is likely to contribute about \$5.5 million to help defray costs; the federal government has awarded the district about \$3 million to include “vertical evacuation” in the design in the event of a tsunami to protect both Stevens and Miller students, and the deadline to file a bond resolution to be on the February ballot is December 1, which means a Board decision to proceed should occur in October.

Superintendent Henderson reported that the Miller Modular project continues to be on time for completion in October. Weekly updates with photos are posted on the web site. A transition team has been meeting weekly to prepare for the sixth graders to be on campus. In addition, she distributed a handout has been prepared to share information with parents as students return to school.

Superintendent Henderson reported that she is taking a lead role to convene a group of superintendents from Grays Harbor and Pacific counties to advocate for our area schools in the Legislature. She said inequities in the new state funding model have made it clear that the voices of the Harbor are overshadowed by louder voices in the Puget Sound area. Area superintendents want to look strategically at funding needs and make sure lawmakers have the information they need to serve our rural schools.

Superintendent Henderson shared the schedule for the two days of professional development that staff will attend on August 26-27. The all-staff Welcome Back assembly is scheduled for 8:15 a.m. on Tuesday, Aug. 27. The first day of school is Wednesday, August 28.

Superintendent Henderson also shared an updated meeting schedule to show when Board meetings will take place at schools during the 2019-2020 school year.

Executive Director of Business and Operations Elyssa Louderback provided the Fiscal Status Report for July. With 91.67 percent of the fiscal year elapsed, the district is at 88.98 percent of budgeted revenue and 91.02 percent of expenditures. She reported ending fund balances as follows: General Fund, \$1,995,502.02; Capital Projects Fund, \$1,567,373.60; Debt Service Fund, \$2,349,827.19; ASB Fund, \$243,101.81, and Transportation Vehicle Fund, \$194,297.21. Mrs. Louderback also provided final enrollment numbers for 2018-2019. The actual full-time enrollment for 2018-2019 was 60.54 FTE more than the 3,290 budget. Of that, 43.24 FTE was K-12 students and 17.3 FTE was Running Start or Gravity students where the funds are passed through to other programs.

Following a presentation by Executive Director of Business and Operations Elyssa Louderback, on a motion by Jennifer Durney and seconded by Erin Farrer, the Board approved Resolution 2019-11 Adopting the 2019-2020 Budget. Appropriations are set as follows: General Fund, \$53,150,880; Capital Projects Fund, \$1,015,087; Transportation Fund, \$300,000; Debt Service Fund, \$2,948,583, and ASB Fund, \$458,485. The budget included an itemization of grants, which the

SUPERINTENDENT
REPORT

MILLER UPDATE

LEGISLATIVE
UPDATE

BACK TO SCHOOL

FISCAL STATUS
REPORT

2019-2020 BUDGET
ADOPTION

board had requested, the four-year projection tool, and a projected ending fund balance of 5.03 percent, as directed by the Board.

On a motion by Jeff Nelson and seconded by Jennifer Durney, the Board awarded the 2019-2020 Dairy Contract to Dairy Fresh Farms at an estimated bid amount of \$103,974.17.

2019-2020 DAIRY
BID

On a motion by Erin Farrer and seconded by Bill Dyer, the Board awarded the 2019-2020 Fuel Contract to Masco Petroleum at an estimated cost of \$88,794.

2019-2020 FUEL BID

Superintendent Henderson and the Business Office staff provided an overview of proposed changes to the fee schedule and Policy 4260 – Use of School Facilities. Superintendent Henderson said the proposed update clarifies definitions and that rates for local non-profit and youth groups are set to recover the district’s actual costs. Rates for the use of Stewart Field also include contributions to the fund for eventual replacement of the artificial turf. She praised Doris Daly from the Business Office for her research and noted that the process included meetings with the user groups. The policy will come back to the board for a second reading and proposed adoption on September 3. The Board expressed appreciation that community input was sought.

POLICY 4260 USE
OF FACILITIES

On a motion by Bill Dyer and seconded by Jennifer Durney, the Board approved a swim cooperative with Hoquiam under WIAA rules so that a Hoquiam student can participate with the Aberdeen team. Hoquiam does not have a swim team. Director Bill Dyer expressed hope that the Hoquiam School District will help that student defray costs to participate.

SWIM
COOPERATIVE

On a motion by Erin Farrer and seconded by Jennifer Durney, the board approved a tennis cooperative with the Montesano School District under WIAA rules so that a Montesano student can participate with the Aberdeen team. Montesano does not have a tennis team.

TENNIS
COOPERATIVE

President Bielski announced that the next regular meeting is scheduled for 5 p.m. Tuesday, September 3, in the Community Room at AHS.

NEXT MEETING

At 5:48 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 5:51 p.m. The regular meeting reconvened at 6:06 p.m.

EXECUTIVE
SESSION

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 Tim Pelan, Jr. as a History/Social Studies teacher at Aberdeen High School effective August 28; approved a change of assignment for Mary Mainio from P.E. and Highly Capable teacher to At-Risk Counselor for the District effective August 28; accepted the resignation of James Martin as a History/Social Studies teacher at Aberdeen High School effective August 5; approved 2019-2020 supplemental contracts for Judith McBride, the National School Psychology stipend, and Candis Gates, 10 additional days for pre-school assessments at the Hopkins Building;

PERSONNEL
REPORT

CERTIFICATED

approved the hiring of Natalia Nigam and Teri Seguin as substitutes for the district and accepted the resignation of Benjamin Barene as a substitute effective August 9.

Under classified matters, the Board approved the hiring of Jan Gravley as the director of the 21st Century Program for the district effective August 15 and Breanne Johnson as the site coordinator in the 21st Century Program at McDermoth Elementary School effective August 15; approved a change of assignment for Nancy Schreck from LRC technician to multi-media technician at Miller Junior High School effective August 28; accepted the resignation of Kevin Oleson as a bus driver for the district effective August 9; approved an extra-curricular contract for Lindsey Scott as an assistant coach for girls' soccer at Aberdeen High School effective August 26; accepted the resignations of Amanda Pearson effective July 24 as a substitute and Robin Hoefler as a bus driver effective August 9.

There being no further business, the regular meeting was adjourned at 6:08 p.m.

CLASSIFIED

ADJOURN

Alicia Henderson, Secretary

Sandra Bielski, President

Use of School Facilities

Athletic Co-ops

The Board approved two cooperative athletic agreements. One allows a Hoquiam swimmer to participate with the AHS boys' swim team and the other allows a Montesano athlete to participate with the AHS boys' tennis team.

Personnel Matters

The Board approved the Personnel Report.

Next Meeting

The next regular meeting is set for Tuesday, September 3, 2019, in the Community Room at Aberdeen High School.

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 3, 2019, the board, by a _____ vote, approves payments, totaling \$193,496.86. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: GENERAL FUND
Warrant Numbers 828143 through 828151, totaling \$193,496.86

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

Check Nbr	Vendor Name	Check Date	Check Amount
828143	D4 Sports Llc	09/04/2019	106.01
828144	Dairy Fresh Farms	09/04/2019	1,245.47
828145	Food Services Of America	09/04/2019	3,621.67
828146	Hermenegildo, Edgar	09/04/2019	2,082.50
828147	Pud #1 Of Grays Harbor Co	09/04/2019	34,280.91
828148	Rognlins Inc	09/04/2019	126,030.95
828149	South Sound Parent To Parent	09/04/2019	11,712.33
828150	Turnitin, Llc	09/04/2019	4,234.96
828151	Zones, Inc	09/04/2019	10,182.06
9	Computer	Check(s) For a Total of	193,496.86

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 3, 2019, the board, by a _____ vote, approves payments, totaling \$1,478.60. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: ASB FUND
Warrant Numbers 828152 through 828154, totaling \$1,478.60

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

Check Nbr	Vendor Name	Check Date	Check Amount
828152	Aberdeen School District #5	08/30/2019	486.28
828153	Food Services Of America	08/30/2019	141.10
828154	Meikle, Karen L	08/30/2019	851.22

3 Computer Check(s) For a Total of 1,478.60

USE OF SCHOOL FACILITIES

The board believes that public schools are owned and operated by and for the community. The public is encouraged to use school facilities, but will be expected to reimburse the district for such use to ensure that funds intended for education are not used for other purposes. ~~On recommendation of the superintendent, the board will set the rental rates schedule.~~

The superintendent is authorized to establish procedures for use of school facilities, including rental rates, supervisory requirements, restrictions, and security. Those using school facilities will maintain insurance for accident and liability covering persons using the district's facilities under the sponsorship of the organization.

