

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

Regular Meeting of the Board of Directors
Community Room, Aberdeen High School
November 6, 2018

AGENDA

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

Flag Salute

[Consent Agenda](#)

1. Minutes
2. Trip Requests

Comments from Board Members

1. Board Reorganization

Comments from Student Representative

Comments from the Audience

Old Business

Superintendent's Report

1. Budget Advisory Committee
2. Sixth-Grade to Miller Task Force
3. 2018-2019 Focus Areas

Instructional Services

1. [Teaching and Learning Report](#)

New Business

1. [2019-2020 Calendar](#)
2. [NatureBridge Contract](#)
3. Next Meeting

Comments from the Audience

Executive Session

1. [Personnel Matters](#)

ADJOURN

ABERDEEN SCHOOL DISTRICT NO. 5
BOARD INFORMATION AND BACKGROUND

November 6, 2018 – 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 October 2, 2018, are enclosed for your review and approval.
2. Trip Requests
 - a. The orchestra at Aberdeen High School is requesting permission to travel to Seattle, Vancouver, B.C., and Victoria, B.C., on March 23-27, 2019.
 - b. The marching band at Aberdeen High School is requesting permission to travel to Victoria, B.C., to participate in Victoria Day Parade and activities on May 18-21.

Comments from Board Members

1. Annual Reorganization

Comments from Student Representative

Comments from the Audience

Old Business

Superintendent's Report

1. Budget Advisory Committee – Superintendent Henderson will provide an update on the Budget Advisory Committee.
2. Sixth-Grade to Miller Task Force – Superintendent Henderson will provide an update on the task force assisting in the planning for sixth grade to move to Miller Junior High School.
3. 2018-2019 Focus Areas – Superintendent Henderson will provide an update on the five focus areas for 2018-2019.

Instructional Services

1. Teaching and Learning Report – Teaching and Learning Director Traci Sandstrom will present the Teaching and Learning Report for October.
[Enclosure 2](#)

Board Information
November 6, 2018

New Business

1. 2019-2020 Academic Calendar – The 2019-2020 Academic Calendar has been updated following collective bargaining and is presented for your review and approval. [Enclosure 3](#)
2. NatureBridge Contract – A contract with NatureBridge to provide environmental science programs on March 11-13, 2019, is enclosed for your review and approval. [Enclosure 4](#)
3. Next Meeting – The next regular meeting of the Board is set for 5 p.m. Tuesday, November 27, 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 45 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 5](#)
 - a. Certificated
 - b. Classified

