

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

Regular Meeting of the Board of Directors
Community Room, Aberdeen High
School January 15, 2019

AGENDA

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

Flag Salute

[Consent Agenda](#)

1. Minutes
2. Accounts Payable
3. Gift to the District
4. Trip Request

Comments from Board Members

Comments from Student Representative

Comments from the Audience

Old Business

1. Auditorium

Superintendent's Report

1. [School Board Recognition](#)
2. [Budget Advisory Committee](#)
3. 2018-2019 Focus Areas
4. A.L.I.C.E. Drill
5. Retreat Schedule
6. Stevens Task Force
7. WSSDA Legislative Conference

Financial Services

1. [Fiscal Status Report](#)
2. [Year-End Financial Report](#)
3. [Miller Modular Building](#)
4. [Heating Services Contract](#)

Board Meeting Agenda

January 15, 2019

Athletics and Activities

1. [Athletic Director's Report](#)

New Business

1. [Policy 2000 Series](#)
2. [Resolution 2019-01 180-Day Waiver for Grade Configuration](#)
3. [Resolution 2019-02 180-Day Waiver for Parent Conferences](#)
4. [Contract with Bates Technical College](#)
5. [Contract for Special Education Services](#)
6. [Surplus Library Materials and Technology](#)
7. [Correspondence from Cosmopolis](#)
8. Next Meeting

Comments from the Audience

Executive Session

1. [Personnel Matters](#)
2. Superintendent Mid-Year Evaluation

ADJOURN

ABERDEEN SCHOOL DISTRICT NO. 5
BOARD INFORMATION AND BACKGROUND

January 15, 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 December 15, 2018, are enclosed for your review and approval.
2. Accounts Payable – December payroll and accounts payable are enclosed for your review and approval.
3. Gift to the District – The FFA at Aberdeen High School has received a \$500 donation from Darrell and Elaine Lokken through the Grays Harbor Community Foundation.
4. Trip Requests – Central Park Elementary School is requesting permission for K-2 students to travel to Olympia for a visit to the Hands On Children’s Museum on February 8.

Comments from Board Members

Comments from Student Representative

Comments from the Audience

Old Business

1. Auditorium – Discussion of the request to consider renaming the Auditorium.

Superintendent’s Report

1. School Board Recognition – January is School Board Recognition Month. At this time, Superintendent Henderson will take a few moments to recognize our Board members and share a proclamation from Gov. Jay Inslee. [Enclosure 2](#)
2. Budget Advisory Committee – Superintendent Henderson will report on the work and recommendations of the Budget Advisory Committee. [Enclosure 3](#)
3. 2018-2019 Focus Areas – Superintendent Henderson will provide an update on the five focus areas for 2018-2019.
4. A.L.I.C.E. Drill – Superintendent Henderson will provide an update on plans for A.L.I.C.E. training (Alert, Lockdown, Inform, Counter, Evacuate) for staff in the District.
5. Retreat Schedule – Superintendent Henderson will discuss possible dates for a mid-year retreat.

Board Information
January 15, 2019

6. Stevens Task Force – Superintendent Henderson will discuss an update planned for the Stevens Task Force regarding planning and timeline for a new Stevens Elementary School.
7. WSSDA Legislative Conference – A reminder that the annual WSSDA Legislative Conference is scheduled for February 10-11.

Financial Services

1. Fiscal Status Report – Executive Director of Business and Operations Elyssa Louderback will present the Fiscal Status Report for December. [Enclosure 4](#)
2. Year-end Financial Report – Executive Director Louderback will present the Year-End Financial Report for the 2018-2018 school year. [Enclosure 5](#)
3. Miller Modular Building – Director Louderback is recommending approval of the following contracts to proceed with installation of the modular building at Miller Junior High School:
 - a. A proposal from Weddermann Architecture, PLLC and AHBL Engineering to provide civil and structural engineer and land surveying services. [Enclosure 6](#)
 - b. A proposal from Weddermann Architecture and South Sound Geotechnical Engineering for services obtaining permits and site planning is presented. [Enclosure 7](#)
 - c. A proposal from Geotechnical Engineering Services to complete a geotechnical engineering evaluation for the modular building. [Enclosure 8](#)
4. Heating Services Contract – A service agreement proposal from Alerton Systems for an upgrade to the heating system software in our buildings is presented for your review and approval. [Enclosure 9](#)

Athletics and Activities

1. Athletic Director's Report – Athletic Director Aaron Roiko will provide an update on winter athletics. [Enclosure 10](#)

New Business

1. Policy 2000 Series – First reading on a proposed update to the Policy 2000 Instruction Series is presented for your consideration on first reading. [Enclosure 11](#)
2. Resolution 2019-01 180-Day Waiver for Grade Configuration – A resolution requesting a one-time waiver from the State Board of Education for Miller Junior High School to stagger the start of school with Grades 6 and 7 beginning on August 28 and Grade 8 starting school on August 29 has been prepared for your review and approval. [Enclosure 12](#)
3. Resolution 2019-02 180-Day Waiver for Parent Conferences – A resolution requesting continuation of the waiver in Grades 7-12 to allow for parent-teacher conferences has been prepared for your review and approval. [Enclosure 13](#)

Board Information
January 15, 2019

4. Contract with Bates Technical College – An affiliation agreement with Bates Technical College for students in the occupational therapy assistant program to perform field work studies is enclosed. Board approval is requested.
[Enclosure 14](#)
5. Contract for Special Education Services – A contract through BHC Fairfax Hospital of Kirkland to provide special education services to certain students at the Northwest School of Innovative Learning is presented. Board approval is requested. [Enclosure 15](#)
6. Surplus Materials – Surplus library and instructional materials are recommended surplus from Aberdeen High School and A.J. West Elementary School and the Technology Department is recommending equipment as presented be declared surplus. [Enclosure 16](#)
7. Correspondence from Cosmopolis – Correspondence from the Cosmopolis School Board regarding appointments to the Aberdeen School Board.
[Enclosure 17](#)
8. Next Meeting – The next regular meeting of the Board is set for 5 p.m. Tuesday, February 5, 2019, 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 60 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 18](#)
 - a. Certificated
 - b. Classified
2. Superintendent Mid-Year Evaluation

ADJOURN

ABERDEEN SCHOOL DISTRICT NO. 5

Minutes of the Regular Meeting of the
Board of Directors – December 11, 2018

At 5:00 p.m. President Bielski convened the regular meeting of the Aberdeen School Board in the Community Room at Aberdeen High School. Members present were Jennifer Durney, Bill Dyer, and Jeff Nelson, along with Superintendent Alicia Henderson, student representative Katie Lewis and 56 patrons and staff. The meeting began with the Flag salute.

CALL TO ORDER

On a motion by Jennifer Durney and seconded by Bill Dyer, the Board agreed to add the ASB financial report to the accounts payable and approved the Consent Agenda, which included the minutes of the regular meeting on November 27, 2018, November payroll vouchers 826511 through 826561 totaling \$3,618,715.30, General Fund vouchers 826562, 826564 and 826587 through 826652 totaling 317358.13, Private Purpose Trust Fund vouchers 826563, 826566 and 826564 totaling \$353.47 and ASB fund vouchers totaling \$97,920.52.

CONSENT AGENDA

President Sandra Bielski noted that the annual WSSDA Legislative Conference will take place on February 10-11, 2019, in Olympia.

COMMENTS FROM THE BOARD

Student Representative Katie Lewis provided an update on student activities and events. She noted that sixth-grade students are attending The Nutcracker in Seattle this week thanks to the annual donation from the Grays Harbor Community Foundation.

COMMENTS FROM STUDENT REPRESENTATIVE

Following a presentation by CTE Director Lynn Green and on a motion by Bill Dyer and seconded by Jennifer Durney, the Board adopted two new texts for use in CTE classes at Aberdeen High School: "Movers and Shakers" by Cathryn Carroll and Susan Mather and published by Dawn Sign Press for use as a supplemental text in American Sign Language classes and "Marketing Dynamics" by Clark, Gendall, Gassen, Walker and published by G-W Publisher for use as a primary curriculum in marketing classes and at the Cats Cave.

NEW INSTRUCTIONAL MATERIALS

Superintendent Henderson discussed the work taking place on the Budget Advisory Committee. The 20-member committee has held four meetings to date with 100 percent attendance at all meetings. The goal of a 9 percent reduction over the next two years has been the focus of discussion -- 2 percent (\$1 million) reduction in 2018-2019 and 7 percent (\$3.5 million in 2019-2020). She said the committee has reviewed proposed savings in technology, operating costs, special education and other areas totaling \$1.7 million, leaving about \$2.8 million to be achieved through staff reductions. She shared a letter that the committee sent to lawmakers detailing the budget crisis created for the District by the new state funding model.

SUPERINTENDENT REPORT

BUDGET ADVISORY COMMITTEE

Superintendent Henderson discussed the work of the 6th Grade to Miller Task Force. She noted that a letter and schedule has gone out to fifth-grade parents.

6TH GRADE TO MILLER TASK FORCE

Superintendent Henderson provided an update on the five focus areas. Under PBIS she noted the additional focus on Alternatives to Discipline and the supports that are being put into place to ensure compliance with state law.

2018-2019 FOCUS AREAS

Superintendent Henderson discussed ALICE trainings that will be taking place in the District. ALICE (Alert, Lockdown, Inform, Counter, Evacuate) is intended to prepare staff and students on how to respond in the event of an intruder.

SCHOOL INTRUDER TRAININGS

Superintendent Henderson announced that David Glasier, assistant principal at Aberdeen High School, will become director of the Human Resources Department when Assistant Superintendent Jim Sawin retires June 30. She said her decision is part of the cost-saving restructuring that is taking place in the District.

ADMINISTRATIVE
CHANGES

Superintendent Henderson reported that the District would be publishing its community newsletter in December and commented on the “excellent” article in the Washington Coast magazine about the Outdoor School for sixth-graders developed by AHS science teacher Dave Bruncke.

COMMUNICATIONS

Teaching and Learning Director Traci Sandstrom presented the Teaching and Learning Report for November and December. The report included discussion of AVID, review of new science curriculum, PBIS, technology/digital teaching and learning, and exploring clock hour options with the ESD.

TEACHING AND
LEARNING REPORT

Following presentations from the elementary school principals and on a motion by Jeff Nelson and seconded by Jennifer Durney, the Board adopted the Title I and school improvement plans for the grade schools.

TITLE I AND
SCHOOL
IMPROVEMENT
PLANS

Executive Director of Business and Operations Elyssa Louderback presented the Fiscal Stats Report for November. She reported ending fund balances of \$3,556,305.86 in the General Fund, \$132,447.16 in the Capital Projects Fund, \$3,350,540.74 in the Debt Service Fund, \$357,910.86 in the ASB Fund, and \$299,297.80 in the Transportation Vehicle Fund. She noted that enrollment continues to trend below last year and below budget.

FISCAL STATUS
REPORT

On a motion by Jennifer Durney and seconded by Bill Dyer, the Board approved purchase order 1571819002 to KCDA Purchasing Cooperative not to exceed \$1,841,138.49 for the purchase of a 10-classroom modular building to be located at Miller Junior High School to create additional space for the planned move of 6th grade students to Miller.

MILLER MODULAR
BUILDING

Athletic Director Aaron Roiko provided an update on athletics. He expressed deep gratitude for the support and guidance he received from Kevin Ridout when he became AD. Coach Ridout is stepping down as head football coach. Mr. Roiko talked about the enormous positive impact that Coach Ridout has had on the football program and in the lives of student athletes.

ATHLETIC
DIRECTOR REPORT

The Board discussed correspondence from Tamara Root recommending that the Auditorium be renamed in memory of the late AHS choir director Pat Wilhelms. Directors Bill Dyer and Jennifer Durney offered to serve on a subcommittee with the superintendent that will explore the idea. Dr. Dyer commented that it will be important to have music staff involved and to proceed with input.

RENAMING THE
AUDITORIUM

AHS Principal Sherri Northington presented information about the work taking place to comply with new state regulations regarding Alternatives to Discipline and the upcoming need for changes to policy and procedure regarding student discipline.

ALTERNATIVES TO
SUSPENSION

Following a presentation by Assistant Superintendent Jim Sawin about the need for early notification about individuals who plan to retire, on a motion by Jennifer Durney and

SEPARATION
INCENTIVE

seconded by Jeff Nelson, the Board approved a “separation incentive” of \$10,000 for up to 20 teachers currently under contract in Step 16 or 17 who notify the District on or before January 18 that they will not be returning. Superintendent Alicia Henderson explained that early knowledge about staff at the top of the pay scale who are not returning next year will be significant as the District prepares for a reduction in force.

On a motion by Bill Dyer and seconded by Jennifer Durney, the Board approved a contract with EduHealthcare to extend Kristin Williams’ placement with the District as a speech language pathologist.

Following a presentation from Assistant Superintendent Jim Sawin, on a motion by Jennifer Durney and seconded by Bill Dyer, the Board approved a contract with the University of Phoenix for placement of a current employee as a student teacher.

The next regular meeting of the Board is set for 5 p.m. Tuesday, January 15, 2019, in the Community Room at Aberdeen High School. There being only one meeting in January, on a motion by Bill Dyer and seconded by Jennifer Durney, the Board authorized on-time payment of December utilities and agreements that come due before the next meeting.

At 6:22 p.m., President Sandra Bielski recessed the meeting 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). The session convened at 6:26 p.m. At 6:52 p.m., the regular meeting reconvened.

On a motion by Bill Dyer and seconded Jeff Nelson, the Board approved the Personnel Report. Under certificated matters, the Board approved a leave of absence for Marlena Tolon, a teacher at McDermoth Elementary School, effective December 3-14, and accepted the resignation of Roberta Player as a speech language pathologist for the District, effective November 30.

Under classified matters, the Board approved the hiring of Luis Soto as a math tutor at Aberdeen High School effective December 5, 2018, to June 1, 2019; approved leaves of absence for Stephany Murray, a para-educator at Aberdeen High School, effective December 10-14, 2018, Janet Dayton, a para-educator at Miller Junior High School, effective January 2 through March 29, 2019, and for Rees Strum, a para-educator at McDermoth Elementary School, effective January 7 through May 6, 2019; accepted resignations from Tara Perez as the Indian education coordinator for the District effective November 30, and from John Burger as a para-educator at Aberdeen High School effective November 26; accepted the resignation of Austin Weber as an assistant coach for baseball at Aberdeen High School effective November 20, and approved the hiring of Kristi Davenport, Vicky Pullar and Louis Turrietta as substitutes for the District.

There being no further business, the regular meeting was adjourned at 6:54 p.m.

CONTRACT WITH
EDUHEALTHCARE

CONTRACT WITH
UNIVERSITY OF
PHOENIX

NEXT MEETING

EXECUTIVE SESSION

PERSONNEL REPORT
CERTIFICATED

CLASSIFIED

ADJOURN

**Aberdeen School District No. 5
Aberdeen, Washington**

ACCOUNTS PAYABLE VOUCHER REGISTER

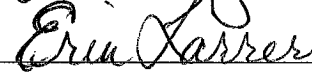
Vouchers audited and certified by the Auditing Officer as required by RCW 42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing that has been made available to the Board.

As of **January 15, 2019**, the Board, by a unanimous vote, does approve for payment those vouchers included in the attached list and further described as follows:

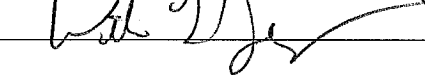
Fund	Vouchers Numbered		Amount
December Payroll	826728	<i>through</i>	826771
	826774		826774
General Fund	826670	<i>through</i>	826727
	826772		826772
	826775		826775
	826789		826869
ASB Fund	826657	<i>through</i>	826669
	826773		826773
	826776		826788
Private Purpose Trust	826870	<i>through</i>	826870
	826655		826656

School Board Members:

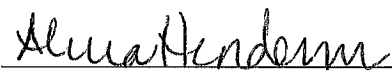
Sandra Bielski 

Erin Farrer 

Jennifer Durney 

William Dyer 

Jeff Nelson _____

Alicia Henderson, Secretary 

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 January 15, 2019, the board, by a _____ vote, approves payments, totaling \$14,802.19. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: ASB FUND
Warrant Numbers 826657 through 826669, totaling \$14,802.19

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

Check Nbr	Vendor Name	Check Date	Check Amount
826657	Aberdeen School District #5	12/17/2018	1,085.00
826658	Aberdeen School District #5	12/17/2018	141.62
826659	All For Kids	12/17/2018	926.00
826660	Amazon Capital Services	12/17/2018	199.68
826661	Eastbay	12/17/2018	4,070.49
826662	Es Fundraising	12/17/2018	3,670.00
826663	Food Services Of America	12/17/2018	405.71
826664	Great Lakes Sports	12/17/2018	356.09
826665	Olympia High School	12/17/2018	100.00
826666	Powerhouse Fundraising	12/17/2018	2,640.00
826667	Ted Brown Music	12/17/2018	987.60
826668	The 5th Avenue Theatre	12/17/2018	170.00
826669	Weatherwax Asb Fund	12/17/2018	50.00
13	Computer	Check(s) For a Total of	14,802.19

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 January 15, 2019, the board, by a _____ vote, approves payments, totaling \$243,308.27. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: GENERAL FUND
Warrant Numbers 826670 through 826727, totaling \$243,308.27

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

Check Nbr	Vendor Name	Check Date	Check Amount
826670	Aberdeen Sanitation	12/18/2018	6,757.88
826671	Aberdeen Sd #5 Revolving Fund	12/18/2018	80.50
826672	Aberdeen School District-Cash	12/18/2018	171.88
826673	Amazon Capital Services	12/18/2018	1,803.57
826674	Apex Learning Inc	12/18/2018	1,275.00
826675	Aramark Uniform Services	12/18/2018	23.34
826676	Auto-Chlor	12/18/2018	228.75
826677	Batdorf & Bronson	12/18/2018	59.43
826678	Bickar, Denny	12/18/2018	440.00
826679	Cascade Natural Gas	12/18/2018	17,819.01
826680	Consolidated Electrical Distri	12/18/2018	58.08
826681	Centurylink	12/18/2018	900.32
826682	Cintas Corporation	12/18/2018	5,565.59
826683	City Of Aberdeen	12/18/2018	7,452.72
826684	CMG CIT Acquisition LLC	12/18/2018	4,800.00
826685	Cts Language Link	12/18/2018	172.04
826686	Dairy Fresh Farms	12/18/2018	6,627.60
826687	Edu Healthcare	12/18/2018	4,800.00
826688	Ellingsen, Mary Nell	12/18/2018	5,737.50
826689	ESD 113	12/18/2018	20,427.39
826690	Espresso Products Direct (epd	12/18/2018	130.91
826691	Farmer Bros Co	12/18/2018	28.55
826692	Ferrellgas	12/18/2018	2,060.42
826693	Food Services Of America	12/18/2018	37,027.54
826694	Franz Family Bakeries	12/18/2018	1,537.42
826695	Gh County Water District #2	12/18/2018	330.00
826696	Glynlyon Inc	12/18/2018	2,500.00
826697	Grays Harbor Transportation	12/18/2018	240.00
826698	Harbor Disposal Co Inc	12/18/2018	1,759.43
826699	Hermenegildo, Edgar	12/18/2018	2,516.00
826700	Home Depot	12/18/2018	97.48
826701	Jacknut Apparel	12/18/2018	1,179.30
826702	Jostens Inc	12/18/2018	840.88

Check Nbr	Vendor Name	Check Date	Check Amount
826703	KCDA Purchasing Coop.	12/18/2018	3,584.76
826704	KCDA Purchasing Coop.	12/18/2018	348.09
826705	Lemay Mobile Shredding	12/18/2018	102.00
826706	McGregor, Joy	12/18/2018	120.00
826707	Montesano School District	12/18/2018	8,550.00
826708	Pioneer Healthcare Services LL	12/18/2018	9,142.50
826709	PNW Printworks, Llc	12/18/2018	1,328.95
826710	Princeton Health Press	12/18/2018	4,251.50
826711	Pud #1 Of Grays Harbor Co	12/18/2018	52,408.01
826712	Ricoh Usa Inc	12/18/2018	462.20
826713	Sansom, Karli Rae	12/18/2018	2,028.67
826714	Scholastic Book Clubs	12/18/2018	2,365.75
826715	School Mate	12/18/2018	103.50
826716	School Nurse Supply	12/18/2018	312.39
826717	Sound Publishing, Inc.	12/18/2018	159.17
826718	Staples Office Supply	12/18/2018	239.52
826719	Swanson's Food	12/18/2018	2,417.51
826720	The Boomerang Project	12/18/2018	400.00
826721	United Laboratories	12/18/2018	130.39
826722	Verizon Wireless	12/18/2018	2,306.47
826723	Wal Mart (pay To)	12/18/2018	109.87
826724	Washington Business Week	12/18/2018	5,008.00
826725	Williams, Kristin	12/18/2018	45.45
826726	YMCA	12/18/2018	10,661.63
826727	Zaner-Bloser, Inc	12/18/2018	1,273.41
58	Computer	Check(s) For a Total of	243,308.27

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 January 15, 2018, the board, by a _____ vote, approves payments, totaling \$1,750.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: PRIVATE PURPOSE TRUST Warrant Numbers 826655 through 826656, totaling \$1,750.00

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

Check Nbr	Vendor Name	Check Date	Check Amount
826655	University of San Francisco	12/17/2018	1,250.00
826656	Western Governors University	12/17/2018	500.00
2	Computer	Check(s) For a Total of	1,750.00

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 January 15, 2019, the board, by a _____ vote, approves payments, totaling \$1,729,142.02. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE:
Warrant Numbers 826728 through 826729, totaling \$1,729,142.02

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

Check Nbr	Vendor Name	Check Date	Check Amount
826728	Payroll Warrant	12/31/2018	811.88
826729	Anchor Savings Bank	12/28/2018	1,728,330.14
	Computer	Check(s) For a Total of	1,729,142.02

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 January 15, 2019, the board, by a _____ vote, approves payments, totaling \$1,759,467.25. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE:
Warrant Numbers 826730 through 826771, totaling \$1,759,467.25

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

Check Nbr	Vendor Name	Check Date	Check Amount
826730	Aberdeen High School-AHS Schol	12/31/2018	115.00
826731	Aflac Remittance Processing	12/31/2018	1,694.84
826732	American Fidelity-FSA	12/31/2018	5,957.27
826733	American Fidelity	12/31/2018	4,605.64
826734	American Fidelity Health Servi	12/31/2018	3,250.00
826735	Ameritas	12/31/2018	19,701.00
826736	Bank Of The Pacific	12/31/2018	584,840.79
826737	Cnty/city Mun Ees	12/31/2018	2,888.31
826738	Deferred Compensation Program	12/31/2018	16,424.00
826739	Delta Management Associates In	12/31/2018	557.73
826740	Dynamic Collectors	12/31/2018	1,119.49
826741	E.S.D.#113 Unemployment Coop	12/31/2018	1,295.88
826742	Ecmc	12/31/2018	371.82
826743	Ed.Serv.Dist.#113	12/31/2018	24,385.70
826744	Employment Security Dept	12/31/2018	42.04
826745	Inspirus	12/31/2018	12,087.56
826746	Legal Shield	12/31/2018	136.15
826747	Lina	12/31/2018	6,902.58
826748	Nbn Vision	12/31/2018	10,720.00
826749	Or Dept Of Justice	12/31/2018	430.80
826750	PREMERA	12/31/2018	404,146.99
826751	Pse Of Wa	12/31/2018	6,476.05
826752	Pse Of Washington	12/31/2018	55.56
826753	Public Employees Retirement	12/31/2018	984.92
826754	School Employees Retirement Sy	12/31/2018	135,255.88
826755	Teacher Retirement System-Dc	12/31/2018	394,043.02
826756	Tsa Consulting Group Inc	12/31/2018	14,185.00
826757	Twin Star Credit Union	12/31/2018	3,465.00
826758	Twin Star Credit Union	12/31/2018	260.00
826759	Twin Star Scholarship Acct	12/31/2018	93.50
826760	Twinstar Pse Local Dues	12/31/2018	93.50
826761	United Way	12/31/2018	612.38
826762	Us Department Of Education	12/31/2018	827.36

Check Nbr	Vendor Name	Check Date	Check Amount
826763	Veba Contributions-Y1286.001	12/31/2018	10,961.88
826764	Wa State School Ret Assn	12/31/2018	49.00
826765	Wash State Support Registry	12/31/2018	750.00
826766	Washington State Treasurer	12/31/2018	33,584.33
826767	Wea Chinook	12/31/2018	13.70
826768	Wea Payroll Deductions	12/31/2018	21,887.69
826769	Wea Select Plans-Wds	12/31/2018	21,055.69
826770	Wea Select Plans-Willamette	12/31/2018	4,506.70
826771	Wpas	12/31/2018	8,632.50
42	Computer	Check(s) For a Total of	1,759,467.25

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 January 15, 2019, the board, by a _____ vote, approves payments, totaling \$1,234.45. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: COMP TAX
Warrant Numbers 826772 through 826773, totaling \$1,234.45

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

Check Nbr	Vendor Name	Check Date	Check Amount	
826772	Bank Of The Pacific (use Tax)	12/20/2018	602.94	GF
826773	Bank Of The Pacific (use Tax)	12/20/2018	631.51	ASB
2	Computer	Check(s) For a Total of	1,234.45	

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 January 15, 2019, the board, by a _____ vote, approves payments, totaling \$787.50. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE:

Warrant Numbers 826774 through 826774, totaling \$787.50

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
826774	Dept Of Retirement Systems	12/31/2018	787.50
1	Computer	Check(s) For a Total of	787.50

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 January 15, 2019, the board, by a _____ vote, approves payments, totaling \$24,247.29. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: GENERAL & ASB FUNDS
Warrant Numbers 826775 through 826776, totaling \$24,247.29

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

Check Nbr	Vendor Name	Check Date	Check Amount
826775	Anchor Savings Bank	01/16/2019	20,551.71 GF
826776	Anchor Savings Bank	01/16/2019	3,695.58 ASB
2	Computer	Check(s) For a Total of	24,247.29

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 January 15, 2019, the board, by a _____ vote, approves payments, totaling \$6,860.55. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: ASB FUND
Warrant Numbers 826777 through 826788, totaling \$6,860.55

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

Check Nbr	Vendor Name	Check Date	Check Amount
826777	Aberdeen School District #5	01/16/2019	314.33
826778	Aberdeen School District #5	01/16/2019	525.00
826779	Aberdeen School District #5	01/16/2019	11.28
826780	Food Services Of America	01/16/2019	122.32
826781	Grays Harbor Officials Associa	01/16/2019	1,840.00
826782	Harbor Pacific Bottling Co	01/16/2019	142.66
826783	Hoquiam High School	01/16/2019	2,200.00
826784	Medco	01/16/2019	99.76
826785	North Mason High School	01/16/2019	200.00
826786	PNW Printworks, Llc	01/16/2019	383.43
826787	South Sound Football Officials	01/16/2019	871.77
826788	Washington Ffa Assoc	01/16/2019	150.00
12	Computer	Check(s) For a Total of	6,860.55

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 January 15, 2019, the board, by a _____ vote, approves payments, totaling \$287,314.62. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: GENERAL FUND
Warrant Numbers 826789 through 826867, totaling \$287,314.62

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

Check Nbr	Vendor Name	Check Date	Check Amount
826789	Aberdeen Office Equipment Inc	01/16/2019	5,587.67
826790	Aberdeen Sanitation	01/16/2019	6,132.42
826791	Aberdeen Sd #5 Revolving Fund	01/16/2019	59.76
826792	Aberdeen High School (asb)	01/16/2019	300.00
826793	Amazon Capital Services	01/16/2019	457.09
826794	Anchor Savings Bank	01/16/2019	2,296.94
826795	Aramark Uniform Services	01/16/2019	46.68
826796	Auto-Chlor	01/16/2019	228.75
826797	B & H Photo Video	01/16/2019	3,695.43
826798	Batdorf & Bronson	01/16/2019	209.36
826799	Bhc Fairfax Hospital, Inc	01/16/2019	11,087.00
826800	Bureau Of Education & Research	01/16/2019	864.00
826801	Carquest Auto Parts Stores	01/16/2019	25.91
826802	Caskey Industrial Supply Co In	01/16/2019	635.67
826803	Consolidated Electrical Distri	01/16/2019	27.10
826804	Centurylink (business Serv)	01/16/2019	300.92
826805	Centurylink	01/16/2019	1,074.33
826806	Cintas Corporation	01/16/2019	5,780.46
826807	City Of Aberdeen	01/16/2019	36,479.39
826808	CMG CIT Acquisition LLC	01/16/2019	3,000.00
826809	Coastal Containment And	01/16/2019	23.42
826810	Comcast	01/16/2019	279.82
826811	Cts Language Link	01/16/2019	103.56
826812	Dairy Fresh Farms	01/16/2019	1,939.41
826813	Dell Usa Lp	01/16/2019	627.63
826814	Dept Of Labor And Indust	01/16/2019	109.40
826815	Dept Of Retirement Systems	01/16/2019	654.49
826816	Dunsire Printers	01/16/2019	2,355.07
826817	Edu Healthcare	01/16/2019	1,920.00
826818	ESD 113	01/16/2019	58,866.27
826819	Espresso Rescue Llc	01/16/2019	190.57
826820	Family Practice Center Of Gray	01/16/2019	200.00
826821	Ferrellgas	01/16/2019	856.49

Check Nbr	Vendor Name	Check Date	Check Amount
826822	Five Star Motors (pay)	01/16/2019	51.48
826823	Food Services Of America	01/16/2019	5,513.85
826824	Franz Family Bakeries	01/16/2019	198.72
826825	Glynlyon Inc	01/16/2019	2,750.00
826826	Grays Harbor Country Club	01/16/2019	500.00
826827	Grays Harbor Stamp Works	01/16/2019	6.59
826828	Grays Harbor Equipment	01/16/2019	196.91
826829	Harbor Auto & Truck Parts	01/16/2019	373.29
826830	Harbor Disposal Co Inc	01/16/2019	1,154.56
826831	Hermenegildo, Edgar	01/16/2019	2,238.90
826832	Holcomb Upholstery, Inc	01/16/2019	550.10
826833	Home Depot	01/16/2019	948.16
826834	Hoquiam School District #28	01/16/2019	495.15
826835	Jacknut Apparel	01/16/2019	657.76
826836	Johnson Controls Inc (pay)	01/16/2019	5,352.87
826837	KCDA Purchasing Coop.	01/16/2019	3,584.76
826838	KCDA Purchasing Coop.	01/16/2019	3,690.23
826839	Kelley Imaging Systems Agreeeme	01/16/2019	3,830.00
826840	Marshall's Garden & Pet Store	01/16/2019	77.65
826841	Masco	01/16/2019	7,887.18
826842	O'Reilly Auto Parts	01/16/2019	26.08
826843	Office Depot	01/16/2019	346.48
826844	Olympic Peninsula Consultants	01/16/2019	12.50
826845	OSPI	01/16/2019	10,042.78
826846	Perkins Coie Llp	01/16/2019	1,798.50
826847	Pioneer Healthcare Services LL	01/16/2019	5,175.00
826848	PNW Printworks, Llc	01/16/2019	499.72
826849	Provantage Corporation	01/16/2019	516.33
826850	Pud #1 Of Grays Harbor Co	01/16/2019	43,890.52
826851	Ricoh Usa Inc	01/16/2019	415.97
826852	Scholastic Magazines	01/16/2019	70.80
826853	School Nurse Supply	01/16/2019	162.52
826854	Sesac Inc	01/16/2019	159.00
826855	SNAP-ON INDUSTRIAL	01/16/2019	4,332.12
826856	South Sound Parent To Parent	01/16/2019	13,385.52
826857	Suplay Products	01/16/2019	708.05
826858	Supplyworks	01/16/2019	150.68
826859	Swanson's Food	01/16/2019	879.70
826860	Thermal Supply Inc	01/16/2019	164.15
826861	Us Postal Service (cmrs-Fp)	01/16/2019	2,000.00
826862	Valley Cleaners	01/16/2019	481.58
826863	Wal Mart (pay To)	01/16/2019	286.18
826864	Washington State School For Bl	01/16/2019	4,110.00
826865	West Coast Mechanical Solution	01/16/2019	65.64
826866	WSSDA	01/16/2019	500.00
826867	YMCA	01/16/2019	10,661.63

79 Computer Check(s) For a Total of 287,314.62

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 January 15, 2019, the board, by a _____ vote, approves payments, totaling \$41,271.82. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: GENERAL FUND
Warrant Numbers 826868 through 826868, totaling \$41,271.82

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

Check Nbr	Vendor Name	Check Date	Check Amount
826868	South Sound Parent To Parent	01/16/2019	41,271.82
1	Computer	Check(s) For a Total of	41,271.82

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 January 15, 2019, the board, by a _____ vote, approves payments, totaling \$196.91. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: COMP TAX
Warrant Numbers 826869 through 826870, totaling \$196.91

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

Check Nbr	Vendor Name	Check Date	Check Amount	
826869	Bank Of The Pacific (use Tax)	01/16/2019	149.16	GF
826870	Bank Of The Pacific (use Tax)	01/16/2019	47.75	ASB
2	Computer	Check(s) For a Total of	196.91	

Aberdeen High School

410 North G Street – Aberdeen, WA 98520 - Phone (360) 538-2040 – Fax (360) 538-2046

Sherrí Northington, Principal –, Lonni Tegelberg, Assistant Principal –David Glasier, Assistant Principal—Aaron Roiko,
Activities and Athletics – Lynn Green, Career and Technical Education Director

~ Home of the Bobcats ~

Re: Grays Harbor Community Foundation Donation

December 10, 2018

Dear Mr. and Mrs. Lokken and Foundation Board Members:

Thank you again for the generous financial contribution to FFA at Aberdeen High School (AHS). FFA is a national organization that had its beginnings in 1928, but has only been established at AHS since 2003. During the course of the last decade we have had the ability to provide several hundred students the opportunity to develop their potential for leadership and career success. For example, we currently have a Forestry team and a Nursery Landscape team that compete in local and statewide Career Development Events (CDE's). Since 2004 we have placed in the top 8 at state five times. In addition, we have had an abundance of student's rank in the top ten in many of the regional competitions that involve public speaking and job interviewing skills. Furthermore, we regularly promote citizenship, scholarship and healthy lifestyle choices thru a variety of activities. For example, each year we volunteered multiple hours at St Mary's Feed the Hungry during Christmas and thru the summer grow and donate hydroponically grown fresh produce (tomatoes) to St. Mary's, Union Gospel and the Friendship House.