The district does not discriminate based on race, creed, religion, color, national origin, age, honorably discharged veteran or military status, sex, sexual orientation including gender expression or identity, marital status, the presence of any sensory, mental or physical disability or the use of a trained dog guide or service animal by a person with a disability and provides equal access to Boy Scouts of America and other designated youth groups.

Community athletics programs that use district facilities will not discriminate against any person on the basis of sex in the operation, conduct or administration of their programs. Upon request, ~~The~~ district will provide copies of the district's nondiscrimination policy to all third parties using district facilities.

For rental rate purposes, organizations seeking the use of school facilities have been divided into four ~~three~~ categories.

A. Aberdeen School District student and school-sponsored organizations, activities and events

This category includes district organizations such as ASB, PTO, PTA, Bobcat Booster Club, Bobcat Music Boosters, the District Board of Directors, staff and in-service training meetings, district-sponsored co-curricular activities and school groups using the facility for fundraising or meetings.

The district will impose no rental use fees. Custodial fees will be charged when additional time is required.

B. School or Child-Related Groups, Aberdeen Youth Sports, Youth Serving Organizations or other Government Agencies

~~School or Child-related Groups or Other Government Agencies~~ Includes those organizations whose main purpose is to promote the welfare of students, or to provide members of the community access to government programs or opportunities for civic participation. Groups in this category are those whose membership has a majority of Aberdeen School District students. Examples are: youth sports, youth serving organizations such as YMCA, Scouts, Campfire, PTA, 4-H, city or county-sponsored recreation groups, polling places, political caucuses and governmental groups. It is recognized that facility use between the School

District and the City of Aberdeen Parks & Recreation Department is additionally governed by a joint facility use agreement.

The district will provide official recruiting representatives of the state and United States military forces, Job Corps, Peace Corps and AmeriCorps with access to school facilities (including number of days and type of presentation space) equal to and no less than the access provided to other post-secondary occupational or educational representatives.

When facilities are used outside of regular school hours, or when the district incurs extra utility, cleaning or supervision costs, a fee established by the superintendent will be charged to recoup those costs. Additionally, youth organizations engaged in sports activities and using school facilities must provide a statement of compliance with the policies for the management of concussion and head injury in youth sports as required by RCW 28A.600 and Sudden Cardiac Arrest Awareness as prescribed by the Washington Interscholastic Activities Association.

C. **Nonprofit and Out-of-District School Groups**

Includes groups or organizations that do not have a majority of their members/participants residing in the Aberdeen School District. Nonprofit groups and organizations may use school facilities for lectures, promotional activities, rallies, entertainment, college courses, or other activities for which public halls or commercial facilities generally are rented or owned. The district may charge a modified commercial facility fee rental rate in excess of costs incurred.

In addition to the modified commercial rental fee, applicable custodial and food service fees and cost recovery fees will be charged for this type of use. Fees may be waived or reduced when a service club or other nonprofit group is raising funds for charitable purposes. Additionally, out-of-district youth organizations engaged in sports activities and using school facilities must provide a statement of compliance with the policies for the management of concussion and head injury in youth sports as required by RCW 28A.600 and Sudden Cardiac Arrest Awareness as prescribed by the Washington Interscholastic Activities Association.

Professional fund raisers representing charities must provide evidence that they are registered and bonded by the state of Washington. Such fund-raisers must provide evidence that the charity will receive at least seventy-five (75) sixty (60)-percent of the gross revenues received from the public prior to approval to use the facilities.

Similar treatment may be granted public universities and colleges when offering college courses within the community or when any university/college is offering a course for staff at the request of the district. Nonprofit groups of the kind that in most communities have their own facilities (civic groups, churches, lodges, veterans groups, granges, etc.) who wish to use district facilities on a regular, but temporary, basis may do so under this rental rate.

D. **Individuals, for Profit and Commercial Enterprises**

Includes individuals, cCommercial eEnterprises, profit-making organizations and business-related enterprises. While the district would prefer these organizations use commercial or

private facilities, facilities may be rented for non-regular use at the prevailing rate charged by commercial facilities in the area.

District-sponsored activities, including curricular and co-curricular functions, retain first priority in use of facilities. Authorization for use of school facilities will not be considered as endorsement or approval of the activity, group or organization.

Cross References:	Policy 3422	Student Sports – Concussion, Head Injury and Sudden Cardiac Arrest
Legal References:	RCW 28A.230.180	Access to campus and student information directories by official recruiting representatives – Informing students of educational and career opportunities.
	RCW 4.24.660	Liability of school districts <u>under contracts</u> with youth programs RCW 28A.320.510 Night schools, summer schools, meetings, use of facilities for
	RCW 28A.335.150	Permitting use and rental of playgrounds, athletic fields, or athletic facilities
	RCW 28A.335.155	Use of buildings for youth programs — Limited immunity
	20 USC Sec. 7905	Boys Scout of America Equal Access Act
	34 CFR Sec. 108.6	Equal Access to Public School Facilities for the Boy Scouts of America and Other Designated Youth Groups
	AGO 1973 No. 26, Initiative No. 276 - School districts — Use of school facilities for presentation of programs — Legislature — Elections	

Adoption Date: 2/1/00

Revised: 4/17/01, 2/21/07, 5/1/18; _____

Use of School Facilities Procedures

1. Applications for use of school facilities will be available at all Aberdeen School District locations and online. When applications are received by the district, he/she will coordinate scheduling the use of the facilities.
2. Charitable organization must be registered with the state of Washington, Secretary of State Office, as a non-profit corporation. Professional fund raisers representing charities must provide evidence that they are registered and bonded by the state of Washington. Such fund raisers must provide evidence that the charity will receive at least sixty (60) percent of the gross revenues received from the public prior to approval to use the facilities. Similar treatment may be granted to public universities and colleges when offering college courses within the community or when any university/college is offering a course for staff at the request of the district. Rental agreements for usage of facilities may be entered into by the district with higher education institutes/colleges for cooperative learning programs offered to the community.
3. The superintendent will develop and recommend a fee schedule for use of school facilities. The fee schedule will be submitted to the board for review and may be revised annually.
4. Sponsoring organizations will provide sufficient, competent adult supervision for all activities and in all areas, including restroom and hallways, and will remain with the group during all activities and be responsible for the group's compliance with all appropriate rules and regulations.
5. Tobacco products, alcoholic beverages and/or illegal drugs are strictly prohibited in school facilities or on school property, including outdoor and parking areas in accordance with RCW 28A.210.310.
6. The applicant agrees to exercise the utmost care in the use of the school facilities and agrees to protect, indemnify and hold harmless the Aberdeen School District, its elected and appointed officials, directors, employees, agents and staff from any and all claims, liabilities, damages, expenses, or right of action, directly or indirectly attributable to the organization's activities and/or use of premises resulting from the use or occupancy of school facilities.
7. All applicants will be held liable/responsible for any expenses incurred by the District arising from the use of school facilities. In the event that property loss or damage is incurred during such use or occupancy, the amount of damage will be decided by the superintendent or designee. The applicant agrees to accept the district's estimate of replacement/repair and pay all costs associated therein within 30 days to include food or beverage damage. Failure to comply with this regulation and to pay any damage charges assessed will result in denial of further privilege of use of school facilities and may result in legal action.