ADJOURN

ABERDEEN SCHOOL DISTRICT NO. 5

Minutes of the Regular Meeting of the
Board of Directors – October 16, 2018

<p>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, William Dyer and Jeff Nelson, along with Superintendent Alicia Henderson, student representative Natalie Hurd and approximately 55 patrons and staff. Director Erin Farrer was excused. The meeting began with the Flag salute.</p>	CALL TO ORDER
<p>On a motion by Jennifer Durney and seconded by William Dyer, the Board approved the Consent Agenda, which included the minutes of the regular meeting on October 2, 2018; September payroll vouchers 826099 through 826143 totaling \$3,610,381.30; General Fund vouchers 826145 to 826150, 826174 to 826175 and 826177 to 826291 totaling \$683,403.59, ASB Fund vouchers 826151 to 826169, 826176 and 826292 totaling \$10,214.02, Capital Projects Fund 826144 in the amount of \$17,983.90 and Private Purpose Trust Fund vouchers 826170 to 826173 totaling 6580.00; a grant in the amount of \$21,083.07 from the Marian J. Weatherwax Charitable Trust in support of the AVID initiative and world language proficiency testing, a grant in the amount of \$8,325.99 from the Comcast NBCUniversal Foundation following the District's participation in the 17th annual Comcast Cares Day at Central Park Elementary School and a grant in the amount of \$500.00 for Tessa Pfeiffer's class at McDermoth Elementary School from the employee giving program of The Wonderful Company at the request of Kaitlyn Ziolkowski..</p>	CONSENT AGENDA
<p>Student Representative Natalie Hurd provided an update on events at Aberdeen High School, including Football, which begins Friday, Nov. 2, and a report on the homecoming celebration.</p>	COMMENTS FROM STUDENT REPRESENTATIVE
<p>Becky Carrossino of the Friends of the Aberdeen Museum gave a report on the All Class Reunion that took place in August and reported that the event resulted in a \$14,567.00 donation to the Aberdeen Museum of History.</p>	COMMENTS FROM THE AUDIENCE
<p>Ashley Kohlmeier, leadership advisor at Aberdeen High School, provided information about the upcoming Football competition between Aberdeen and Hoquiam to benefit area foodbanks. Now in its 37th year, Football will take place Friday, November 2, through Tuesday, November 13.</p>	
<p>Carrie Erwin offered comments on the successful Comcast Cares event at Central Park Elementary School and thanked the Maintenance Department and Business Office for their support.</p>	
<p>On a motion by William Dyer and seconded by Jeff Nelson, the Board adopted updates to the Policy 5000 Series covering Personnel as recommended by the Washington State School Directors' Association.</p>	POLICY 5000 SERIES
<p>Superintendent Henderson announced that the Budget Advisory Committee has been formed and the first meeting will take place on Wednesday, October 17.</p>	BUDGET ADVISORY COMMITTEE
<p>Superintendent Henderson provided an update on the Sixth Grade to Miller Task Force, which conducted its first meeting on Tuesday, October 9.</p>	6 TH GRADE TO MILLER TASK FORCE

Superintendent Henderson provided an update on the 2018-2019 focus areas – Positive Behavior Interventions and Supports (PBIS), Special Education, Digital Teaching and Learning, AVID College and Career Readiness and Science.

FOCUS AREAS

Superintendent Henderson noted that the district would be taking part in the Great Shakeout on October 17 with an emphasis on reunification strategies.

GREAT SHAKEOUT

Elyssa Louderback, executive director of business and operations, presented the Fiscal Status Report for September. With 8.33 percent of the year elapsed, year-to-date expenditures represent 6.59 percent of the budget. She reported an ending fund balance of \$2,464,720.87 in the General Fund, \$127,813.13 in the Capital Projects Fund, \$2,290,747.48 in the Debt Service Fund, \$255,904.89 in the ASB Fund and \$298,809.40 in the Transportation Vehicle Fund. She also noted that enrollment remains below projections.

FINANCIAL SERVICES

Following a presentation by Elyssa Louderback, executive director of business and operations, on a motion by Jennifer Durney and seconded by William Dyer, the Board adopted Resolution 2018-05 Revising F-195F Budget Projection, which revises the district's four-year budget projections following a new collective bargaining agreement with the Aberdeen Education Association.

RESOLUTION 2018-05
REVISING
PROJECTIONS

Elyssa Louderback, executive director of business and operations and Mike Pauley, maintenance and operations manager, presented an overview of annual maintenance projects and a five-year maintenance plan showing upcoming projects and estimated costs.

FIVE-YEAR
MAINTENANCE
PLAN

D.A. Davidson representatives Jon Gores and Corey Plager presented information on options for funding a 6th Grade building at Miller Junior High School, both non-voted and voted bonds. The ensuing discussion included potentially combining the debt with bonds for the new Stevens Elementary School, discussion that the debt for Miller 6th grade would be offset by the additional apportionment for meeting K-3 class size reduction goals, the predicted match for Stevens School, potential for federal assistance if Stevens is built to evacuate both Stevens and Miller during a Cascadia event, and the need for additional work to evaluate soils at the current Stevens site.

D.A. DAVIDSON
PRESENTATION ON
BOND OPTIONS

Following a presentation by CTE Director Lynn Green, on a motion by William Dyer and seconded by Jennifer Durney, the Board approved the 2018-2019 application and 2018-2019 plan for the federal Carl Perkins funding.