While I have been advising FFA since 2003 I have witnessed the fruits of our efforts. Many "average" kids and/or kids with little or no guidance in their lives have benefited from the many activities and opportunities that FFA has to offer. FFA is just one more way at AHS to capture our youth of today and provide hope for tomorrow.

Once again, on behalf of our FFA chapter at AHS, I thank you for the generous donation. Please be assured that your contribution will go a long way in making a positive impact in the lives of students at AHS and their community.

Warm Regards,



Mike Machowek

Applied Biology

FFA Advisor

mmachowek@asd5.org

cc:

Dr. Alicia Henderson

Lynn Green

Sherrí Northington

PRELIMINARY BUILDING FIELD TRIP REQUEST

School: Central Park

Trip destination(s): Olympia Hands On Children's Museum

Date(s) of trip(s): February 8, 2019

Departure time: 9:15 a.m. Return time: 2:00 p.m.

Club/Sponsor(s): HOCM Grant

Educational benefit of the trip: Hands on science activities & STEAM activities

Activities planned during the trip: (be specific and note all) Construction, engineering, fossils.

Related brochures/information attached? Yes No

Preliminary trip itinerary attached? Yes No

Does field trip involve any of the following: Yes No

- *Swimming, boats, or in/around water
- *Remote locations/hiking
- *Outdoor education

- *Animals
- *Air travel
- *Motorized activities

Estimated # of students: 84 Age level of students: Kindergarten, 1st & 2nd gr.

Student/chaperone ratio: 1:5 # of chaperones needed: 17

Any special qualifications of chaperones needed? Yes No

List those special qualifications: WSP background check

Means of travel: School bus School bus (preferred), # needed? 2

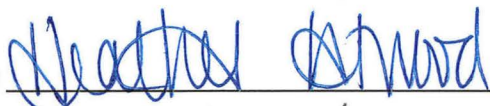
Other (list): _____

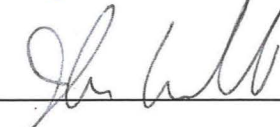
Food provided, how? Sack lunch

Details of budget code or financing: HOCM Grant

Will fundraising be needed? Yes No

(If yes, attach a fundraising plan)

Sponsor's Signature:  Date: 12-11-18

Administrator's Signature:  Date: 12/12/18

Submit to Superintendent or School Board for approval? ^{AH} Yes No

Top reasons to choose a Hands On Group Visit or Field Trip

- ✓ The Museum is consistently voted a "Best Place To Take Kids" and the **Outdoor Discovery Center** is a "Going Wild!" national pilot site designed to reconnect children to nature.
- ✓ Our **Interactive Exhibits** make learning exciting, engaging, and fun!
- ✓ **Hands On Workshops** use tinkering and making to provide hands-on science, technology, engineering, art, and math experiences.
- ✓ Our Field Trip Workshops support **State Learning Standards** in Science, Language Arts, Math, and Visual Arts.
- ✓ Our **Arts & Parts Studio** gives every student an opportunity to take home a unique work of art.
- ✓ **Hands On 2U** brings the Museum experience to your school.



NEW!
 • Added Workshops!
 • "Dr. Science" Curriculum Nights
 • Outdoor Tinkering Stations & Rocket Launcher!



Field Trip & Group Visit Guide

Book Your Visit Today!

- Hands On Workshops
- Young Maker Workshops
- Hands On 2U Assemblies
- Dr. Science Assemblies

"An awesome opportunity to learn & explore, while having a blast doing it!"

- Will K., 1st Grade Teacher, Lake Louise Elementary

Frequently Asked Questions

When can we visit?

The museum can accommodate field trips arriving as early as 9:30 am to as late as 3pm Tuesday-Friday, all year long.

How much does a field trip cost?

The student admission rates are listed on page 3. Admission covers 2 hours of play and exploration, if you would like to attend a workshop, it is \$50 per class. If you would like to rent a lunchroom, it is \$45-\$75 per class.

How long is a field trip visit?

A field trip is 2 hours if your group is just playing and exploring. Groups that sign up for workshops are offered an additional 30 minutes.

We drove a long way, can we stay longer?

Field trips are allotted 2 hours due to the discounted entry rate but we can extend upon request for an additional fee.

What happens if we do not have enough chaperones for our visit?

If the 1:5 adult to child ratio cannot be fulfilled, we can assign a staff member for an additional \$25 but we do require a week's notice for scheduling purposes.

What happens if we have too many chaperones?

Chaperones are free up to a 1:3 ratio but any more are subject to the student admission rate.

Can I use my HOCM membership for admission?

Museum membership is not valid towards field trip admission.

I am chaperoning my child's field trip and would like to bring their sibling, do we have to pay admission?

Yes, any child attending a field trip that is 2 years or older is subject to the field trip admission rate.

Can we bring food or eat in the café?

If you would like to eat at the museum, a lunchroom rental is required. The Play Day Café cannot accommodate field trips.

Do we have to pay for parking?

Parking is \$1/hour. We can offer free parking if 3 or more chaperones carpool together.



Book a field trip today! (360) 956-0818 x103

Disclaimer: These events/activities are not sponsored by any school district and no school district assumes responsibility for them. In consideration of the privilege to distribute materials, any and all school districts shall be held harmless from any cause of action filed in any court or administrative tribunal arising out of the distribution of these materials, including costs, attorney's fees, and judgments or awards.



Investigate • Play • Experiment • Discover • Create

Add a Hands On Workshop to Your Museum Visit!

Put even more STEAM into your museum visit by adding a Hands On Workshop and extend your visit by 30 minutes.

Workshops are 25 minutes and led by a museum educator. *Required for grades 4+*

STEAM: Science, Technology, Engineering, Art & Math NGSS: Next Generation Science Standards ELA: English Language Arts

Hands On Workshops ■ K-Grade 4

Catapult Construction

Recommended for Grades K-4

A catapult demonstrates one of the six classic simple machines: the lever. Construct your own catapult and learn how to use the fulcrum and board to aim!

- NGSS: Physical Science at grade K & Engineering Design at grades 3-5
- Math: Practices, Measurement & Data at grade K
- ELA: Speaking and Listening at grades K-5

Dr. Science: States of Matter

Recommended for Grades 1-4

Observe dramatic changes in states of matter as Dr. Science demonstrates the differences between solids, liquids, and gases. Conduct your own state of matter experiment as you create a miniature geyser.

- NGSS: Physical Science at grade 2
- ELA: Speaking & Listening at grades K-5

Engineer Art Bots

Recommended for Grades K-4

Use everyday materials combined with motors to create an Art Bot that marks its path as it travels around. Tinker with your creation to create a variety of lines that demonstrate the art principles of rhythm & repetition!

- NGSS: Physical Science at grade 1 & Engineering Design at grades 3-5
- Visual Art: Line, Repetition & Pattern at grades 1-4
- Math: Practices at grades 1-4
- ELA: Speaking and Listening at grades K-5



Visit Our Outdoor Tinkering Stations

Explore the Mud Kitchen • Tinker at the Water Wall • Build Insect Hotels

- ✓ Creative Expression
- ✓ Problem-Solving
- ✓ Cause & Effect
- ✓ Engineering
- ✓ Testing Hypotheses
- ✓ Building Scientific Reasoning
- ✓ Invention
- ✓ Empathy for Nature

Tinkering Stations Supported by:



Mary P. Dolciani
Halloran Foundation

Fossils Rock!

Recommended for Grades K-4

Learn about the paleo-geology of Washington State and compare and contrast body fossils and trace fossils. Students will create 3D casts of real PNW fossils.

- NGSS: Life Science at grade 3
- ELA: Speaking & Listening at grades K-5
- Visual Art: Skills, Tools & Techniques at grades 1-4

Push Pull

Recommended for Grades K-4

Explore the invisible forces of air pressure and gravity as you create paper flying machines and adjust them to hover or soar in our wind tunnel.

- NGSS: Physical Science at grade K & Engineering Design at grades 3-5
- Math: Practices, Measurement & Data at grade K
- Visual Art: Shape & Form at grades 1-4
- ELA: Speaking and Listening at grades K-5

Circuit Scientist

Recommended for Grades 1-4

Make things light up, spin, and buzz in this circuit experience. Your students will experiment with a surprising array of conductive materials, investigate parallel and series circuits, and discover the power of the sun using solar panels.

- NGSS: Engineering Design at grades K-5
- ELA: Speaking and Listening at grades K-5

Hands On Workshops (Con't) ■ K-Grade 4

NEW Topics!

Is it Getting Hot in Here?

Recommended for Grades 1-4

Without warmth from the sun life on earth would not be possible, but too much of a good thing can get us into hot water. Become climate scientists, see how our atmosphere acts as one giant greenhouse, melt a miniature glacier, and create tiny greenhouses to take home!

- NGSS: Earth and Space Sciences at grades K-2
- NGSS: Physical Sciences at grades 3-5
- ELA: Speaking and Listening at grades K-5

Thunderbolts, Amps & Volts

Recommended for Grades 1-4

Have you ever pet your cat, then picked up something metal and made a tiny spark? Or walked across a carpet and touched a doorknob? Zap! Learn why as we explore static electricity. Play with generators, use static charges to make things fly, and learn how forces that create little sparks also create big booms of thunder.

- NGSS: Earth and Space Sciences at grades K-2
- NGSS: Physical Sciences at grades 3-5
- ELA: Speaking and Listening at grades K-5

Zoom In!

Recommended for Grades 1-4

Use different kinds of microscopes as tools to get up close and personal with the unseen world. Learn how to measure the width of human hair, see how feathers are constructed, collect your own samples, and create teeny tiny drawings to view under the microscopes!

- NGSS: Life Science at grades 1-8
- Visual Art: Skills, Tools, and Techniques at grades 1-4
- ELA: Speaking and Listening at grades K-5



For more information on how Hands On supports State Learning Standards visit us at: hocm.org



Young Makers Workshops ■ PK-Grade 1

Young Makers Workshops are hands-on and promote the development of fine motor skills for PK through Grade 1. Groups move freely between exploration centers while gaining experience with a variety of tools and materials.

Young Makers: Art Lab

Recommended for ages 3-Grade 1

Build your own painting tools, learn how paint is made, and mix unique colors. Use your homemade paints to create a one-of-a-kind work of art.

- NGSS: Engineering Design at grades K-1
- Visual Art: Texture, Color, Repetition & Pattern at grades 1-4

Young Makers: Tinkering & Tools

Recommended for ages 3-Grade K

Use a variety of tools and experiment with hydraulics and pneumatics. Students will build 3D sculptures, create a circuit, and make music.

- NGSS: Engineering Design at grade K
- Math: Geometry at grade K
- Visual Art: Color at grades 1-4



Young Makers

The Young Makers program at Hands On, which has become a national model for early STEAM learning, promotes tinkering, building, and investigation by giving children the chance to explore with real tools and diverse materials. "Making" taps into children's natural instinct to explore, fosters the power of learning by doing, and directly supports the Next Generation Science Standards.

Book a field trip today! (360) 956-0818 x103

Hands On 2U!

Let Our Educators Bring Hands-On Art and Science to **Your Classroom or School!**

Also available for curriculum nights and other school events!



Classroom Workshops ■ PK-Grade 5

Hands-on art & science experiences in your classroom

Dr. Science: States of Matter

Recommended for Grades 1-5

Observe dramatic changes in states of matter as Dr. Science demonstrates the differences between solids, liquids, and gases. Conduct your own states of matter experiments as you create a mini geyser & mix up a batch of non-Newtonian liquid slime.

- *NGSS: Physical Science at grade 2 and 5*
- *ELA: Speaking & Listening at grades 1-4*

Fossils Rock!

Recommended for Grades 2-6

Learn about the paleo-geology of Washington State and compare and contrast body fossils and trace fossils. Students will create 3D casts of real PNW fossils.

- *NGSS: Life Science at grade 3*
- *ELA: Speaking & Listening at grades 1-3*
- *Visual Art: Skills, Tools & Techniques at grades 1-4*

Engineer Art Bots

Recommended for Grades 1-5

Use everyday materials combined with motors to create an Art Bot that marks its path as it travels around. Tinker with your creation to demonstrate the art principles of rhythm & repetition!

- *NGSS: Physical Science at grade 1 and Engineering Design at grades 3-5*
- *Visual Art: Line, Repetition & Pattern at grades 1-4*

Lego WeDo Robotics

Recommended for Grades 2-5

Work together in groups using a laptop and a LEGO WeDo Construction Set. Build a robot that features a motor and a sensor. Students learn the basics of computer programming to create a behavior for their robot!

- *NGSS: Engineering Design at grades K-2*
- *Math: Geometry at grade 1*

Dr. Science School Assembly Programs

Assembly programs are perfect for larger groups, multiple classes, or the entire school



Super Cool Liquid Nitrogen

Recommended for Grades K-5

Learn the super-cool characteristics of liquid nitrogen as Dr. Science smashes pennies, deflates a balloon, and makes ice cream in under 30 seconds!

- *NGSS: Physical Science at grade 2*

The Science of Transformations

Recommended for Grades 1-5

Dr. Science will create a spark of excitement in chemistry through live demonstrations where colors change, temperatures soar & explosive chemical reactions take place!

- *NGSS: Physical Sciences at grade 2*

"In my 14 years of teaching, a field trip to Hands On is by far the best field trip experience I've had!"

- Stephanie D., 2nd Grade Teacher, Olalla Elementary

Museum Galleries

The Hands On Children's Museum includes more than 150 interactive exhibits, 9 themed galleries, a beautiful Arts & Parts Studio with a MakeSpace, and a half-acre Outdoor Discovery Center, all located next to the innovative East Bay Public Plaza with a 250-foot stream fed by reclaimed water.



Good for You

Proudly presented by Providence St. Peter Hospital

Focused on healthy lifestyles and making good food choices, young visitors can role play in the Farmers Market, the 14-Carrot Café, and the Healthy Home by growing, cooking, and serving colorful foods.



Emergency!

Proudly presented by Olympia Emergency Services

Kids can be community heroes with a Police Car, Fire Engine, Emergency Room, Medic One Van, and Airlift Northwest Helicopter. Measure decibels in the Scream Room and make a design on the Giant Light Bright while waiting in the Emergency Room.



Our Puget Sound

Proudly presented by Taylor Shellfish & Seattle Shellfish

Captain the two-story cargo ship and explore sea life up close as you crawl through the hull. Operate the crane on the working waterfront, make and float your own boat. Don't miss the Ballcano! with its 8-foot-tall vortex and the Puget Sound Science Table with video microscope!



Tides to Trees Climber

Proudly presented by Heritage Bank

Climb up through nine habitat pods to reach a giant eagle's nest perched 70 feet in the air! Then come swirling down the Stream Slide into Puget Sound.



Arts & Parts Studio

Proudly presented by Olympia Federal Savings

Busy hands of all ages can choose from a huge assortment of new and recycled art supplies to create their own works of art.

The MakeSpace, which is located in this gallery, is not open to field trips without booking a workshop.



Fabulous Forest

Proudly presented by Weyerhaeuser

Enter and explore a nurse log, visit the Animal Rescue Center, climb into the Fairy Tree House or camp at its base, make fancy flying machines at the Woodland Wind Tunnel, and visit the Longhouse.



Move It!

Proudly presented by Commencement Bank

Enjoy being inside a huge Water Tower with viewers to spy on downtown Olympia. Send yarn poms through a 25-foot Airways Maze. Explore positive & negative space with the life-size Pin Wall, and try out our new Rocket Launcher!



Build It!

Proudly presented by Rob Rice Homes

Use our popular builder boards to build your own home or create sky-high Keva structures. Operate the yellow dump truck.



Snug Harbor

Proudly presented by Rick and Pam Nowicz

Children ages 4 and under will enjoy sensory investigations, Big Leaf Maple Climber, and exciting art explorations in this gallery.



Outdoor Discovery Center

Proudly presented by WSECU

Explore our new Outdoor Tinkering Stations including the Mud Kitchen & Water Wall, play in the Gravel Dig, and learn about flora and fauna in the Naturalist Cabin. Climb the Lighthouse and enjoy activities under the terrace on nice days.

The Trike Loop is not open to groups.

A Field Trip to Remember!



Explore 150+ Interactive Exhibits & 1/2 Acre of Nature Play Experiences!

Museum exhibits & programs are designed to support Washington State Learning Standards through dramatic play, investigation & hands-on activities!

- **Engineer your own water or wind craft at the Water Table.** Experiment with physics and fluid dynamics at the Ballcano & Wind Tunnel.
- **Develop creativity** as you shape clay, fashion artwork out of recycled materials, make puppets and craft projects in the beautiful Arts & Parts Studio.
- **Explore ecosystems, habitats, watersheds, life cycles, and animal adaptations** in the Animal Rescue Center, at the Science Table video microscope and in the Naturalist Cabin.
- **Build math skills** in the Good For You Gallery through dramatic play as students use grocery lists, count food items, weigh produce, and make change.
- **Become a community hero in the Emergency! Gallery** and direct your own play on the Forest Stage.
- **Build it big in the Outdoor Discovery Center's Driftwood Fort**, explore a 30-foot Lighthouse, see what's growing in the Children's Garden, and investigate nature in the Naturalist Cabin.



Experiment–discover–create! Add a Hands On Workshop to your visit or bring the museum experience to your school with our Hands On 2U Program!

Highlights include:

- **Make objects light up, spin, and buzz** while experimenting with parallel and series circuits in Circuit Scientist (see Workshops, page 5).
- **Schedule an assembly for your school & create a spark of excitement with the Dr. Science Assembly Programs** Science of Transformations or Super Cool Liquid Nitrogen (see Assembly programs, page 6).
- **Bring LEGO WeDo Robotics into your classroom with a Hands on 2U Program** (see Hands On 2U Programs, page 6).

Call us to book your field trip or group visit TODAY! (360) 956-0818 x103

Field trip scholarships generously funded by:

The Goldberg Family Charitable Foundation, Robert E. and Adele M. Boydston Foundation



And proceeds from Summer Splash! Festival and Imagine That! Luncheon

Reservations & Scheduling

Phone (360) 956-0818 x103
 Fax (360) 754-8626
 Email reservations@hocm.org



When Can My Group Visit?

Field trips can visit Tuesday-Friday from 9:30am-3pm on a space-available basis. During peak field trip season (March-June) dates often fill a month or more in advance.

How Long Can We Stay?

Field trips last 2 hours. Extend your visit by 30 minutes when you add a Workshop!

What Happens After I Schedule?

Before your visit, we'll email you a confirmation letter that includes chaperone, museum, and parking information.

Trip Planning



Accessibility

All areas of the Museum are accessible for people with disabilities and personal attendants are admitted free.

Adult Chaperones

One adult chaperone is required for every five children and admitted FREE. If you are short on chaperones, please call at least one week ahead and we will provide a staff person for a \$25 fee. Workshops can accommodate up to six adults per session.

Chaperones are expected to actively supervise students:

- Ensure children follow all safety rules
- Refrain from cell phone use during visit
- Ensure safe play behavior & appropriate language
- Wear attire appropriate for a family venue
- Facilitate pick-up of exhibit areas after use

Lunchroom (25 minutes per class)

When available, space can be reserved for lunch. Please book your lunchroom when making a reservation. The Museum does not provide lunch.

Note: adding a lunchroom does not extend visit time.

Museum Store

Our Museum Store has exciting toys that reinforce the educational concepts in our exhibits. Students are welcome to shop, but must be supervised by an adult.

Payment Information

Payment can be made at the time of your visit. We accept payment by a SINGLE purchase order, cash, check, or VISA/Mastercard transaction. A \$25 fee applies to cancellations made less than 7 days before a scheduled field trip.

Please Note

Museum memberships and passes are NOT valid for field trips or group visits. We can't honor Museum memberships or passes to cover the cost of your students because group visits are already discounted, teachers and chaperones are admitted for free, and groups require increased Museum staffing.

Pricing

Field Trips & Group Visits in the Museum

Admission Rates (10 student minimum)

1:5 chaperone/child ratio required, chaperones free

	Per Student
July - February	\$8
March - April	\$9
May - June	\$10

Add a Hands On Workshop \$50/workshop

(Max. 24 students per Workshop, teacher must be present during each workshop)

Required for grades 4+; See pages 4-5 for descriptions

Add a Lunchroom (optional, no food provided)

Up to 24 students	\$45
25-50	\$75
Each additional group of 25	+\$30

Hands On 2U

Bring the Museum to Your School!

Customized Programs for your class or school

Classroom Workshops

(4 Workshop minimum, 1 class group per Workshop)

Price per 1-hour Workshop \$175

Assembly Programs (SAVE by booking 2 or more!)

Price for (2+) 30-45 minute Programs \$300

Price for single 30-45 minute Program \$500

NEW! Ask about our Science Curriculum Night visits featuring our popular Dr. Science!

Mileage fee added to Classroom Workshops & Assembly Programs.

After Hours Field Trips

Includes use of the entire museum for 2 hours plus a separate space for food and belongings (Outdoor Discovery Center not included). Group size: 100 people max. (\$400); 150 people max. (\$475); 200 people max. (\$550).

Limited Scholarships

Through generous contributions, a limited number of scholarships are available for rural, military, and Title I schools. For more information, visit us at hocm.org or call (360) 956-0818 x103.

"It was brilliant! Kids and adults were all engaged. You've nailed it!"

- The "Science Guy" from Annie Wright School

The State of Washington



Proclamation

WHEREAS, the mission of Washington's public school system is to assure that all students achieve at high levels and possess the knowledge and skills to be responsible citizens of a democratic society who enjoy productive and satisfying lives; and

WHEREAS, Washington's 295 locally elected school boards and nine (9) elected educational service district boards are the core of the public education governance system in our state; and

WHEREAS, the districts and regions they lead serve more than one million students, have a combined annual budget of over \$15 billion, and employ approximately 120,000 people; and

WHEREAS, school directors play a crucial role in promoting student learning and achievement by creating a vision, establishing policies and budgets, and setting clear standards of accountability for all involved; and

WHEREAS, school directors are directly accountable to the citizens in their districts and regions, serving as a vital link between members of the community and their schools; and

WHEREAS, school directors and educational service districts provide a passionate voice of advocacy for public schools and the welfare of school children; and

WHEREAS, it is appropriate to recognize school directors as outstanding volunteers and champions for public education;

NOW, THEREFORE, I, Jay Inslee, Governor of the state of Washington, do hereby proclaim January 2019 as

School Board Recognition Month

in Washington, and I encourage all people in our state to join me in this special observance.

Signed this 4th day of January, 2019

Handwritten signature of Jay Inslee in blue ink.

Governor Jay Inslee





Date: January 15, 2019
To: Aberdeen School District Board of Directors
From: Alicia Henderson, Ph.D., Superintendent
Elyssa Louderback, Executive Director of Finance and Operations
Re: Budget Advisory Committee

We wish to extend many thanks to the members of our Budget Advisory Committee (BAC) who devoted many evenings to learn about our budget and the challenges we currently face as a result of the new state funding model. In order to maintain a balanced budget, and a 5% reserve fund, we must achieve a 9% (\$4,500,000) reduction in expenses over two years. In the current year, our goal is a 2% (\$1,000,000) reduction through a freeze on non-essential travel, hiring and purchases. For 2019-20, we are planning for an additional 7% (\$3,500,000) reduction in costs.

The BAC provided valuable input on how we spend our local levy funds, which have been reduced by 65%, and can now only be used for enrichment. This includes maintenance of most current enrichment expenses such as athletics and music. Support was expressed to have the preschool program to be self-sustaining and less reliant on the levy. The BAC is strongly in favor of seeking reductions in special education expenses, which currently cost approximately half of our levy funds. The BAC also supported the proposed reductions to district initiative expenses, including curriculum, technology and AVID costs. The combined reductions in levy expenses and district initiatives supported by the BAC total approximately \$650,000. An additional \$2,850,000 in cost savings is needed to achieve the 7% (\$3,500,000) for 2019-20.

All of the BAC materials are posted on the district web page. We are closely monitoring our 2018-19 cost savings, and advocating to our Legislature to remedy the inequities in state funding with the new model. At the same time, we are following up with innovative ideas suggested by the BAC for both new revenue sources and cost reductions. We must also plan for personnel reductions for the 2019-20 school year.

A sincere thanks again to the BAC members for their time and dedication on this committee, and for their future advocacy efforts and contributions to the fiscal health of the Aberdeen School District.

BAC Members:

Patrick Farwell	Rick Stallo
Mike Toy	Molly Leithold
Jan Gravley	Nick Barene
Sarah Teveliet Channel	Lynn Green
Carrie Erwin	Kim Edwards
Michelle Reed	Kim Malizia
Sally Holt	Larson Hunter
Deborah Ross	Arnie Lewis
Kasi Turner	Kris Koski
Thomas West	David Glasier



TO: Dr. Alicia Henderson, Superintendent
 FROM: Elyssa Louderback, Executive Director of Business & Operations
 SUBJECT: Monthly Budget Report for December, 2018
 DATE: January 15, 2019

GENERAL FUND SUMMARY:

Revenue--Receipts were \$ 3,861,953.07.

Expenditures--Expenditures totaled \$ 3,850,759.04. Expenditures for teaching and teaching support activities account for 84.94% of all expenditures to date. Salaries and benefits accounted for 90.54% of the month's total expenditures.

Fund Balance—Current month ending fund balance is \$ 3,567,499.89 (7.24% of budgeted expenditures). We had a positive cash flow of \$11,194.03 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	\$ 3,410,155	\$ 2,180,347	63.94%	Prop taxes - received Oct/Nov and April/May
Local Nontax	\$ 868,425	\$ 188,951	21.76%	Donations, Traffic Safety, Food Service, Misc
State, General	\$ 30,173,751	\$ 9,771,861	32.39%	Apportionment and LEA
State, Special	\$ 10,228,241	\$ 3,289,081	32.16%	Spec Ed, Detention, LAP, Bilingual, Hi Cap, Transport
Federal, General	\$ 5,500	\$ -	0.00%	Federal Forest; deducted from apportionment
Federal, Special	\$ 5,454,477	\$ 1,137,865	20.86%	Food Service, Fed Grants (Title I, Title 2, etc)
Other Districts	\$ 113,527	\$ 317	0.28%	Non high payments from Cosmopolis SD
Other Agencies	\$ 78,200	\$ 13,827	17.68%	Private Foundations, ESD 113
Other Fin Sources	\$ -	\$ -		
Totals	\$ 50,332,276	\$ 16,582,248.80	32.95%	

33.33% % of fiscal year elapsed

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

<u>Activity</u>	<u>Budgeted</u>	<u>Actual YTD</u>	<u>Actual %</u>	<u>District payroll and/or:</u>
Board of Directors	\$ 133,093	\$ 1,142	0.86%	Dues, audits, elections, legal svcs, travel, etc
Superintendent's Office	\$ 352,924	\$ 110,930	31.43%	General Admin/ Supt Office
Business Office	\$ 485,209	\$ 150,334	30.98%	Fiscal operations
Human Resources	\$ 409,786	\$ 133,861	32.67%	Personnel & recruitment, labor relations
Public Relations	\$ 40,000	\$ 12,802	32.00%	Educational/admin info to public
Supervision of Instruction	\$ 876,124	\$ 318,759	36.38%	includes secretarial support
Learning Resources	\$ 417,724	\$ 143,716	34.40%	Library resources & staffing
Principal's Office	\$ 2,561,160	\$ 868,288	33.90%	includes Secretarial support
Guidance/Counseling	\$ 1,134,013	\$ 496,204	43.76%	Counselors/support services
Pupil Management	\$ 55,250	\$ 22,688	41.06%	SRO, bus & playground aides, etc
Health Services	\$ 1,500,098	\$ 618,835	41.25%	Health including: nursing, OT/PT/SLP, etc
Teaching	\$ 30,073,737	\$ 10,059,058	33.45%	classroom teachers/para support
Extra-curricular	\$ 844,981	\$ 357,250	42.28%	Coaching, advising, ASB supervision
Instructional Prof Dev	\$ 559,300	\$ 163,031	29.15%	Prof development; instructional staff
Instructional Technology	\$ 264,283	\$ 84,990	32.16%	classroom technology
Curriculum	\$ 821,596	\$ 288,134	35.07%	District materials adoptions/purchases; staff
Food Services	\$ 2,160,270	\$ 786,113	36.39%	Mgmt of food service for district
Transportation	\$ 1,200,358	\$ 310,644	25.88%	Co-op payments, fuel, insurance
Maint & Operations	\$ 3,507,340	\$ 948,933	27.06%	Security, custodial/maint/grounds
Other Services	\$ 2,068,641	\$ 931,546	45.03%	Insurance, utilities, tech, print, motor pool
Transfers	\$ (213,538)	\$ (77,895)	36.48%	in district use of buses, vehicles, food service
Interfund Transfers	\$ 100,000	\$ -	0.00%	Transfers (to Cap Proj/ Debt Service)
Totals	\$ 49,352,349	\$ 16,729,361	33.90%	

33.33% % of fiscal year elapsed

CAPITAL PROJECTS FUND SUMMARY:

Revenue--Total receipts were \$ 10,605.38 and consist of interest payments and rental fees.

Expenditures—There were no expenditures for the month.

Fund Balance—Current monthly ending fund balance is \$ 134,325.15.

DEBT SERVICE FUND SUMMARY:

Revenue--Total receipts were \$ 21,170.13 and consists of interest/tax payments.

Expenditures— Expenditures totaled \$ 2,455,188.75 for the month and consisted of a bond principal payment.

Fund Balance—Current month ending fund balance is \$ 917,062.12. Funds in this account are held for the bond principal and interest payments due in June.

ASSOCIATED STUDENT BODY FUND SUMMARY:

Revenue--Total receipts for the month were \$ 25,623.43 and consist of fundraising and interest payments.