8. The applicant agrees to provide, prior to use of the facilities, comprehensive general liability insurance with minimum benefits of \$1,000,000 per occurrence with an annual aggregate of not less than \$1,000,000. Aberdeen School District is to be named as additional insured. This insurance shall be primary. Waiver forms will not be accepted as a substitute for proof of insurance. A certificate of insurance with additional insured endorsement must be received by the facility coordinator prior to approval and use of any district facility.
9. Youth organizations engaged in sports activities and using school facilities must submit a signed statement of compliance with the policies, described in RCW 28A.600 for the management of concussion and head injury in youth sports and Sudden Cardiac Arrest Awareness as prescribed by the WIAA
10. The superintendent has the authority to make the final decision on the use of school facilities and the appropriate fees. However, the applicant may appeal such decision to the board.
11. Because of the value of district's playing fields to the community's total recreational opportunity, the fields may be used by all residents. The use must be appropriate and compatible with each play field and its surrounding area. Such use will not result in destruction, damages, or undue wear or pose a hazard to children or others. Activities which endanger others or cause damage to fields and lawns are restricted. Should damage to fields and lawns occur, the superintendent will make reasonable effort to obtain restitution for the damage.
12. An authorized custodian or district employee must be in the building or on the premises after normal school hours when any non-school group (Category 2-4) is using a district facility. A minimum 2-hour custodial fee will be charged when facilities are requested for weekends, holidays, or during school breaks.
13. All cancellations must be made through the Building Administrator at least forty-eight (48) hours prior to the scheduled usage or the organization may be billed for costs incurred by the District.
14. District or school-related activities will have priority over other requests for use of facilities, regardless of prior approvals or the date of application.
15. Scheduling priority will be given to groups based upon categorical classification and the percentage of Aberdeen Schools student participants.
16. Terms and conditions on the Facility Use Application must be met; deviation will be considered a breach of contract and may result in denial of future use of school facilities.

Date: _____

Facility Fees - Per hour	A. School Groups	B. Local Comm, youth sports/ groups, gov't	C. Non-Profit, out of district school groups	D. For profit/ Commercial & Individuals
Sam Benn Gym	N/C	N/C	35.00	105.00
AHS Aux Gym	N/C	N/C	30.00	90.00
AHS Auditorium	N/C	***N/C	***35.00	***105.00
AHS Community Room	N/C	N/C	20.00	60.00
AHS Commons	N/C	N/C	25.00	75.00
Commons /w kitchen	N/C	**N/C	**35.00	**105.00
Miller Gym, R Gray Gym	N/C	N/C	25.00	75.00
Miller Community Room	N/C	N/C	20.00	60.00
Student Center - Miller	N/C	N/C	25.00	75.00
Elementary Gym (exc R Gray)	N/C	N/C	20.00	60.00
Multi Purpose Room	N/C	N/C	25.00	75.00
Fields/Covered Play Area	N/C	N/C	10.00	30.00
Hopkins - Room 19	N/C	N/C	20.00	60.00
District Classroom	N/C	N/C	15.00	45.00
Chehalis Room - Stewart	N/C	N/C	15.00	45.00
Wrestling Room - Stewart	N/C	N/C	20.00	60.00
Stewart Field	N/C	N/C	50.00	150.00
Regular Season/Playoff games	--	--	75.00	--
HYSC/Aberdeen Youth Football	--	25/ game	--	--
Practice Time - Stewart Field	--	--	25.00	25.00
Practice Time - Grass Field/ 5th St	N/C	N/C	N/C	N/C
Field Lights	6.00	6.00	6.00	6.00

NOTE: Personnel Hourly Fees are over and above Facility Fees Listed above

Personnel Fees - Per Hour				
Custodial	\$40.00	\$40.00	40.00	\$40.00
Food Service	\$40.00	\$40.00	\$40.00	\$40.00
Events Manager	N/A	N/A	\$90.00	\$90.00
Auditorium Technician	17.50	17.50	17.50	17.50

Groups in Category A and B will be charged cost recovery fees if costs are incurred for extra utility, cleaning or supervisory services	All rates are by the hour N/A = Not Applicable N/C = No Charge ** Food Service worker required *** Custodial required/ Auditorium Tech required for use of Sound/Equipment Booth
Custodial fee for weekends -- min 2 hrs	
Food Service fee for weekends - min 2 hrs	

Category A – ASD student and school sponsored organizations, activities and events

This category includes district organizations such as ASB, PTO, PTA, Booster Club, District Board of Directors, staff and in-service training meetings, district- sponsored co-curricular activities and school groups using the facility for fundraising or meetings. The district will impose no rental use fee. Custodial and/or Food Service fees may be charged when additional time is required.

Category B - Local Community Youth Sports, Youth Serving Organizations or Other Government Agencies

Includes those organizations whose main purpose is to promote the welfare of students or to provide members of the community access to government programs or opportunities for civic participation. Groups in this category are those whose membership is predominantly made up of ASD students.

This category includes local youth sports, youth serving organizations such as YMCA, Scouts, Campfire, 4-H, service clubs, community clubs, and city- or county-sponsored recreation groups. Also included in this category are governmental agencies, polling places and presidential political caucuses. Fees for use by the City of Aberdeen will be waived in accordance with our Joint Use Agreement.

The district may impose a cost recovery fee, but will impose no rental use fee for the use of school facilities (excluding Stewart Field and AHS Auditorium) by these organizations. Applicable custodial, food service and Auditorium technician fees will be imposed.

Category C - Nonprofit and Out-of-District School Groups

Includes groups or organizations that do not have a majority of their members / participants residing in the Aberdeen School District. Also included are those organizations using school facilities for lectures, promotional activities, political rallies, college courses, or other activities for which public halls or commercial facilities generally are rented or owned. This category includes civic groups, local chamber of commerce, churches, veterans groups, colleges and out-of-district youth sports/leagues.

The district will impose a modified commercial rental fee, applicable custodial and food service fees and cost recovery fees for this type of use. Fees may be waived or reduced when a service club or other nonprofit group is raising funds for charitable purposes.

Category D – Individuals, For Profit and Commercial Enterprises

Includes individuals, profit-making organizations, and business-related enterprises. While the district would prefer organizations to use commercial or private facilities, facilities may be rented for nonregular use at the prevailing rate charged by commercial facilities in the area.



May 24, 2019

Greetings,

WSIPC is collaborating with School Data Solutions (SDS) to create Validation Reports to assist districts in the data validation process associated with the migration from SMS 2.0 to Qmlativ. While optional to the district, these reports will streamline validation efforts and ensure efficiency in completing the migration task. If you choose to utilize these reports for validation, we are requesting that your district sign a Data Sharing Agreement to allow School Data Solutions to create these reports. Although your district may not be migrating in the current year, we are requesting this agreement now so that these reports will be available to you in a timely manner once your migration process begins. Please be assured that your data will only be accessed for validation reports during your migration.

The attached data sharing agreement will authorize School Data Solutions to access your district data for the express purpose of creating validation reports. We will be sending the agreement via DocuSign for signature at your earliest convenience.

If you have any questions, please feel free to contact me at 425-349-6610, mdaybell@wsipc.org or Carrie Retzer, our Qmlativ Project Senior Manager, at 425-349-6497, cretzer@wsipc.org

Thank you for your continued support of the cooperative!

Warm regards,

A handwritten signature in black ink that reads 'Marty Daybell'. The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Marty Daybell

Attachment: *District Data Sharing Agreement*



**DATA SHARING AGREEMENT
BETWEEN
WSIPC
AND
SCHOOL DATA SOLUTIONS
AND
ABERDEEN SCHOOL DISTRICT**

This DATA SHARING AGREEMENT (the “Agreement”), is made this 30th day of May, 2019 (“Effective Date”), by and between **Washington School Information Processing Cooperative** (“WSIPC”), **School Data Solutions** (“SDS”) and **Aberdeen School District** (“District”).

WHEREAS:

WSIPC and SDS wish to engage with the district to establish conditions, safeguards, and requirements under which WSIPC and its sub-contractors, SDS and its sub-contractors, and the District agree to exchange information to each other and ensure the confidentiality and security of all data provided and received under this Agreement. It is understood that the District’s data may include confidential and private student and staff information.

In consideration of foregoing, and of the mutual covenants contained herein, the receipt and sufficiency of which are hereby acknowledged, each party agrees as follows:

A. Definitions

1. **Validation Report(s):** Data reports that disclose the results of a Data Migration Run used to transform the data from the Skyward SMS 2.0 database to the Skyward Qmlativ database. These reports will include data from SMS 2.0 database tables and Qmlativ database tables to confirm if data was loaded successfully, transformed in error or missing.
2. **Confidential Information:** Personally identifiable education records, as defined in the Family Educational Rights and Privacy Act (FERPA), 20 U.S. C. 1232g, and its implementing regulations in 34 C.F.R. Part 99, that are exempt from public disclosure pursuant to RCW 42.56, Washington Statutes; and information that is otherwise confidential under Washington law.
3. **Disclosing Party:** The party disclosing data.
4. **Receiving Party:** Party receiving data.
5. **Student Records Laws:** The Family Educational Rights and Privacy Act (FERPA) and 20 U.S.C § 1232g; 34 CFR Part 99.