2018-2019 CARL
PERKINS GRANT

Following a presentation by After School Director Lynn Green, on a motion by Jennifer Durney and seconded by William Dyer, the Board approved a contract with the YMCA of Grays Harbor to provide after school staff and activities.

YMCA AFTER
SCHOOL CONTRACT

On a motion by Jennifer Durney and seconded by Jeff Nelson, the board approved a memorandum of understanding for clinical experience for students in the Bachelor of Applied Science in Teacher Education (BASTE) program at Grays Harbor College.

GRAYS HARBOR
COLLEGE
CONTRACT FOR
BASTE

On a motion by William Dyer and seconded by Jennifer Durney, the Board approved the purchase of a 78-passenger bus from Schetky Northwest Sales at the quoted price of \$139,470.21.

BUS PURCHASE

On a motion by William Dyer and seconded by Jennifer Durney, the Board approved contract with the CoreMedical Group to provide special education services in 2018-2019, specifically including occupational therapy, physical therapy and speech language pathology services.

PERSONAL SERVICES
CONTRACT

The next regular meeting of the Board is set for 5 p.m. Tuesday, November 6, in the Community Room at Aberdeen High School. President Bielski also noted that the Budget Advisory Committee would meet at 5:30 the next evening, October 17, in the Community Room.

NEXT MEETING

Athletic Director Aaron Roiko announced that Aberdeen High School will host the district swim meet in November at the YMCA of Grays Harbor.

COMMENTS FROM
THE AUDIENCE

At 6:07 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 6:10 p.m. The meeting was extended at 6:40 p.m. for 20 minutes. At 7:01 p.m. the regular meeting reconvened.

EXECUTIVE SESSION

On a motion by Jennifer Durney and seconded by William Dyer, the Board approved the Personnel Report. Under certificated matters, the Board approved hiring in the after school program at Aberdeen High School effective October 1 for Pam Caba and Katie Foulds as math teachers and Jason Dore as an ELA teacher; approved hiring for the after school program at Miller Junior High School effective October 9 for Laura Carle as a math teacher and Holly Furth as an ELA teacher; approved a co-curricular contract for Alex Eddy as the lighting designer for the musical at Aberdeen High School effective October 2; approved a leave of absence for Ellen Jefferson, a teacher at Hopkins, effective November 18 to January 3, 2019, and approved the hiring of Laurie Laughery as a substitute teacher.

PERSONNEL REPORT

CERTIFICATED

Under classified matters, the Board approved the hiring of Peter Mulder as a bus driver effective October 8, Robert Burton as a para-educator at Miller Junior High School effective October 8, Kasi Turner as the After School program coordinator at Aberdeen High School effective September 24, Barbara Boyer as a para-educator at Miller Junior High School in the After School Program effective October 10; Doreen Conrad as the coordinator for the After School Program at Miller Junior High School effective October 9, Eli Lugo as a para-educator in the After School Program at Miller Junior High School effective October 9, Debbie Chapin as the program coordinator for the After School Program at A. J. West Elementary School effective October 8, Dawn Inocencio-Black and Riche Sparks as para-educators in the After School Program at A. J. West Elementary School effective October 10, Virginia Barragan and Patricia Stanton as para-educators in the After School Program at McDermoth Elementary School effective October 8, Rees Sturm as the site coordinator in the After School Program at McDermoth Elementary School effective October 8, Dawn Borns and Shelby Rios as para-educators in the After School Program at