Expenditures-- Expenditures totaled 50.16% of the budgeted expenditures for this fiscal year.

Fund Balance—Current month ending fund balance is \$ 202,208.63.

TRANSPORTATION VEHICLE FUND SUMMARY:

Revenue--Total receipts were \$ 253.95 and consist of interest payments.

Expenditures— Expenditures totaled \$ 141,056.20 for the month and consisted of purchase of a bus.

Fund Balance—Current month ending fund balance is \$ 158,495.55.

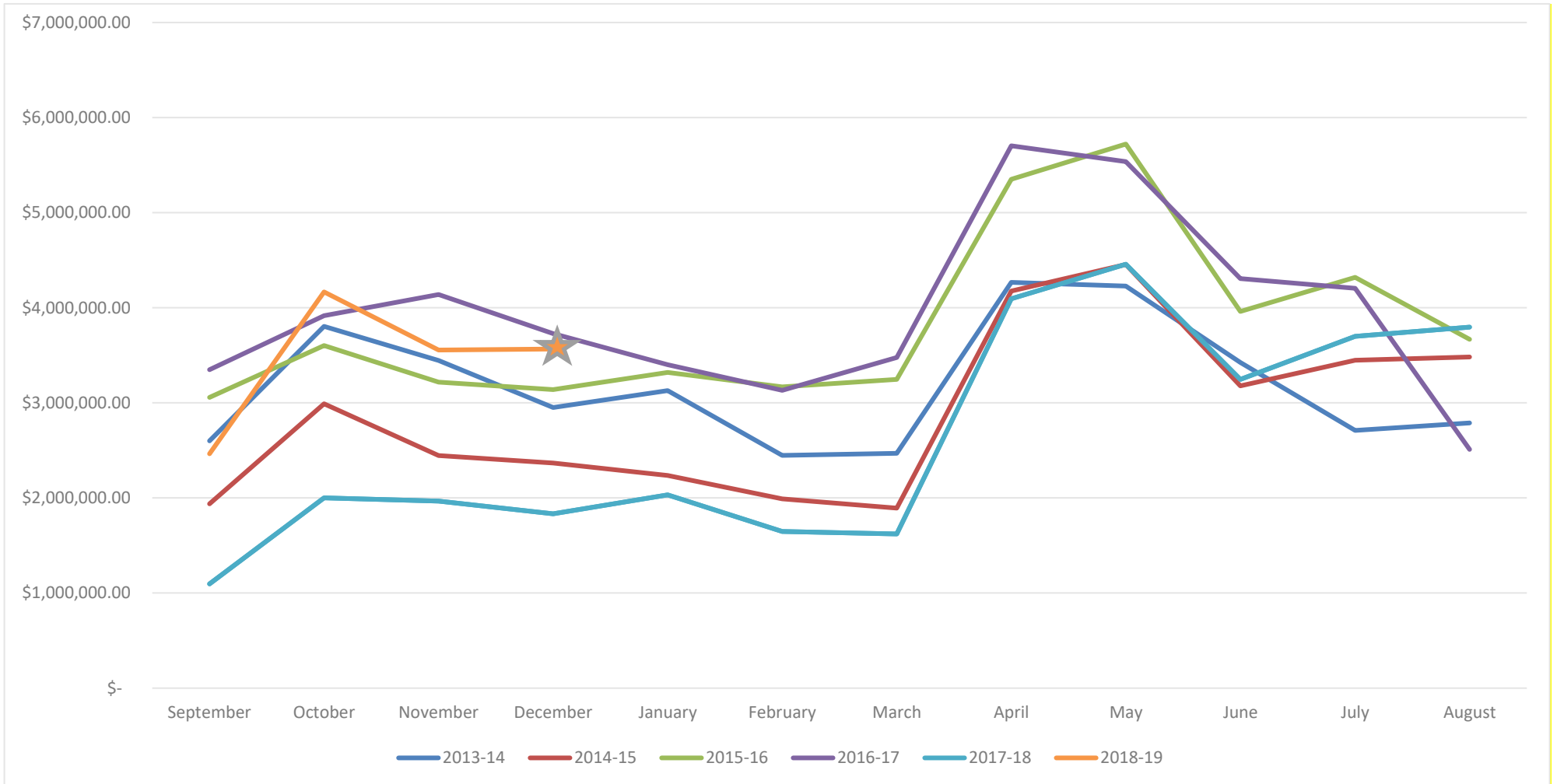
SUMMARY OF BUDGET EXPENDITURE CAPACITY

Budget Capacity as of December, 2018:

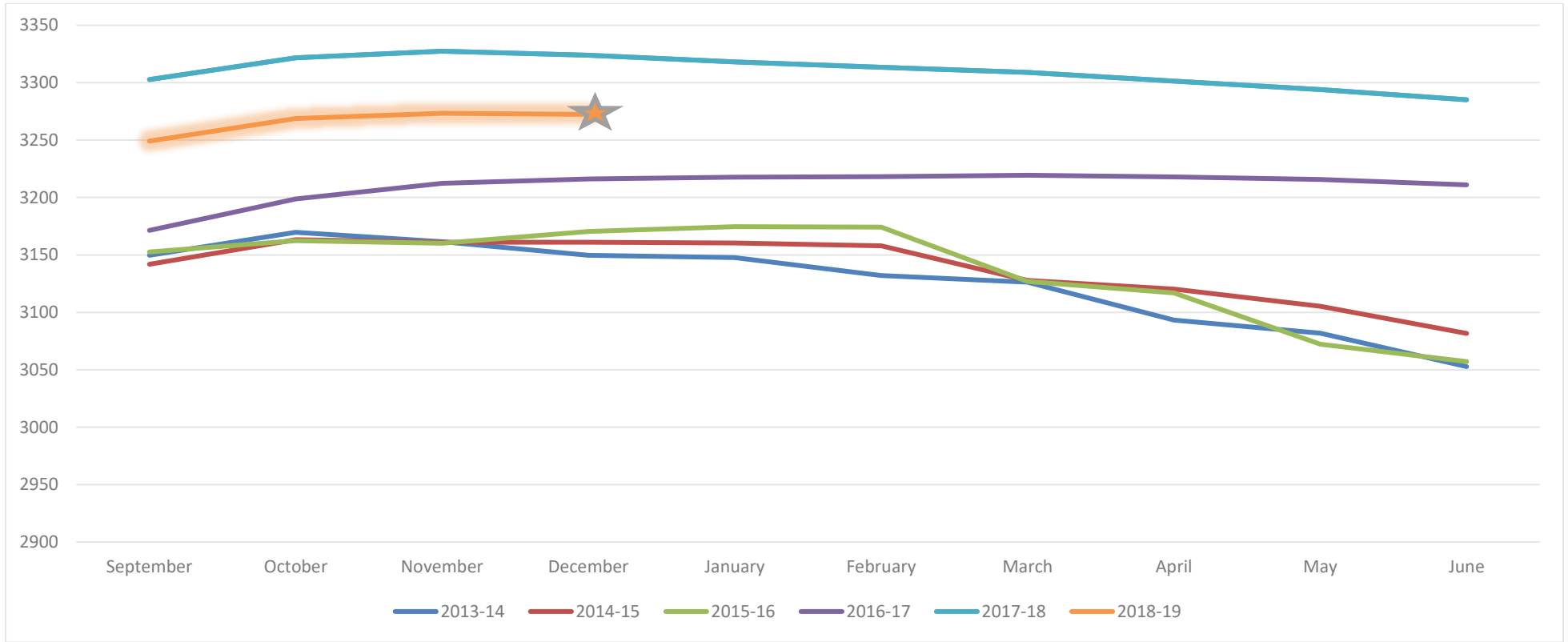
Fund	Budget	Expenditures YTD	Balance	% Expenditures	% Remaining
General	\$ 49,252,350	\$ 16,729,361	\$ 32,522,989	33.97%	66.03%
Capital Projects	\$ 2,460,000	\$ -	\$ 2,460,000	0.00%	100.00%
Debt Service	\$ 2,642,078	\$ 2,455,489	\$ 186,589	92.94%	7.06%
ASB	\$ 357,158	\$ 179,159	\$ 177,999	50.16%	49.84%
Trans Vehicle	\$ 300,000	\$ 141,056	\$ 158,944	47.02%	52.98%

GENERAL FUND FUND BALANCE TRENDS

End of December, 2018



ENROLLMENT TRENDS as of December, 2018



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	1774.88	493.09	1004.41	3,272.37	77.12	+ 59.49 (3,290)
2017-18 Actual	1800.62	484.33	1000.19	3,285.13	47.83	+ 120.13 (3,165)
2016-17 Actual	1775.14	478.49	957.34	3,210.97	62.58	+ 100.97 (3,110)
2015-16 Actual	1726.24	457.17	937.05	3,118.86	62.25	+32.86 (3,086)
2014-15 Actual	1724.11	442.34	969.95	3,136.40	33.64	+ 50.40 (3,086)
2013-14 Actual	1694.17	458.85	971.08	3,124.09	40.03	+ 97.09 (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 December, 2018

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 LOCAL TAXES	3,410,155	33,140.61	2,180,346.80		1,229,808.20	63.94
2000 LOCAL SUPPORT NONTAX	868,425	46,804.63	188,951.08		679,473.92	21.76
3000 STATE, GENERAL PURPOSE	30,173,751	2,489,835.13	9,771,861.00		20,401,890.00	32.39
4000 STATE, SPECIAL PURPOSE	10,228,241	890,207.21	3,289,080.69		6,939,160.31	32.16
5000 FEDERAL, GENERAL PURPOSE	5,500	.00	.00		5,500.00	0.00
6000 FEDERAL, SPECIAL PURPOSE	5,454,477	394,495.70	1,137,865.11		4,316,611.89	20.86
7000 REVENUES FR OTH SCH DIST	113,527	124.25	317.25		113,209.75	0.28
8000 OTHER AGENCIES AND ASSOCIATES	78,200	7,345.54	13,826.87		64,373.13	17.68
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
Total REVENUES/OTHER FIN. SOURCES	50,332,276	3,861,953.07	16,582,248.80		33,750,027.20	32.95
B. EXPENDITURES						
00 Regular Instruction	20,997,916	1,856,244.56	7,972,775.84	14,311.49	13,010,828.67	38.04
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	6,789,845	608,403.50	2,429,180.37	752.85	4,359,911.78	35.79
30 Voc. Ed Instruction	1,980,445	182,324.08	745,030.12	3,282.02	1,232,132.86	37.79
40 Skills Center Instruction	339,262	26,067.05	115,694.34	70.44	223,497.22	34.12
50+60 Compensatory Ed Instruct.	7,793,631	471,710.64	1,955,012.01	7,837.10	5,830,781.89	25.19
70 Other Instructional Pgms	1,056,604	35,456.53	117,534.20	5,760.72	933,309.08	11.67
80 Community Services	77,663	20,072.20	78,423.74	0.00	760.74-	100.98
90 Support Services	10,216,983	650,480.48	3,315,710.54	213,718.46	6,687,554.00	34.54
Total EXPENDITURES	49,252,349	3,850,759.04	16,729,361.16	245,733.08	32,277,254.76	34.47
C. OTHER FIN. USES TRANS. OUT (GL 536)	100,000	.00	.00			
D. OTHER FINANCING USES (GL 535)	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)	979,927	11,194.03	147,112.36-		1,127,039.36-	115.01-
F. TOTAL BEGINNING FUND BALANCE	2,796,370		3,714,612.25			
G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)	XXXXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)	3,776,297		3,567,499.89			

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	992,854	19,009.15
G/L 891 Unassigned Min Fnd Bal Policy	2,413,000	2,353,004.32
<u>TOTAL</u>	3,776,297	3,567,499.89

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 December, 2018

	ANNUAL	ACTUAL	ACTUAL			
	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Support Nontax	38,500	1,877.99	10,605.38		27,894.62	27.55
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
7000 Revenues Fr Oth Sch Dist	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	100,000	.00	.00		100,000.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	138,500	1,877.99	10,605.38		127,894.62	7.66
B. EXPENDITURES						
10 Sites	1,460,000	.00	.00	1,841,138.49	381,138.49-	126.11
20 Buildings	1,000,000	.00	.00	0.00	1,000,000.00	0.00
30 Equipment	0	.00	.00	0.00	.00	0.00
40 Energy	0	.00	.00	0.00	.00	0.00
50 Sales & Lease Expenditure	0	.00	.00	0.00	.00	0.00
60 Bond Issuance Expenditure	0	.00	.00	0.00	.00	0.00
90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	2,460,000	.00	.00	1,841,138.49	618,861.51	74.84
C. OTHER FIN. USES TRANS. OUT (GL 536)						
	0	.00	.00			
D. OTHER FINANCING USES (GL 535)						
	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN. SOURCES						
<u>OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	2,321,500-	1,877.99	10,605.38		2,332,105.38	100.46-
F. TOTAL BEGINNING FUND BALANCE						
	1,030,452		123,719.77			
G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)						
	XXXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE						
<u>(E+F + OR - G)</u>	1,291,048-		134,325.15			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 861 Restricted from Bond Proceeds	0	.00
G/L 862 Committed from Levy Proceeds	0	.00
G/L 863 Restricted from State Proceeds	0	.00
G/L 864 Restricted from Fed Proceeds	0	.00
G/L 865 Restricted from Other Proceeds	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-	26,276.19
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	1,291,048-	134,325.15

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 December, 2018

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 Local Taxes	2,652,728	16,623.98	1,126,849.84		1,525,878.16	42.48
2000 Local Support Nontax	10,000	5,086.15	16,796.13		6,796.13-	167.96
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>21,710.13</u>	<u>1,143,645.97</u>		<u>1,519,082.03</u>	<u>42.95</u>
B. EXPENDITURES						
Matured Bond Expenditures	2,235,000	2,235,000.00	2,235,000.00	0.00	.00	100.00
Interest On Bonds	406,178	220,188.75	220,188.75	0.00	185,989.25	54.21
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	900	.00	300.00	0.00	600.00	33.33
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>2,455,188.75</u>	<u>2,455,488.75</u>	<u>0.00</u>	<u>186,589.25</u>	<u>92.94</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			
E. <u>EXCESS OF REVENUES/OTHER FIN.SOURCES OVER (UNDER) EXPENDITURES (A-B-C-D)</u>	20,650	2,433,478.62-	1,311,842.78-		1,332,492.78-	< 1000-
F. <u>TOTAL BEGINNING FUND BALANCE</u>	2,172,951		2,228,904.90			
G. <u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXXX		.00			
H. <u>TOTAL ENDING FUND BALANCE (E+F + OR - G)</u>	2,193,601		917,062.12			
I. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted for Other Items	0		.00			
G/L 830 Restricted for Debt Service	2,193,601		917,062.12			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	<u>2,193,601</u>		<u>917,062.12</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 December, 2018

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES						
1000 General Student Body	69,970	4,097.27	41,087.51		28,882.49	58.72
2000 Athletics	113,850	14,855.41	78,817.26		35,032.74	69.23
3000 Classes	2,000	.00	.00		2,000.00	0.00
4000 Clubs	134,195	6,670.75	40,066.82		94,128.18	29.86
6000 Private Moneys	70,100	.00	87,159.11		17,059.11-	124.34
<u>Total REVENUES</u>	390,115	25,623.43	247,130.70		142,984.30	63.35
B. EXPENDITURES						
1000 General Student Body	52,390	3,613.63	12,497.09	291.95	39,600.96	24.41
2000 Athletics	103,023	11,822.61	53,339.02	214.73	49,469.25	51.98
3000 Classes	2,000	.00	.00	0.00	2,000.00	0.00
4000 Clubs	128,390	13,273.24	26,179.40	0.00	102,210.60	20.39
6000 Private Moneys	71,375	84,644.74	87,143.75	0.00	15,768.75-	122.09
<u>Total EXPENDITURES</u>	357,178	113,354.22	179,159.26	506.68	177,512.06	50.30
C. EXCESS OF REVENUES						
<u>OVER (UNDER) EXPENDITURES</u> (A-B)	32,937	87,730.79-	67,971.44		35,034.44	106.37
D. TOTAL BEGINNING FUND BALANCE						
	185,010		202,208.63			
E. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)						
	XXXXXXXXXX		.00			
F. TOTAL ENDING FUND BALANCE						
<u>C+D + OR - E)</u>	217,947		270,180.07			
G. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted for Other Items	7,500		7,500.00			
G/L 819 Restricted for Fund Purposes	210,447		262,680.07			
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>	217,947		270,180.07			

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 December, 2018

	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	253.95	970.63		2,829.37	25.54
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	155,027	.00	.00		155,027.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	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>253.95</u>	<u>970.63</u>		<u>177,856.37</u>	<u>0.54</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>253.95</u>	<u>970.63</u>		<u>177,856.37</u>	<u>0.54</u>
<u>D. EXPENDITURES</u>						
Type 30 Equipment	300,000	141,056.20	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>141,056.20</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>140,802.25-</u>	<u>140,085.57-</u>		<u>18,912.57-</u>	<u>15.61</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>158,495.55</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		158,495.55			
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>158,495.55</u>			

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



*Our Children,
Our Schools,
Our Future*

FY 2017-18
F-196 YEAR END
FINANCIAL REPORT

Aberdeen School District No. 5

Presented by:
Elyssa Louderback
Executive Director of Business & Operations

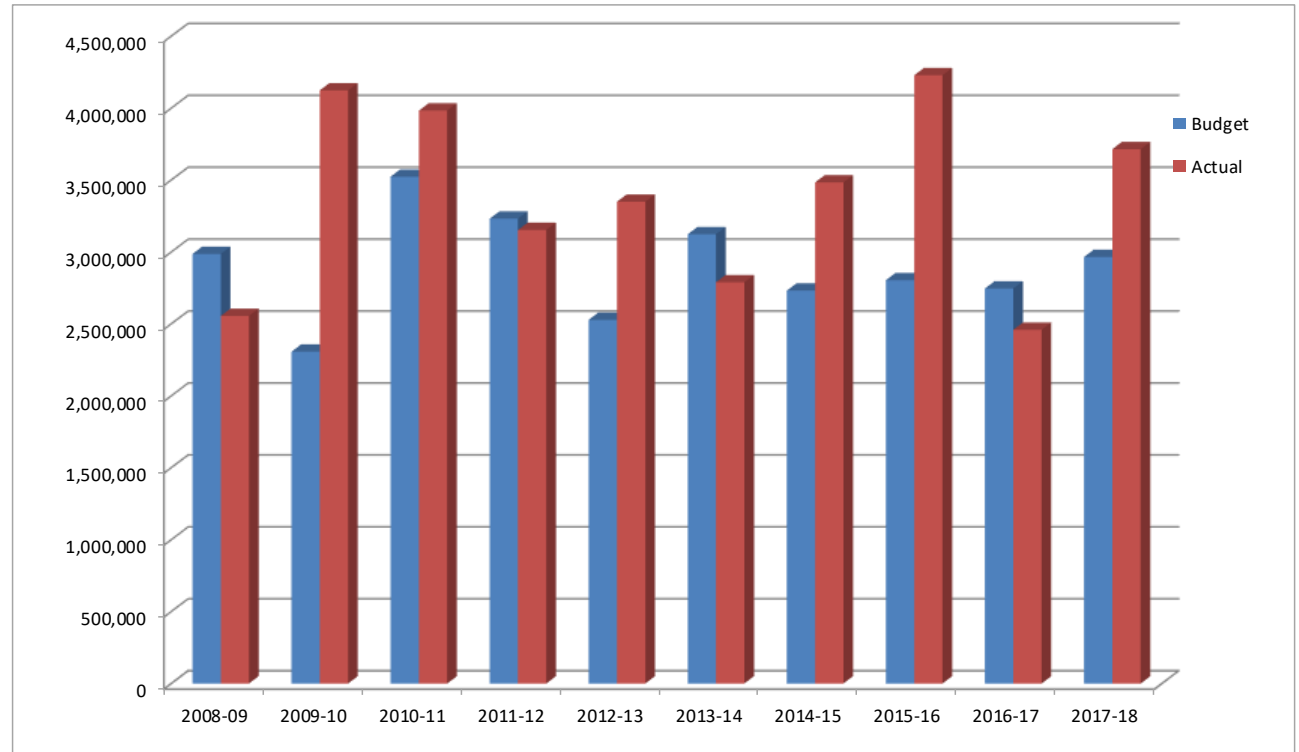
2017-18 General Fund

Beginning Fund Balance	\$2,459,075.43
Revenues and Other Financing Sources	\$ 48,315,623.16
Expenditures	- \$47,060,086.34
Transfers Out	- \$ 0
Ending Fund Balance	\$ 3,714,612.25

We had anticipated transferring \$ 1,000,000 to Capital Projects to defray the costs of the Miller addition. We did **not** make that transfer. The ending fund balance for the 2017-18 fiscal year was 7.89% of the expenditures.

Fund Balance – 10 Year history

	Budget	Actual	%
2008-09	2,985,895	2,555,594	7.00%
2009-10	2,306,653	4,123,358	11.60%
2010-11	3,523,199	3,983,082	10.80%
2011-12	3,231,545	3,152,531	8.71%
2012-13	2,528,520	3,349,579	9.46%
2013-14	3,123,675	2,789,553	7.46%
2014-15	2,730,909	3,483,565	9.05%
2015-16	2,803,882	4,228,269	10.21%
2016-17	2,746,294	2,459,075	5.59%
2017-18	2,965,212	3,714,612	7.89%

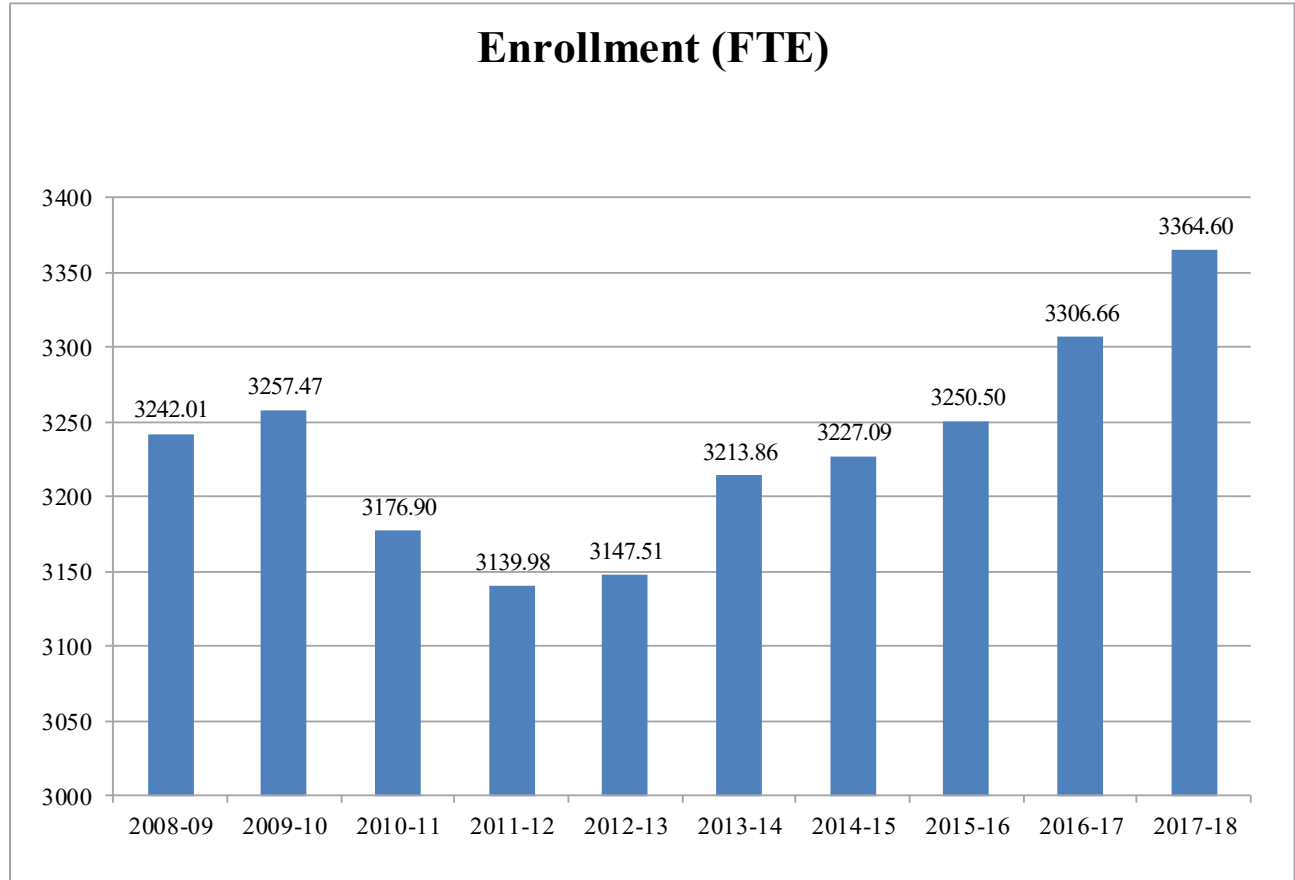


The Board of Directors passed a resolution to maintain a 5% minimum fund balance in 2015-16, upon recommendation from the Washington State Auditor’s Office.

Enrollment – 10 year history

per 1251 Enrollment report

2007-08	3301.86
2008-09	3242.01
2009-10	3257.47
2010-11	3176.90
2011-12	3139.98
2012-13	3147.51
2013-14	3213.86
2014-15	3227.09
2015-16	3250.50
2016-17	3306.66
2017-18	3364.60



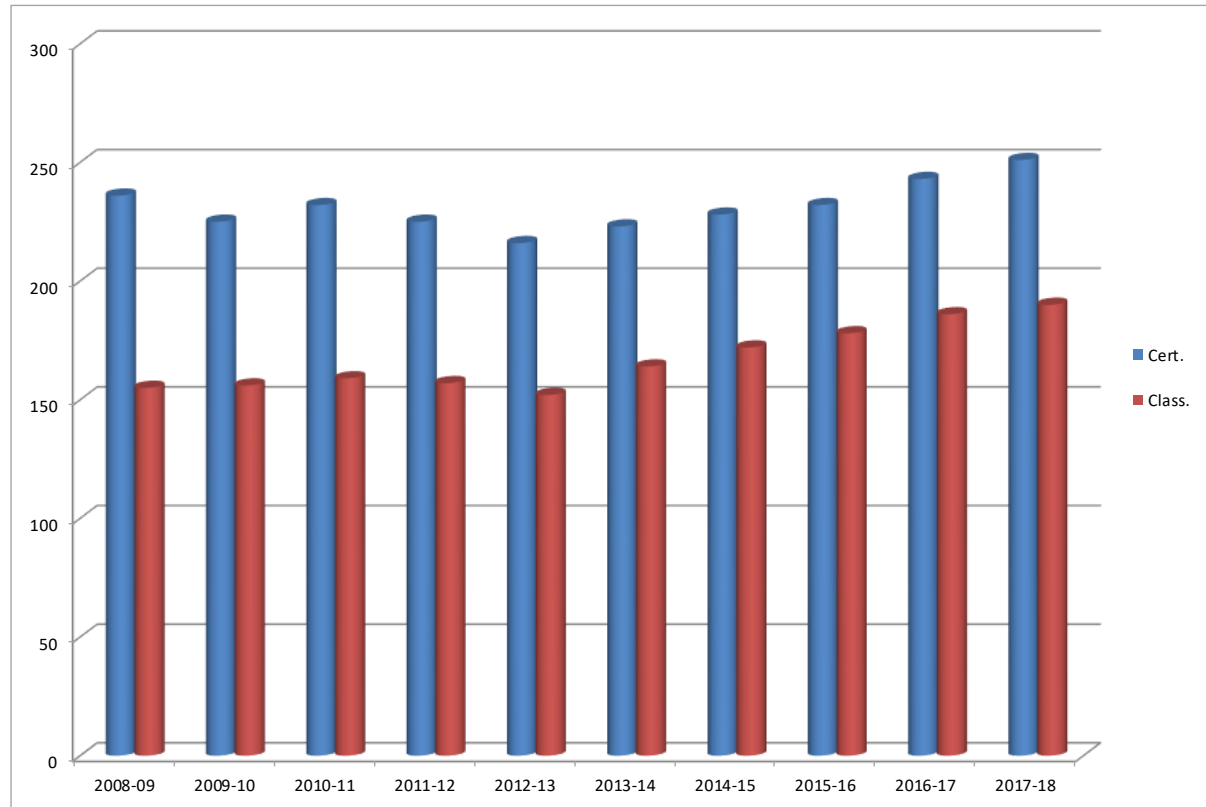
2018-19 Budgeted Enrollment = 3290, current AAFTE is 3347.62

Revenue – 2 Year Comparison

Description	2016-17	Percent	2017-18	Percent
Local Tax	5,276,775	12.00%	5,261,861	10.89%
Local Non-Tax (Fees, Fines, Food Service)	703,024	1.60%	504,449	1.05%
State General (Apportionment)	24,894,680	56.63%	27,606,830	57.14%
State Special (Special Ed, Transportation)	7,779,966	17.70%	9,433,281	19.52%
Federal (Federal Forest)	5,622	.01%	51,587	.11%
Federal (Special Ed, Title I)	5,051,903	11.49%	5,179,257	10.72%
Other Sources (Non-High, Grants)	247,753	.57%	278,358	.57%
Total Revenue	\$43,959,723	100%	\$48,315,623	100%

Staffing – 10 year history

	Cert.	Class.
2008-09	236	155
2009-10	225	156
2010-11	232	159
2011-12	225	157
2012-13	216	152
2013-14	223	164
2014-15	228	172
2015-16	232	178
2016-17	243	186
2017-18	251	190