B. Provision of Data:

1. Within thirty (30) days of signing this Agreement, the Parties will agree to an outlined work plan that will specify the files to be exchanged, the timing of the exchange, and the results that are expected.

C. Data Access

1. **Purpose:** The data to be covered in this Agreement includes all data stored by the District required to migrate to the Skyward Qmlativ product from the SMS 2.0 product. This data will be used in Validation reports provided by SDS and used by WSIPC, the supporting ISC (Information Service Center), and the District.

2. **WSIPC and SDS Access Limits:** Access to view or use the data is granted by the District to WSIPC, and SDS to extract data to load into the Validation Reports.

Any other use of this data is unauthorized and strictly prohibited.

3. **Open Database Connectivity (ODBC) and Java Database Connectivity (JDBC):** All Parties acknowledge that allowing the ODBC/JDBC access required for Validation Reports allows the Parties access to all data contained within the District's SMS 2.0 database and the Qmlativ database. The ODBC/JDBC connection to both the SMS 2.0 and Qmlativ databases provides access to the 2100+ tables within each database. It provides access to personal information such as, social security numbers, banking information, other personally identifiable information including, financial information of the district and of individuals contained within the database.

4. **Confidential Information:** WSIPC and SDS shall protect the confidentiality of all information provided by the District pursuant to this Agreement by adopting and implementing effective physical, electronic, and managerial safeguards against unauthorized access to and unauthorized disclosure of such information that meet or exceed current industry standards.

- a. Access to the information provided by the District will be restricted to only those authorized staff, officials, and agents of SDS and WSIPC who need it to perform their official duties in the performance of work that requires access to the information.
- b. SDS will securely store the information in an area that is safe from access by unauthorized persons during duty hours as well as non-duty hours or when not in use.
- c. SDS will secure and protect the information in a manner that prevents unauthorized persons from retrieving the information by means of computer, remote terminal, or other means.
- d. SDS shall take precautions to ensure that only authorized personnel and agents are given access to on-line files containing confidential information.
- e. SDS shall instruct all personnel, subcontractors, and agents with access to the information regarding the confidential nature of the information, the requirements

of the Limitation on Access and Use and Safeguards against Unauthorized Access, and the sanctions specified in federal and state laws against unauthorized disclosure of information covered by this Agreement.

5. **Data:** All data provided by the District will remain the property of the District, and will be returned to the District or destroyed when this agreement is terminated. The data will not be duplicated or re-disclosed without the prior written authority of the District.

Neither WSIPC nor SDS assumes any liability for the accuracy of the data provided by the District.

D. Confidentiality, Security, Privacy Rights, and Public Access

1. The Parties acknowledge that, during the term of this Agreement, certain confidential information of a special and unique nature may be disclosed to each other. Accordingly, each Party must protect confidential and exempt records received from the other Party in a manner that will not permit the personal identification of a student or his or her parent by persons other than those authorized to receive the records.
2. To the extent authorized by law, each Party covenants and agrees that neither it nor its employees shall at any time during or following the term of this Agreement, either directly or indirectly, (a) disclose, or allow to be disclosed, to any person, organization, or entity in any manner whatsoever any confidential information for any purpose whatsoever, except as strictly necessary to perform its duties as specified in this Agreement. Each Party shall restrict disclosure of confidential information to its employees with a need to know such information in order to perform its duties as specified in this Agreement and shall advise such employees of their obligations with respect to the confidential information and the potential sanctions for violation thereof. Each party shall protect the other Party's confidential information using the same standard of care it uses to protect its own confidential and proprietary information, but in any event not less than a reasonable respective agency's information security policies.
3. A party shall immediately notify the other Party in writing in the event of any unauthorized use or disclosure of confidential information and assist in remedying such unauthorized use or disclosure, as requested by the Party whose information has been disclosed (which shall not limit other remedies provided herein or by applicable law). The party whose confidential information has been disclosed, in addition to and not in limitation of any of the rights, remedies or damages available to it by law or in equity, shall be entitled to a temporary or permanent injunction to prevent or restrain further breach by the other Party.
4. All confidential information shall be and remain the property of the disclosing Party notwithstanding the subsequent termination of this Agreement. The receiving Party shall, within ten (10) days of the disclosing Party's written request, destroy all data using a method designed to ensure confidentiality and permanently delete such confidential information from any computer hardware, media or other equipment.
5. All data will be transferred and maintained in a secure manner in accordance with all applicable federal and state requirements relating to privacy and confidentiality including, but not limited to, U.S.C. section 552(A) (The Privacy Act of 1974, Public Law 93-579). Automated records shall be stored in secured computer facilities with strict Automatic Data Processing

(ADP) controls, protecting access to confidential information to those with access authorization.

6. Each Party acknowledges that it has a responsibility to perform its responsibilities in accordance with the Federal Family Educational Rights and Privacy Act (FERPA) and 20 U.S.C. Section 1232g, as implemented by regulations of the U.S. Department of Education, 34 CFR Part 99. These federal statutes and regulations are hereinafter collectively referred to as “student records laws.”

7. The Parties agree that each file created from District data may include personally identifiable information from “education records” as defined in 20 U.S.C. Section 1232g(a)(4)(A).

8. Under no circumstances shall the receiving Party disclose personally identifiable information received from the disclosing Party under this Agreement as to a student to any third Party except as provided by FERPA and by the Revised Code of Washington (RCW) and in accordance with this Agreement.

9. The Parties agree that each Party shall, within one day of discovery, report to District any use of disclosure of covered data and information not authorized by the agreement to the District.

E. Duration

Term: This Agreement shall commence upon the date of the first Data Migration Tool (DMT) run for migration validation, and continue three (3) months after the Go Live Date.

1. **Termination for Cause:** The District may terminate this Agreement at any time prior to the date of completion if it has been determined that WSIPC or SDS has failed to comply with the conditions of this Agreement. The District will immediately notify WSIPC in writing of the termination, including reasons for termination together with the effective date of termination.

In case of termination, the confidential information provided by the District shall be returned to the District, or destroyed on or before the date of termination.

2. **Indemnification:** Each party to this Agreement shall be responsible for any and all acts and omissions of its own staff, employees, agents, and independent contractors. Each party shall furthermore defend and hold harmless the other parties from any and all claims, damages, and liability of any kind arising from any act or omission of its own staff, employees, officers, agents and independent contractors.

F. Contact Information

The following designated individuals will conduct the administration and technical direction of the Agreement for the Parties:

Washington School Information Processing Cooperative:

Marty Daybell, Executive Director

WSIPC

2121 West Casino Road

Everett, WA 98204-1472

Phone: 425-349-6610

Email: mdaybell@wsipc.org

School Data Solutions:

Joe Tansy, President

703 W 7th Avenue

Spokane, WA 99204

Phone: 509-688-9536

Email: joe@schooldata.net

District: Aberdeen School District

Name: Alicia Henderson

216 N G Street

Aberdeen, WA 98520-5297

Phone: 360-538-2000

Email: ahenderson@asd5.org

G. Notices

1. All notices under this Agreement must be provided to the authorized official identified in Section F.

H. Miscellaneous

1. This Agreement contains the entire understanding between the Parties hereto and supersedes any prior understanding, agreements or representations, written or oral, relating to the subject matter hereof.
2. Whenever possible, each provision of this Agreement shall be interpreted in such a manner as to be effective and valid under applicable law but if any provision of this Agreement is held to be invalid, illegal or unenforceable under any applicable law or rule, the validity, legality and enforceability of the other provision of this Agreement will not be affected or impaired thereby.
3. This Agreement and the rights and obligations of the Parties hereunder shall not be assignable, in whole or in part.
4. No provision of this Agreement may be modified, amended, waived or terminate except by an instrument in writing signed by the Parties to this Agreement. No course of dealing

between the Parties will modify, amend, waive or terminate any provision of this Agreement or any rights or obligations of any Party under or by reason of this Agreement.