CLASSIFIED

Robert Gray Elementary School effective October 8, Allison Fagerstedt as the coordinator for the After School Program at Robert Gray Elementary School effective October 8, Anita Onasch and Suzanne Wright as para-educators in the After School Program at Stevens Elementary School effective October 8, Erin Pehl as the coordinator for the After School Program at Stevens Elementary School effective October 11, approved leaves of absence for Sandra Fiegi, a para-educator at Aberdeen High School effective October 1-19 and for Vickie Crocker, a para-educator at Stevens Elementary School, effective October 10-23; approved the following head coaching contracts at Aberdeen High School for David Bruncke, Girls' Bowling effective October 29, Mark Buckman for Boys' Basketball effective November 12, Robert Burns for Boys' Swimming effective November 12, Craig Yakovich for Girls' Wrestling effective November 12, and James Martin for Boys' Wrestling effective November 12; approved assistant coaching contracts at Aberdeen High School effective November 12 for Brian Morrill for Boys' Basketball, Spencer Sharp for Boys' Wrestling, Kevin Stewart for Boys' Swimming, Jason Wharton for Boys' Wrestling, and Tamar Yakovich for Girls' Wrestling; approved a coaching contract for Andy Duffy for Girls' Bowling effective October 29, approved the hiring of Toni Houbregs for Winter Intramurals at Aberdeen High School effective November 12; approved head coaching contract at Miller Junior High School effective October 17 for Larry Fleming, Larry Kinread Jimmy McDaniel and Stephanie Pelligrini for Girls' Basketball; assistant coach contracts for wrestling at Miller Junior High School effective October 17 for Alexis Miranda (girls), and Steve Reed and Shon Schreiber (boys); accepted the resignation of Jacob Karlik as an assistant coach for girls' wrestling at Aberdeen High School effective October 10, and approved the hiring of Isaura Guzman-Hernandez, Rebecca Pope and Elizabeth Tilley as substitutes for the District.

On a motion by Jennifer Durney and seconded by William Dyer, the Board adopted the revised Central Office Administrative Salary Schedule for 2018-2019.

2018-2019 REVISED
ADMINISTRATIVE
SALARY SCHEDULE

On a motion by Jennifer Durney and seconded by William Dyer, the Board adopted the revised Association of Aberdeen School Principals' Salary Schedule.

2018-2019 REVISED
AASP SALARY
SCHEDULE

On a motion by Jennifer Durney and seconded by Jeff Nelson, the Board adopted a revised Substitute Salary Schedule for 2018-2019.

REVISED
SUBSTITUTE SALARY
SCHEDULE

Director Jennifer Durney shared information about a harassment, intimidation and bullying incident that was reported to her.

HARASSMENT
COMPLAINT

There being no further business, the regular meeting was adjourned at 7:04 p.m.

ADJOURN

Alicia Henderson, Secretary

Sandra Bielski, President

OVERNIGHT & OUT-OF-STATE STUDENT TRIP REQUEST

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

Group/Team AHS Marching Band

School AHS

Advisor Patterson Phone 360 538-2089

Date(s) of Trip 5/18 - 5/21/19 Destination Victoria B.C. Canada

Lodging Location ? Lodging Phone ?

Objective of Trip Victoria Day Parade and accompanying activities

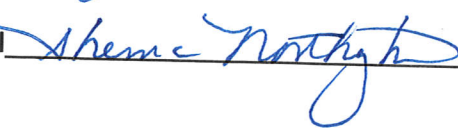
Number of Students 65 Number of Chaperones 12

Cost per Student \$250 Cost per Chaperone 0

Funding Source and/or Account Code ASB

Type of Transportation Bus/Ferry Bus form required YES NO

ASB Approval  Date 10/23/18

Principal Approval  Date 10/23/18

Board Approval _____ Date _____

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

ABERDEEN HIGH SCHOOL BANDS

410 North G Street Aberdeen, WA 98520

(360) 538-2089 FAX (360) 538-2046

Dan Patterson, Director

Please keep this with you at all times during the trip!!!

May 17, Friday

5:30-7:00 PM Equipment and luggage loading party!

Students should bring everything they don't want to carry. Please limit luggage to one suitcase. Instruments also need to be loaded in the trailer. Everything else (backpacks, pillows etc.) will be each student's own responsibility to carry. There will be very limited space on the bus – bring only essential items!

May 18, Saturday

6:30AM	Arrive at AHS and load buses
7:00AM	Depart from band room
10:30AM	Arrive at Port Angeles; Lunch
11:45AM	Students need to be in line to board ferry
12:45PM	Ferry departs for Victoria
2:30PM	Arrive in Victoria
3:00PM	Check in at hotel; get room assignments, unload trailer
3:30-5:30PM	Dinner and exploring with chaperones
6:00-8:30PM	Marching rehearsal in park
9:30 PM	All students must be back in the hotel
11:00PM	All students must be in their own room
11:30PM	Lights out!