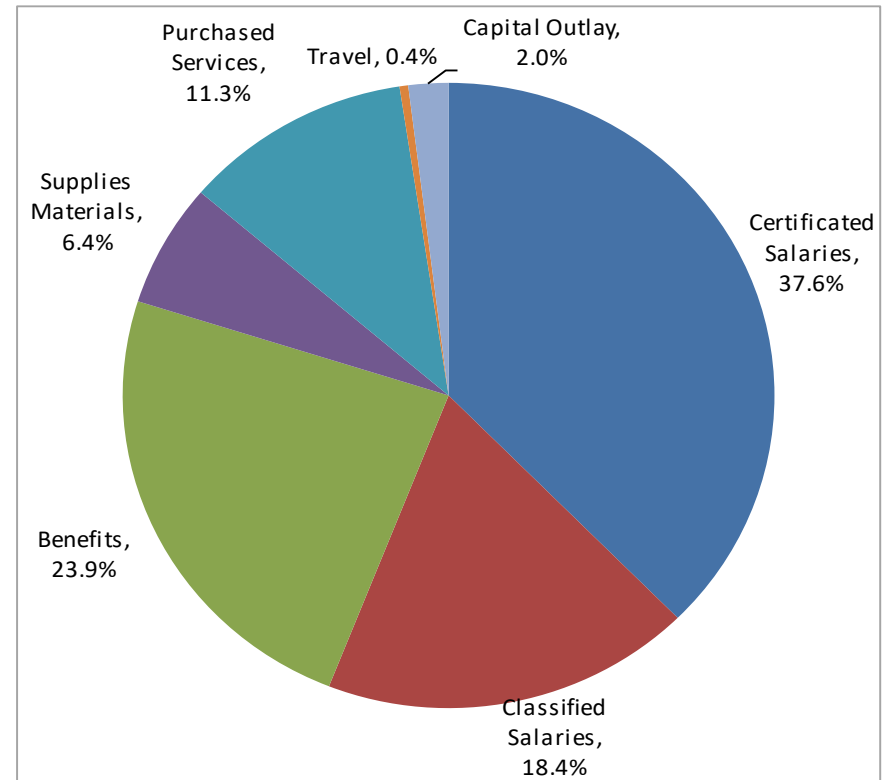
Average number of Cert Staff = 231.1

Average number of Class staff = 166.9

Per 1801 Staffing report

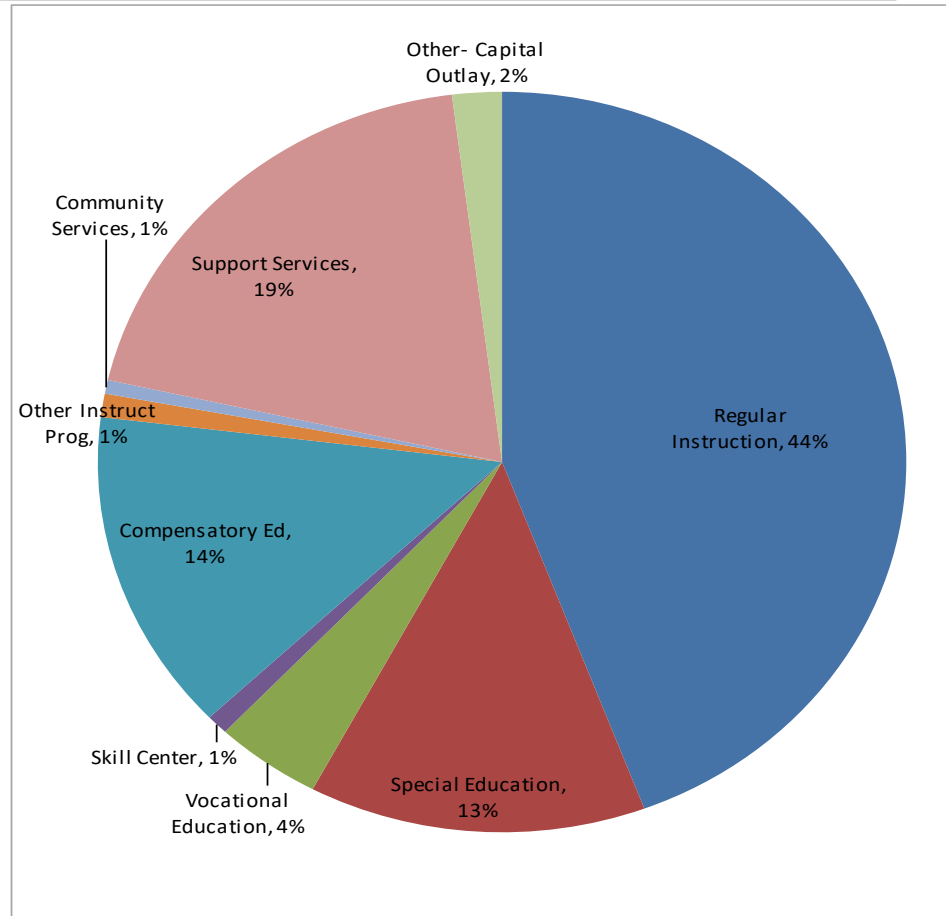
EXPENDITURES BY OBJECT

Object	Expense	Percent
Certificated Salaries	17,691,794	37.6%
Classified Salaries	8,653,800	18.4%
Benefits	11,242,009	23.9%
Supplies Materials	3,000,734	6.4%
Purchased Services	5,337,027	11.3%
Travel	201,429	0.4%
Capital Outlay	933,294	2.0%
Total	47,060,086	
Personnel Costs Percent		79.9%
MSOC's Percent (Materials, Supplies, Operating Costs)		20.1%



EXPENDITURES BY PROGRAM

Activity	Expense	Percent
Regular Instruction	20,836,056	44%
Special Education	6,345,652	13%
Vocational Education	2,002,580	4%
Skill Center	410,135	1%
Compensatory Ed	6,612,599	14%
Other Instruct Prog	481,982	1%
Community Services	280,353	1%
Support Services	9,157,435	19%
Other- Capital Outlay	933,294	2%
Total	47,060,086	



FUND BALANCE COMPOSITION

Total Fund Balance	\$	3,714,612
Non Spendable - Inventory	\$	335,762
Restricted Reserve - Carryover	\$	846,355
Committed - Imprest	\$	13,370
Assigned - Other Purposes	\$	-
Unassigned "Fund Balance"	\$	166,122
Unassigned - Minimum fund balance policy	\$	2,353,004

We ended the year with a total Ending Fund Balance in General Fund of 7.89%

CAPITAL PROJECTS FUND

REVENUE

- Interest
- Rental/Use fees

EXPENDITURES

- Completion of Grandstand project
- Planning for Stevens

Beginning Fund Balance	\$ 702,390.26
Revenues and Other Financing Sources	\$ 36,144.11
Expenditures	- \$ 614,814.60
Ending Fund Balance	\$ 123,719.77

DEBT SERVICE FUND

REVENUE

- Local Property Tax
- Timber Excise Tax

EXPENDITURES

- Principal & Interest payments for Voted/Non-voted Debt (Bonds)

Beginning Fund Balance	\$ 3,335,081.11
Revenues and Other Financing Sources	\$ 2,752,251.29
Expenditures	- \$3,858,427.50
Ending Fund Balance	\$ 2,228,904.90

ASSOCIATED STUDENT BODY (ASB) FUND

REVENUE

- Clubs
- Athletics
- Fundraisers

EXPENDITURES

- Cultural
- Athletic
- Recreational
- Social

Beginning Fund Balance	\$ 173,661.06
Revenues and Other Financing Sources	\$ 408,128.22
Expenditures	- \$ 379,580.65
Ending Fund Balance	\$ 202,208.63

ASB ENDING FUND BALANCE BY SCHOOL

2016-2017

Total	\$ 166,161.06
Central Park	\$ 3,283.95
Robert Gray	\$ 1,052.35
McDermoth	\$ 8,450.42
Stevens	\$ 5,797.51
AJ West	\$ 4,823.96
Miller Jr High	\$ 28,986.94
Aberdeen High	\$ 103,678.28

2017-2018

Total	\$ 184,964.53
Central Park	\$ 2,936.80
Robert Gray	\$ 316.63
McDermoth	\$ 6,984.32
Stevens	\$ 9,729.31
AJ West	\$ 3,474.80
Miller Jr High	\$ 30,145.49
Aberdeen High	\$ 131,377.18

TRANSPORTATION VEHICLE FUND

REVENUE

- State Depreciation
- Interest
- Grants (Dept of Energy)

EXPENDITURES

- Purchase of 2 new buses

Beginning Fund Balance	\$ 472,012.54
Revenues and Other Financing Sources	\$ 168,572.69
Expenditures	- \$ 342,004.11
Ending Fund Balance	\$ 298,581.12

What's coming?

- Budget Extension for the 2018-19 school year:
 - General Fund – increased expenses due to collective bargaining increases completed after the original budget
 - Capital Projects Fund – increased expenses due to Miller project
- Planning for 2019-20 year:
 - Full effect of the “Levy Cliff” and restricted state revenues
 - Elimination of Staff mix; new revenue allocation model
 - Implementation of SEBB (School Employee Benefit Board) Jan, 2020
 - Planning and voting on Stevens Elementary school bond
 - Education Programs & Operations Levy approval & vote (in 2020)

December 8, 2018

Attn: Elyssa Louderback

RE: **Aberdeen School District #5**
Miller Junior High School Modular Building Project
100 E Lindstrom Street
Aberdeen, WA 98520

Dear Elyssa,

Thank you very much for allowing me to submit this proposal for architectural services for your review. We are excited to help you obtain permits for the modular building described in the drawings and site plan you sent us.

The project is in unincorporated Grays Harbor County's jurisdiction, parcel number 317091521001, zoning is Aberdeen RS Single Family Residential, Aberdeen RM Multiple Family Residential, which does not affect the intentions for the project.

Site information: 25 acres. The entire parcel appears to be in a county documented flood zone, and we have contacted AHBL for proposals for civil engineering and surveying for the project (see attached to this email.)

1. SITE PLANNING

We will create a site plan based on the information being gathered by the surveyors and the aerial layout you sent us. We will show the 20 feet of separation between the new modular structure and the main building. We will create a code summary document to explain that this meets minimum fire separation and does not trigger any work at the existing building. We will coordinate this work with the civil engineer's drawings.

2. HEATH DEPARTMENT PERMITS

Grays Harbor County Environmental Health has defined several steps in order to complete this project:

- Completion of a K-12 School Construction Project Plan Review Application
- Site Approval with a sound level survey (to be completed by the district)
- Completion of the School Facility Certification Checklist (after completion of construction)



weddermann.com



253.973.6611



2302 A Street, Tacoma, WA 98402

As no food preparation area is intended in the proposed building, the health department's instruction to complete the School & Institutional Operation Food & Beverage Permit Application should not be necessary, but we will verify that assumption.

Our work to obtain the building permit as described below will be used in parallel with the health department applications described above.

3. LABOR AND INDUSTRY PERMITS

Pre-engineered modular structures built off site generally require a L&I permit. We have obtained these on several other projects and the process is similar to that of building permits, as I'm sure you are aware. Our work to obtain the building permit as described below will be used in parallel with the Labor & Industry applications required.

4. DESIGN DEVELOPMENT We will create the elevation and section drawings for the structure as required for permit. We will identify in these drawings all shell building systems and materials. We assume there will be minimal input required from the school district during this phase, as the structure is well defined in the Modern Building Systems documents. Our work will be to coordinate the shell and system drawings so that the building department feels confident that the design meets code requirements for all systems. We will coordinate our work with the MBS structural drawings for foundation design. We have confirmed with MBS that there will not be a requirement for mechanical, electrical or plumbing design beyond what they provide. If changes to the design are required, or additional consultants are required to be added to the team, we will bring this to your attention immediately. Our work will include circulation design based on site conditions, assuming differing grades at either end of the proposed building, and the assumption that stairs and/or ramps will be required at one end.

DELIVERABLES: To complete this phase, we will supply you with a set of drawings for your review that includes elevations, plans, section(s), and structural layouts.

5. BUILDING DEPARTMENT PERMITTING

We will provide details as necessary to obtain the construction permit. We will complete whatever energy forms are required for the permit application. We will coordinate sub-consultants' and sub-contractors' information as it is available. We will submit the permit set and application, and provide support during permit review as necessary, answering questions from the jurisdiction as they arise. If additional details are required for construction, that work will be addressed in the Construction Administration phase and billed hourly. If it requires more than one round of revisions to the set, additional fees may be assessed but we do not anticipate it.

DELIVERABLES: To complete this phase, we will supply you with a set of drawings for your review that includes elevations, plans, site plan, section(s)/interior elevations, and structural information (layouts and calculations), for you to sign off on prior to obtaining the permit.



Payment schedule: At completion of each milestone, the following payment will be invoiced:

Site Design Complete	\$3,000
50% Design Development Complete	\$4,000
Completion of Design Development Phase	\$4,000
Completion of Health Department Permit Applications & Submittal	\$5,000
Completion of Labor & Industry Permit Application & Submittal	\$5,000
Completion of Building Department Permit Submittal	\$5,000
Permit revisions through permits awarded	\$3,000

ARCHITECTURAL FEE: \$29,000

6. BIDDING / CONSTRUCTION ADMINISTRATION

We will be available for support during bidding and the construction phases if you require. We will also be available for questions from the General Contractor and his subcontractors as you approve. Our services can include conducting periodic site reviews, fixture and color selection, response to formal requests for information, review of submittals and shop drawings, response to change order requests, etc.

ARCHITECTURAL FEE: on an hourly basis (\$175 per hour)

EXCLUSIONS

The following services are **not** included in this proposal:

- Survey, geotechnical information, civil engineering (see attached proposals from AHBL)
- Structural engineering
- Landscape architecture or design
- Interior design (furniture and color selections)
- Cost Estimating or Budget Control
- Mechanical Engineering and plumbing design
- Electrical Engineering or lighting design
- Permitting fees or any other costs associated with the construction
- Plotting or printing, postage
- Reimbursable expenses are exclusive of the proposed fees, and will be invoiced at cost + 10%; personal auto mileage at \$ 0.55/mile.

We can obtain proposals for consultants to perform some of the above services if you request. Management of sub-consultants will be billed at 10% of their total contract amount. Construction Administration and Bidding Phase services will be billed at an hourly rate of \$175 per hour.

Basis of Compensation:



weddermann.com



253.973.6611



2302 A Street, Tacoma, WA 98402

Progress payments for services will be billed per milestones described above, with the final payment being billed at the completion of the permit process. If at any time the project is discontinued for any reason, we will bill for the time spent to date, and payment will be due within 30 days of receipt of invoice. All payments for work performed to be received within 10 days of receipt of invoice.

Liability:

In lieu of an AIA contract, we propose to use this Letter Agreement as the formal contract for architectural services. As such, architectural liability will be limited to not exceed the value of the fee.

Use of Architect's Instruments of Service

- Drawings and other documents, including those in electronic form, prepared by the Architect and the Architect's consultants are Instruments of Service for use solely with respect to this Project. The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service and shall retain all common law, statutory and other reserved rights, including copyrights.
- Upon execution of this Agreement, the Architect grants to the Owner a nonexclusive license to reproduce the Architect's Instruments of Service solely for purposes of constructing, using and maintaining the Project, provided that the Owner shall comply with all obligations, including prompt payment of all sums when due, under this Agreement. The Architect shall obtain similar nonexclusive licenses from the Architect's consultants consistent with this Agreement. Any termination of this Agreement prior to completion of the Project shall terminate this license. Upon such termination, the Owner shall refrain from making further reproductions of Instruments of Service and shall return to the Architect within seven days of termination all originals and reproductions in the Owner's possession or control. If and upon the date the Architect is adjudged in default of this Agreement, the foregoing license shall be deemed terminated and replaced by a second, nonexclusive license permitting the Owner to authorize other similarly credentialed design professionals to reproduce and, where permitted by law, to make changes, corrections or additions to the Instruments of Service solely for purposes of completing, using and maintaining the Project.
- Except for the licenses granted, no other license or right shall be deemed granted or implied under this Agreement. The Owner shall not assign, delegate, sublicense, pledge or otherwise transfer any license granted herein to another party without the prior written agreement of the Architect. However, the Owner shall be permitted to authorize the Contractor, Subcontractors, Sub-subcontractors and material or equipment suppliers to reproduce applicable portions of the Instruments of Service appropriate to and for use in their execution of the Work by license granted. Submission or distribution of Instruments of Service to meet official regulatory requirements or for similar purposes in connection with the Project is not to be construed as publication in derogation of the reserved rights of the Architect and the Architect's consultants. The Owner shall not use the Instruments of Service for future additions or alterations to this Project or for other projects, unless the Owner obtains the prior written agreement of the Architect and



weddermann.com



253.973.6611



2302 A Street, Tacoma, WA 98402

the Architect's consultants. Any unauthorized use of the Instruments of Service shall be at the Owner's sole risk and without liability to the Architect and the Architect's consultants.

- Prior to the Architect providing to the Owner any Instruments of Service in electronic form or the Owner providing to the Architect any electronic data for incorporation into the Instruments of Service, the Owner and the Architect shall by separate written agreement set forth the specific conditions governing the format of such Instruments of Service or electronic data, including any special limitations or licenses not otherwise provided in this Agreement.

OWNER RESPONSIBILITIES

You are responsible for responding to questions and making decisions in a timely manner. If you retain any other consultants for the project, it will be your responsibility to coordinate their services with ours. Your responsibilities also include furnishing of all inspections, tests and reports required by the jurisdiction during construction.

If this proposal meets with your approval, please sign below and I will consider this a binding agreement in lieu of an AIA contract. Upon receipt of your signed agreement, I will commence work.

Sincerely yours,



Jennifer Weddermann, AIA, LEED AP, Architect

Owner Representative Signature

Printed Name

Date



weddermann.com



253.973.6611



2302 A Street, Tacoma, WA 98402

South Sound Geotechnical Consulting

December 14, 2018

Weddermann Architecture
1201 Regents Blvd., A
Fircrest, Washington 98466

Attention: Ms. Jennifer Weddermann

Subject: Proposal for Geotechnical Engineering Services
New Miller Jr. High Modular Building
Aberdeen, Washington
SSGC Proposal No. P18113

Ms. Weddermann,

South Sound Geotechnical Consulting (SSGC) has prepared this proposal to complete a geotechnical engineering evaluation for the proposed modular building at the Miller Junior High School in Aberdeen, Washington. The purpose of our services is to characterize subsurface conditions at the site to assess general geotechnical issues in support of design of foundations and stormwater control. This proposal outlines our understanding of the project, our scope of services, and estimated fees.

PROJECT INFORMATION

Proposed development includes a new twelve room modular building, east of the northern end of the existing school building. Conventional spread footing foundations are preferable for support of the structure with anticipated concrete slab-on-grade floors. However, many larger structures in this area are supported on deep foundation systems (e.g. piles)

We understand stormwater control for the new building will utilize infiltration facilities, if feasible. US Soil Survey maps in the area of the school campus indicate that native soils consist of Ocosta silty clay loam. This soil reportedly formed on flood plains and deltas and is very poorly draining. Infiltration on this site is likely not feasible based on the mapped soil type.

SCOPE OF SERVICES

Our proposed scope of services includes:

- **Subsurface Exploration:** We proposed to complete three borings in the proposed modular footprint to assess general subgrade conditions. One of the borings would be advanced to a depth of about 60 feet below surface grades for liquefaction assessment. The other borings would be advanced to between 20 and 30 feet to determine soil consistency across the site. Soil samples will be collected at 2.5 to 5 foot intervals during drilling for further identification and laboratory testing.

One infiltration test would be completed on the site in general conformance with Pilot Infiltration Test procedures outlined in the 2014 WDOE Stormwater Management Manual for Western Washington to assess infiltration characteristics of native site soils.

- **Laboratory Testing:** Up to five (5) gradation and/or liquid-plastic limit (Atterberg) tests would be completed to characterize soil index properties. Tests for Cation Exchange Capacity (CEC) and organic content would be completed for samples from the infiltration test hole. Additional laboratory tests would be completed only if subsurface conditions warranted such tests, and if authorized.

- **Summary Report:** Information from the subsurface exploration program would be evaluated by a licensed engineer in the State of Washington. A summary report would be prepared that includes the following:
 1. Description of observed subsurface soil and groundwater conditions with logs of the borings;
 2. Site Plan showing approximate locations of the explorations;
 3. Discussion of geotechnical characteristics of subgrade conditions and potential impacts relative to the planned development;
 4. General site preparation recommendations for earthwork including foundation, floor slab, and subgrade preparation, and drainage provisions;
 5. Structural fill recommendations including type and compaction criteria, as well as suitability of site soils;
 6. Feasibility of spread footing foundations with recommended allowable bearing capacity and settlement estimates;
 7. Recommended alternate foundation systems (e.g. piles, piers, ground improvement) if conventional spread footings are not feasible;
 8. General seismic conditions including site class per the 2015 International Building Code (IBC) and liquefaction potential of site soils;
 9. Assessment of infiltration characteristics and recommended infiltration rates (if feasible) per the 2014 WDOE Stormwater Management Manual for Western Washington; and,
 10. Recommendations for additional geotechnical evaluations, as necessary.

- **Schedule:** We anticipate that the fieldwork can be scheduled within about three weeks of written authorization to proceed, but is dependent on driller availability. Drilling of the borings can be completed in one to two days. Infiltration testing can be completed in one day. Laboratory testing is anticipated to take about one week. Our final report would be completed within two weeks of completion of the laboratory testing. Preliminary geotechnical design information can be provided after the fieldwork and laboratory testing are completed to expedite design efforts by other team members.

CONDITIONS

The client (and owner) should be aware that there are risks associated with any subsurface exploration procedures. As such, we request that the client and/or owner provide right of entry and access to the site and provide SSGC with the location of all underground utilities in the project area. SSGC will contact the local One Call utility service prior to completing our subsurface explorations. However, the location of private utilities is not part of SSGC's or the One Call system scope. We recommend a private locate is completed due to existing development of the site and have included as line item in our budget. All private underground utility lines should be marked prior to our fieldwork. SSGC will not be responsible or held liable for any damage to non-located utilities.

Borings would be drilled by a local drilling company subcontracted to SSGC, with infiltration test holes excavated by a private excavation company. The driller is responsible to backfill the borings per Washington State DOE requirements upon completion. Infiltration test holes will be backfilled with cuttings and tamped with the backhoe bucket. Please note that backfill soil in the test holes may settle with time.

SSGC takes reasonable efforts to reduce damage to the property during the field exploration activities. However, the client should be aware that in the normal course of the fieldwork, some disturbance will occur. We should be made aware of any restrictions or special requirements at this site prior to beginning the fieldwork.

ESTIMATED FEES

We will complete our services on a time and expense basis. Our estimated fee to complete the above described scope of services includes:

Proposal for Geotechnical Services
New Miller Jr. High Modular Building
Aberdeen, WA
SSGC Proposal No. P18113
December 14, 2018

SSGC

<u>Task</u>	<u>Estimated Fee</u>
Subcontract Driller (3 borings, 120 feet)	\$5,300
Subcontract Backhoe/Water Truck (Infiltration Assessment)	\$2,200
Subcontract Private Locate	\$ 250
SSGC Field Engineer	\$2,000
Laboratory Testing	\$1,100
Analyses and Report Preparation	<u>\$1,400</u>
Total	\$12,250

We will prepare a separate proposal with scope of services and fee estimates for additional services requested.

AUTHORIZATION

This proposal may be accepted by executing the attached Agreement for Services and returning one copy to SSGC or providing us with a mutually acceptable subcontract. This proposal is valid only if authorized within ninety days from the listed proposal date.

We appreciate the opportunity to provide this proposal and look forward to working with you on this project. Please contact us if you have any questions regarding this proposal.

Respectfully,

South Sound Geotechnical Consulting



Timothy H. Roberts, P.E., R.G.
Geotechnical Engineer

Attachment: Agreement for Services

AGREEMENT FOR SERVICES

This Agreement for Services ("Agreement") is between Weddermann Architecture, or owner ("client") and TISU Roberts LLC, dba South Sound Geotechnical Consulting ("SSGC") for geotechnical engineering services on the Miller Jr. High Modular Building ("Project") as described in SSGC's proposal No. P18113 dated December 14, 2018 ("Proposal")

1. **Scope of Services.** The scope of SSGC 's services is described in the Proposal, which is attached hereto as Exhibit A and incorporated herein by this reference. SSGC's services do not include the investigation, detection, or address the presence or prevention of biological pollutants (e.g. mold, fungi, bacteria, viruses, etc) or occupant safety issues (such as natural disasters, terrorism), or any services, work, or components not specified in the Proposal.
2. **Acceptance/Termination:** Client agrees that execution of this Agreement is a material element of the consideration SSGC requires to execute the defined scope of services, and if services are initiated by SSGC prior to execution of this Agreement as an accommodation for Client at Client's request, both parties shall consider that commencement of Services constitutes formal acceptance of all terms and conditions of this Agreement, which shall relate back to the date of initiation of services and shall be deemed effective as of such date irrespective of the date of approval or execution of this Agreement. SSGC and Client shall, in that event, confirm the effective date of the Agreement in writing. Additional terms and conditions of the Agreement and changed or altered scope of work for the Project may only be added or changed by written amendment of the Agreement and the Proposal signed by both parties. Either party may terminate the Agreement or the Services upon written notice to the other given not less than five (5) business days prior to the termination date unless otherwise agreed in writing between the parties. In such cases, SSGC shall be paid costs incurred and fees earned to the date of termination plus reasonable costs of closing the Project and any costs incurred for the Project that cannot be recovered by SSGC, such as equipment rental, site preparation, and other sunk or unavoidable costs incurred or accrued by SSGC for the Project.
3. **Compensation and Terms of Payment:** Client shall pay for the services performed as stated in the Proposal or as amended by both parties written acceptance of change orders or additional services agreements. SSGC may invoice Client monthly and payment is due upon receipt of invoice. Client shall pay a finance fee as a late charge of 1.5% per month (18% per annum), but not exceeding the maximum rate allowed by law, for all billed amounts not paid within 30 days or older, from the billing date until payment is made. Client agrees to pay for all collection costs that SSGC incurs, including attorney fees. SSGC may suspend services for lack of timely payment with our without prior notice to Client. It is the Client's responsibility to determine and notify SSGC in writing if federal, state or local prevailing wages apply. Client agrees to pay the prevailing wage, including all retroactive wages, should it be determined that prevailing wages apply and written notification was not provided to SSGC. In such event, Client also agrees to defend, indemnify, and hold harmless SSGC from any alleged violations made by any governmental agency regulating prevailing wage activity for failing to pay prevailing wages, including the payment of any fines or penalties.
4. **Third Party Reliance:** This Agreement and the Services provided are for the sole benefit and exclusive use of SSGC and Client. Reliance upon the -services and any work product is limited to the Client, and is not intended for third parties and may not be provided to third parties without SSGC's express prior written approval.
5. **LIMITATION OF LIABILITY: CLIENT AND SSGC HAVE ASSESSED THE RISKS AND REWARDS ASSOCIATED WITH THIS PROJECT, INCLUDING SSGC'S FEE RELATIVE TO THE RISKS ASSUMED. CLIENT AND SSGC AGREE TO ALLOCATE CERTAIN OF THE RISKS SO THAT, TO THE FULLEST EXTENT PERMITTED BY LAW, SSGC'S TOTAL AGGREGATE LIABILITY TO CLIENT AND ALL THIRD-PARTIES IS LIMITED TO THE GREATER OF \$10,000 OR SSGC'S FEE FOR ANY AND ALL INJURIES, DAMAGES, CLAIMS, LOSSES, EXPENSES, OR CLAIM EXPENSES (INCLUDING ATTORNEY'S AND EXPERT WITNESS FEES) ARISING OUT OF THIS AGREEMENT FROM ANY CAUSE OR CAUSES. THIS LIMITATION OF DAMAGES IS AGREED UPON IN RECOGNITION OF THE FACT THAT ACTUAL DAMAGES ARE DIFFICULT TO ASSESS AND ESTIMATE AND THE PARTIES DESIRE TO ESTABLISH REASONABLE AND INTENTIONAL LIMITATIONS AND CERTAINTY FOR THE PROJECT AND THEIR RESPECTIVE RIGHTS AND LIABILITIES.**
6. **Indemnification/Statute of Limitations:** Subject to the provisions of the preceding Section 5, Limitation of Liability, SSGC and Client shall indemnify and hold harmless the other and their respective agents, employees, officers, and representatives, from and against legal liability for claims, losses, damages, or expenses to the extent such claims, losses, damages, or expenses are legally determined to be caused by their negligent acts, errors, or omissions. In the event such claims, losses, damages, or expenses are legally determined to be caused by joint or concurrent negligence of SSGC and Client, they shall be borne by each party in proportion to its own negligence under comparative fault principles. Neither party shall have a duty to defend the other party, and no duty to defend is hereby created by this indemnity provision and such duty is explicitly waived under this agreement.
7. **Warranty:** SSGC will perform Services in a manner consistent with the level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions in the general local. **SSGC makes no warranties or guarantees, express or implied, relating to SSGC's services and SSGC disclaims any implied warranties or warranties imposed by law.**

- 8. Insurance:** SSGC carries: (i) commercial general liability insurance (\$2,000,000 occ / \$4,000,000 agg); (ii) automobile liability insurance (\$1,000,000 B.I. single limit); professional liability insurance (\$1,000,000 claim / agg). Certificate of insurance will be provided upon request. Client expressly approves SSGC's insurance coverages and amounts as listed. Client and SSGC shall waive subrogation against the other party on all general liability and property coverage.
- 9. Consequential Damages:** Neither party shall be liable to the other for loss of profits or revenue; loss of use or opportunity; loss of good will; cost of substitute facilities, goods, or services; cost of capital; or for any special, consequential, indirect, punitive or exemplary damages.
- 10. Dispute Resolution; Attorney's Fees:** SSGC and Client agree that all disputes between them arising out of or relating to this agreement that cannot be satisfactorily resolved within five (5) business days after written notice of the dispute is given by a party, will be submitted to mediation by a qualified independent mediator selected jointly by the parties within five (5) business days after mediation is requested by either party. If the parties are unable to agree on a single mediator within such five (5) business day period, or the dispute(s) is/are not resolved by mediation, the matter shall be submitted to binding arbitration at the request of either party, with each party selecting an arbitrator and the two arbitrators choosing a third arbitrator to establish an arbitration panel of three members, with the determination of a majority of the panel to control as the final resolution of the dispute, enforceable by any court of competent jurisdiction. Any arbitration shall be conducted in accordance with the rules and procedures of the American Arbitration Association. Costs of mediation and arbitration, including mediator and arbitrator fees, shall be borne equally by the parties, and each party shall be responsible for its own attorney's fees, provided that the parties may agree in mediation to allocate such costs in another manner, and the arbitration panel shall award costs and fees, including reasonable attorney's fees, to the prevailing party in any arbitrated dispute and the non-prevailing party shall be responsible to pay such awarded costs and fees and any costs of collection of the arbitration judgment. SSGC and Client further agree to include provisions in all agreements with other contractors and consultants retained by either party, thereby providing for mediation and binding arbitration as the method(s) for dispute resolution between the parties to those agreements.
- 11. Subsurface Exploration:** Subsurface conditions may vary across the site from those depicted on logs or reports at the discrete locations of test pits, borings, or other exploratory services. Client understands that SSGC's layout of explorations are only approximate. Client understands that exploratory services are invasive and may result in some damage to the property, and will hold SSGC harmless of any injury to the affected property or other damage claims resulting from exploratory services.
- 12. Sample Disposal, Affected Materials, and Indemnity:** Samples are used in testing or disposed of upon completion of tests (unless stated otherwise in this Agreement or the Proposal). Client shall provide to SSGC all documents and information known, possessed, or available that relate to the identity, quantity, or characteristics of any hazardous waste, toxic, radioactive, regulated, or contaminated materials (Affected Materials), or activities that generate, use, incorporate, manage, store, transport, or dispose of Affected Materials, on or near the site. Client agrees that SSGC is not responsible for the handling, removal or disposal of Affected Materials. Client shall have the obligation to make all discharge, spill or release notifications to appropriate government agencies and agrees that SSGC neither created nor contributed to the creation or existence of any Affected Materials on the site. SSGC assumes no responsibility or liability for any such notices or disclosures, all of which are and shall remain Client's sole duty, but reserves the right, in its discretion, to make any such discharge, spill or release notices or disclosures to such agencies in any instance as deemed appropriate or necessary, including, but not limited to emergency situations, without liability to Client or any third party or entity, and, in that event, SSGC will inform Client of any such notices given by SSGC within a reasonable time thereafter not to exceed 24 hours. Client shall indemnify, defend, and hold harmless SSGC from and against any liability, claims, causes of action, clean up or other regulatory actions, damages, and costs, including attorney's fees, in any manner relating to the presence, management, discharge, release, removal, transport, or disposal of any Affected Materials on, from, or relating to the site, except to the extent caused by the negligence or intentional misconduct of SSGC, its agents or employees.
- 13. Ownership of Documents:** Work products, such as reports, logs, calculations, field data and notes, laboratory test data, and similar documents prepared by or for SSGC are SSGC's property.
- 14. Site Access and Safety:** Client shall obtain all necessary approvals, permits, licenses, and written consents for SSGC to complete site work. SSGC will be responsible for site safety measures for its own employees, but shall not be responsible for the supervision or health and safety of any other party, including Client, Client's employees, independent contractors, or other parties present at the site.
- 15. Miscellaneous Terms:** This Agreement and the Proposal contain the entire agreement between Client and SSGC regarding these matters and services to be provided by SSGC to Client. To the extent of any inconsistency between the terms of this Agreement and the Proposal, the terms of this Agreement control for all purposes. Neither this Agreement nor the Proposal may be modified, supplemented, or otherwise amended, except in writing signed by Client and SSGC. Client has been afforded opportunity to have this Agreement reviewed by independent legal counsel and either has done so or has determined, in its discretion, to enter into this Agreement without such review. This Agreement shall be governed, interpreted, and enforced in accordance with Washington law, including conflicts of laws principles.

ENTERED INTO THIS _____ DAY OF _____, 20__, WHICH IS THE LAST DATE OF EXECUTION BY A PARTY.

Accepted for SSGC
TISU Roberts LLC,
dba South Sound Geotechnical Consulting

Accepted for Client

Printed Name of Client

By: Timothy H. Roberts

By: _____

Name: Timothy H. Roberts

Name: _____

Title: Member

Title: _____

Date: December 14, 2018

Date: _____

South Sound Geotechnical Consulting (P18113)

ENTERED INTO THIS _____ DAY OF _____, 20__, WHICH IS THE LAST DATE OF EXECUTION BY A PARTY.