5. No delay on the part of either Party in exercising any right hereunder shall operate as a waiver of such right. No waiver, express or implied, by either Party of any right or any breach by the other Party shall constitute a waiver of any other right or breach by the Party.

IN WITNESS WHEREOF, the parties to this Agreement have caused this Data Sharing Agreement to be duly executed, delivered and effective as of the Effective Date.

WSIPC

DocuSigned by:

Nancy Walsh

By: AB8A52B1D9B74E4...

Name: Nancy Walsh

Title: Chief Financial Officer

Date: 5/23/2019

Aberdeen School District

DocuSigned by:

Alicia Henderson

By: 50A2A6A21593400...

Name: Alicia Henderson

Title: Superintendent

Date: 8/28/2019

School Data Solutions

DocuSigned by:

Joe Tansy

By: 2D5E5401F7184B4...

Name: Joe Tansy

Title: President

Date: 5/23/2019

Teaching and Learning Report September 2019



*Our Children,
Our Schools,
Our Future*

Multi-Tiered Systems & Supports

Academic

- + Science
 - Adoption
 - Pacific Education Institute
- + Computer/Science Grant
 - K – 3 Coding Funding
- + Math Review
 - K – 8
- + Imagine Learning (Math, Language & Literacy, Math Facts, Reading & Assessments)
 - Available to all students
- + Edgenuity (Formerly Odysseyware)

Behavior/Social-Emotional Learning

- + Tier II Focus
 - Strategies/Curriculum to support students
 - Site Team Training Focus
- + Character Strong
- + Behavioral Health Resources Partnership
- + Positive Behavior Interventions & Supports (PBIS)
- + Counselor Roles - Elementary

Technology/Digital Teaching and Learning

- + Student Chromebooks
 - McDermoth, Stevens, & Robert Gray
- + Staff Insurance
- + Updated Acceptable Use Policy
- + Intercom System
- + Miller Update

Other

- + Clock Hours
- + New Teacher Training
- + Health Review
- + Trimester Review



This Memorandum of Understanding (MOU) is made and entered into between:

Capital Region Educational Service District 113 (CRESD113)

6005 Tye Drive SW · Tumwater, WA 98512

&

Aberdeen School District

216 North G Street Aberdeen, WA 98520

PURPOSE

The purpose of this MOU serves to document the agreement between Capital Region ESD 113 (CRESD) and Aberdeen School District (ASD) whereas CRESD provides up to two days (or equivalent) of instructional coaching services per month to ASD from September 2019 through June 2020, while ASD provides access to and use of an office to CRESD for use by Daniel Kent, CRESD Regional Math Coordinator, from September 2019 through June 2020.

MUTUAL UNDERSTANDINGS

It is mutually agreed upon and understood by and among both parties that:

This MOU is effective September 1, 2019 and ends on June 30, 2020.

CRESD's Daniel Kent, Regional Math Coordinator, will provide up to two days (or equivalent) of instructional coaching services to ASD staff and schools per month for the duration of the MOU. This work will be coordinated among Daniel Kent, Carrie Black (CRESD Regional Math Administrator), Russell Rice, and Traci Sandstrom or ASD designee.

ASD will

- Provide access to (e.g. alarm code, key, etc.) and use of an office at the Stewart Building or other designated district office location for the Regional Coordinator
- Provide network services and permissions to the Regional Coordinator so the coordinator can perform the duties of the position
- Provide custodial service commensurate with the services provided to others in the same building (e.g. garbage and recycle collection)

The direction of the instructional coaching services provided by Daniel Kent will be determined among Daniel Kent, Carrie Black, Russell Rice, and Traci Sandstrom or ASD designee.



Educational Service District 113
My Partner for Learning Solutions

Instructional coaching services provided in excess of two days (or equivalent) per month will be subject to charge, and this charge will be negotiated between the CRESD designee and ASD designee, currently Russell Rice (CRESD Director of Teaching & Learning) and Traci Sandstrom (ASD Director of Teaching, Learning & Technology).

Capital Region ESD 113 (CRESD113)

Aberdeen School District (ASD #5)

Signature: 

Signature: _____

Date Signed: 8/29/19

Date Signed: _____

Print Name: Andrew Eyres

Print Name: Alicia Henderson

Title: Assistant Superintendent

Title: Superintendent

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

(hereinafter referred to as ASD #5)

216 North "G" Street
Aberdeen, WA 98520

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

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

I. DUTIES OF YMCA

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

- A. The general objectives(s) of this contract shall be as follows:
 - Provide staffing and support for implementation of the 21st Century programs at Miller Junior High, AJ West Elementary School, McDermoth Elementary School and Robert Gray Elementary School in accordance with the 21st Century grant guidelines and approved application for ASD #5

- B. In order to accomplish the general objectives(s) of this agreement, YMCA shall perform the following specific duties:
 - Provide a Program Coordinator to recruit, hire, oversee and train YMCA staff working in the 21st Century programs; preference will be given to current Aberdeen School District staff when hiring for programming in their respective buildings.
 - Administer background checks on all YMCA 21st Century program staff members.
 - Provide a list of all staff hired for 21st Century positions to the Aberdeen School District Personnel office by October 1st, updated as needed throughout the remainder of the school year.
 - Collaborate with the 21st Century Grant Administrator, District Director and Site Coordinators regarding staffing, schedules and activities.
 - Plan academic enrichment activities for each site in accordance with the 21st Century grant application.
 - Provide academic assistance and recreation/enrichment activities for the minimum time requirements per the 21st Century grant application.

- Assist with snack and meal distribution provided through the USDA Snack program.
 - Collaborate with the 21st Century Grant Administrator and District Director to plan for and host the summer program per the 21st Century grant application.
- C. The time schedule for completion of YMCA's duties shall be within the program dates:
- School Year: September 28, 2019 – June 4, 2020
 - Summer: 20 days to conclude by August 21, 2020

II. DUTIES OF ASD #5

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

- A. Except for expressly provided herein, expenses necessary to YMCA's satisfactory performance of this agreement shall be invoiced to ASD #5 on the first day of each month; the total amount billed for the duration of this contract to fulfill said obligations shall not exceed \$241,446.00. The final billing will be dated August 31, 2020 or before.
- B. ASD #5 will provide a Grant Administrator, the District Director, certified teachers who will instruct during the specified tutoring time at Miller Junior High School, a Site Coordinator for each program site and food service support staff to plan and prepare any food at each site to be distributed in the 21st Century programs.
- C. ASD #5 will provide facilities, curriculum and program supplies for 21st Century programming during the school year.
- D. Transportation will be provided after the programs for students enrolled in the 21st Century programs at Miller Junior High, Robert Gray Elementary and McDermoth Elementary Schools.
- E. ASD #5 will ensure an enrollment procedure is in place for students to access 21st Century programs in accordance with 21st Century reporting requirements including daily attendance procedures, sign-in/sign-out procedures and withdrawal procedures aligned with district policies.

III. PROHIBITION AGAINST ASSIGNMENT

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

IV. INDEPENDENT CONTRACTOR STATUS

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

V. INDEMNIFICATION

To the fullest extent permitted by law, YMCA agrees to defend, indemnify and hold harmless ASD, its directors, volunteers, students and employees from and against all expenses, damages, losses, claims, and liabilities, direct, indirect or consequential (including attorney fees incurred on such claims and in proving the right to indemnification), arising out of or resulting from the acts or omissions of YMCA or the operation of the 21st Century program at ASD.

Similarly, ASD agrees to defend, indemnify and hold harmless YMCA, its directors, officers, and employees from and against all expenses, damages, losses, claims brought by third parties, and liabilities, direct, indirect, or consequential (including attorneys fees incurred) arising out of or resulting from the acts or omissions of ASD and/or its employees relating to the operation and use of the 21st Century program at Aberdeen High School.

VI. TERMINATION

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

VI. APPLICABLE LAW

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

I. 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.

II. EFFECTIVE DATE-DURATION

This Agreement shall commence on the 1st day of September 2019. This agreement shall terminate at midnight on the 31st day of August 2020, with the sole exception of Section V (Indemnification) which shall continue to bind the parties.