May 19, Sunday

Morning	Sleep in! Not many stores are open on Sunday morning...
10:00AM	Meet in lobby for exploring and brunch with chaperones
12:30PM	Change into marching uniforms
1:00PM	Meet in lobby and leave for Parade of Bands
1:30PM	Arrive at Parliament Building, line up, perform and stay to watch other bands
4:00 PM	Pictures on the steps the Parliament Building
4:30PM	Return to hotel and change. Go shopping and eat dinner with chaperones
6:30-8:30PM	Marching rehearsal in park
10:00PM	All students must be in their own room
10:30PM	Lights out!

May 20, Monday

6:00AM	Wake-up call! Make sure everyone is awake and wearing their parade uniform.
7:00AM	Band leaves for parade line-up
8:00AM	We must be in the line-up area no later than 8AM. LONG wait in the mall and/or parking lot.

OVERNIGHT & OUT-OF-STATE STUDENT TRIP REQUEST

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

Group/Team Orchestra

School AHS

Advisor Karen L. Meikle Phone (360)591-4289

Date(s) of Trip March 23-27, 2019 Destination Vancouver BC, Victoria BC

Lodging Location YWCA Hotel Vancouver Lodging Phone _____
Best Western Inner Harbor, Victoria

Objective of Trip Experience Professional Orchestra Performances,
Professional Recital, Cultural studies, Clinic, Recording
Studio

Number of Students 18 Number of Chaperones 3

Cost per Student \$475 Cost per Chaperone \$150

Funding Source and/or Account Code Fundraising as a group and individual
deposit.

Type of Transportation Bus Bus form required YES NO

ASB Approval [Signature] Date 10/23/18

Principal Approval [Signature] Date 10/18/18

Board Approval _____ Date _____

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

Teaching and Learning Report November 2018



Aberdeen
School District

*Our Children,
Our Schools,
Our Future*

Post-Secondary Success (AVID)

- ✚ AVID Elective Teacher Training
 - Tutorology
- ✚ Monthly Site Team Meetings Continue
 - Building Goals Focus
- ✚ Begin Cost Analysis

Science

- ✚ Secondary
 - Adoption Review Meetings
 - Process
 - Standards Dive
 - Tool Review
 - Upcoming Meetings
 - Curriculum Materials
 - Begin Reviews & Pilots

Positive Behavioral Interventions & Supports (PBIS)

- ✚ Social-Emotional Learning (SEL) Sessions – Round 1 Complete
 - Overarching Objectives Addressed
 - Significance of SEL
 - Understand how SEL supports PBIS
 - Identify & understand SEL Competencies
 - Investigate resources
 - Begin steps to incorporate SEL into classroom & school environment
 - Begin crafting an implementation plan
- ✚ SEL Round 2 Sessions
 - January 15 & 17
 - Continue Implementation Plan

Technology/Digital Teaching and Learning

- ✚ Keyboarding Without Tears
 - K and First Grade Teachers
 - Training began during Collaboration
 - Training continues individually
- ✚ Ozobit Coding
 - First training complete
 - 10/13 Kindergarten teachers
 - Training continues individually
- ✚ Beginning Cost Analysis

Other

- ✚ Nature Bridge – Hi-Cap Program
- ✚ Harbor Strong Coalition
 - Life Skills Curriculum Pilot
- ✚ Locally-Determined Assessment Courses
 - In development
- ✚ Juvenile Detention
 - GED Testing
- ✚ SAT or ACT During the Day
 - Seniors

2019 – 2020 Aberdeen School District Calendar

July 2019				
M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

August 2019				
M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
3/3				

September 2019				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				
20/23				