Accepted for SSGC
TISU Roberts LLC,
dba South Sound Geotechnical Consulting

Accepted for Client

Printed Name of Client

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____



December 14, 2018

Ms. Jennifer Weddermann
Weddermann Architecture, PLLC
1201 Regents Boulevard, Suite A
Fircrest, WA 98466-6062

Project: Aberdeen School District Miller Junior High School 6th Grade Modular Building
AHBL No. 2180979.10/20/50
Subject: Proposal for Civil and Structural Engineering, and Land Surveying Services

Dear Jennifer:

Thank you for the opportunity to submit this proposal for civil and structural engineering, and land surveying services for the Aberdeen School District Miller Junior High School 6th Grade Modular Building project. We understand the District is anticipating improvements at Miller Junior High School, to include up to 11,000 square feet of new standalone modular building with site improvements. The new building will require water, sewer, and fire services. Our scope of services is listed below.

Civil Engineering – 2180979.10

Assumptions guiding our scope include the following:

- The existing school will be in service during construction of the planned improvements.
- Offsite utility extensions and frontage improvements are excluded.
- New stormwater flow control facilities will be required. Runoff treatment facilities will not be required. The total new and replaced impervious surfaces will be greater than 10,000 square feet.
- Onsite flow control Best Management Practices (BMPs) will be required. Geotechnical investigations and testing will be needed to support the design.
- The site improvements will be bid this spring for construction during the summer of 2019.
- The modular building will be located outside of the floodway and 100-year floodplain.
- A gravity storm drainage connection is available, while a sanitary sewer pump station is required.
- A fire lane to the proposed building is not required.

Civil Engineers

Structural Engineers

Landscape Architects

Community Planners

Land Surveyors

Neighbors

TACOMA

2215 North 30th Street
Suite 300

Tacoma, WA 98403-3350

253.383.2422 TEL

www.ahbl.com



Design and CDs – Task 11

1. Prepare base sheets for design drawings utilizing the topographic survey and site plan from the architect
2. Prepare plans and calculations for an Erosion and Sedimentation Control Plan (ESCP) and a Construction Stormwater Pollution Prevention Plan (CSWPPP), as required by City of Aberdeen. Prepare an application for and submit for a National Pollutant Discharge Elimination System (NPDES) permit for Construction Stormwater as required by the Department of Ecology.
3. Prepare plans for a Site and Utility Demolition Plan.
4. Prepare plans and calculations for a Storm Drainage Plan. Because the project will create or replace more than 2,000 square feet of impervious area; drainage review will be required. This scope of work includes the following:
 - a. Onsite Stormwater Runoff Collection: Footing and roof drainage from the new building and redeveloped site areas will be collected in catch basins and conveyed.
 - b. Flow Control: This scope of work assumes that a new detention or retention system will be required.
 - c. Water Quality Treatment: If more than 5,000 square feet of new pollution generating impervious areas are constructed, runoff treatment will be required. We are assuming the site improvements will NOT trigger this requirement.
 - d. Onsite Management of Stormwater: This requirement applies when more than 2,000 square feet of impervious surface is replaced or created. Options for onsite flow control BMPs meeting this requirement include infiltration, dispersion, or bioretention facility.
 - e. Downstream Drainage Analysis: A qualitative review of the downstream drainage system.
 - f. Technical Information Report: A drainage report, calculations, and exhibits will be prepared for submittal to the City of Aberdeen.
5. Prepare plans and calculations for a Site Grading Plan. Provide finish grade elevations for the disturbed site.
6. Prepare utility drawings for water, gravity sanitary, and fire services to the new building.
7. Prepare a Site Dimensioning Plan for the horizontal control of the new site features and utilities. New surfacing for ADA-accessible walkways or other improvements will be shown on the Site Horizontal Control Plan.
8. Prepare an opinion of probable construction cost for the site improvements.



9. Prepare three-part CSI format specifications for civil items. These specifications will be forwarded to you for inclusion in the Project Manual.
10. Submit progress sets to you at permit submittal and at the end of the Construction Document (CD) phase. We will prepare the Site Development Permit Application and submit the permit set to City of Aberdeen.
11. The following products will be prepared at the end of the CD phase:
 - Cover Sheet
 - Horizontal Control & Surfacing Plan
 - ESC & Demolition Plan
 - Utility Plan (Water, Gravity Sewer, and Fire Service)
 - Grading & Storm Drainage Plan
 - Notes and Details
 - Drainage Report
 - Opinion of Probable Construction Costs
 - Technical Specifications
12. Coordinate with design consultants, owner, and review agencies, and attend design team coordination and City of Aberdeen pre-application meetings.

Sanitary Sewer Pump Station Design – Task 12

13. Prepare a sanitary sewer pump station report presenting the flow projection data. Perform wastewater flow calculations and perform pump station sizing calculations. Work elements include pump sizing and wet well sizing calculations. This information will be presented in a Sanitary Sewer Design Report for submittal to the City of Aberdeen for review.
14. Prepare plans for the sanitary sewer pump station and details.
15. Prepare plans sanitary sewer force main between the pump station and existing gravity sewer on the west side of the building.

Permitting – Task 13

16. Revise the plans as required by agency review. This task includes meetings with you to review agency comments. We have allowed for the standard agency redline comments in our fee proposal.

Bidding and Construction Phase Services – Task 14

17. Assist the District during the bidding phase including preparing addenda, as necessary.
18. Prepare a conformed set of construction documents incorporating all addenda items into one set of plans and specifications.



19. Assist the owner/client during construction to ensure the intent of the design is being met. This will include one site visit, attendance at meetings requested by owner/client, and response to contractor questions as they relate to the design. This scope of work allows 20 hours, and one punchlist inspection will be required.
20. Review the contractor's as-built drawings; and prepare agency-required record drawings at the end of construction, together with a Letter of Completion, if required by the lead agency.

Structural Engineering – 2180979.20

We understand that this project will involve the foundation design associated with a new 10-classroom modular building (roughly 168 feet by 66 feet in size) including restrooms, staff rooms and mechanical room. The existing soils onsite are expected to be marginal, and geotechnical engineering will be required to determine if deep foundations or other mitigation is required to safely support this structure. The final foundation design will depend on revised geotechnical findings for the project site. Our scope of services is listed below.

Structural Engineering Design – Task 21

1. Coordinate with the project architect, geotechnical engineer, modular building manufacturer, and mechanical/electrical consultants, as needed.
2. Prepare structural calculations suitable for permit submittal.
3. Prepare engineered construction drawings. Our anticipated drawings will include structural notes and typical details, a foundation plan, and associated foundation details. Structural drawings for the modular classroom buildings have been excluded from our scope as this will be provided by the manufacturer of the modular building.
4. Review cost estimates prepared by others.
5. Review specifications prepared by Weddermann Architects.
6. Assist the client/owner during the bid process. This scope of work allows 2 hours.

Pile Supported Foundation Design – Task 22

7. If required by the project geotechnical engineer, design and layout piles based on geotechnical engineer's recommendations to support building foundation loads.
8. If required by the project geotechnical engineer, provide a pile layout plan on the drawings and structural notes for the pile systems.
9. If required by the project geotechnical engineer, design pile caps and grade beams as required in accordance with the geotechnical engineer's recommendations.

Construction Phase Services – Task 23

10. Review shop drawings, test reports, and contractor-requested changes as they relate to the design. This scope of work allows 8 hours.



Construction Observation – Task 24

11. Observe construction, which includes visits to the site at appropriate intervals to become familiar with the quality and progress of the work as it is relative to the primary structural system, and prepare observation reports. This scope of work allows 6 hours per visit including travel time, one hour on site on average and preparation of a field report. We anticipate one visit to the site will be adequate.

Land Surveying – 2180979.50

1. Establish horizontal and vertical control. Datum shall be Washington State Plane Coordinate System North Zone, NAD 83/91 for horizontal and NAVD 88 for vertical. Set no less than two project benchmarks for future use. Locate survey control monuments necessary to define parcel boundary (specifically the westerly boundary line).
2. Coordinate with private utility locate service to mark the positions of detectable underground lines within the survey area. The cost of this service (\$930) is included in the fee below.
3. Topographic survey of a portion of Miller Junior High School totaling approximately 6 acres (a map of the area to be surveyed is attached to this proposal). Survey will locate face of building within the survey area, finish floor elevations at all doorways, locate utilities, asphalt, concrete, sidewalks, ditches, drives, tops and toes of slopes, fences, significant trees, and all other improvements within the survey area. Sufficient ground shots shall be obtained to produce contours at 1-foot intervals.
4. Prepare topographic survey base map that accurately depicts boundary, physical improvements, and existing ground contours at intervals of 1 foot within survey limits. Topographic survey base map will be provided to client and engineer/architect in electronic and hard copy formats.

Reimbursable Expenses – Task 90

Reimbursable expenses such as mileage and reprographics. This scope of work will be billed on a time and expense basis.

Billing Summary

<u>Item</u>	<u>Description</u>	<u>Task No.</u>	<u>Amount</u>
Civil Engineering - 2180979.10			
Items 1-12	Design and CDs	T-11	\$32,000
Items 13-15	Sanitary Sewer Pump Station Design	T-12	5,000
Item 16	Permitting	T-13	2,000
Items 17-20	Bidding and Construction Phase Services	T-14	6,000
Subtotal			\$45,000



Structural Engineering - 2180979.20

Items 1-6	Structural Engineering Design	T-21	\$5,600
Items 7-9	Pile Supported Foundation Design	T-22	2,500
Item 10	Construction Phase Services (8 hrs)	T-23	1,000
Item 11	Construction Observation (*Per Visit)	T-24	800
Subtotal (based on Task 24 estimate)			\$9,900

Land Surveying - 2180979.50

Items 1-4	Survey Services		\$7,600
-----------	-----------------	--	----------------

Reimbursable Expenses	T-90	T&E
------------------------------	------	-----

GRAND TOTAL (excludes T&E items)		\$62,500
---	--	-----------------

You may not want us to provide some of the services listed. We can discuss these services and the number of hours with you, and make adjustments as necessary.

Some of the tasks listed are influenced by factors outside of our control. Based on our experience, we have estimated the number of hours required to complete these tasks. During the course of the project, if it is determined that more hours are required to complete any of these tasks due to circumstances outside of our control, we will notify you immediately. We will not perform additional work until we have your written authorization. The task numbers on the invoice will correlate with this proposal.

Exclusions

This proposal does not include fees associated with agency reviews, submittals, or permits, nor does it include any work associated with the following services:

- a) Professional services of subconsultants, e.g., geotechnical and traffic engineers, or wetlands, wildlife, and other specialists, if required by the review agency.
- b) Preparation, submittal, or securing of permits including, but not limited to:
 - 1) Hydraulic Permit Applications from the Washington State Department of Fish and Wildlife for work in stream buffers or floodplain areas.
- c) Preparation, submittal, or securing of extensions or renewals for expiring or expired applications or permits. Monitoring of applications or permit expiration dates is the responsibility of others.
- d) Land use planning services including expanded environmental checklist or environmental impact statement.
- e) Offsite improvements.
- f) Costs associated with reconsiderations of agency decisions.



- g) Costs associated with preparing and filing variances, etc.
- h) Costs associated with title reports or other legal documents.
- i) Costs associated with substantial redesign after preparation of design development drawings.
- j) Additional inspections that are a result of contractor non-compliance to the plans or specifications.
- k) Design of a non-conventional foundation system except for a pile supported foundation outlined in structural Task 22.
- l) Mechanical or electrical services.
- m) Development of an opinion of probable construction costs, except where noted above.
- n) Dividing the design work into more than one phase of work.

Although we do assist the owner during the construction process, this proposal is for design services only and in no way implies we are construction managers.

The following item(s) will need to be submitted to us before we can commence work:

- Signed contract.

If you find this proposal acceptable, please sign and return a copy of the enclosed contract to our office. We will return a copy of this contract to you after we have signed it. Our receipt of the signed contract will be our notification to proceed.

If you have any questions, please call me at (253) 383-2422.

Sincerely,

William J. Fierst, PE
Associate Principal

WF/el

Enclosures

c: Andy Pflueger, Dave Follansbee - AHBL
Accounting

Untitled Map

Write a description for your map.

Legend

DITCH LINE ALONG WEST PROPERTY LINE.



S Evans St

Google Earth

© 2018 Google

400 ft



AHBL, INC. PROFESSIONAL SERVICES AGREEMENT



This Professional Services Agreement "this Agreement" is made this 13th day of **December, 2018**, between **Weddermann Architecture**, the "Client," and **AHBL, Inc.** of Tacoma, Washington, the "Consultant," for **Aberdeen School District Miller Junior High School 6th Grade Modular**, (the "Project"), **AHBL File No. 2180979.10/20/50**.

The Client and Consultant agree as follows:

1. SERVICES. The Consultant will perform for the Client the services outlined in the Consultant's proposal letter dated **December 13, 2018**, which is incorporated into this Agreement. Said services will commence upon receipt of a signed copy of this Agreement.

This Agreement is between the parties hereto only and is not intended to benefit any third party nor to create any rights in any person or entity other than the parties hereto.
2. COMPENSATION FOR SERVICES. The Client shall pay to the Consultant, as compensation for the services, the amounts as identified in the proposal letter referred to in Paragraph 1. For projects that include time and expenses charges, a schedule of charges can be provided upon request.
3. REIMBURSABLE EXPENSES.
 - 3.1 Reimbursable Expenses, surcharged by 15 percent, are in addition to compensation for Services and include expenses incurred by the Consultant and Consultant's employees and subconsultants in the interest of the Project, as identified in the following clauses.
 - 3.1.1 Expense of transportation in connection with the Project, expenses in connection with authorized out-of-town travel, long-distance communications, and fees paid for securing approvals of authorities having jurisdiction over the Project.
 - 3.1.2 If authorized in advance by the Client, expenses of overtime work requiring higher than regular rates.
 - 3.1.3 Expense of renderings, models, and mock-ups requested by the Client.
 - 3.1.4 Reprographics, copy expenses, and other expenses connected with the project.
4. BILLING AND PAYMENT.
 - 4.1 Initial Payment. The Client shall make an initial payment of **zero** and **no** hundredths dollars (**\$0.00**) upon execution of this Agreement. This payment shall be applied against the final invoice. Invoices shall be submitted by the Consultant monthly, and are due upon presentation and shall be considered PAST DUE if not paid within thirty (30) calendar days after the invoice date, regardless of whether the Client has secured project financing or the Client has received payment from its client, as the case may be.
 - 4.2 Interest. If payment is not received by the Consultant within sixty (60) calendar days of the date of the invoice, the Client shall pay an additional charge of one-and-one-half percent (1.5%) (or the maximum allowable by law, whichever is lower) of the PAST DUE amount per month. Payment thereafter shall first be applied to accrued interest and then to the unpaid principal. The right to charge and collect interest is in addition to, and not substitution for, the right to suspend or terminate in the event of the Client's failure to make timely payments.
 - 4.3 Suspension or Termination of Service. If the Client fails to pay amounts within sixty (60) calendar days of the date of the invoice, this shall constitute a material breach of this Agreement, and the Consultant may, at any time, and without waiving any other rights against the Client and without thereby incurring any liability whatsoever to the Client, suspend services under this Agreement or terminate this Agreement. The Client agrees to release the Consultant from any consequences of such suspension or termination of services due to the Client's non-payment of the Consultant's fees.
 - 4.4 Set-offs, Backcharges, Discounts. Payment of invoices is in no case subject to unilateral discounting or set-offs by the Client. Payment is due regardless of suspension or termination of this Agreement by either party. If the Client objects to any portion of an invoice, the Client shall so notify the Consultant in writing within thirty (30) calendar days of receipt of the invoice. The Client shall identify the specific cause of the disagreement and shall pay when due that portion of the invoice not in dispute. Interest as stated above shall be paid by the Client on all disputed invoiced amounts resolved in the Consultant's favor and unpaid for more than sixty (60) calendar days after date of invoice.
5. TERMINATION. This Agreement may be terminated by either party upon seven (7) days' written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination. Upon termination, Consultant shall be compensated for all services performed to the date of receipt of notice of termination, plus reimbursable expenses then due, plus reasonable additional expenses that may be incurred in the closing of the project records and project activities.
6. OWNERSHIP OF DOCUMENTS. Plans, reports, and specifications are instruments of service and shall remain the property of Consultant, whether the project for which they are made is executed or not. The Consultant shall retain all ownership rights, including the copyright. Submission to public agencies and Project contractor(s) shall not be deemed publication in derogation of the Consultant's retained rights. The Client shall be permitted to retain copies, including reproducible copies, of plans, reports, and specifications for information and reference in connection with Client's use and occupancy. The plans, reports, and specifications shall not be used by the Client on other projects, for additions to this Project, or for completion of this Project by others except by agreement in writing with appropriate compensation to, and protection from liability for, Consultant, provided Consultant is not in material breach of this Agreement.
 - 6.1 Electronic Media. The Client may retain copies of drawings, reports, and/or specifications in electronic form. Any use or reuse of, or changes to, the electronic media will be at the Client's sole risk. The Client will defend, indemnify and hold harmless the Consultant from any and all claims resulting from use or reuse of, or changes to, the electronic media by the Owner or the Owner's transferee.

7. OPINIONS OF PROBABLE COST. Since Consultant does not have control over the cost of labor, materials, or equipment, or over the contractor's methods of determining prices, or over competitive bidding or market conditions, opinions of probable cost, when provided, are made on the basis of the Consultant's experience and qualification, and represent the Consultant's best judgment as a design professional generally familiar with the construction industry. However, Consultant cannot and does not guarantee that proposals, bids, or the construction cost will not vary from opinions of probable cost prepared for the Client. If the Client wishes greater assurance as to the construction cost, the client shall employ an independent cost estimator.

8. RISK ALLOCATION. In the execution of its services, the Consultant will exercise its best professional judgment. No other warranties, expressed or implied, are given.

Client recognizes the inherent risk of claims associated with the service to be provided by Consultant. In partial consideration of Consultant's commitment to perform the services under this Agreement, Client and Consultant agree:

8.1 To limit the aggregate amount of damages the Client may recover against the Consultant (along with its officers, directors, and employees) arising under or related to this Agreement to \$50,000 or the amount of compensation paid to the Consultant pursuant to this Agreement, whichever is greater. The types of claims to which this limitation applies include, without limitation, claims based on negligence, professional errors or omissions, professional malpractice, indemnity, contribution, breach of contract, breach of expressed warranty, breach of implied warranty and strict liability.

8.2 The Consultant shall indemnify the Client (along with its officers, directors, and employees) against damages, losses, and liability, including reasonable attorneys' fees and expenses recoverable under applicable law, to the extent they are caused by the negligent acts or omissions of the Consultant or its consultants in the performance of professional services under this Agreement.

8.3 The Client shall indemnify the Consultant (along with its officers, directors, and employees) against damages, losses, and liability, including reasonable attorneys' fees and expenses recoverable under applicable law, to the extent they are caused by the negligent acts or omissions of the Client or its consultants under this Agreement.

8.4 Consequential Damages. The Client and the Consultant waive consequential damages for claims, disputes and other matters in question arising out of or related to this Agreement or the breach or alleged breach of this Agreement.

9. DISPUTES.

9.1 Mediation. Any dispute between the Client and the Consultant arising out of or relating to this Agreement shall be submitted to non-binding mediation. The Client agrees to participate in the mediation process in good faith upon receiving written notice, within the time limitation set forth below, from the Consultant of the Consultant's election to subject a dispute to mediation ("Notice of Election to Mediate"). Prior to commencing litigation against the Consultant, the Client shall, within the time limitation set forth below, provide the Consultant with written notice of the Client's claim(s) setting forth the nature of the dispute and the Client's claim(s), the amount in controversy, a brief summary of the factual circumstances surrounding such dispute and claim(s), and a statement of the Client's intention to commence litigation ("Notice of Intent to Litigate"). If within fourteen (14) days following the Consultant's receipt of Notice of Intent to Litigate the Consultant has not given the Client Notice of Election to Mediate, the Client may commence litigation. The Consultant may specifically enforce this mediation provision, whether through a motion to compel mediation or otherwise. Unless the Client and the Consultant subsequently agree otherwise in writing, the mediation will be conducted under the auspices of the American Arbitration Association acting under its Construction Industry Mediation Rules. Each party shall pay one-half of the mediator's charges and one-half of the mediation service's charges. The parties shall participate in the mediation process in good faith.

9.2 Litigation. If the Consultant elects not to mediate a dispute or if mediation is conducted but does not fully resolve all disputes and/or claims, either the Client or the Consultant may commence litigation. In that case, both parties agree that venue of any litigation shall be in Pierce County, Washington. If litigation is not commenced within ninety (90) days of the termination of the mediation proceedings between the parties or after Consultant's written election not to submit the dispute to mediation, the claims that were the subject of the mediation proceedings shall be forever barred.

9.3 Time Limitation. Any litigation arising out of or related to this Agreement, or the breach or alleged breach of this Agreement, must be commenced within one year of the date on which the Consultant last performs services pursuant to this Agreement. Claims by one party against the other, whether the basis of any such claim is known or unknown, shall be forever barred if not commenced within that one-year time period. This limitation period shall be tolled upon the Consultant's service of a Notice of Election to Mediate or the Client's service of a Notice of Intention to Litigate, and shall recommence running upon the termination of mediation proceedings or, in the event the Consultant does not elect to mediate, fourteen (14) days following service of the Notice of Intent to Litigate.

10. SPECIAL PROVISIONS.

10.1 Hidden Conditions. Inasmuch as the review of an existing building and/or site requires that certain assumptions be made regarding existing conditions, and because some of these assumptions may not be verifiable without expending additional sums of money or destroying otherwise adequate or serviceable portions of the building and/or site, the Client agrees not to make any claims against the Consultant if it develops that the conditions that were encountered were not anticipated by Consultant.

10.2 Subconsultants. It is recognized and understood that some of the professional services required by this Agreement may be of a specialized nature that cannot be provided by Consultant in-house. Such specialized services include, but are not limited to, materials testing, mechanical, electrical, architectural, acoustical and geotechnical Engineering, laboratory planning and design, professional cost estimating, LCC/energy analysis, acoustical Engineering, telecommunications Engineering, and other services identified elsewhere in this Agreement. Consultant shall, upon request received from the Client, procure such services from subconsultants subject to Client approval, and shall enter into agreements with the subconsultants. A copy of the agreements with the subconsultants shall be provided to the Client upon receipt of a written request. As the Client's agent, Consultant shall coordinate the activities of the subconsultants in the providing of their services under this Agreement.

10.3 Waiver of Claims. If the client declines to retain the Consultant to perform construction phase services, then the Client waives any claim that might otherwise be made against the Consultant (or its officers, directors or employees) arising out of or related to use of drawings, reports and/or specifications prepared by the Consultant, except to the extent that the Client establishes that the claim against the Consultant would have existed even if the Consultant had performed construction phase services.

11. MISCELLANEOUS PROVISIONS.

11.1 Information Provided by Client. The Consultant shall indicate to the Client the information needed for rendering of services hereunder. The Client shall provide to the Consultant such information, and the Consultant is entitled to rely upon the accuracy and completeness thereof.

- 11.2 Environmental Hazards Waiver and Indemnity. The Consultant and the Consultant's subconsultant(s) shall have no responsibility for the discovery, presence, handling, removal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site. It is further understood and agreed that Consultant will not contract to perform any services in connection with the detection, removal, abatement, disposal or eradication of any hazardous or potentially hazardous substances or materials located in, on, under, over, about or in any other way connected with the project or project site and that the incorporation into the contract of any specifications pertaining to such matter will be done only in accordance with the direction of the Client and their subconsultants without any responsibility or liability whatsoever of Consultant or their insurers in regard thereto.
- 11.3 Taxes. In the event that federal, state, and/or local legislative action imposes new or additional tax measures that will affect Consultant's cost of doing business, Client and Consultant agree that all professional fees negotiated in compensation for this project shall be adjusted to reflect such increases in taxation. Adjustments shall include, but not be limited to, compensation for potential new and/or the retroactive application of state sales tax on professional services, and increases in state and local business and occupation taxes.
- 11.4 Assignment. Neither the Client nor the Consultant shall assign or transfer this Agreement, or any interest in this Agreement or any cause of action arising under or related to it, without the written consent of the other, which consent may be withheld at the discretion of either party.
- 11.5 Construction Observation. The Consultant shall, if within the scope of services of this Agreement, visit the site at intervals appropriate to the stage of construction or as otherwise agreed by the Client and Consultant in writing to become generally familiar with the progress and quality of the construction. However, the Consultant shall not be required to make exhaustive or continuous onsite observations or any inspections to check the quality or quantity of the construction. The Consultant shall not have control over or charge of and shall not be responsible for construction means, methods, techniques, sequences, or procedures, or for safety precautions and programs in connection with the Contractor's Work (Work). The Consultant shall not be responsible for the Contractor's schedules or failure to carry out the Work in accordance with the Contract Documents. The Consultant shall not have control over or charge of acts or omissions of the Contractor, Subcontractors, or their agents or employees, or of any other persons performing portions of the Work.
- 11.6 Submittal Review. The Consultant shall review and take other appropriate action upon contractor's submittals such as shop drawings, product data and samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the plans and specifications. The Consultant's actions shall be taken with reasonable promptness. Review of such submittals is not conducted for the purpose of determining the accuracy and completeness of other details such as dimensions and quantities or for substantiating instructions for installation or performance of equipment or systems designed by the contractor. The Consultant's review shall not constitute review or approval of safety precautions or of construction means, methods, techniques, sequences, or procedures. The Consultant's review of a specific item shall not indicate review or approval of an assembly of which the item is a component. When professional certification of performance characteristics of materials, systems, or equipment is required by the plans and specifications, the Consultant shall be entitled to rely upon such certification to establish that the materials, systems, or equipment will meet the performance criteria required by the plans and specifications.
- 11.7 Property Insurance. The Client will assure that the Consultant is named as an additional insured on the builders risk insurance policy and any other property policy carried by the Project owner and/or the Project prime construction contractor during the construction. The Client will furnish the Consultant with a certified copy of the policy or policies showing the Consultant's status as additional insured upon receipt of a request from the Consultant.
- 11.8 Governing Law. This Agreement shall be governed by the internal laws of the State of Washington.
- 11.9 Merger. This Agreement states the entire agreement between the Client and the Consultant with respect to its subject matter and supersedes all prior and contemporaneous negotiations, commitments, understandings, and agreements with respect to its subject matter. This Agreement shall not be modified or amended except by way of an instrument signed by both the Client and the Consultant.
- 11.10 Signing Authority. Each individual signing this Agreement on behalf of a named party warrants that he or she has the authority to sign on behalf of his or her principal and to bind his or her principal to this Agreement and its terms.

Client

WEDDERMANN ARCHITECTURE

AHBL, INC.

Civil & Structural Engineers - Landscape Architects -
 Community Planners - Land Surveyors
 2215 North 30th Street, Suite 300
 Tacoma, WA 98403
 (253) 383-2422

By: _____
 Signature/Title

By: _____
 Principal in Charge

 Printed name

Date: _____

Date: _____

(AHBL File No. 2180979.10/.20/.50)



November 28, 2017

Mike Pauley
Aberdeen School District

Aberdeen School District Alerton System Compass Upgrade Proposal

The existing Alerton Software platform for the Aberdeen Campus is the Envision for BACtalk version 3 Platform. As you may know, Alerton has recently released a new BACtalk software platform called Alerton Ascent Compass for BACtalk. At this time, Alerton is selling and supporting both Envision for BACtalk and Ascent Compass. However, Alerton will not release any new updates for Envision for BACtalk. Thus, incorporating this upgrade into your near future plans will create some implementation efficiencies and the features will prove to be a benefit to your daily operation.

Below is a summary of Ascent Compass for BACtalk features I believe most significant:

- Future Alerton versions will build on the Compass platform
- Compass hosts the user interface as web pages and access is provided by using any modern web browser. (*No more Alerton Server and WEBtalk server*)
- There is an Alerton server; however, dedicated client workstations are optional. The functions that require Alerton server or workstation access are limited to high level functions like modifying programming and performing specific preventative maintenance procedures.
- Supports many graphic formats and sizes (jpeg, gif, png, etc.)
- Existing Alerton graphics (bitmaps) are converted to HTML 5 format, enabling graphical content to be displayed without using Flash, JAVA or third-party plug-ins.
- The Compass site website can be accessed via standard desktop computer as well as Apple iPad2, iPad-mini, and select Android tablets. (WEBtalk, being a JAVA based platform has limited tablet or smartphone compatibility.)
- Since Alerton content can be accessed via the web, your technician laptops or tablets do not need to be loaded with any Alerton software or specific 3rd party applications.
- Managers are able to set up the system so that end users can change their own password, removing this duty from a management level user.
- User session management enables a facilities manager to see who is logged on to the system, how many sessions they have open, their IP addresses, and what actions they are performing.
- Alerton server software runs on 64-bit Windows 10, and server 2012

Envision Compass Upgrade Pricing Summary:

Envision for BACtalk to Ascent Compass Upgrade Price:	\$12,050
Service Contract Envision for BACtalk Tech Update Credit	-\$9,892
Compass Upgrade Total Price:	\$2,158



CLARIFICATIONS/EXCLUSIONS:

- This proposal does not include provision of Omni-Graphics displays or revision to the existing HVAC graphics imagery.
- Alerton Server and/or Client computer provision is not included in this proposal. See Appendix 1 for computer specifications.
- ATS assumes that Aberdeen will allow ATS to consult with Aberdeen IT personnel for network coordination.
- ATS will provide one, four hour, on-site training session on the Compass platform.
- ATS specifically excludes the warranty and replacement of all existing equipment (mechanical, controls, or electrical).
- This proposal does not include an SQL database compatible Alerton software license
- ATS Automation specifically excludes troubleshooting existing Energy Management System problems as a part of this budget proposal.
- This proposal is based upon straight- time work (M – F; 7 AM – 5 PM). No after-hours or overtime labor is included.
- Construction bonds and Washington State Sales Tax are not included
- All newly installed equipment is warranted against defect for a period of one year from the purchase date.
- This proposal will remain valid for 60 days.

We look forward to working with Aberdeen on this project and we welcome your questions or comments regarding this proposal.

A handwritten signature in black ink, appearing to read 'Eric Stacy'.