III. FEDERAL BACKUP WITHHOLDING INFORMATION

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

IV. CERTIFICATION REGARDING DEBARMENT, SUPERVISION, AND ELIGIBILITY

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

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

YMCA of GRAYS HARBOR

Franzine Potts, Executive Director/CEO Date

ABERDEEN SCHOOL DISTRICT #5

Alicia Henderson, Superintendent Date

INTERDISTRICT COOPERATIVE AGREEMENT

Regarding Operation of the Western Area Educational Cooperative for Twin Harbors, A Branch Campus of New Market Skills Center

THIS AGREEMENT is made and entered into this 23rd day of August, 2019 by and between Tumwater School District No. 33, the Host District for New Market Skills Center and Aberdeen School District No. 5, the Host District for the Western Area Educational Cooperative for Twin Harbors (herein after referred to as Twin Harbors), a branch campus of New Market Skills Center.

SECTION 1: BACKGROUND

The 2007 Washington State Legislature through passage of 2SSB 5790 authorized skills centers to conduct feasibility studies to explore opportunities to provide students in rural and remote areas with access to skill center programming through satellite programs and branch campuses. In 2008, New Market Skills Center completed and submitted a feasibility study to the Office of Superintendent of Public Instruction which determined that development of a skill center branch providing access to indentified selected high-demand occupations was a viable career and college preparation opportunity for students in Grays Harbor County.

SECTION 2: PURPOSE OF THE AGREEMENT

The purpose of this agreement is to establish the conditions for the creation of a branch campus of New Market Skills Center to be operated by the Western Area Educational Cooperative for Twin Harbors (Twin Harbors) in accordance with the Office of Superintendent Public Instruction's (hereinafter known as OSPI) WAC 392-600-010-8 (Skills Center Definitions).

SECTION 3: DURATION OF AGREEMENT

This agreement will be renewed from year to year for a period of not less than ten (10) years beginning with the operation of Twin Harbors in June 2010 subject to the provisions for withdrawal outlined in WAC 392-600-120 and contained herein. This agreement, annual renewal and revisions to this agreement shall be submitted to the OSPI's Department of Career and Technical Education (CTE).

SECTION 4: MUTUAL AGREEMENTS

The Tumwater School District, Aberdeen School District, and New Market Skills Center mutually agree to the following terms and conditions:

- A. Aberdeen School District #5 will establish Twin Harbors in accordance with Chapter 392-600 WAC.
- B. Aberdeen School District #5 will serve as the host district for Twin Harbors.
- C. As the host district, the Aberdeen School District will provide the site and facility for Twin Harbors, and will serve as the fiscal agent for all revenues and expenditures of Twin Harbors.
- D. Aberdeen School District will provide fiscal an operational management, including staffing and collection of student apportionment for Twin Harbors.

- E. All students served by Twin Harbors must meet the definition of a K-12 student. Twin Harbors will predominately serve high school juniors and seniors, and students who have not earned their high school diploma and have not reached the age of 21.
- F. Students from districts not participating in the Twin Harbors cooperative may be considered for enrollment on a space available basis. These may include students from school districts outside the Twin Harbors cooperative, private school students, home-schooled students, students who have completed or are currently enrolled in a GED program and out-of state students.
- G. School districts participating in the Twin Harbors cooperative shall be responsible for providing services directly to Twin Harbors. These shall include, but are not limited to:
 - 1) Transportation;
 - 2) Special education;
 - 3) Other noncore skill center needs of the student.
- H. Twin Harbors programs eligible for consideration and approval by OSPI shall be:
 - 1) Voluntary student enrollment;
 - 2) Tuition-free;
 - 3) Necessary for the express purpose of:
 - i. Providing educational programs not otherwise available;
 - ii. Avoiding unnecessary duplications of specialized or unusually expensive programs and facilities.
- I. All programs considered for offering by Twin Harbors will be reviewed and approved by the Twin Harbors and New Market Skills Center Administrative Councils prior to submission for approval by OSPI's Department of Career and Technical Education.
- J. Twin Harbors will remain a branch campus of New Market Skills Center until such time that it meets 150 FTE and/or other requirements of WAC 392-600-50. At such time that Twin Harbors meets the state requirement of 150 FTEs, the Twin Harbors Administrative Council may submit a request to OSPI to become a standalone skills center.
- K. Tumwater School District will assess the Aberdeen School District (Twin Harbors Host District) an annual supervision fee equal to one (1) percent of the total FTE state CTE apportionment for students attending Twin Harbors for the school year for costs incurred by the Tumwater School District and New Market Skills Center for provision of technical and administrative assistance, program coordination, and onsite supervision. New Market Skills Center will invoice the Aberdeen School District for the annual supervision fee at the end of each school year for the following:
 - 1) The New Market Skills Center administrator will provide a minimum of one (1) onsite visit per month to Twin Harbors to provide technical assistance to the Twin Harbor director/principal.
 - 2) Technical assistance will include, but is not limited to, branch campus administration and financing, OSPI reporting requirements, program management, curriculum development, and instructional delivery.

SECTION 5: ADMINISTRATIVE OVERSIGHT OF TWIN HARBORS

- A. Twin Harbors shall be responsible for forming an Administrative Council comprised of the Superintendents, or their designees, of the participating districts for Twin Harbors. An additional voting member shall be the President of Grays Harbor College or his/her

designee in the event a program(s) resides on the college campus, and the Director of New Market Skills Center as a non-voting member.

- B. The Superintendent of Aberdeen School District, the host district for Twin Harbors, shall preside over all meetings of the council.
- C. Duties of the Administrative Council as described in WAC 392-600-030 shall include:
 - 1) Establishing policies and procedures.
 - 2) Responsibility for equipment acquisition, equipment replacement, facility maintenance, and ongoing operation of the Twin Harbors to meet current industry and educational standards.
 - 3) Offering programs that are approved by the OSPI for career and technical education enhancement as defined in WAC 392-121-138 or provide basic support to students enrolled in Twin Harbors programs: Programs that are approved by OSPI for vocational enhancement shall provide a minimum of five hundred forty hours of instruction per year;
 - 4) Providing Twin Harbors programs that are less than the equivalent of three consecutive fifty-minute periods if offered as an extension of the student's one whole full-time equivalent-funded school year;
 - 5) Within three years from the date of approval from OSPI for operation of Twin Harbors establish a financial plan, including the operation and capital funds which will contribute to the ongoing site, facility, equipment, and maintenance and operation of the skill center to be reviewed annually;
 - 6) Serve the majority of Twin Harbor student enrollment at its primary campus. If Twin Harbors serves or intends to serve less than a majority of students at its primary campus, the council shall submit a waiver request to the OSPI Department of Career and Technical Education.
- D. The duties of the council will include receiving recommendations and make decisions regarding budgets, rules and regulations of operations, and other pertinent information from participating districts' staff, citizens, boards of directors, Twin Harbor's staff, the General Advisory Council, and others with concern for the Twin Harbors cooperative and its operations.
- E. Further, the Twin Harbors Administrative Council will provide the Superintendent of the Aberdeen School District with guidance for management decisions and for issues, which must be presented to the host district Board of Directors. The Aberdeen School District Board of Directors has the final authority on all matters concerning Twin Harbors unless otherwise provided in this agreement.

SECTION 6: RIGHTS AND OBLIGATIONS OF TWIN HARBORS HOST DISTRICT

As host district for Twin Harbors, the Aberdeen School District agrees to the following terms and conditions:

- A. Hiring a director/principal as administrator of Twin Harbors: The Twin Harbors director/principal will report to the Superintendent or his/her designee of the host district;
- B. Hiring of Twin Harbors instructional staff;
- C. Report and claim FTE apportionment pursuant with WAC 392-121-136;
- D. Assume responsibility for verifying and reporting of P-223 and P-223H data directly to OSPI.
- E. Ensure that students enrolled in classes at Twin Harbor and at a participating high school are reported for a **maximum combined 1.6 FTE**. A student's resident high school FTE cannot exceed 1.00 and the student's skills center FTE cannot exceed 1.0 (WAC 392-121-

136). The Aberdeen School District and the student's resident school district shall collaborate to ensure that the student is not reported for more than the allowable FTE.