October 2019				
M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	
23/46				

November 2019				
M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29
17/63				

December 2019				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			
15/78				

August 26 & 27 – PD Days
 August 28 – First Day
 November 1 – No School
 November 27 – Early Release
 December 23 – January 3 – Winter Break
 February 14 – PD Day
 April 6-10 – Spring Break
 May 1 – Possible Weather Day
 May 22 – Possible Weather Day
 June 10 – Early Release

Holidays and vacations highlighted

January 2020				
M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

February 2020				
M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
18/115				

March 2020				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			
22/137				

April 2020				
M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	
17/154				

May 2020				
M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29
18/172				

June 2020				
M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		
8/180				



NATUREBRIDGE CONTRACT FOR ENVIRONMENTAL SCIENCE PROGRAMS

This Contract for Environmental Science Programs (the "Contract") is entered into by and between Aberdeen School District and NatureBridge (together, the "Parties") for the dates of **03/11/2019-03/13/2019** at the **Olympic Campus**. The Parties agree as follows:

Definitions: The following definitions shall apply to this Contract.

"Chaperone" means and includes all persons 21 or older, including teachers, who have been designated by the Group as being responsible for Minor Participants.

"Environmental Science Program" or **"Program"** means the educational program to be provided to the Group in accordance with the terms and conditions set forth in this Contract.

"Group" means and includes any and all students, teachers, parents, chaperones, and all other related or affiliated individuals who participate in the Program.

"Group Authorized Representative" means the individual who has been duly authorized by the Group to enter into and agree to be bound by this Contract.

"Learning Group" means each smaller group into which the Participants are divided during the Program.

"Minor Participants" means those Participants who are younger than age 18.

"NatureBridge" means NatureBridge, a California Public Benefit Corporation.

"NatureBridge Campus" shall mean those areas of the respective National or State Park and private camps in which the Program is conducted, and generally includes the dining and lodging facilities, as well as any classrooms, labs and administrative buildings.

"Participant" means and includes all students, parents, teachers and chaperones who participate in the Environmental Science Program.

"Program Day" shall mean that portion of a day when the Program is in process and during which NatureBridge staff are responsible for the supervision and safety of the Participants. A Program Day generally begins each day when NatureBridge staff meet the participants and ends when the Program has been concluded by NatureBridge staff and the Participants have been released to the supervision and control of the Chaperones.

"Scheduled Arrival Date" means the date on which Group is scheduled to arrive at the NatureBridge Campus.

"School" means the school with which the Group is affiliated, if any.

NatureBridge Responsibilities. NatureBridge shall:

1. Provide the Environmental Science Program agreed to by Group and NatureBridge. The Program includes educator staff; group experiential learning; meals; lodging; and limited intra-park transportation.
2. Be responsible for the safety and supervision of all Participants at all times during each Program Day except under certain circumstances outlined below in Group Responsibilities.
3. Reserve the right, in its sole discretion, to refuse to enroll in a Program any person whose participation NatureBridge reasonably believes may present a risk of harm to that individual or to others.

Group Responsibilities. The Group shall:

1. Be familiar and comply with all NatureBridge policies and procedures applicable to the Program. Such policies and procedures are available online or will be provided upon request.



2. Deliver to NatureBridge, by no later than the first day of the Program, NatureBridge Participant Agreements signed by each adult Participant, and by the parent or guardian of each Minor Participant, as the case may be. The Group understands and agrees that no individual will be allowed to participate in any Program without a duly signed Participant Agreement.
3. Provide all transportation of Participants to and from the Program.
4. Provide at least one Chaperone for each Learning Group.
5. Provide a sufficient number of additional Chaperones if needed to ensure the safety and appropriate supervision of all Minor Participants.
6. Assume full responsibility for the safety and supervision of all Participants during all times that are before or after each Program Day.
7. Ensure that no alcohol is consumed by Chaperones at any time while they are responsible for the safety and supervision of Minor Participants.
8. Be responsible for knowing any medication requirements and/or any relevant physical or mental conditions or limitations of Minor Participants, and for administering any medication to Minor Participants in accordance with School policies.
9. Be responsible for any Participant who is required to remain on the NatureBridge Campus during the Program Day due to injury or illness.
10. Obtain advance permission from NatureBridge staff before removing Participants from any Program-related activity in order to enable such Participants to participate in a non-Program-related activity not prohibited by NatureBridge policies; upon being granted such advance permission, the Group shall assume full responsibility for the Participants and the risks associated with such non-Program-related activity. Participants shall not be removed from a Program for more than three (3) hours.
11. Be responsible for any loss of or damage to NatureBridge property, equipment and facilities caused by the acts or omissions of any Group member.
12. Discourage Group members from bringing any unnecessary items or property to the NatureBridge Campus, and hold NatureBridge harmless for the theft or loss of any personal items belonging to Group Participants.
13. Be responsible for being familiar, and complying, with the Group Coordinator Manual, which can be found online at naturebridge.org