Eric Stacy
Service Sales Engineer

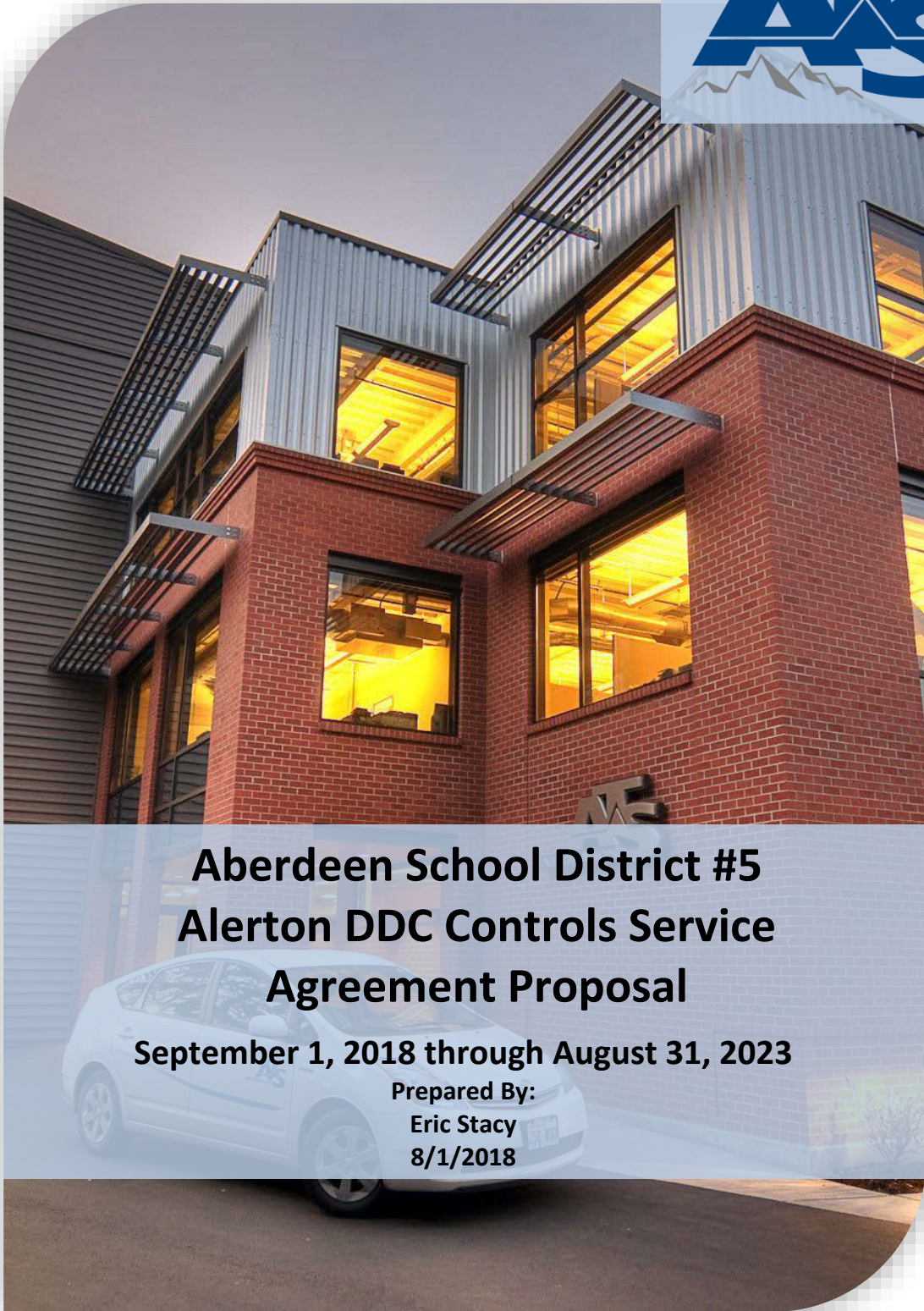
Appendix 1, Computer Requirements

Recommended system requirements for an Alerton Compass Server:

- Eight Core Processor
- 16 GB RAM
- High-performance graphics adapter
- 64 bit, Windows 7 Pro, Windows 10, Server 2012
- Visio 2013 or 2016, 32 bit

Recommended system requirements for an Alerton Compass client:

- Dual Core Processor
- 4 GB RAM
- 52 GB hard disk or better
- High-performance graphics adapter
- 64 bit, Windows 7 Pro, Windows 8 Pro, Windows 10
- Visio 2013 or 2016, 32 bit



**Aberdeen School District #5
Alerton DDC Controls Service
Agreement Proposal**

September 1, 2018 through August 31, 2023

Prepared By:

Eric Stacy

8/1/2018

Introduction:

The Aberdeen School District has nine buildings with Alerton control systems. Two are complete BACtalk systems (Aberdeen HS and Miller Jr. High). Five are IBEX to BACtalk conversions, which still have their original IBEX unitary controllers (Central Park Elem, McDermoth Elem, Gray Elem, Stewart Bldg, and Alex Young Bldg). One building remains an IBEX for Windows V5.2 system (Hopkins). One building (Stevens) has an Alerton VLX/EXP array to control the central boiler plant.

The district facilities staff is very familiar with HVAC controls and is able to provide a high level of maintenance and service to their Alerton system. As a result, the staff does not require a high level of support but can use a service plan to supplement their knowledge and aid in keeping their controls system running at peak performance.

About ATS

ATS engineers and installs building automation systems to optimize control schemes for buildings' mechanical and electrical systems. This allows owners to reduce their energy consumption and maximize the effects of facilities management personnel. We keep your HVAC system and other building technology systems running effectively, while working with you to meet your unique needs. We strive to assist customers in meeting their business objectives through controlling occupants comfort, energy efficiency and systems operations.

What do we do?

ATS can enhance your facility's environment to meet your specific needs. Our knowledge of leading products and cutting-edge technologies will help create solutions that enhance the safety, energy efficiency and sustainability of your facility. We provide safer, more comfortable and more efficient building environments through innovative HVAC solutions, building technology solutions, energy services, on-site service and training.

Why a service agreement?

Service agreements augment your staffs' current knowledge and protect your equipment investment over the long term. The goals of this service agreement are to update and maintain your system software and hardware to keep it up-to-date, support your facility staff with pre-season inspections and maintenance, and to develop a regular maintenance relationship with you to promote automated operation of controls and make sure you get the most from your buildings' systems.

Support Agreement Goals:

1. Upgrade and maintain system software and hardware to current revisions.
2. Support facility staff with regular controls system inspections and maintenance.
3. Develop a regular maintenance relationship with Aberdeen SD to promote automated operation of controls and maximum facility uptime.
4. Drive building efficiency by leveraging the Alerton energy management system and ATS' controls expertise.

ATS Customer Support Agreement

Following is a comprehensive list of the Support Services we can perform to maximize the value of your investment in your Alerton Building Control System. Following the list of Support Services is a detailed description of each service.

Building Automation Control System Services:

1. Alerton Technology Updates

- *Alerton Software Updates*

2. System Performance Services; On-Line/ On-site Services

- *Troubleshooting and Diagnostics*
- *Building Control System Database Protection*
- *Building Control System Analysis*
- *DDC Data Communication Performance Optimization*
- *Flex-Hours Support*
- *Critical Spare Control Components Inventory*
- *Annual Spare Parts Allotment*

3. Central Equipment Performance Testing

- *Air Handler Performance Testing*
- *Chiller/Chilled Water System Performance Testing*
- *Boiler/Hot Water System Performance Testing*

4. Energy Services

- *ATS energyInsight*
- *ATS energyAnalytics*
- *ATS energyOptimization*
- *ATS facilityCARE*

5. Customer Training

- *On-Site Informal Operator Training/Software Consultation*
- *Formal Classroom Alerton Factory Certified Training*

6. Emergency Response Services (Standard or Premium)

- *On-Line Response (Direct Connect or via Telephone)*
- *On-Site Response*

7. General Services; Included in All Support Agreements

- *Account Management*
- *Documentation of All Services Provided*
- *Quality Assurance Program*
- *Discounted Material & Labor Rates*

ATS Customer Support Agreement Features

1. Technology Updates

Alerton periodically releases software updates that provide added features, increase communications and processing speed for your Alerton Control System. ATS will provide these updates as they become available, always keeping your system software state-of-the-art. Please note: No platform upgrades, hardware, operating system or other 3rd-party software updates or upgrades are included with this service.

Included with this Support Agreement – As Released, BACtalk sites only

2. System Performance Services; On-Line/ On-Site Services

A. Online Services

Troubleshooting and Diagnostics Assistance. If your operators are in need of technical support, simply contact us during normal working hours. We will provide troubleshooting and diagnostics assistance via telephone, modem and/or an internet connection. You simply need to supply the necessary modem equipment to enable our local office to remotely log-on to your system via regular voice grade dial up phone line or Internet (voice grade phone line and/or internet access to be provided and maintained by the customer). We will sign-on to your system as a first step to your request or inquiry. Our operations personnel will try to fix the problem or at a minimum scope the problem down to a specific item or group of items. The operations group contacts you when the sign-on is completed and conclusions have been reached. This service does not include after-hours support. For afterhours support please see the Emergency Response Services section below.

Included with this Support Agreement – Limited Services

B. Onsite Services

Building Control System Database Protection

Alerton Workstation Database and Graphics backups safeguard your HVAC Control System's vital databases of business information from unforeseen and costly catastrophic events (lightning strike, electrical power surge, flood, physical damage, etc.). We will back-up your HVAC Control System database, software and graphics a minimum of one (1) time per year, and provide safe storage of this critical business information. Should a catastrophic event occur, we will respond onsite (or online if such service is included in this Agreement) to reload the databases and system files from our stored backup copy and to ensure proper operation and performance. Repair costs and the costs to reload the databases and system file will be at the preferred material and labor rate stated below.

Included with this Support Agreement – Annually (one time per year)

3. System Performance Services; On-Site Preventative Maintenance

During our scheduled Preventative Maintenance site visits, eight (8) visits per year, the services listed below can be provided as the ATS Service Technician recommends or as directed by Aberdeen School District facilities staff.

Building Control System Analysis

Your DDC control system is a dynamic and interactive system. As such its operations, graphics and programming intentionally and unintentionally change over time. Control System Analysis will:

1. Inspect the physical and electrical condition of each global controller.
2. Perform a sequence of operations review
3. File & database analysis
4. Review alarms, trend logs, schedules and energy log reporting.
5. Perform Alerton server computer performance optimization.
6. compare results to prior status reports and meet with you to discuss the effects of the changes on the operation of your Alerton building control system.

DDC Data Communication Performance Analysis

In order for all HVAC equipment in your facility to work seamlessly and quickly together you must know that the DDC data communication network is fully operational and its performance is optimal. We will analyze the physical condition of your DDC data network and the performance of the data communications. We will then meet with you to discuss the network condition & performance and make recommendations for improvement.

Air Handler Functional Performance Testing

Using our software tools, we can analyze the performance of your HVAC air handling systems. This service is typically delivered as needed. During a spring service we can focus on the operation of the air handler cooling system control loops: outside air dampers, mixed air dampers, chilled water valve actuators, temperature sensors. During a fall service can focus on the operation of the air handler heating system control loops: outside air dampers, mixed air dampers, heating valve actuators, temperature sensors, water coil freeze-protection sensors and temperature alarms.

Chiller/Chilled Water System Functional Performance Testing

Reliable and Optimized performance of your chiller plant is critical to the operations of your facility. As part of this performance service we can run an operational controls sequence to test the full range of the chiller and chilled water distribution system. We can analyze the chilled water supply temperatures at low and full-load conditions; verify temperature set point reset operations, chiller alarm interface to the Alerton DDC system, and the lead/lag operations of the chilled water system.

Boiler/Hot Water System Functional Performance Testing

Reliable and Optimized performance of your heating plant is also critical to the operations of your facility. As part of this performance service we can run an operational controls sequence to test the full range of the boiler and hot water distribution system. We can analyze the hot water supply temperatures at low and full-fire conditions; verify temperature set point reset operations, boiler alarm interface to the Alerton DDC system, and the lead/lag operations of the hot water system.

4. Energy Services

ATS energyInsight - Energy Consulting Services powered by Cloud-Based Energy Benchmarking, Monitoring & Reporting

ATS will provide energy-consulting services using our cloud-based energyInsight portal to track energy for a single facility or an entire portfolio. No additional meters are required, only access to monthly utility bills. ATS energyInsight:

- Tracks and documents energy consumption, costs, & carbon at a building or portfolio level
- Benchmarks buildings against themselves, their peers, and similar buildings
- Compares utility cost and consumption across utilities
- Normalizes for the effects of weather
- Quantifies cost savings achieved (per ASHRAE & IPMVP standards)
- Integrates and uploads validated data to ENERGY STAR

ATS *collects, inputs, and validates* all monthly utility data. The validated data can be linked to your ENERGY STAR Portfolio Manager Account. If your facility does not have an ENERGY STAR Portfolio Manager Account, one can be created at no additional cost.

An ATS Energy Engineer will help **Find, Track, and Prove** energy savings by evaluating the facility's energy usage on a monthly basis. The customer will be notified monthly of any consumption or billing anomalies or specific energy insights. Quarterly, the ATS Energy Engineer will provide a summary report and review the findings with the owner via a phone call or webinar.

Not included with this Support Agreement

ATS energyAnalytics - Interval Data & Load Profile Analysis

ATS energyAnalytics is a real-time, cloud-based energy analytics tool. Analyzing electrical interval data and load profiles can drastically reduce both peak demand (kW) and consumption (kWh) costs. Correlating interval electrical data to weather and building operations reveals opportunities to control electrical demand and consumption while reducing energy costs. This interval data analysis can isolate and find causes of peak demand events, identify wasted consumption, reveal problems with equipment, controls, and operations causing energy inefficiencies, and determine what utility rate structure may yield the lowest cost of power.

ATS Energy Engineers will use comprehensive energy analytics (weather and custom normalizations, baseline comparisons, building rankings, daily averages, load profiles, etc.), energy key performance indicators (energy use index, month over month consumption, year over year consumption, etc.), and energy alarms (monthly demand spikes, hourly demand increases, consumption drift, etc.) to find patterns and anomalies in demand and consumption that are creating high energy spends.

An ATS Energy Engineer will evaluate this data on a monthly basis and review the findings with the customer (via a site visit, phone call, or webinar) and provide actionable energy saving ideas.

Not included with this Support Agreement

ATS energyOptimization

Energy Management Systems (EMS) are sophisticated, and sometimes complex, tools that enable facilities to maximize energy savings without sacrificing comfort. Energy Management Systems are also nearly infinitely flexible and adjustable which, over time, can lead to unintended energy waste. ATS will provide Control Systems Energy Optimization to minimize unintended energy waste and maximize energy savings.

	Included
<p><u>Base energyOptimization</u></p> <p>Schedule Optimization</p> <ul style="list-style-type: none"> • Schedule Review & Adjustment • Zoning Layout Review & Adjustment • Holiday Schedule Review & Adjustment • Optimum Start Implementation & Tuning • Morning Warm-up OSA Damper Review • Schedule Electrical Demand Review <p>Set Point Optimization</p> <ul style="list-style-type: none"> • Occupied Cooling & Heating Set Point Review & Adjustment • Unoccupied Cooling & Heating Set Point Review & Adjustment • Heating & Cooling Offset Review & Adjustment • After Hour Timer Limit Review & Adjustment • Economizer Minimum & Lock-Out Set Point Review & Adjustment • Mechanical Cooling & Heating Lock-Out Set Point Review & Adjustment • Temperature & Pressure Reset Set Point Review & Adjustment <p>Manual Override Review</p> <ul style="list-style-type: none"> • Identify, verify, and release points in manual override <p>Unoccupied System Review</p> <ul style="list-style-type: none"> • Review and minimize after-hours system operation <p><u>Demand Control Ventilation energyOptimization</u></p> <p>Demand Control Ventilation & CO₂ Sensor Verification</p> <ul style="list-style-type: none"> • DCV Set Point Review & Adjustment • DCV Operation • CO₂ Sensor Accuracy Verification & Calibration <p><u>Economizer energyOptimization</u></p> <p>Economizer Damper Performance</p> <ul style="list-style-type: none"> • Physically verify economizer operation – full stroke, minimum, positive close-off • Correct control problems, adjust minor damper issues, document major deficiencies 	

The above identified options are **NOT included** with this Support Agreement.

ATS facilityCARE powered by SkySpark

Continuous Commissioning | Advanced Fault Detection | Reporting | Energy Alarming & Analytics

ATS facilityCARE is a cloud-based software solution that continuously monitors the operation and efficiency of facility HVAC systems. ATS facilityCARE identifies energy and cost saving opportunities by combining extensive automated analytic libraries with custom facility specific analytic rules to produce energy efficiency and maintenance actions for facility engineers. ATS facilityCARE software generates energy alarms and advanced fault detection reports that will proactively identify energy waste and system inefficiency within the facility.

Energy alarms and advanced fault detection rules may include *Simultaneous Heating & Cooling, Failed Economizer Operation, Failed Heating or Cooling Valves, Failed Sensors, Schedule Failures, Low Equipment Delta T, Equipment Short Cycling, etc.* In addition, ATS facilityCARE provides other functionalities such as facility Key Performance Indicators (KPIs) and detailed energy analytics

An ATS Energy Engineer will review the site energy alarms and faults on a monthly basis and review the findings with the facility engineer via a site visit, phone call, or webinar.

Not included with this Support Agreement

5. Customer Training and Flexible Time

On-Site Training/Operator Coaching

Through our individual On-Site Training/Operator Coaching, we will introduce, review and reinforce skills, leading to greater utilization of HVAC Control System applications implemented in your facility. Annually, we will provide an agreed upon number of hours per year of coaching for your facility staff, Monday through Friday 8:00 a.m. to 5:00 p.m. Our systems experts assist your operators in identifying, verifying and resolving problems found in executing tasks. During the training/coaching sessions, we can address logbook issues, assist your operators in becoming more self-sufficient, and tailor HVAC Control System applications to the needs of your facility and to your operators' specific job responsibilities.

Not included with this Support Agreement

Flex-Hours Support Services

Flex-hours support, as you need it, whether it is online support from our office, or for an on-site visit from a service technician. Prepaying for these hours allows you to budget for emergency calls or special projects, and spread the payments on your terms. We will provide an agreed upon number hours of Flex-Hours Support per year.

Included with this Support Agreement - Sixteen (16) hours per year

6. Emergency Response Services

On-line Emergency Response

To quickly respond to emergency service requests and to reduce the costs and disruptions of downtime we will use our Direct Connect technology and/or the telephone as our first action to a request for emergency response. You simply need to supply the necessary modem equipment to enable our local office to remotely log-on to your system via regular voice grade dial up phone line or Internet (voice grade phone line and/or internet access to be provided and maintained by the customer).

We will sign-on to your system as a first step to your request or inquiry. Our operations personnel will try to fix the problem or at a minimum scope the problem down to a specific item or group of items. The operations group contacts you when the sign-on is completed and conclusions have been reached. Emergencies will be determined by your staff and ATS.

Priority Emergency On-line Response Time (Included with all Customer Support Agreements) - - - within 2 business hours; Monday through Friday; 8:00 AM to 5:00PM, excluding holidays

~~**Premium Emergency On-line Response Time** — within 1 business hour; 24 hours/day, 7 days/week, including holidays~~

Note: Our first action to a request for emergency response will be to attempt to resolve the situation on-line via direct-connect modem. There may be a one (1) hour minimum charged for each on-line service. If on-line diagnosis determines a site visit is required to complete troubleshooting and problem resolution procedures, we will be on-site based on the level of Emergency Onsite Response selected (described below).

On-site Emergency Response

If during our On-line Emergency response we are unable to resolve the situation we will dispatch a Service Engineer to your facility. Non-emergency calls, as determined by your staff and ATS will be incorporated into the next scheduled service call.

Priority Emergency On-site Response Time (Included with all Customer Support Agreements)

We will be on site by the end of the next business day; Monday through Friday; 8:00 AM to 5:00PM, excluding holidays

~~**Premium Emergency On-site Response Time** — We will be on site within four (4) hours, 24 hours/day, 7 days/week, including holidays (after the completion of the telephone and dial-up response).~~

Emergency Response Services listed above guarantee ATS' response time to an emergency situation only. The use of on-line and/or on-site emergency service is not included in the scope of this contract and will be billed at the applicable time & material rates. The labor and material rates for 2018 are listed below. Prices are subject to change.

After-Hours Support: Emergencies can and usually happen when you least expect it and many times on the weekends or after 5:00 PM. It is very important to ATS to provide support in all emergency situations for all of our customers. We have available a 24-7 emergency answering service. You can utilize this service in an after-hours emergency situation by calling (425) 251-9680. After receiving the call we will first attempt to solve the issue on-line as described in the On-line Emergency Response section of this proposal. If the problem persists we will discuss it with you and upon your approval dispatch a service technician to your site.

As a Standard Emergency Response customer we do not guarantee the after-hours response time in an emergency situation. Any/all after-hours labor will be billed as listed in the General ATS Customer Support Agreement Features section of this proposal.

7. General ATS Customer Support Agreement Features (Included with all service plans)

- **Account Manager** - A dedicated Account Manager will be responsible for your total service satisfaction. Your Account Manager will provide the designated services, monitor equipment performance, track equipment service history, and consult with you to meet your objectives.
- **Dedicated Service Team** - Our Service Team knows Alerton systems. A Primary and a Secondary ATS Service Technician will be assigned to your support agreement account. All of our service technicians are factory trained on Alerton equipment and are specialists in maintaining and troubleshooting your system.
- **Documentation** - All service visits will be documented by a work order detailing the service performed, materials used, and hours spent.
- **Price Advantage- Discounted Labor and Material** - As Support Agreement customer; you will receive a discount off the normal labor and material prices. You will receive approximately a 18% discount on labor and an additional 22% discount on material. For any components listed in the Alerton Controls Price List your multiplier will be .45 times List Price. Following are the prices for 2018. Please note that prices are subject to change.

Labor Rates:

	Standard Time & Material Rate (M-F 8 AM to 5 PM) excl. Holidays	Preferred Time & Material Rate (M-F 8 AM to 5 PM) excl. Holidays	Standard Overtime Rate (M-F 5 PM to 8 AM, Sat, Sun & Holidays)	Preferred Overtime Rate (M-F 5 PM to 8 AM, Sat, Sun & Holidays)
Service Engineer	\$ 155.00	\$ 125.00	\$ 205.00	\$ 165.00
Account Manager	\$ 155.00	\$ 125.00	\$ 205.00	\$ 165.00

ATS Automation - Tentative Calendar of Services

Aberdeen School District

Checked items are included as detailed in "Support Agreement Features"

		2018-2023 Support Agreement											
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
X	Database Protection	X	X		X	X		X	X		X	X	
X	Preventative Maintenance Visits	X	X		X	X		X	X		X	X	
	Control System Analysis												
	Communications Network Analysis												
	AHU Performance Testing												
	VAV Performance Testing												
	Chilled Water System Testing												
	Hot Water System Testing												
	ATS energyInsight												
	ATS energyAnalytics												
	ATS energyOptimization												
	ATS facilityCARE												

Other Services:

X	Limited Troubleshooting and Diagnostics	Included
X	Account Management	Included
X	Emergency Response Services	Included
X	Material & Labor Discounts	Included
	Energy Engineer	
	Energy Report Card	
	Preliminary Energy Assessment	
	ATS loadAnalysis Report	
X	Technology Updates	Included
	Spare Parts Allowance	
X	Additional Support (Flex) Hours	Included - Sixteen hours per year

Support Plan Pricing Summary:

We have included the following Custom Service Plan Features in this agreement as detailed in the previous section:

Technology Updates

Database Protection

Troubleshooting & Diagnostics

Control System Preventative Maintenance

Flex Hours Support – Sixteen hours per year

Pricing for these features is based on a 5-year program, billed annually, at the beginning of the contract year.

Year 1: \$ 21,367.00 plus WSST; beginning September 1, 2018
Year 2: \$ 21,367.00 plus WSST; beginning September 1, 2019
Year 3: \$ 21,367.00 plus WSST; beginning September 1, 2020
Year 4: \$ 21,367.00 plus WSST; beginning September 1, 2021
Year 5: \$ 21,367.00 plus WSST; beginning September 1, 2022

ATS believes that this proposal includes the best interests of Aberdeen School District and is based on your input. Please feel free to contact me if you have any changes. If accepted, sign and date below and return to ATS with purchase order information. The other copy is for your records. The pricing stated in this proposal is valid for sixty (60) days. Prices stated do not include applicable taxes.

We understand budget constraints are an ongoing concern; as such this agreement may be modified or cancelled due to future financial constraints. Modification/Cancellation conditions are detailed in the "Terms and Conditions" section 1.3 (attached).

Sincerely,
Eric Stacy
Sales Engineer

Proposal Accepted

Signature,

Date

Please Print Name

Title

ATS Automation, Inc.

TERMS AND CONDITIONS

The following terms and conditions are attached to and form an integral part of ATS Automation, Inc.'s (referred to herein as "ATS") Customer Support Agreement Proposal ("Proposal"). The portions of such Proposal relating to "Scope of Work" or any "Proposed Solution" (in either case, referred to herein as the "Proposed Solution"), together with these terms and conditions, are collectively referred to as the "CSA Agreement".

Article 1: General

1.1 a) The CSA Agreement, when accepted in writing by the Customer and approved by an authorized representative of ATS shall constitute the entire, complete and exclusive agreement between the parties relating to a technical support program ("Services") for the equipment and software identified in the List of Equipment or the Service Coverage Report attached to the CSA Agreement ("Equipment") and shall supersede and cancel all prior agreements and understandings, written or oral, relating to the subject matter of the CSA Agreement. The CSA Agreement and any rights or obligations thereunder may not be assigned by either party without the advance written consent of the other.

(b) The terms and conditions of this CSA Agreement shall not be modified or rescinded except in writing, signed by a corporate officer of ATS. ATS's performance under this CSA Agreement is expressly conditioned on Customer's assenting to all of the terms of this CSA Agreement, notwithstanding any different or additional terms contained in any writing at any time submitted or to be submitted to ATS by Customer relating to this subject matter.

c) The terms and conditions set forth herein shall supersede, govern and control any conflicting terms of the Proposed Solution or the Proposal.

1.2 This CSA Agreement shall automatically renew for successive one (1) year periods beginning on the anniversary date of the original term as set forth in the Proposal, unless stated otherwise in the CSA Agreement.

1.3 Either party may terminate or amend this CSA Agreement by giving the other party at least thirty (30) days prior written notice of such amendments or intent not to renew.

1.4 This CSA Agreement shall be governed by and enforced in accordance with the laws of the State of Washington.

1.5 Customer will at all times designate a contact person with authority to make decisions for Customer regarding the Services. Customer will provide ATS with information sufficient to contact such person in an emergency. If such representative cannot be reached, any request for Service received from a person located at Customer's premises will be deemed authorized by Customer, and ATS will, in its discretion, act accordingly.

1.6 ATS will be permitted to control and/or operate all Equipment necessary to perform the Services.

Article 2: Equipment Testing, Inspection and Maintenance

2.1 The Customer represents that all Equipment is in satisfactory working condition. By the latter of the first thirty (30) days of this CSA Agreement or the first scheduled inspection, ATS will have inspected all the Equipment.

2.2 If the Proposed Solution provides for maintenance, any repairs and replacements of Equipment are limited to restoring the proper working condition of such Equipment. ATS will not be obligated to provide replacement Equipment that represents significant capital improvement compared to the original. Exchanged components become the property of ATS.

Article 3: Charges, Fees and Invoices

3.1 Payments to be made under this CSA Agreement will provide for, and be in consideration of, only Services specifically included under the Proposed Solution. All other Services, including but not limited to the following, shall be separately billed or surcharged on a time and materials basis: (a) emergency Services performed at Customer's request, if inspection does not reveal any deficiency covered by this CSA Agreement; (b) Services performed other than during ATS's normal working hours; and (c) Service performed on equipment not covered by this CSA Agreement.

3.2 Invoices are due upon receipt or otherwise as may be set forth therein. If any payment is not received when due, ATS may deem Customer to be in breach hereof and may enforce any remedies available to it hereunder or at law, including without limitation suspension or termination of Services and acceleration of payments.

Article 4: Allocation of Risk

4.1 (a) Until one year from either the date hereof or the date the Equipment is installed, whichever first occurs, all equipment manufactured

by ATS or bearing its nameplate will be free from defects in material and workmanship arising from normal use and service. (b) Labor for all Services under this CSA Agreement is warranted for 90 days after the work is performed.

4.2 The limited warranties set forth in Section 4.1 will be void as to, and shall not apply to, any Equipment (i) repaired, altered or improperly installed by any person other than ATS or its authorized representative; (ii) subjected to unreasonable or improper use or storage, used beyond rated conditions, operated other than per ATS's or the manufacturer's instructions, or otherwise subjected to improper maintenance, negligence or accident; (iii) damaged because of any use of the Equipment after Customer has, or should have, knowledge of any defect in the Equipment; or (iv) not manufactured, fabricated and assembled by ATS or not bearing ATS's nameplate.

4.3 ATS will indemnify Customer from and against losses, claims, expenses and damages (including reasonable attorney's fees) for personal injury or physical damage to property, but not loss of use of the property resulting from such damage or from damage to any work performed hereunder. Such indemnification shall be solely to the extent caused by or arising directly from ATS's or its employees', consultants' or agents' negligent acts or omissions or willful misconduct in connection with its performance of Services hereunder. ATS's obligations under this indemnity provision shall not extend to claims, losses, expenses and damages arising out of or in any way attributable to the negligence of Customer or its agents, consultants or employees other than ATS.

Article 5: Customer Responsibilities

5.1 Customer will operate and maintain all Equipment in accordance with applicable manufacturer's specifications, including those set forth in the manufacturer's operating manuals or instructions, as well as all requirements of applicable law or of authorities having jurisdiction.

5.2 Customer will promptly notify ATS of any unusual operating conditions, system malfunctions or building changes that may affect the Equipment or any Services.

5.3 Customer will provide ATS with reasonable means of access to the Equipment and shall make any necessary provisions to reach the Equipment and peripheral devices. Customer will be solely responsible for any removal, replacement or refinishing of the building structure or finishes that may be required to gain access to such Equipment.

Article 6: Limitations of Maintenance or Service Obligations

6.1 ATS will not be responsible for the maintenance, repair or replacement of, or Services necessitated by reason of: (a) non-maintainable, non-replaceable, or obsolete parts of the Equipment, including but not limited to ductwork, shell and tubes, heat exchangers, coils, unit cabinets, casings, refractory material, electrical wiring, water and pneumatic piping, structural supports, cooling tower fill, slats and basins, etc. unless otherwise specifically stated herein; or (b) negligence, abuse, misuse, improper or inadequate repairs or modifications, improper operation, lack of operator maintenance or skill, failure to comply with manufacturer's operating and environmental requirements, Acts of God, or other reasons beyond its control. ATS assumes no responsibility for any service performed on any Equipment other than by ATS or its agents.

6.2 ATS shall not be responsible for loss, delay, injury or damage that may be caused by circumstances beyond its control, including but not restricted to acts or omissions by Customer or its employees or agents, Acts of God, war, civil commotion, acts of government, fire, theft, corrosion, flood, water damage, lightning, freeze-ups, strikes, lockouts, differences with workmen, riots, explosions, fuel, labor or materials.

6.3 ATS is not responsible for repairs, replacements or services to Equipment due to corrosion, erosion, improper or inadequate water treatment by others, electrolytic action, chemical action or other reasons beyond its reasonable control.

6.4 ATS shall not be responsible for the removal or reinstallation of replacement valves, dampers, waterflow and tamper switches required from pipes and duct work including any venting or draining systems.

Winter Athletic Report

January 15, 2019

Aberdeen High School

Miller Jr. High

2018-19 Winter Athletics

Participation Numbers – November 15th (head count)

AHS

TOTALS: 181 athletes (927students) 20% participation

SPORT	BOYS	GIRLS	COACHES
Boys' Basketball	44 (37)		3 Male
Girls' Basketball		42 (33)	1 Male - 2 Female
Boys' Wrestling	37(36)		3 Male
Girls' Wrestling		40 (34)	2 Male 1 Female
Girls' Bowling		24(20)	2 Male
Boys' Swim	22(21)		2 Male

MJH

TOTALS: 169 athletes (486 students) 35% participation

SPORT	BOYS	GIRLS	COACHES
Girls 7 th Basketball		44	1 Male 1 Female
Girls 8 th Basketball		18	2 Male
Boys 7 th Basketball	33		2 Male 1 Female
Boys 8 th Basketball	44		3 Male
Boys' Wrestling	21		2 Male
Girls' Wrestling		8	1 Female

AHS Athletics

Try-out Numbers

	2016-17	2017-18	2018-19
FALL SPORTS			
Boys Golf	18	13	13
Boys Tennis	12	13	14
Cross Country	16	22	28
Football	65	63	63
Girls Soccer	28	30	45
Girls Swim & Dive	32	24	30
Volleyball	38	40	36
TOTAL	209	205	229
WINTER SPORTS			
Boys Basketball	39	40	44
Boys Swim & Dive	23	27	22
Boys Wrestling	32	37	36
Girls Basketball	27	38	42
Girls Bowling	19	23	24
Girls Wrestling	17	28	40
TOTAL	157	193	208
SPRING SPORTS			
Baseball	38	29	
Boys Soccer	38	34	
Fastpitch	25	30	
Girls Golf	15	9	
Girls Tennis	29	26	
Track	63	69	
TOTAL	208	197	

MJH Boys' Soccer

Interest Survey



"25 out of 50 boys are Hispanic and majority have not played any other sport at MJH."

Miller Jr. High Boys' Soccer Season?

