

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

Regular Meeting of the Board of Directors  
Community Room, Aberdeen High School  
April 17, 2018

**AGENDA**

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

Flag Salute

**Consent Agenda**

1. Minutes
2. Accounts Payable
3. Trip Requests
4. Gifts to the District

Comments from Board Members

Comments from Student Representative

Old Business

1. [K-3 Class Size Reduction](#)
2. [Board Policy 1000 Series](#)

Superintendent's Report

1. [180-Day Waiver](#)
2. Site Visits
3. 2017-2018 Focus Areas
4. [RFP Contracted Services](#)
5. Employee Recognitions

Comments from the Audience

Instructional Services

1. Teaching and Learning Report

Financial Services

1. [Fiscal Status Report](#)

Capital Projects

Board Meeting Agenda  
April 17, 2018

1. Stevens Task Force

New Business

1. [Intervention Services Grant](#)
2. [Resolution 2018-01 Reduction in Force](#)
3. [Technology RFP](#)
4. [New Market Skills Center Contract](#)
5. Next Meeting

Comments from the Audience

Executive Session

[Personnel Matters](#)

1. Certificated
2. Classified

ADJOURN

ABERDEEN SCHOOL DISTRICT NO. 5  
BOARD INFORMATION AND BACKGROUND

April 17, 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 regular meeting on March 20, 2018, are enclosed for your review and approval.
2. Accounts Payable and Financial Matters – Payroll and the accounts payable for March 2018 are enclosed for your review and approval.
3. Trip Requests
  - a. The SkillsUSA team at Aberdeen High School is requesting permission to travel to the state competition in Yakima on April 19-21.
  - b. The Mathletes at Aberdeen High School are requesting permission to travel to the state competition at Central Washington University in Ellensburg on April 20-21.
  - c. Central Park Elementary School is requesting permission to send the fifth-grade class on a field trip to the Oregon Museum of Science and Industry in Portland, Ore., on June 8.
4. Gifts to the District – The District has received donations and gifts totaling more than \$20,000 in support of various programs.

Comments from Board Members

Comments from Student Representative

Comments from the Audience

Old Business

1. K-3 Class Size Reduction – The administration will present information on the two options for achieving the state’s K-3 Class Size Reduction requirement. [Enclosure 2](#)
2. Board Policy 1000 Series – The 1000 Series in School Board policy is presented tonight for second reading and adoption. [Enclosure 3](#)

Superintendent’s Report

1. 180-day Waiver – The District has received notification from the Office of Superintendent of Public Instruction that state apportionment funding will not be reduced as a result of the emergency closure of Aberdeen High School on February 21, 2018. [Enclosure 4](#)

## Board Information

April 17, 2018

2. Site Visits – Site visits to Stevens Elementary School on April 19 and to A.J. West Elementary School on May 3 are scheduled. As always, Board members are invited to accompany the superintendent.
3. 2017-2018 Focus Areas – Superintendent Henderson will update Board members on the work taking place in the district on the five focus areas for this school year – AVID, PBIS, Digital Learning, Special Education, English Language Arts/EL.
4. RFP Contracted Services – The District has begun the process of seeking consultants to provide special education services for unfilled positions. [Enclosure 5](#)
5. Employee Recognition – Superintendent Henderson will discuss employee recognition planned for this spring.

## Instructional Services

1. Teaching and Learning Report – Nani Villarreal will provide an update on the department's special services, including Highly Capable and language learners.

## Financial Services

1. Fiscal Status Report – Elyssa Louderback, executive director of business and operations, will present the Fiscal Status Report for February. [Enclosure 6](#)

## Capital Projects

1. Stevens Task Force – The task force studying site options for a new Stevens Elementary School met on April 12. Executive Director of Business and Operations Elyssa Louderback will provide an update on the task force's work.

## New Business

1. Intervention Services Grant – A grant application from the Grays Harbor Public Health and Social Services to provide intervention services in the district is presented for your review and approval. [Enclosure 7](#)
2. Resolution 2018-01 Reduction in Force – A resolution directing the superintendent to reduce staff, if necessary, to meet expected state revenue, is presented for your review and approval. [Enclosure 8](#)
3. Technology RFP – The District advertised for bids for dark fiber and wide area network services and received one bid for dark fiber. We are recommending approval of a five-year contract from the Grays Harbor PUD which continues the current contract. [Enclosure 9](#)
4. New Market Skills Center Contract – Renewal of the interdistrict agreement with the New Market Skills Center at Tumwater for 2018-2019 is presented for your review and approval. [Enclosure 10](#)
5. Next Meeting – The next meeting of the Board is set for 5 p.m. Tuesday, May 1, 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 30 minutes under RCW 42.30.110 (g) (to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee) and to discuss collective bargaining.