Deposit Policy: The Group is required to provide a booking deposit representing 25% of the total cost of the Program based on the estimated number of Participants ("Booking Deposit"). The Booking Deposit must be remitted to NatureBridge by the date noted on the attached invoice. The Booking Deposit is non-refundable and is not transferable to other Programs or dates.

Minimum Group Size: Because each NatureBridge Campus has different vendor requirements, the Group agrees to pay for the following minimum number of Participants, regardless of whether the actual Group has fewer Participants: **Yosemite:** minimum 14 Participants. **Golden Gate:** minimum 12 Participants. **Olympic:** minimum 12 Participants. **Southern California:** minimum 25 Participants at Circle X Ranch, minimum 30 Participants at Hess Kramer, minimum 15 Participants at Shalom Institute, and minimum 15 Participants for day Programs. Individual Participants who leave the Program early for any reason will forfeit their entire payment. No refunds will be provided.

Group Reservation Confirmation: Upon receipt of the 25% Booking Deposit and this Contract signed by a duly authorized representative of the Group, NatureBridge will confirm the Group's reservation.



Changes in Group Reservation:

- The Group may decrease the number of Participants by up to a maximum of 5% of the original number of Participants within ninety (90) days of the Group's Scheduled Arrival Date without charge.
- A decrease in the number of Participants by greater than 5% of the total number of Participants within ninety (90) days prior to the Scheduled Arrival Date will result in a forfeit charge at the full youth rate for each Participant above 5%.
- Participant numbers may not increase without prior written approval from NatureBridge.
- If the Group cancels within ninety (90) days of the Scheduled Arrival Date, the full tuition payment remains due and owing, and must be paid within five (5) days of the cancellation.

Final Payment: Payment in full is due thirty (30) days' prior to the Scheduled Arrival Date.

Scholarship Fee: A \$2.00 per Participant scholarship fee is assessed for all Groups. This fee is deposited directly into the NatureBridge scholarship fund.

Insurance: The Group represents and warrants that it is self-insured and/or that it maintains appropriate insurance, with limits of not less than \$1,000,000.00, for the Program.

Indemnity: The Group agrees to indemnify and hold harmless NatureBridge, and its officers, directors, employees, agents and related entities, from and against all claims, demands, actions, damages, liabilities, costs and expenses (including but not limited to reasonable attorneys' fees and costs), caused by, arising out of, or related to any negligent, wrongful or unlawful act or omission on the part of the Group, or any of its members.

Except as otherwise expressly provided for in this Contract, NatureBridge agrees to indemnify and hold harmless, the Group, and its individual members, from and against all claims, demands, actions, damages, liabilities, costs and expenses (including reasonable attorneys' fees and costs), caused by, arising out of, or related to any negligent, wrongful, or unlawful act or omission on the part of NatureBridge, or any of its employees or agents.

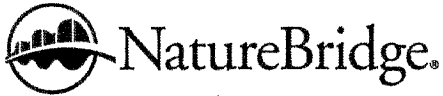
Neither NatureBridge nor the Group shall be obligated to indemnify the other party in any manner whatsoever for the other party's negligence.