- Tri-county league teams: Centralia (2), Elma, Rochester and Tenino.
- Home/away schedule
- Cost breakdown: 2 coaches (\$6,594.00) 8 home games for officials (\$368.00 or \$46.00 per game) Transportation for 8 bus trips (\$2,336.00) Total estimated cost - **\$9,298**
- **Season starts February 11th** (Girls' Volleyball same season)

Instruction 2000 Series

New Policies for the District to Consider

- 2023 **Digital Citizenship and Media Literacy**, Priority
- 2027 **District Ownership of Staff-Created Work**, Discretionary
- 2100 **Educational Opportunities for Military Children**, Priority
- 2107 **Comprehensive Early Literacy Plan**, Priority
- 2108 **Learning Assistance Programs**, Essential
- 2145 **Suicide Prevention**, Priority
- 2163 **Response to Intervention**, Essential
- 2337 **Disability History Month**, Priority
- 2411 **Certificate of Educational Competency**, Essential
- 2413 **Equivalency Credit for Career and Technical Education Courses**, Essential
- 2418 **Waiver of High School Graduation Credits**, Discretionary

Policies to Review and Update

- 2000 **Student Learning Goals**, Priority – No changes to policy.
- 2004 **Accountability Goals**, Essential – Minor update to policy. Added cross reference.
- 2005 **School Improvement Plans**, Priority – Minor update to policy.
- 2020 **Course Design, Selection and Adoption of Instructional Materials**, Essential – Aberdeen policy and procedure 2020 is significantly different than WSSDA model policy and procedure. Recommend deleting Aberdeen 2020 and adopting WSSDA models.
- 2021 **Library Information and Technology Programs**, Discretionary – Significant updates to policy, recommend adding language regarding the duties of the teacher-librarian. Added cross reference. New procedure for district to consider.
- 2022 **Electronic Resources and Internet Safety**, Priority – Moderate updates to policy, recommend adding section regarding internet safety. Significant updates to procedure, recommend adding the following sections: use of personal electronic devices, ownership of work, educational applications and programs, and accessibility of electronic resources.
- 2024 **Online Learning**, Essential – No changes to policy. Moderate updates to procedure, recommend adding section regarding criteria for district use of non-OSPI approved online courses.
- 2025 **Copyright Compliance**, Priority – Minor updates to policy, recommend modifying language regarding the federal Copyright Office. Added management resource. No changes to procedure but some district-specific language for board to review.
- 2029 **Animals as Part of the Instructional Program**, Discretionary – No changes to policy. Added cross reference and management resource. No changes to procedure.
- 2030 **Service Animals in the Schools**, Priority – Minor update to policy, recommend adding language regarding corresponding procedures. No changes to procedure.
- 2090 **Program Evaluation**, Essential – Minor updates to policy, recommend adding language regarding annual review of the assessment processes. Added cross and legal references and management resource. Moderate updates to procedure.

Aberdeen School District

- 2104 **Federal and/or State Funded Special Instructional Programs**, Priority – Non-substantive update to policy, recommend removing reference to No Child Left Behind. Added cross references. Minor updates to procedure.
- 2106 **Program Compliance**, Essential – Minor updates to policy, recommend modifying language regarding nondiscrimination.
- 2110 **Transitional Bilingual Instructional Program**, Priority – Moderate updates to policy, recommend adding language regarding responsibilities of the district and its staff. Added legal references. New procedure for district to consider.
- 2121 **Substance Abuse Program**, Discretionary – Minor update to policy and procedure, recommend including marijuana in list of harmful substances. Added cross and legal references and management resource.
- 2125 **Sexual Health Education**, Priority – Moderate updates to policy, recommend modifying language regarding interested parents and community groups. Added cross and legal references and management resources. New procedure for district to consider.
- 2126 **HIV/AIDS Prevention Education**, Priority – Minor update to policy, recommend including HIV throughout policy. Added cross and legal references and management resources.
- 2140 **Guidance and Counseling**, Discretionary – Aberdeen policy and procedure regarding guidance and counseling are significantly different than WSSDA models. Recommend deleting Aberdeen policy and procedure 2140 and adopting WSSDA models.
- 2150 **Co-Curricular Program**, Priority – Minor updates to policy, recommend adding language regarding nondiscrimination. Added cross and legal references and management resource. No changes to procedure but some district-specific language to review.
- 2151 **Interscholastic Activities**, Priority – Significant updates to policy, recommend adding the following sections: nondiscrimination, annual athletic evaluation, student athletic interest survey and facilities. Added cross and legal references and management resources. Minor updates to procedure, some district-only language for board to review.
- 2153 **Non-Curriculum Related Student Groups**, Priority – No changes to policy or procedure.
- 2161 **Special Education and Related Services for Eligible Students**, Essential – No changes to policy. Minor update to procedure, some district-specific language needed.
- 2162 **Education of Students with Disabilities Under Section 504 of the Rehabilitation Act of 1973**, Essential – Moderate updates to policy, recommend removing language regarding students with HIV/AIDS and students with ADD/ADHD. Added legal references and management resources. Significant updates to procedure, recommend modifying language regarding disciplinary exclusion.
- 2165 **Home or Hospital Instruction**, Priority – No changes to policy. Added cross and legal references. No changes to procedure.
- 2170 **Career and Technical Education**, Priority – Moderate updates to policy, recommend adding language regarding nondiscrimination. Added cross and legal references. Aberdeen procedure regarding career and technical education is significantly different than WSSDA model procedure. Recommend deleting Aberdeen 2170P and adopting WSSDA model 2170P.
- 2178 **Traffic Safety Education**, Discretionary – Minor updates to policy. Moderate updates to procedure.

Aberdeen School District

- 2190 **Highly Capable Programs**, Essential – Moderate updates to policy, recommend modifying language regarding objectives of the highly capable program. Added management resources. No changes to procedure.
- 2195 **Academic Acceleration**, Discretionary – No changes to policy. Added management resource. No changes to procedure.
- 2220 **School Calendar**, Priority – Minor update to policy, recommend adding language regarding multiple school calendars.
- 2240 **Summer School**, Priority – No changes to policy. Added cross reference.
- 2255 **Alternative Learning Experience Programs**, Essential – Significant updates to policy, recommend adding sections regarding students who drop out of ALE courses and assessment requirements. Also recommend adding language to section regarding reporting requirements. Added management resources. Aberdeen procedure regarding alternative learning experience programs is significantly different than WSSDA model procedure. Board needs to choose whether to keep current procedure or delete and adopt WSSDA model.
- 2320 **Field Trips, Excursions, and Outdoor Education**, Priority – Minor update to policy, recommend adding language regarding private vehicles. Significant updates to procedure.
- 2331 **Controversial Issues/Guest Speakers**, Discretionary – No changes to policy. 2331P is a district-only procedure.
- 2333 **Flag Exercises**, Priority – No changes to policy. Added management resources.
- 2336 **Required Observances (Veterans Day, Constitution Day, Temperance Day, Citizenship Day, Disability History Month)**, Priority – Moderate updates to policy, recommend adding language regarding disability history month. Added legal reference and management resources.
- 2340 **Religious-Related Activities and Practices**, Priority – No changes to policy.
- 2409 **Credit for Competency-Proiciency**, Priority – No changes to policy. Added cross reference and management resource. Minor update to procedure.
- 2410 **High School Graduation Requirements**, Essential – Aberdeen policy and procedure regarding high school graduation requirements are significantly different than WSSDA model policy and procedure. Recommend deleting Aberdeen 2410 and adopting WSSDA model.
- 2412 **Diplomas for Veterans**, Discretionary – Minor updates to policy.
- 2414 **Community Service**, Essential – No changes to policy. Added management resource. New procedure for district to consider.
- 2420 **Grading and Progress Reports**, Priority – Minor update to policy, recommend modifying language regarding appealing attendance or tardiness factors. No changes to procedure.
- 2421 **Promotion/Retention**, Discretionary – Minor update to policy, recommend adding language regarding comprehensive early literacy plans. Added cross reference and management resource. Aberdeen procedure regarding promotion/retention is significantly different than WSSDA model procedure. Board needs to choose whether to keep current procedure or delete and adopt WSSDA model.

District-Only Policies for District to Review and Update or Delete

- 2130 **Character Development** – District-only.

Aberdeen School District

- 2133 **Diversity MultiCultural Education** – District-only.
- 2180 **Family and Community Partnerships** – District-only.
- 2181 **Preschool and Childcare Programs** – District-only.
- 2422 **Homework** – District-only.

ABERDEEN SCHOOL DISTRICT NO. 5
Resolution 2019-01

A Resolution Requesting that the State Board of Education approve a waiver of one day for Miller Junior High School Eighth Grade Students during the 2019-2020 school year

WHEREAS, the Aberdeen School District is committed to the ongoing improvement of student learning;

WHEREAS, in the 2019-2020 school year, Aberdeen is changing grade configuration from K-6 elementary schools to K-5 elementary schools and moving Grade 6 to Miller Junior High School creating a Grade 6-8 configuration;

WHEREAS, in the 2019-2020 school year, two-thirds (500) of the students will be new to Miller Junior High as they receive a new incoming 7th Grade class of students and a new incoming 6th Grade class of students;

WHEREAS, Miller Junior High School spent two years implementing best practices of PBIS (Positive Behavior Interventions and Supports);

WHEREAS, maintaining positive school culture through a targeted plan of new student orientation is an integral component of PBIS;

WHEREAS, to successfully teach 500 new students the expectations of Miller Junior High on campus and in classrooms will take a carefully executed plan with additional staff support;

WHEREAS, the knowledge that the first day of school will be focused on a supportive transition for new sixth and new seventh grade students in an environment with 250 less students (the 8th Grade class) and more staff (8th Grade staff) to assist will help alleviate student and parents/guardians apprehension and concerns about moving from elementary to middle school; and

WHEREAS, the District will continue to meet the annual instructional hours required for the Basic Education Compliance Report;

THEREFORE, BE IT RESOLVED, that the Aberdeen School District Board of Directors requests the State Board of Education waive the 180-Day requirement for Miller Junior High Eighth Graders during the 2019-2020 School Year.

ADOPTED this 15th Day of January, 2019, at a regular open public meeting of the Board of Directors.

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

Sandra Bielski, President

Erin Farrer, Vice President

Jennifer Durney, Director

ATTEST:

Dr. William Dyer, Director

Alicia Henderson, Secretary

Jeff Nelson, Director

ABERDEEN SCHOOL DISTRICT NO. 5
Resolution 2019-02

A Resolution Requesting that the State Board of Education approve a continuance of the waiver of four days for Aberdeen High School and Miller Junior High School

WHEREAS, the Aberdeen School District is committed to the ongoing improvement of student learning;

WHEREAS, Aberdeen High School spent two years researching best practices in moving to a trimester student schedule;

WHEREAS, the high school and junior high school were granted a waiver in 2017 to reduce the number of early release days in the calendar to better meet the instructional goals of the district;

WHEREAS, moving from 10 early release days to six (6) full instructional days and four (4) full conference days has improved instructional time for many students;

WHEREAS, the student contact hours and programs in our CTE and Skills Center have been less impacted with fewer early release days;

WHEREAS, the District will continue to meet the annual instructional hours required for the Basic Education Compliance Report; and;

WHEREAS, the District has recognized the importance of communicating with parents and guardians in order to continually be engaged in the conversation of goal-setting, career opportunities, post high school options and the monitoring of student achievement;

WHEREAS, the District will continue to meet the annual instructional hours required for the Basic Education Compliance Report;

THEREFORE, BE IT RESOLVED, that the Aberdeen School District Board of Directors requests that the State Board of Education waive the 180-Day requirement for both Miller Junior High School and Aberdeen High School for four (4) days of parent-teacher-student conferences during the 2019-2020 and 2020-2021 school years.

ADOPTED this 15th Day of January, 2019, at a regular open public meeting of the Board of Directors.

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

Sandra Bielski, President

Erin Farrer, Vice President

Jennifer Durney, Director

ATTEST:

Dr. William Dyer, Director

Alicia Henderson, Secretary

Jeff Nelson, Director

Occupational Therapy Assistant (OTA) Fieldwork Agreement

BETWEEN

AND

Aberdeen School District
216 North G Street
Aberdeen, WA 98520

Bates Technical College
1101 S. Yakima Ave.
Tacoma, WA 98405-4895
253.680.7287; Fax 253.680.7024

This agreement is entered into by and between **Aberdeen School District** hereinafter referred to as the "Facility," and **Bates Technical College**, hereinafter referred to as the "College."

RECITALS

1. **WHEREAS**, the College has an Occupational Therapy Assistant Program with Associate students enrolled; and
2. **WHEREAS**, the Facility can benefit from future OTA employees in the marketplace who are trained as a result of having had a clinical educational experience;
3. **WHEREAS**, the Facility has desirable clinical facilities for the instruction of said students, now therefore it is agreed:
4. **THAT** the College will send to the Facility students enrolled in the Occupational Therapy Assistant Program who desire to receive instruction and clinical experience for the purpose of furthering the following objectives of both parties to this agreement:
 - a. To provide clinical experience and related instruction for the students of the College;
 - b. To improve overall educational program of the College by providing opportunities for learning that will progress the student to higher levels of performance;
 - c. To increase contacts between College educators and Facility educators for fullest utilization of available teaching facilities and expertise;
 - d. To establish and operate a high quality educational program which meets the standards of the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA); and
5. **THAT**, in consideration of these mutual benefits the parties further agree as follows:
 - a. **General Information**
 - i. The course of clinical instruction will cover a period of time as arranged between the College and the Facility. The beginning dates and length of experience shall be mutually agreed upon by the College and the Facility.
 - ii. The period of time for each student's clinical education will be mutually agreed upon at least two weeks before the beginning of the clinical experience.
 - iii. The number of students eligible to participate will be mutually agreed upon and may be altered by mutual agreement.
 - iv. It is agreed by both parties that there shall be no discrimination on the basis of sex, race, creed, color, national origin, religion, age, disability, marital or family status, sexual orientation, veteran status, gender identity, or any other basis prohibited by local, state or federal law.
 - v. There will be no payment of charges or fees between the College and the Facility.
 - vi. Each party shall be responsible for the actions and inactions of itself and its own officers, employees and agents acting within the scope of their authority. Neither party will be considered the agent of the other party for the consequence of any act or omission of any person, firm or corporation not party to this Agreement.
 - b. **Responsibilities of the College**
 - i. The College will send the name, immunization data, national certified criminal background check, and evidence of health and liability insurance for each student enrolled in the program at least two weeks before the beginning date of the clinical experience.
 - ii. The College is responsible for supplying any additional information required by the Facility of which the Facility gives timely advance notice to the College prior to the arrival of the student(s).
 - iii. The College will assign to the Facility only those students who have satisfactorily completed the prerequisite curriculum and whose health status and personal characteristics demonstrate potential for successful completion of the clinical experience.
 - iv. The College will designate a faculty member to coordinate and act as a liaison to the Facility, known as the Academic Fieldwork Coordinator. Frequent exchange of information will be maintained by on-site visits, when practical, and by letter, email or telephone to establish specific student assignments.

- v. The College will support rules and regulations governing students that are mutually agreed upon between the College and the Facility.

c. Responsibilities of the Facility

- i. The Facility shall provide a supervised program of clinical experience.
- ii. The Facility shall maintain complete records and reports on each student's performance and provide an evaluation to the College on forms provided by the College.
- iii. The Facility may request the College to withdraw any student whose performance is unsatisfactory, whose personal characteristics prevent desirable relationships within the Facility or whose health status is a detriment to the student's successful completion of the clinical experience.
- iv. The Facility shall permit the inspection of the clinical facilities, service available for clinical experience, student records, and other such items pertaining to the clinical experience by the College and/or ACOTE upon reasonable request.
- v. The Facility shall designate and submit in writing to the College the names and professional/academic credentials of the Facility person(s) to be responsible for the clinical experience. A person shall be designated to coordinate with the College liaison to assure mutual participation and satisfaction in the clinical experience process and shall be known as the Clinical Fieldwork Educator.
- vi. The Facility retains full responsibility for the care of clients/patients and will maintain the quality of client care without relying on the students' fieldwork education activities for staffing purposes.

d. Responsibilities of the Student

- i. The College shall notify each student of his/her responsibilities as follows:
 - 1. Comply with all applicable policies, standards, procedures and practices of the Facility.
 - 2. Obtain any necessary and appropriate uniforms required but not provided by the Facility.
 - 3. Provide his or her own transportation and living arrangements, when not provided by the Facility.
 - 4. Report to the Facility on time and follow all established rules and regulations of the Facility.
 - 5. Conform to the standards and practices established by the College while training in the Facility.
 - 6. Adhere to HIPAA, FERPA and other privacy and confidentiality regulations as outlined by the Facility.
 - 7. Maintain his or her own health and liability insurance, First Aid/CPR, and immunizations, as well as complete the necessary national certified criminal background check. Evidence of these must be provided to the College at least four weeks before the student begins the clinical program at the Facility.

e. Letter Agreements Authorized

- i. Recognizing that the specific nature of the clinical experience required by different institutional training programs varies, it is agreed by the College and the Facility that, following execution of this agreement and within the scope of its provision, the College will develop fieldwork request forms with their clinical counterparts in the Facility to formalize operational details of the clinical experience.
- ii. The authority to execute these fieldwork request forms shall remain with the Director of the Occupational Therapy Assistant Program unless specifically delegated to others.

f. Term of Agreement

- i. This agreement shall be effective when executed by both parties. The term of this Agreement shall be one year beginning on the effective date of the Agreement. The Agreement will automatically renew for succeeding one (1) year terms up to five (5) years unless one party notifies the other party in writing of its intent to not renew at least three (3) months in advance of any annual expiration date. Both parties may agree to renew the Agreement at the end of any five (5) year automatic renewal term.
- ii. Either party may terminate this Agreement without cause by providing sixty (60) days advance written notice of termination. It is understood and agreed that the parties to this agreement may revise or modify this agreement by written amendment upon mutual agreement.

Clinical Fieldwork Facility

Bates Technical College

Date: _____
Alicia Henderson
Superintendent

Date: _____
Holly Woodmansee
Vice President of Administrative Services

Please sign two copies of this agreement and return to:

Bates Technical College-OTA Program 1101 South Yakima Avenue, Tacoma, WA 98405-4895

Contract for Educational Services
Between
Aberdeen School District
(Hereinafter referred to as the District)
and
BHC Fairfax Hospital
(Hereinafter referred to as Agency)
10200 NE 132nd St
Kirkland, WA 98034

In consideration of the promises and conditions contained herein, the School District, hereinafter referred to as District and the Nonpublic Agency, hereinafter referred to as Agency, mutually agree as follows:

Purpose

The purpose of this agreement is to provide special education and/or related services for a district-placed student with a disability, where it has been determined by the student's Individualized Educational Program (IEP) Committee that placement in the nonpublic agency represents the appropriate and least restrictive environment for this student.

I. Duties of Agency

In order to fulfill its obligations under this agreement, the Agency shall perform the following specific duties:

- A. Develop and/or modify an IEP for each student in consultation with District representatives and hold IEP meetings only when District and Agency representatives and parents of the student can be present. Draft recommendation for the IEP will be delivered to the District 30 days prior to the IEP meeting, or on a different schedule if agreed to by both the District and the Agency.
- B. Provide a program curriculum design and appropriate resources for each contracted student to meet IEP goals, specifying evaluation criteria schedule procedures, to the satisfaction of the District with documentation for specific learning activities and specific student access.
- C. Describe and provide student learning activities including the steps leading to those activities and assessment of progress toward IEP goals.
- D. Describe and provide the supervision and support students shall receive under the direction of certificated staff members for each learning activity and forms used to record data gathered during the monitoring of student performance.
- E. Describe and provide evaluation of all learning activities. Design, develop, maintain, and produce, at a minimum, quarterly reports of student progress. Design, develop and maintain program master records for each student and provide records for each student.
- F. Develop and operate a descriptive record-keeping system to monitor attendance, specify behavior standards and describe methods with which behavior problems will be dealt, including any aversive therapy methodology, which, if implemented, must be noted on the IEP.
- G. Notify the District of the possible need for screening and evaluation of students who may need a revised IEP, or additional services.
- H. Provide a facility that meets the minimum state and local requirements for health and fire safety and which is acceptable to the District. Operate a program to ensure the health and safety of each student. Fire and life safety and health/safety inspections must be current with all noted findings corrected.
- I. Students engaged in Work Study or Community Services programs, which are supervised by Agency shall meet the criteria established by District in order to receive school credit.

- J. If student attendance is ten (10) days or less per month, notify District and offer plan for improved attendance.
- K. Maintain Nonpublic Agency approval from the State Board of Education, including annual update requirements. The Agency shall also maintain compliance with all required Nonpublic Agency, assurances for the length of this agreement, including currency of Agency's policies and procedures as outlined in WAC 392-172-224[2p/ivi.]
- L. All specially designed instruction shall be provided, and/or supervised, by staff who meet and maintain Washington State certification and any State licenses required or practice.
- M. Provide a signed agreement between the appropriate law enforcement jurisdiction and the Agency which describes protocols for responses to behavioral incidents which occur at the Agency location.
- N. Fully comply with all substantive and procedural requirements and limitations otherwise imposed upon public school districts by any state or federal constitutional, statutory, or administrative code provisions respecting any action or inaction that directly or indirectly affects or could affect a student or his/her parent(s), or their property.
- O. Respond to reasonable requests by the District for any documentation.
- P. Immediately notify the District of any complaints regarding service, conditions, or treatment of contracted students.

II. Duties of District

In consideration of the Agency's satisfactory performance of the duties set forth herein, District shall compensate and/or reimburse the expenses of the Agency as follows:

- A. The Agency shall be compensated at the rates per month, which are specifically detailed in the attachment to this agreement. Compensation for students enrolled in the Agency's program for less than the full month of school days will be prorated if the District gives 10 days written notice of intent to dis-enroll a student. If a student enrolls in the program after the first day of school in the month, the tuition will be prorated based on an average of 19 days of school per month.

The District will provide the Agency with a memo of understanding, incorporated herein, as an Attachment to this agreement for each student placed and contracted, which will specify the amount(s), type(s), and total costs of Special Education and related services for which the District will provide payment.
- B. There will be no additional reimbursement for travel, per diem, or other related costs, except that provided in the Attachment.
- C. All payments of compensation and expenses to Agency shall be conditioned upon Agency's:
 - 1. Submission of detailed vouchers which support the services, pursuant to this agreement, which have been rendered for student/and/or expenses incurred for which payment is requested, and
 - 2. Performance to the satisfaction of District's designee; PROVIDED, that approval shall not be unreasonably withheld.
- D. Any date specified herein for payments to Agency shall be considered extended as necessary to process and deliver a warrant for the amount(s), as per agreement between the District and Agency.
- E. The District remains responsible for compliance with due process, IEP, annual review and the determination of all services and determination of placement requirements. The District will contact the Agency 60 days prior to the expiration of a student's IEP to schedule dates for the IEP meeting to the parents prior to the IEP meeting.

III. General Provisions

- A. **Applicable Law.** This contract shall be governed by the laws of the state of Washington.
- B. **Assignments Prohibited.** The Agency may not assign or transfer the performance of any duty or service under this contract or any claim, right or cause of action arising under this contract, in whole or part.
- C. **Audits.** Agency shall provide for annual audits at Agency's expense which comply with the terms and requirement of the federal Office of Management and Budget (OMB) Circular A-133 if agency (1) is a non-profit institution; and, (2) expends \$300,000 or more in total federal awards in a fiscal year (complete Federal Fund Disclosure Report). The new requirements affect organizations with fiscal years ending on or after June 30, 1997. "Non-profit institution" means any corporation, trust, association, cooperative or other organization which (1) is operated primarily for scientific, educational, service, charitable, or similar purposes in the public interest; (2) is not organized primarily for profit; (3) uses its net proceeds to maintain, improve, and/or expand its operations; and, (4) is not a state or local government agency which is audited in accordance with OMB Circular A-128.
- D. **Budget Revisions.** Any monetary amount budgeted by the terms of this contract for various activities and objects of expenditure may be revised with the prior written approval of "District's designee, so long as any increase in an amount is offset by a decrease in one or more other amounts equal to or greater than the increase.
- E. **Dispute Resolution.** In the event that a dispute arises under this contract, it shall be determined in the following manner; (1) The District shall appoint a member to the Dispute Board; (2) The Agency shall appoint a member to the Dispute Board; (3) The District and the Agency shall jointly appoint a member to the Dispute Board; (4) The Dispute Board shall evaluate the dispute and make a determination of the dispute; and, the determination of the Dispute Board shall be final and binding on the parties herein.
- F. **Hold Harmless.** Each party to this contract shall be responsible for claims and/or damages to persons and/or property resulting from the negligence on the part of itself, its employees, or its officers. Neither party assumes any responsibility to the other party for the consequences of any claim, act or omission of any person, agency, firm, or corporation not a party to this contract. Claims shall include, but not be limited to, assertions that the use or transfer of any software, book, document, report, film, tape or sound reproduction of material of any kind, delivered otherwise results in an unfair trade practice or in unlawful restraint of competition.
- G. **Independent Agency Status of Agency.** The Agency and the Agency's employees and agents shall perform all duties pursuant to this contract as an independent Agency. The District shall not control or direct Agency's performance of services under this contract. The Agency shall provide all space necessary in the performance of Agency's duties under this contract and shall perform all duties and services outside all places of business of the District.
- H. **Industrial Insurance.** The Agency shall comply with the industrial insurance requirements of Title 51 RCW, and within fifteen (15) days of the execution of this contract certify to the District either that Agency is covered by industrial insurance as required by Title 51 RCW, or that the Agency has been advised by the Department of Labor and Industries that the Agency is exempt from required coverage. The District will not be responsible for payment of industrial insurance premiums or for any other claims or benefit for the Agency or any subcontractor or employee of the Agency, which might arise under industrial insurance laws during performance of duties and services under this contract. The District may deduct the amount of premiums owing from the amounts otherwise payable to the Agency under this contract and transmit the same to the Department of Labor and Industries, Division of Industrial Insurance, if the Agency either 1) fails to pay required premiums on behalf of its employees.

I. **Non-Discrimination.** No person shall, on the ground of race, religion, creed, color, national origin, age, honorably-discharged veteran or military status, sex, sexual orientation, gender expression or identity, marital status or the presence of any sensory, mental or physical handicap, or the use of a trained dog guide or service animal by a person with a disability unlawfully be excluded from participation in, be denied the benefits or, or be otherwise subjected to discrimination under any activity performed under to this contract. The parties agree to abide by the standards of responsibility toward the disabled as specified by the Americans with Disabilities Act (ADA) and Washington Law Against Discrimination. The agency shall notify the District immediately of any allegations, claims, disputes, or challenges made against it under the ADA. In the event that one of the parties hereto refuses to comply with this provision, this agreement may be canceled, terminated or suspended in whole or in part by the other party.

J. **Ownership of Work Products And Other Personal Property, And Real Property.** Data which originates from this contract shall be "works for hire" as defined by the U.S. Copyright Act of 1976 and shall be owned by the District. Data shall include, but not be limited to, reports, documents, pamphlets, articles, books, magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. Ownership includes ownership of all intellectual concepts and properties embodied in data, the right to copyright, patent or register data, and the right to transfer ownership of data.

Data which is delivered under the contract, but which does not originate therefrom, shall be transferred to the District with a nonexclusive, royalty-free, irrevocable license to publish, translate, reproduce, deliver, perform, dispose of, and to authorize others to do so: PROVIDED, that such license shall be limited to the extent which the Agency has a right to grant such a license. The agency shall exert all reasonable effort to advise the District, at the time of delivery of data furnished under this contract, of all known or potential invasions of privacy contained therein and of any portion of the data which was not produced in the performance of this contract. The District shall be provided prompt written notice or claim or copyright infringement received by the Agency with respect to any data delivered under this contract. The District shall have the right to modify or remove any restrictive markings placed upon the data by the Agency.

The ownership and title to all real property and all personal property purchased by the Agency in the course of performing this contract with moneys paid by the District shall vest in the District, except for supplies consumed in performing this contract. The Agency shall (1) maintain a current inventory of all the real and personal property, (2) label all the property; and, (3) deliver the property and title to the District without charge at any time and place specified by the District's designee.

K. **Payment to Agency.** All payment of compensation and expenses to Agency shall be conditional upon (1) Agency's submission of detailed vouchers which specify the date(s), extent, and nature of the performance which has been rendered or expenses incurred for which payment is requested; and (2) Agency's performance to the personal satisfaction of the District or the District's designee.

Except as otherwise provided in this contract, (1) all payments of compensation and expenses due the Agency shall be paid to the Agency on or before the Thirtieth calendar day following Agency's completion of all duties under this contract to the personal satisfaction of the District's designee; and (2) all expenses necessary to the Agency's performance of this Contract shall be borne in full by the Agency.

L. **Records Maintenance And Access.** The Agency 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 the goods and services provided. Billing invoices are not sufficient for this purpose.

Furthermore, if this contract reimburses the Agency for actual direct costs, or for indirect costs, or both, the Agency shall in addition maintain current and accurate books, records, documents and other evidence, of procedures and practices, inclusive of employee/agent time and effort reports, which sufficiently and properly document all direct and indirect costs of any nature incurred in the performance of this contract.

The foregoing books, records, documents and other materials or evidence shall be maintained and made available by the Agency at all reasonable times for inspection, review, copying and audit by (1)

persons authorized by District, (2) the Office of the State Auditor, and (3) federal officials so authorized by law, rule, or contract, for a period of seventy-two months (six years) following the performance or termination of this contract.

M. Termination for Convenience, And Termination Due to Lapse Or Reduction of Funding.

This contract may be terminated by, and in the discretion of, the District or the District's designee, with 10 (ten) days notice, without reason and without liability for damages, upon written notification thereof to Agency. The notice shall specify the date of termination and shall be conclusively deemed to have been delivered to and received by the Agency as of midnight of the second day following the date of its posting in the United States Mail, addressed as first noted in this contract, in the absence of proof of actual delivery to and receipt by the Agency by mail or other means at an earlier date and/or time. Notwithstanding the foregoing agency may terminate this agreement with 30 days written notice to school district.

N. **Verbal Agreements.** This written contract constitutes the mutual agreement of the Agency and the District in whole. No alteration or variation of the terms of this contract and no oral understandings or agreements not incorporated herein shall be binding.

IV. Duration

This agreement shall commence on September 1, 2018 and shall automatically renew for additional one year terms unless otherwise terminated as provided herein.

With the sole exception of Section III, this shall continue to bind the parties, their heirs and successors.

IN WITNESS WHEREOF, District and Agency have executed this agreement consisting of five (5) pages.

BHC Fairfax Hospital
10200 NE 132nd St
Kirkland, WA 98034

Aberdeen School District
216 N G St.
Aberdeen WA, 98520

Person authorized to bind said Agency
Organization to the foregoing agreement

Person authorized to bind said District
Organization to the foregoing agreement

Title

Title

Date

Date

2018-2019

Memo of Understanding

Regarding student .

This Memo of Understanding is by and between Aberdeen School District and Northwest School of Innovative Learning, 1625 Mottman Rd SW, Tumwater, WA 98512.

The services provided are outlined in the attached agreement. Services are provided from September 1, 2018 through August 31st, 2019. Invoices detailing services performed, dates of performance and itemization of expenses will be submitted to Aberdeen School District on a monthly basis.

Tuition cost:	Regular Tuition:	\$5,543.50
	1:1 Aide:	\$0
	Total:	\$5,543.50 per month for services provided by Northwest School of Innovative Learning.