- F. Assist the Twin Harbors director in forming a General Advisory Council (GAC). The GAC shall:
- 1) Serve the primary function of an advisor to the director of Twin Harbors for the operations of the Twin Harbors;
 - 2) Adopt bylaws, which shall reflect the composition of the GAC;
 - 3) Be responsible for making recommendations concerning program, rules and regulations, and operational procedures as related to Twin Harbors;
 - 4) Receive information and will provide advice on any recommendations received from staff and patrons of the districts in the cooperative as well as from other advisory committees as outlined in their bylaws.
- G. The Aberdeen School District will be responsible for the facilities, furnishings and equipment for any/all Twin Harbors' programs.

SECTION 7: INDEMNIFICATION AND INSURANCE

- A. The Aberdeen School District and Twin Harbors indemnifies and agrees to defend and hold harmless the Tumwater School District and New Market Skills Center, and all of its affiliates, directors, trustees, officers, agents and employees, from and against any and all claims, demands, damages, losses, actions, costs, expenses and liabilities of whatever nature, including, without limitations, all court costs and reasonable attorney's fees, which may arise from the operation and actions of Twin Harbors.
- B. Twin Harbors will procure and maintain in force during the term of this agreement, at its sole cost and expense, insurance to protect it against liability arising from any and all negligent acts or incidents caused by the Twin Harbors faculty members and students. Coverage under such professional and commercial general liability insurance will not be less than \$5,000,000 for each occurrence and \$10,000,000 in the aggregate. Twin Harbors will maintain workers' compensation insurance as required by law for all of its employees. Twin Harbors shall name Tumwater School District and New Market Skills Center as an Additional Insured. A certificate of insurance will be provided to Tumwater School District prior to the beginning of each school year including the Additional Insured Endorsement.

SECTION 8: FINANCING ARRANGEMENTS FOR TWIN HARBORS

- A. The Twin Harbors Administrative Council shall request capital funding for the Twin Harbors facilities construction and/or renovation through the Aberdeen School District and in compliance with RCW 28A.245.030, Revised guidelines for skills center – Satellite and branch campus programs – Capital plan- Studies-Master Plan-Rules.
- B. Should facilities construction or renovation of facilities be necessary, the Twin Harbors Administrative Council will initiate a request through the Aberdeen School District to OSPI School Facilities and Organization, for a capital plan for predesign, design and subsequent capital construction by May 1st of each year.

SECTION 9: DISPUTE RESOLUTION

- A. It is hereby agreed that whenever an issue arises between Tumwater School District, New Market Skills Center and Twin Harbors concerning this agreement, it shall be resolved in accordance with the following procedures:

- 1) The matter will be presented to the Twin Harbors and New Market Skills Center Administrative Councils.
 - 2) If the matter is not resolved, it shall be submitted to the Boards of Directors of the Aberdeen and Tumwater School Districts
 - 3) If the matter is still not resolved, a committee will be appointed by OSPI and the recommendation of this committee will be binding to all parties. The committee would consist of a representative from each of the parties and a neutral party.
- B. It is hereby agreed that whenever an issue arises between Twin Harbor member districts concerning the operation or program offerings at Twin Harbors, it shall be resolved in accordance with the following procedure:
- 1) The matter will be presented to the Twin Harbors Administrative Council.
 - 2) If the matter is not resolved, it shall be submitted to the Administrative Council of New Market Skills Center who shall advise the Twin Harbors Administrative Council on such matter.
 - 3) If the matter is still not resolved, it shall be submitted to the Board of Directors of the Aberdeen School District.
 - 4) If the matter is still not resolved, a committee will be appointed by OSPI and the recommendation of this committee will be binding to all parties.

SECTION 10: WITHDRAWAL AND DISSOLUTION

It is hereby agreed that Twin Harbors cannot withdraw from this agreement without a minimum of one year's notice to the New Market Skills Center Administrative Council, Tumwater School District and OSPI in accordance with WAC 392-600-010.

SECTION 11: OUTSIDE ASSISTANCE

Twin Harbors may receive assistance from other sources provided no conflict of interest or residual obligations exist.

SECTION 12: ASSIGNMENT/WAIVER/SERVERABILITY

No rights or responsibilities required and authorized by this Agreement can be assigned by any party hereto unless otherwise allowed in this Agreement. No provision of this Agreement, or the right to receive reasonable performance or any act called for by its teams, shall be deemed waived by a breach thereof as to the particular transaction or occurrence.

If any term or condition of this Agreement or application thereof to any person or circumstance is held invalid, such invalidity shall not affect other terms, conditions, or applications of this Agreement that can be given effect without the invalid term, condition, or application; to this end the terms and conditions of this Agreement are declared severable.


SECTION 13: AMENDMENTS

This agreement may be amended by mutual agreement of all districts party hereto.

SECTION 14: SIGNATURES

By signing below, each party affirms that this Agreement has been approved by his/her Board of Directors or he/she has been given authority by such Board to enter into this Agreement. If this approval is provided through a resolution, a copy of said resolution will be attached hereto.


IN WITNESS THEREOF, the parties have hereunto set their hands:

 Date 8/23/2019

Sean Dotson, Superintendent
Tumwater School District No. 5
621 Linwood Avenue
Tumwater, WA 98512

_____ Date _____

Alicia Henderson, Ph.D., Superintendent
Aberdeen School District No. 5
216 North G Street
Aberdeen, WA 98520

 Date August 23, 2019

Kris Blum, Executive Director
New Market Skills Center
7299 New Market Street SW
Tumwater, WA 98501

**CONTRACT FOR EARLY INTERVENTION SERVICES
BETWEEN
ABERDEEN SCHOOL DISTRICT
AND SOUTH SOUND PARENT TO PARENT SUPPORT PROGRAM OF THURSTON
COUNTY**

Effective beginning July 1, 2019 through August 31, 2020

In consideration of the promises contained herein, the Aberdeen School District hereinafter referred to as "District", and South Sound Parent to Parent Support Program of Thurston County, a [501c3, e.g. not for profit Washington corporation, etc.] herein referred to as "Parent to Parent" mutually agree as follows:

Nature and Purpose

The purpose of this agreement is that South Sound Parent to Parent will ensure the provision of services in accordance with the terms and conditions specified in the 1) Individuals with Disabilities Education Act (IDEA), Early Intervention (Part C), Federal Regulations 34CFR303, the 2) Washington State Infant Toddler Early Intervention Program Application for Federal Assistance (2003-2006) and 3) Chapter 170-400 WA Administrative Code (WAC) Early Support for Infants and Toddlers. These services will be provided to children and families who reside within the District's boundaries, and who qualify under Part C of IDEA.

Services Provided

Parent to Parent

South Sound Parent to Parent is a contracting agency which has the appropriate licensure (i.e., Birth -3, DSHS Health and Safety Requirements) to ensure the provision of services for children with disabilities. South Sound Parent to Parent represents and warrants the District that it will ensure the provision of early intervention services, under Part C of the Federal IDEA.

South Sound Parent to Parent will ensure the child's eligibility in accordance with Part C.

Employees and contracted workers of South Sound Parent to Parent who provide early intervention under this agreement shall meet all requirements of the law applicable to persons providing such services, including laws pertaining to criminal background checks and fingerprints, and shall hold any state license, certification, or registrations required under State Application for the profession or discipline in which the person is providing the early intervention services. South Sound Parent to Parent will also not assign any employees to work on its behalf under the Agreement if the employee has been convicted of any crimes listed in RCW 28A.400.322 and any failure to comply with this requirement shall be grounds for immediate termination of this contract under RCW 28A.400.330.

In collaboration with the family and the Family Resources Coordinator (FRC), South Sound Parent to Parent will ensure the provision of appropriate early intervention services even if such provision would require sub-contracting with other agencies.

Aberdeen School District

The District shall maintain the overall administrative responsibility for managing the duties associated with the state's count of eligible students (P223H) for accessing state special education dollars.

The District shall provide a school representative who shall serve as the liaison between the District and South Sound Parent to Parent during the Transition Conference no less than 150 days prior to a child's third birthday.

The District shall provide an office professional to access the ESIT Data Management System in order to track enrolled students in order to submit the monthly P223H for OSPI Part C funds.