Non-Discrimination: NatureBridge and its contractors and/or subcontractors do not discriminate against any individual or group based upon race, color, religion, national origin, sex, age, ancestry, citizenship, physical or mental disability, marital status, medical condition, sexual orientation, gender identification, or on the basis of any other characteristic protected by applicable law.

Privacy policy: NatureBridge respects the confidentiality of the information provided by Participants, and will not sell or make available this information to other organizations. NatureBridge reserves the right to use this information for internal marketing and development purposes.

California Law/Severability: This Contract is entered into and governed by the laws of the State of California. Any provision determined to be void or illegal under applicable law shall be deemed severable, and all other provisions of this Contract shall remain in full force and effect.

Mediation/Arbitration: In the event of any dispute between the Parties with regard to the terms of this Contract, the Parties agree to submit such dispute to mediation in a good faith effort to resolve the dispute informally. Mediation will be held at the following locations: In San Francisco, CA for California programming; and in Seattle, WA for Washington programming. The costs of such mediation shall be shared equally by the Parties. Should mediation not resolve the dispute, the Parties agree to submit the dispute to binding arbitration before the American Arbitration Association, pursuant to the Rules for Commercial Disputes. The arbitration will take place in the respective locations



referenced above based on Program location. The award of the arbitrator shall be final and binding with no right of appeal. The costs and expenses of arbitration shall be shared equally by the Parties, and each side shall bear its own attorney's fees and costs, unless otherwise determined by the arbitrator in his/her award.

Entire Agreement: The Parties agree that this Contract constitutes the entire agreement between them on the subjects encompassed herein; that all prior agreements, whether oral or written, are expressly superseded and of no force or effect; and that no changes or modifications to the terms of this Contract shall be valid unless made in writing and signed by duly authorized representatives of both Parties.

Authority: Each person signing below represents and warrants that he/she is authorized to enter into this Contract and to commit his/her organization to its terms.

Dated: October 16, 2018

Dated: _____

NatureBridge:

Group Authorized Representative:

By: 

By: _____

Aaron Rich

Print Name: _____

Golden Gate Director

Title: _____

Group: Aberdeen School District

Dates: 03/11/2019-03/13/2019

NatureBridge Campus: Olympic

Please return signed contract to our San Francisco Office by any of the following methods:

Email: accountsreceivable@naturebridge.org Fax: 415-992-4711

Mail: NatureBridge, Attn: Accounts Receivable, 28 Geary Street, Suite 650, San Francisco, CA 94108

CERTIFICATED

Substitute Certificated:

Carolyn Johnsen
Riley McDougall

Substitute Certificated Resignations:

Crystal Arias – Effective 10-23-18
Laurie Laughery – Effective 10-12-18

CLASSIFIED

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Judy Reynvaan	Aberdeen High School	Piano Accompanist	11/12/18
Elizabeth Rowe	Aberdeen High School	Piano Accompanist	02/25/19
Devynn Craig	Miller Jr. High School	After School Program- Para-educator	10/25/18
Susan Grover	Miller Jr. High School	After School Program – Para-educator	10/25/18

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>
John Burger	Aberdeen High School	Para-educator	10/10/18-11/14/18
Kerry Tadique	Harbor High School	Para-educator	01/02/19-03/29/19
Marisol Guzman-Hernandez	A. J. West Elementary	Para-educator	11/28/18-12/14/18
Kim Abel	Robert Gray Elementary	Para-educator	04/22/19-05/21/19

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Kristine Paulson	District	School Nurse	10/26/18

EXTRA-CURRICULAR CONTRACT: We recommend the Board approve the following extra-curricular contract:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Alexandria Cugal	Aberdeen High School	Girls' Wrestling – Assistant Coach	11/12/18

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Harley Revel	Aberdeen High School	Girls' Golf - Assistant Coach	10/18/18
Harley Revel	Aberdeen High School	Boys' Golf – Assistant Coach	10/18/18

Substitute Classified:

Linda Eby
Robert Gunter
Dale MacLean
Racheal Miller
Elizabeth Powell
Christopher Woodland

Substitute Classified Resignation:

Paige Shelton – Effective 10/01/18