Person authorized to bind said Agency

Organization to the foregoing
Agreement

Date

Karl Beall, School Supervisor
David Beling, Director of NWSOIL
Fairfax Hospital
Northwest School of Innovative
Learning

Date

Library Books Surplus 2018

Title	Barcode
Cages by Peg Kehret	33961002601163
Midde School Blues by Lou Kassem	33961011109893
So You Want to be a Wizard by Diane Duane	33961012934380
The Cradle Will Fall by Mary Higgins Clark	33961011001660
Pretend You Don't See Her by Mary Higgins Clark	33961012994467
The White Mountains/Tripods by John Christopher	33961012943993
The City of Gold and Lead by John Christopher	3396111109026
The Pool of Fire/Tripods by John Christopher	33961012944033
Crooked House by Agatha Christie	33961002592008
The Body in the Library by Agatha Christie	33961011111972
And Then There Were None by Agatha Christie	33961011001637
Summer of my German Soldier by Bette Greene	33961011002593
Wild Life by Molly Gloss	33961011093576
Thirteen Ways to Sink a Sub by Jamie Gilson	33961011021205
Secrets of the Rain Forest by Betty Frost	33961011162496
Lily's Crossing by Patricia Reilly Giff	33961013747443
Ellen Foster by Kaye Gibbons	33961011014101
Dreamland by Sarah Dessen	33996101117695
Anastasia at This Address by Lois Lowry	33961011011388
Fatal Bargain by Caroline B. Cooney	33961011210220
The Last Vampire by Christopher Pike	33961002595183
The Morganville Vampires by Rachel Caine	33961013743866
A Little Princess by Frances Hodgson Burnett	33961002505000
Finder by Emma Bull	33961012851071
Shane by Jack Schaefer	33961011195298
Stinker's Return by Pamela F. Service	33961012935551
The Young Unicorns by Madeleine L'Engle	33961011009044
Ender's Game by Orson Scott Card	33961012995977
Die Trying by Lee Child	33961012994111
Dangerous Angels by Francesca Lia Block	33961011045139
Mustang Man by Louis L'Amour	33961012949206
A Ring of Endless Light by Madeleine L;Engle	33961011045246
A Ring of Endless Light by Madeleine L;Engle	33961011008228
Deadly Offer by Caroline B. Cooney	33961012013417
The Mediator Haunted by Meg Cabot	33961013002138
The Mediator Twilight by Meg Cabot	33961011076662
The Boy Next Door by Meg Cabot	33961011211590
The Mediator Shadeowland by Meg Cabot	33961011222159
The Mediator Reunion by Meg Cabot	33961011222092
The Illustrated Man by Ray Bradbury	33961011174061
Maria's Story by JOan Lowery Nixon	33961011101627
Island of the Blue Dolphins by Scott O'Dell	33961011004680
Middle of Nowhere by Ridley Pearson	33961011036146
I Want to Live by Lurlene McDaniel	33961002592990
How Do I Love Thee by Lurlene McDaniel	33961011221912
Death Comes as the End by Agatha Christie	33961011013632
A Connecticut Yankee in King Arthur's Court by Mark Twain	33961011001900
Run, Jonah, Run by Jonah Black	33961011214230
Can't Get There From Here by Todd Strasser	33961011217506
Crewel Lye by Piers Anthony	33961011161355
The Dowry of Miss Lydia Clark by Lawana Blackwell	33961012014134
A Connecticut Yankee in King Arthur's Court by Mark Twain	33961011013251
Achingly Alice by Phyllis Reynolds Naylor	33961011011057
Castle Roogna by Piers Anthony	33961011012824
A Spell for Chameleon by Piers Anthony	33961011020488
Vale of the Vole by Piers Anthony	33961011162850
Acceleration by Graham McNamee	33961012956557
The Color of Her Panties by Piers Anthony	33961011209537
The Runner by Cynthia Voigt	33961013612043

Library Books Surplus 2018

Ethan Frome by Edith Wharton	33961011042508	
The Night Dance by Suzanne Weyn	33961013008143	
Mine Eyes Have Seen by Ann Rinaldi	33961011102393	
The Fifth of March by Ann Rinaldi	33961011014531	
The Healing of Texas Jake by Phyllis Reynolds Naylor	33961011015421	
Pirateology by Dugold Steer	33961012950998	
The Wandmaker's Guidebook by Ed Masessa	33961012949081	
Of Mice and Men by John Steinbeck	33996101120079	
The Greatest by Walter Dean Myer	33961011066572	
I Know Why the Caged Bird Sings by Mary Angelou	33961011004763	
Gather Together in My Name by Mary Angelou	33961011098856	
Lance Armstrong by Kimberly Garcia	33961011130071	
To Sir, With Love by E.R. Braithwaite	33961011119108	
Anthony Burns: the Defeat and Triumph of a Fugitive SLave	33961002480279	
Don't Let's Go to the Dogs Tonight by Alexandra Fuller	33961011065806	
Death Be Not Proud by John Gunther	33961012837609	
A Strong Right Arm by Michelle Y. Green	33961012853473	
A Strong Right Arm by Michelle Y. Green	33961012853515	
Helen Keller, Toward the Light by Stewart and Polly Ane Graff	33961012935320	
What Manner of Man by Lerone Bennett Jr.	33961011119694	
Florence Nightingale by Anne Colver	33961011113796	
Murder on the Orient Express by Agatha Christie	33961002468688	
Holt Video Health DVD	33961012986414	no longer works in the Tobacco segment, many extra
Sitting Bull by Steven Bodow	33391001637903	
Tatan'ka lyota'ke: Sitting Bull and his World by Albert Marrin	33961011196262	
Behan the complete plays by Brendan Behan	33961011144890	
Black Boy by Richard Wright	33961002506917	
Windows 98 Made Easy by Tom Sheldon	33961011205519	
Witchcraft in America by Peggy Saari	33961011049040	
Painters of the Caves by Patricia Lauber	33961012853317	
Painters of the Caves by Patricia Lauber	33961012853358	
Painters of the Caves by Patricia Lauber	33961012853275	
Painters of the Caves by Patricia Lauber	33961012853234	
Painters of the Caves by Patricia Lauber	33961012853150	
A 2nd Helping of Chicken Soup for the Soul by Jack Canfield	33961013652106	
A 2nd Helping of Chicken Soup for the Soul by Jack Canfield	33961011063934	
Chicken Soup for the Teenage Soul by Jack Canfield	33961011007378	
Inventions by Rube Goldberg	33961012854935	
The Pigman by Paul Zindel		
Speak by Laurie Halsey Anderson	33961012960567	
Treasure Island by Robert Louis Stevenson	33961011096132	
Treasure Island by Robert Louis Stevenson	33961011093154	
Treasure Island by Robert Louis Stevenson	33961011096165	
Algebra 2	33961013639871	
Surface Keyboard	K 17280	
Surface Keyboard	K 17839	
Wall of Fame	970077300	
The College Path: High School Teacher's Guide	CP060	
The Student Success Path		
AVID decades of College Dreams		
Capturing Kids' Hearts		
Getting Ready for College Careers		
Educator's Resource Guide		
Advanced Mathematical Concepts	78230942	
Of Mice and Men by John Steinbeck	33961012936765	
Ender's Game by Orson Scott Card	33961012996686	
The Killer's Cousin by Nance Werlin	33961013604149	
Student Works CD for Pre Calc		
MMGW Getting Students Ready for Real Algebra CD		

Library Books Surplus 2018

Pre Calc Multimedia Applications CD		
Prentice Hall Math online Intervention CD		
Schol App 2 CD		
Prentice Hall Exam View Test Bank CD	33961012808956	
Teacher Express Plan/Teach/Assess CD for Alg. 2	131252038	
Teacher Express Plan/Teach/Assess CD for Alg. 1	013125202X	
Teacher Express Plan/Teach/Assess CD for Alg. 1	013125202X	
Teacher Express Plan/Teach/Assess CD for Geometry	0131252143	
Teacher Express Plan/Teach/Assess CD for Geometry	0131252143	
Presentation Pro CD for Geometry	0130634220	
Presentation Pro CD for Geometry	0130634220	
Glencoe Interactive Chalkboard Pre Calc CD	0078699975	
Glencoe Interactive Chalkboard Pre Calc CD	0078699975	
Glencoe Answer Key Maker Pre Calc CD	0078610826	
Glencoe Answer Key Maker Pre Calc CD	0078610826	
Exam View test generator Pre-Alg/Alg1/Geo/Alg2 CD		
Exam View test generator Pre-Alg/Alg1/Geo/Alg2 CD		
Exam View test generator Pre-Alg/Alg1/Geo/Alg2 CD		
Exam View test generator Pre-Alg/Alg1/Geo/Alg2 CD		
Exam View test generator Pre-Alg/Alg1/Geo/Alg2 CD		
Teacher Works all in one Planner and Resource Center CD	0078610818	
Teacher Works all in one Planner and Resource Center CD	0078610818	
Teacher Works all in one Planner and Resource Center CD	0078610818	
Prentice Hall Computer Test Generator CD Pre-Alg/Alg1/Alg2/Geo		
Prentice Hall Computer Test Generator CD Pre-Alg/Alg1/Alg2/Geo		
Prentice Hall Computer Test Generator CD Pre-Alg/Alg1/Alg2/Geo		
Prentice Hall Computer Test Generator CD Pre-Alg/Alg1/Alg2/Geo		
Exam View test generator Pre Calc CD	0078667178	
Exam View test generator Pre Calc CD	0078667178	
Big Mouth and Ugly Girl by Joyce Carol Oates		
A Guide to Microsoft Office 2010	33961013641901	
Microsoft Office 2010 Advanced	33961013641836	
Microsoft Office 2010 Advanced	33961013641794	
Microsoft Office 2010 Instructor's Guide	33961013706498	

A. J. West Library Discards 12/13/2018

	A	B	C	D	E
1	Deleted Date	Title	Author	Standard Number	Published
2	12/13/2018	A book to begin on weather	Waller, Leslie, 1923-		
3	12/13/2018	Exploring America's valleys : from the Shenandoah to the Rio Grande	prepared by the Special Publications Division, National Geographic Society.	LCCN: 84-6804	1984
4	12/13/2018	Mountains.	Waller, Leslie, 1923-	LCCN: 79-86725 /AC	1969
5	12/13/2018	Wonderful world; the adventure of the earth we live on.	Fisher, James, 1912-		1954
6	12/13/2018	The World of the American Indian.	Billard, Jules	LCCN: 74-16277 //r85	1974
7	11/20/2018	Monster Blood / Book 3 / Goosebumps	Stine, R. L.	ISBN: 0-590-45367-X	1992
8	11/16/2018	El patito feo	Orihuela, Luz.	LCCN: 2006-279227	2006
9	11/14/2018	Washington,	Pellegrini, Angelo M.	LCCN: 67-66402	1967
10	10/24/2018	Tickle monster	Bissett, Josie.	LCCN: 2008-924366	2008
11	10/23/2018	Gymnastics for boys.	Bedard, Irvin.	LCCN: 62-10389 /AC/r81	1962
12	10/23/2018	How big is big?			
13	10/23/2018	Real book about Andrew Jackson	Coy, Harold		
14	10/18/2018	The arctic patrol mystery	Dixon, Franklin W.	LCCN: 69-12164 /AC	1969
15	10/18/2018	A figure in hiding	Dixon, Franklin W.	LCCN: 65-14752	1965
16	10/18/2018	The missing chums/Book 4 : The Hardy Boys.	Dixon, Franklin W.	LCCN: 62-5516	1962
17	10/18/2018	The sinister signpost	Dixon, Franklin W.	LCCN: 68-15296 /AC/r85	1968
18	10/18/2018	The tower treasure.	Dixon, Franklin W.	LCCN: 59-2529 /L	1959
19	10/15/2018	Five Little Monkeys.			2012
20	9/14/2018	Weapons, a pictorial history,	Tunis, Edwin, 1897-1973	LCCN: 54-5342 /AC/L/r77	1954

A. J. West Library Discards 12/13/2018

	F	G	H	I	J	K	L
1	Call Number	Barcode	Price	Curre	Acquisition	Removed	Status
2	E 551.6 Wal	33391001697402	10.00	USD	8/6/2001	NJONES	Was Lost on 4/18/2017 -- Weeded
3	551.4 Nat	33961012529487	25.25	USD	6/16/2009	NJONES	Was Lost on 4/18/2017 -- Weeded
4	551.4 Wal	33961002413387	10.00	USD	8/6/2001	NJONES	Was Lost on 4/18/2017 -- Weeded
5	551 Fis	33961002416968	12.75	USD	8/6/2001	NJONES	Was Available -- Weeded
6	970.1 Nat	33961002433211	15.75	USD	8/6/2001	NJONES	Was Available -- Weeded
7	F Sti	33961013596352	10.00	USD	8/6/2001	NJONES	Was Available -- Weeded
8	398.2	33961013612605			11/16/2018	NJONES	Was Available -- Deleted
9	917.97 Pel	33961002430068	15.75	USD	8/6/2001	NJONES	Was Lost on 4/18/2017 -- Weeded
10	E Bis	33961013612001	10.00	USD	10/23/2018	NJONES	Was Available -- Weeded
11	796.4 Bed	33961002427585	10.00	USD	8/6/2001	NJONES	Was Lost on 4/18/2017 -- Weeded
12	R Dav	33961002437170	10.00	USD	8/6/2001	NJONES	Was Lost on 4/18/2017 -- Weeded
13	B Jac	33391001692528	15.25	USD	8/6/2001	NJONES	Was Available -- Deleted
14	F Dix	33961002398182	10.00	USD	8/6/2001	NJONES	Was Available -- Weeded
15	F Dix	33961002398042	10.00	USD	8/6/2001	NJONES	Was Available -- Weeded
16	F Dix	33961002398166	15.25	USD	8/6/2001	NJONES	Was Available -- Weeded
17	F Dix	33961002398471	12.25	USD	8/6/2001	NJONES	Was Available -- Weeded
18	F Dix	33961002398539	12.25	USD	8/6/2001	NJONES	Was Available -- Weeded
19	E Fiv	33961013603687	5.00	USD	10/18/2017	NJONES	Was Available -- Weeded
20	399 Tun	33961002414245	16.00	USD	8/6/2001	NJONES	Was Available -- Weeded

SN	Asset Tag	DESCRIPTION
v13540982ewf2705	6225	Emerson EWF 2705 TV
k5zw202756	13154	EPSON V500
	11804	HITACH CP-A52
f7au01565	6548	HTACHI CP-X253
w643koar01386	10548	BOXLIGHT PROJECTOR CD715X-000
	9529	ZENITH VHS
	9482	ZENITH VHS
w643koar01379	10529	BOXLIGHT PROJECTOR CD715X-000
f0eu04188	11754	HITACHI PROJECTOR
qc4fu05736	19052	HITACHI PROJECTOR
f9eu03720	11356	HITACHI PROJECTOR
f5i023872	5672	HITACHI PROJECTOR
f9eu04672	10017	HITACHI PROJECTOR
39455 7070	8328	AVER DOC CAM
w643koar01398	10224	BOXLIGHT PROJECTOR CD715X-000
5306670100135	NF	AVER DOC CAM
w643koar01373	10574	BOXLIGHT PROJECTOR CD715X-000
w643koar01384	10583	BOXLIGHT PROJECTOR CD715X-000
f0eu04189	11751	HITACHI PROJECTOR
a02603i0504003yn b	5363	ALLIED TELESYN SWITCH
LOYS2194A	3957	ALLIED TELESYN SWITCH
7496f6bc-d30060m8a12	9710	MIMIO
a01936i0508000no c	5448	ALLIED TELESYN SWITCH
	2840	RCA VHS
	2761	RCA VHS
82064707f3c2ak		POLY COM CAMERA
d19d11544	16632	LUMENS DOC CAM
	9496	ZENITH VHS
	8587	WHITE MACBOOK
	10834	WHITE MACBOOK
	14344	WHITE MACBOOK
	8167	WHITE MACBOOK
	14347	WHITE MACBOOK
	13113	SILVER MACBOOK
	19304	HP ELITEBOOK
	19277	HP ELITEBOOK
	16154	HP ELITEBOOK
	19309	HP ELITEBOOK
	19254	HP ENVY
	19290	HP ELITEBOOK

	19274	HP ELITEBOOK
	19308	HP ELITEBOOK
	19737	HP ELITEBOOK
	19736	HP ELITEBOOK
	19046	HP ENVY
4vzv3d1	6822	DELL D830
fpzv3d1	6863	DELL D830
u60966j5j116941	5655	BROTHER PRINTER
hy3a91lf710103z	19184	SAMSUNG CHROMEBOOK
0ug99fag306959n	19704	SAMSUNG CHROMEBOOK
hy3a91lf710003k	19177	SAMSUNG CHROMEBOOK
	11776	MACBOOK PRO
	16756	MACBOOK PRO
	16751	MACBOOK PRO
	10958	MACBOOK PRO
	11048	MACBOOK PRO
C1MLG284DV30	1676?	MACBOOK PRO
	11786	MACBOOK PRO
	16023	MACBOOK PRO
	16780	MACBOOK PRO
	16417	MACBOOK PRO
	11286	MACBOOK PRO
je8t91hd500142v	16903	SAMSUNG 680Z
	11940	MACBOOK PRO
j28j3q1	12815	DELL LATITUDE
	19268	HP ELITEBOOK
hy3a91bf602701y	19217	SAMSUNG CHROMEBOOK
hy3a91bf208841h	18283	SAMSUNG CHROMEBOOK
hy3a91adc01661e	18248	SAMSUNG CHROMEBOOK
hy3a91bf602966y	19215	SAMSUNG CHROMEBOOK
	11787	MACBOOK PRO
	16736	MACBOOK PRO
	10951	MACBOOK PRO
C1ML66QRDV30		MACBOOK PRO
	11900	MACBOOK PRO
W824T1AGU		MACBOOK PRO
	14354	WHITE MACBOOK
	14345	WHITE MACBOOK
	14335	WHITE MACBOOK
	14355	WHITE MACBOOK
	14352	WHITE MACBOOK
	14338	WHITE MACBOOK
CND0160T89		HP ELITEBOOK

	14353	WHITE MACBOOK
CNF6265YPQ		HP PAVILION DV6
	19047	HP ENVY
	11790	MACBOOK PRO
	10789	WHITE MACBOOK
	7343	WHITE MACBOOK
	14342	WHITE MACBOOK
	10994	WHITE MACBOOK
	16098	HP COMPAQ 6910P
	16195	HP COMPAQ 6910P
	16099	HP COMPAQ 6910P
	19092	HP COMPAQ 6910P
	16102	HP COMPAQ 6910P
	16106	HP COMPAQ 6910P
	18112	HP COMPAQ 6910P
	16118	HP COMPAQ 6910P
	18111	HP COMPAQ 6910P
	16101	HP COMPAQ 6910P
my75jp30fs04mk	9611	HP PHOTOSMART C5180 PRINTER
	18102	DELL LATITUDE E6500
	11806	DELL LATITUDE E6510
76149 10040p	11759	AVER DOC CAM
	9441	CANON ZR10
	3959	ALLIED TELESYN SWITCH
4515t81	12149	DELL MINI TOWER
6m15t81	12198	DELL MINI TOWER
b315t81	12150	DELL MINI TOWER
bn15t81	12164	DELL MINI TOWER
ajqn41101749we	5230	INFOCUS PROJECTOR
4297115		PENTEX CAMERA
aaan2320np		INFOCUS PROJECTOR
f4k000627	5365	HITACHI PROJECTOR
	1733	WHITE IBOOK
neo2-ab-1009-06243-fc		NEO2
	NF	DELL MONITOR 21"
cn0dy8404663376a059s	6903	DELL MONITOR 19"
	6245	SANYO DVD
	4274	ALLIED TELESYN SWITCH
49182316		RICOH CAMERA
94609656		MINOLTA MAXXUM 300SI
	8279	IMAC
btw0vk1	10900	DELL LATITUDE E6400
	17302	SURFACE RT

003553551653	19716	SURFACE PRO
037829634653	16933	SURFACE PRO
	17952	SURFACE RT
	17070	SURFACE RT
	17046	SURFACE RT
	3960	ALLIED TELESYN SWITCH
	11483	MOTOROLA COMCAST BOX
	9492	ZENITH VHS
cn0dy8404663375m9n1u	6891	DELL MONITOR 19"
	9577	ZENITH VHS
	10836	WHITE MACBOOK
	10829	WHITE MACBOOK
	10822	WHITE MACBOOK
	6528	WHITE MACBOOK
	10831	WHITE MACBOOK
	10899	IMAC
cn0dy8404663375m9mhu	6878	DELL MONITOR 19"
dc5804934	8322	LUMENS DOC CAM
dc5805080	8321	LUMENS DOC CAM
	1801	SONY DIGITAL 8 HANDYCAM
	1802	SONY DIGITAL 8 HANDYCAM
	6276	CANON ZR500
	6267	CANON ZR500
	3837	CANON ZR45
	3836	CANON ZR45
	3838	CANON ZR40
	3845	KODAK DX3600
	9669	SONY MVC-CD350
	4761	WHITE IBOOK
	10838	WHITE MACBOOK
1s114155ur9eweyg	13833	LENOVO THINKPAD
	15524	Lenovo Thinkpad
	15521	Lenovo Thinkpad
	15043	Lenovo Thinkpad
	15076	Lenovo Thinkpad
	15070	Lenovo Thinkpad
	15065	Lenovo Thinkpad
	15074	Lenovo Thinkpad
	15523	Lenovo Thinkpad
	15520	Lenovo Thinkpad
	15068	Lenovo Thinkpad
	15055	Lenovo Thinkpad
	15077	Lenovo Thinkpad

	15525	Lenovo Thinkpad
	15045	Lenovo Thinkpad
	15527	Lenovo Thinkpad
	15522	Lenovo Thinkpad
	15518	Lenovo Thinkpad
C5CSMK1	18118	Dell Latitude e6400
4JMKQM1	11808	Dell Latitude 6510
	13841	Lenovo Thinkpad
	13879	Lenovo Thinkpad
	13829	Lenovo Thinkpad
	13808	Lenovo Thinkpad
	13849	Lenovo Thinkpad
	13865	Lenovo Thinkpad
	13863	Lenovo Thinkpad
	13828	Lenovo Thinkpad
	13832	Lenovo Thinkpad
	13862	Lenovo Thinkpad
	13817	Lenovo Thinkpad
	13870	Lenovo Thinkpad
	14363	Lenovo Thinkpad
	13806	Lenovo Thinkpad
	13837	Lenovo Thinkpad
	13872	Lenovo Thinkpad
	13830	Lenovo Thinkpad
	13812	Lenovo Thinkpad
	13818	Lenovo Thinkpad
	13819	Lenovo Thinkpad
	13827	Lenovo Thinkpad
	14364	Lenovo Thinkpad
	13857	Lenovo Thinkpad
	13810	Lenovo Thinkpad
	13867	Lenovo Thinkpad
	15317	HP 3115M
	15316	HP 3115M
	15335	HP 3115M
	15322	HP 3115M
	15330	HP 3115M
	15333	HP 3115M
	15313	HP 3115M
	15338	HP 3115M
	15331	HP 3115M
	15327	HP 3115M
	15332	HP 3115M

	15336	HP 3115M
	15337	HP 3115M
	15325	HP 3115M
	15324	HP 3115M
	15328	HP 3115M
	15339	HP 3115M
	15067	Lenovo Thinkpad
	15069	Lenovo Thinkpad
	15526	Lenovo Thinkpad
	15072	Lenovo Thinkpad
	15049	Lenovo Thinkpad
	15051	Lenovo Thinkpad
	15050	Lenovo Thinkpad
	15054	Lenovo Thinkpad
	8029	Dell E171FP
	8007	Dell E171FP
CNBJ535395	14167	HP Laserjet P2055DN
	13815	Lenovo Thinkpad
	13804	Lenovo Thinkpad
	13885	Lenovo Thinkpad
	13813	Lenovo Thinkpad
	13891	Lenovo Thinkpad
	13856	Lenovo Thinkpad
	13790	Lenovo Thinkpad
	13886	Lenovo Thinkpad
	13920	Lenovo Thinkpad
	13814	Lenovo Thinkpad
CNB9039027	12030	HP Laserjet P2055DN
	3809	iBook
	12093	Alphasmart
	2701	Mitshbui TV
	15846	HP DC7800
	6785	Dell Optiplex 745
	8039	Dell E171FP
	8008	Dell E171FP
	8378	Dell E171FP
	12245	Dell GX620
	4773	HP Laserjet 1300n
48843 7090	8136	AverMedia Doc Cam
	19950	Dell Optiplex 780
	15957	HP DC7800
	15903	HP DC7800
	15866	HP DC7800

	10598	iMac
	11269	Gateway 700G
	12956	Gateway TFT1980P
	12325	Dell 15" Monitor
	6888	Dell 1908FP
	12339	Dell 1908C
	10899	iMac
	8279	iMac
	4618	Dell 15" Monitor
	4613	Dell 15" Monitor
1S114155UR9EWFNG	13962	Lenovo ThinkPad
jf1pfq1		Dell Optiplex 780
c8l9gq1		Dell Optiplex 780
c8fbgq1		Dell Optiplex 780
5Z7WQF1	18043	Dell Optiplex 755
F2B00G1	18056	Dell Optiplex 755
DWGF0P1	12083	Dell LatitudeE6510
	19044	Hp Beatsaudio
c02fc30wdfy8	12814	MacBook Pro
FAA0342G07L	5798	Cisco Switch
FAB0542Y09U	5794	Cisco Switch 3500 XL
FAB0542Y3RX	8698	Cisco Switch 2950
0007850A5940	5795	Cisco Switch 3500 XL
WS-C2950G-48-EI	8694	Cisco Switch 2950
FAB0538M0MW	5792	Cisco Switch 3500 XL
FOC1115Z67F	8569	Cisco Switch 3560 G
FOC1115Z681	8571	Cisco Switch 3500 G
FOC1115Y1TA	8545	Cisco Switch 3560 G
N10030500002227A09	18474	power D Switch
N08280500000372A07	18188	Power D Switch
N09460500001999A09	12419	Power D Switch
CAT1117ZL5D	8549	Cisco Switch 3750
00097C257940	8693	Cisco Switch 2950
00097C257440	8692	Cisco Switch 2950
A02989B0602000ST A		Allied Tellesyn AT-gs950/24
000C46E90F92		Allied Tellesyn AT-gs950/24
B51Z21971C	4200	Allied Tellesyn AT-8326GB
		Smart Projector UF70
3YNF441	8432	Dell Optiplex GX270
Z026325		Dell Optiplex GX270
QC5HU01600	19920	Hitachi CP-DX300
33110011A4380058	19694	BoxLight ECO WX32N
2CE0112VC6	11603	HP ProBook 5420

WH289UT#ABA	11595	HP ProBook 5420
2CE0112VCF	11601	HP ProBook 5420
2CE0112VC7	11597	HP ProBook 5420
2CE0112VCK	11562	HP ProBook 5420
WH289UT#ABA	11604	HP ProBook 5420
2CE0112VC8	11600	HP ProBook 5420

JAN 02 2019

COSMOPOLIS SCHOOL DISTRICT

*PO Box 479
1439 Fourth Street
Cosmopolis, WA 98537
(360) 532-7181
(360) 532-1535 Fax
www.cosmopolisschool.com*

December 20, 2018

Dear Aberdeen School Board and Superintendent Henderson:

The Cosmopolis School District is requesting that the Aberdeen School Board appoint a person who resides within the Cosmopolis School District boundaries to be a non-voting representative on the Aberdeen board.

Cosmopolis has 107 students, which is nearly all of our student population in grades 7-12, attending Aberdeen schools yet our community has no representation on the board. It seems that representation could be possible as you currently have student representatives who serve with your Aberdeen elected board members.

One of our greatest concerns is that the Aberdeen board may make decisions that will have a devastating financial impact on the Cosmopolis School District while not realizing the ramifications of those decisions. As an example, Cosmopolis has a bond for our portion of building Aberdeen High School. With our current modernization project of Cosmopolis Elementary School, our financial obligations for both projects puts the district at 86% of our debt limit. Should Aberdeen choose to modernize Miller Junior High, Cosmopolis would be required to contribute its "fair share" and most likely cause Cosmopolis to exceed its debt limit which is not permitted by state statute.

Another area that is near and dear to our hearts are the decisions that must be made to continue with the quality programs, services and education of students. We know that many difficult financial decisions will need to be made that will impact all students for years to come. Having someone that can assist with bringing a perspective could help bridge support and understanding with parents who reside in the Cosmopolis School District boundaries.

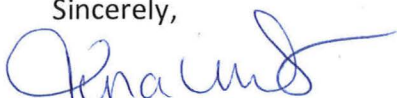
Achieving Excellence Together

The Cosmopolis School District does not discriminate on the basis of sex, race, creed, religion, color, national origin, age, honorably discharged veteran or military status, sexual orientation including gender expression or identity, 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 in its programs and activities and provides equal access to the Boys Scouts of America or other designated youth groups. Inquiries regarding compliance and/or grievance procedures may be directed to the Title IX/RCW 28A.640 Officer and Section 504 and the Americans with Disabilities Act Coordinator, Cherie Patterson at 1439 Fourth St., Cosmopolis, WA 98537 (360-532-7181.)

Please know that our request to have a regular non-voting representative from Cosmopolis with the board is to help support the work each of you already contributes for the benefit of both districts' student populations.

We hope that you will give this request serious consideration and would look forward to further dialogue.

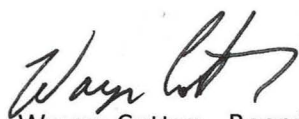
Sincerely,



Tina Miles, Board President




Judi Lohr, Board Vice President



Wayne Cotton, Board Member



Dave Palmer, Board Member



Lisa Roberts, Board Member



Cherie Patterson, Superintendent

Achieving Excellence Together

The Cosmopolis School District does not discriminate on the basis of sex, race, creed, religion, color, national origin, age, honorably discharged veteran or military status, sexual orientation including gender expression or identity, 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 in its programs and activities and provides equal access to the Boys Scouts of America or other designated youth groups. Inquiries regarding compliance and/or grievance procedures may be directed to the Title IX/RCW 28A.640 Officer and Section 504 and the Americans with Disabilities Act Coordinator, Cherie Patterson at 1439 Fourth St., Cosmopolis, WA 98537 (360-532-7181.)

CERTIFICATED

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Patricia King	Stevens Elementary	Special Education Teacher	01/07/19

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Kevin Ridout	Aberdeen High School	Science Teacher	06/30/19
Robert Potter	A. J. West Elementary	Special Education Teacher	06/14/19

RETIREMENTS: We recommend the Board approve the following administration retirements:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Martin Jefferson	Stevens Elementary	Preschool Teacher	08/31/18
Kerin Murphy	Stevens Elementary	2 nd Grade Teacher	08/31/19

Substitute Certificated:

Benjamin Barene
Brenden Greenfield
Michelle Lawson

Substitute Certificated Resignations:

Patrick Calahan – Effective 12-10-18
Christina Hawkins – Effective 12-21-18

CLASSIFIED

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>
Sarah Thomasson	Maintenance	Lead Electrical/Mechanical	01/03/19-02/01/19
Stephany Murray	Aberdeen High School	Para-educator	01/09/19-02/01/19
Bernabe, Geneva	A. J. West Elementary	Para-educator	02/19/19-03/05/19
Desire Shores	A. J. West Elementary	Para-educator	01/28/19-02/26/19
Dawn Smith	A. J. West Elementary	Para-educator	01/11/19-06/07/19 Intermittent

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Julie Miller	McDermoth Elementary	Para-educator	01/18/19
Shelby Rios	Robert Gray Elementary	After School Para-educator	01/18/19

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>
Benjamin Barene	Miller Jr. High School	Boys' Basketball – Head Coach	01/02/19
Nicholas Barene	Miller Jr. High School	Boys' Basketball – Head Coach	01/02/19
Larry Fleming	Miller Jr. High School	Boys' Basketball – Head Coach	01/02/19
Larry Kinread	Miller Jr. High School	Boys' Basketball – Head Coach	01/02/19
Jimmy McDaniel	Miller Jr. High School	Boys' Basketball – Head Coach	01/02/19
Stephanie Pellegrini	Miller Jr. High School	Boys' Basketball – Head Coach	01/02/19
Darrell Kingery	A. J. West Elementary	Boys' Basketball – Head Coach	01/14/19
Harley Revel	Central Park Elementary	Boys' Basketball – Head Coach	01/14/19
Casey Doyle	McDermoth Elementary	Boys' Basketball – Head Coach	01/14/19
John Kingery	Robert Gray Elementary	Boys' Basketball – Head Coach	01/14/19
Breanna Gentry	Stevens Elementary	Boys' Basketball – Head Coach	01/14/19

Substitute Classified:

Cheryl Green
Hannah Palmer
Gabriela Phillips