Fees

The District shall flow through all funds received for the enrolled students receiving services less a 5% per student fee. The flow through of such funds are the sole source of compensation the District is obligated to pay South Sound Parent to Parent under this agreement. The estimated annual allocation per child is \$ _____ (\$ _____ - _____ (5%)) subject to adjustment based on the actual funds the District receives and has an obligation to flow through as provided herein. South Sound Parent to Parent will provide the District with a monthly billing and current IFSPs by the end of each month. The billing amount will be based on the annual amount calculated by the Office of Superintendent of Public Instruction and reported on the district's 1197 report. Monthly payments will be billed as a percentage of the annual allotment to match the percentages in the Accounting, Budgeting, and Financial Reporting Handbook. Monthly billing statements can include retroactive billing for children who should have been identified on the previous month's billing but were not included if the student was served and is reportable on the District's P223H for that month, except that the District shall not be obligated to remit payment greater than the flow through funds received from the state less a 5% per student fee. The District will not approve retroactive bills for children omitted for more than one month. The District shall remit payment to South Sound Parent to Parent in a timely fashion.

Transition for Individual Children

South Sound Parent to Parent's director or designee shall work with the person designated by the District to organize and implement the services provided under this contract.

South Sound Parent to Parent shall maintain accurate and complete records of its program conducted pursuant to this contract. For each child enrolled under this agreement, these records shall include, but not be limited to:

Documentation of eligibility

Current IFSP

Evidence of Enrollment

Evidence of provision of services

South Sound Parent to Parent agrees to submit all written records to the District as mutually agreed upon. The District shall also have the right to audit all records at a time mutually convenient to the parties.

South Sound Parent to Parent will assist the District in providing any additional information required by OSPI.

South Sound Parent to Parent shall provide the District written copies of its current health and safety compliance documents when requested. South Sound Parent to Parent shall notify the District in writing, upon request, of any locations where it regularly provides services to children under this Agreement, with the exception of a child's residence, and warrants that the physical condition and available facilities on premises, the adult to child supervision staffing ratios, and other health and safety conditions comply with all applicable licensing requirements. South Sound Parent to Parent warrants it is (will be) in compliance with state and federal regulations governing its status as an employer and provider of services, with regard to not discriminate on the basis of race, creed, color, national origin, sex, sexual orientation, or presence of any sensory, mental, or physical disability, age, or marital status or other protected categories under chapter 49.60 RCW.

South Sound Parent to Parent agrees to provide a gun-free, smoke-free and drug-free place of business.

South Sound Parent to Parent, by submission of this proposal, certifies that neither it nor its principals are presently disbarred, suspended, proposed for disbarment, declared ineligible, or voluntarily excluded from participation in this transition by a Federal department or agency.

South Sound Parent to Parent will obtain necessary evaluations in all areas of development as defined by Part C regulations.

South Sound Parent to Parent FRC will contact the district designee no less than 6 months prior to the child's 3rd birthday to begin Transition Planning. South Sound Parent to Parent FRC will schedule a Transition Conference with a district designee, FRC and parent no later than 150 days prior to the child's 3rd birthday.

Terms and Modifications of Agreement

This agreement shall be effective beginning July 1, 2019 and continue through August 31, 2020. It may be reviewed, altered, extended, only by mutual written agreement of the parties. Either party may terminate this Agreement at any time for their own convenience, without cause and without penalty, by giving the other party thirty (30) days advance written notice of termination.

Dispute Resolution

The parties agree that before commencing any legal action, any dispute between them shall be submitted to mediation by Sound Options following efforts to resolve the dispute by the parties involved. When mediation is sought, the parties do hereby commit to cooperate in the completion of mediation and to equally share the costs of the mediator, if any.

The parties agree to indemnify and hold each other and all officers, employees, agents, representatives and contractors harmless against any and all actions, claims and demands whatsoever that may result from any negligence or other acts or omissions done by a respective party or its agents.

Insurance

South Sound Parent to Parent shall procure and maintain for the duration of the Contract, insurance against claims for injuries to persons or damage to property, which may arise from or in connection with the Contract for Early Intervention Services.

South Sound Parent to Parent shall at all times of this Agreement carry Commercial General Liability for a limit of not less than \$1,000,000 per Occurrence with a \$3,000,000 Annual Aggregate. Umbrella or Excess liability for not less than \$1,000,000 per occurrence. Commercial Auto Liability including Hired and Non Owned Auto liability of not less than \$1,000,000. Agency shall name the North Thurston Public Schools as an Additional Insured on the Commercial General Liability and Excess Liability policies. The Agency will provide a Certificate of Insurance with Additional Insured endorsement to the District prior to commencement of the services covered under this contract.

South Sound Parent to Parent will maintain Workers Compensation Coverage for its employees as required by law.

South Sound Parent to Parent is solely responsible for the payment of all payroll taxes (including but not limited to FICA, FUTA, federal income tax withholding, workers' compensation, and state unemployment compensation) on behalf of all persons providing services pursuant to this contract. South Sound Parent to Parent shall maintain any and all business and other required licenses. The District reserves the right to require annual certification of Contractor's compliance with the perms of this paragraph.

Suspension and Debarment

Federal Executive Order (E.O.) 12549 "Debarment and Suspension" requires that all contractors receiving individual awards, using federal funds, and all sub-recipients certify that the organization and its principals are not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency doing business with the Federal Government. The Agency signature certifies that neither you nor your principal is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

Aberdeen School District

Contracting Agency (South Sound Parent to Parent)

Name



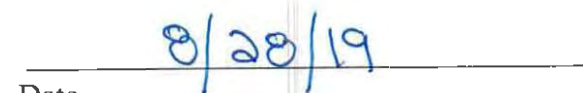
Name

Title



Title

Date



Date



*Our Children,
Our Schools,
Our Future*

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: The HELLO Foundation

Term: August 1, 2019 – July 31, 2020

Services Provided: SLP

Hours: not to exceed 1448 hours

RATE & PAYMENT DETAILS:

Contracted Employee: Susan Ashbury

Position: SLP

(Example: OT, PT, PTA, SLP)

Bill Rate: \$ 85/hour

Payment: Invoices submitted by the 5th of the month, paid after the 2nd Board meeting of the month

ADDITIONAL INFORMATION:

Comments:

There will be 9-10 travel weeks (approximately 1 per month); each travel week consists of 4-5 travel days to be compensated at a rate of \$168/day.

VENDOR:

ABERDEEN SCHOOL DISTRICT

By: 

By: _____
Superintendent or Designee

Date: 8/26/2019

Date: _____

CERTIFICATED

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Ryan Johnson	McDermoth/District	P.E. Teacher/Highly Capable Teacher	08/28/19

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

<u>Name</u>	<u>Location</u>	<u>Position: To</u>	<u>From:</u>	<u>Effective Date</u>
John Crabb	Central Park Elementary	Principal	Principal.5/Title Lap .5	08/23/19

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Richelle Vining-Gonzalez	Aberdeen High School	Counselor	09/02/19

CLASSIFIED

RECALLS: We recommend the Board approve the following classified recalls:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Robert Burton	Aberdeen High School	Para-educator	08/28/19
Lynn Fletcher	Hopkins	Para-educator	08/28/19

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

<u>Name</u>	<u>Position</u>	<u>To:</u>	<u>From:</u>	<u>Effective Date</u>
Teresa Glasscock	Food Service Worker	Robert Gray Elementary	Miller Jr. High School	08/28/19

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

<u>Name</u>	<u>Location</u>	<u>Position: To</u>	<u>From:</u>	<u>Effective Date</u>
Jennifer Dean	A. J. West Elementary	Food Service Worker	Para-educator	08/29/19
Amy Moyer	Robert Gray Elementary	LRC Technician	Para-educator	08/28/19

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Dawn Borns	Robert Gray Elementary	Para-educator	09/24/19-10/31/19

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Nissa Hunley	Administration	Student Helper	08/19/19
Jack Traxtle	Miller Jr. High School	Para-educator	08/23/19
Amy Beardmore	Hopkins	Para-educator	08/19/19
Dorothy Freye	A. J. West Elementary	Food Service Worker	08/19/19

CLASSIFIED (Continued)

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>
Zachary Carpenter	Aberdeen High School	Football – Assistant Coach	08/21/19
Andres Cisneros-Cornejo	Miller Jr. High School	Football – Assistant Coach	08/30/19

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Alexis Miranda	Miller Jr. High School	Wrestling – Assistant Coach	08/28/19
Steve Reed	Miller Jr. High School	Wrestling – Assistant Coach	08/29/19

Substitute Classified Resignations:

Claudia Hernandez – Effective 08/16/19