Personnel Matters [Enclosure 11](#)

1. Certificated
  - a. Hires
  - b. Change of Assignment
  - c. Supplemental Contract
  - d. Summer School Hire
  - e. Resignation
  - f. Leave of Absence
  - g. Substitutes
2. Classified
  - a. Hires
  - b. Retirement
  - c. Resignations
  - d. Leave of Absence
  - e. Extra-Curricular Resignations
  - f. Substitutes

ADJOURN

## ABERDEEN SCHOOL DISTRICT NO. 5

Minutes of the Regular Meeting of the  
Board of Directors – March 20, 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, Erin Farrer and Jeff Nelson, along with Superintendent Alicia Henderson and approximately 80 patrons and staff. The meeting began with the Flag salute.

CALL TO ORDER

On a motion by Erin Farrer and seconded by Bill Dyer, the Board approved the Consent Agenda, which included the minutes of the regular meeting on March 6, 2018; February payroll vouchers 824770 to 84820 totaling \$3,093,889.30; General Fund vouchers 824821 through 824822 and 824840 through 824945 totaling \$568,761.65, ASB Fund vouchers 824824 through 824839 and 824946 totaling \$28,227.76, and a Private Purpose Trust Fund voucher 824823 in the amount of \$50.00; and approved trip requests for the Miller Jazz Ensemble to travel to Portland, Ore., on April 11-12 to take part in the Jazz Festival at the University of Portland, approved the FFA Forestry Team's trip to Mount Baker High School at Bellingham on March 16-17, and approved the FBLA's request to travel to the state competition at Bellevue on April 4-7.

CONSENT AGENDA

Superintendent Henderson discussed the school safety measures already in place at schools in the District and plans for increased preparedness and prevention, such as photo ID badges for all staff, locked doors and single entry at all schools, updated emergency procedures, additional training, creation of an emergency preparedness committee and increased effort on maintaining positive school climate. The District also is working with the Aberdeen Police Department on threat assessment methods.

SCHOOL SAFETY

The Board discussed accompanying Superintendent Henderson on the next site visits, which are scheduled for March 29 at Central Park and Harbor High School.

SITE VISITS

Superintendent Henderson discussed the 2017-2018 Focus Areas. She noted the PBIS teams devoted a day to working on their implementation plans and provided an update on the plans for new special education classrooms next year at Robert Gray and Stevens Elementary schools. She noted that both ID classes will remain at A.J. West for now due to the one-year postponement of the state's K-3 Class Size Reductions.

2017-2018 FOCUS  
AREAS

At this time, Student Representative Nadia Wirta joined the meeting and provided an update on events at Aberdeen High School. She noted "Every 32 Minutes" safety awareness activity was a big success and that the People's Choice Awards and the Spring Sports Assembly are taking place this week.

STUDENT  
REPRESENTATIVE

Executive Director of Business and Operations Elyssa Louderback presented the Fiscal Status Report for February. She reported the ending fund balance in the General Fund was \$1,646,567.62, which is 3.54 percent of budgeted expenditures. She expects the fund to return to the budgeted 5 percent range later in the spring. The ending fund balance in the Capital Projects Fund was \$140,787.35, in the Debt Service Fund it was 909,558.92; in the ASB Fund it was \$44,461.59, and in the Transportation Vehicle Fund it was \$410,163.35.

FISCAL STATUS  
REPORT

Elyssa Louderback provided an update on the Stevens Task Force. She reported that the second meeting focused on the process for setting the bond amount as well as discussion about criteria to use in the selection of a site. Three sites are under consideration – property adjacent to the current site, property near the Bishop Center

STEVENS TASK  
FORCE

and property off the end of Huntley Street. A public meeting is planned for 6 p.m. Wednesday, March 21, in the cafeteria at Stevens Elementary School to share information and gather input on the site selection.

Superintendent Henderson presented information from a survey of staff and community regarding options for achieving the state's K-3 Class Size Reduction goal of 17 in 2019-2020. Two options received favorable support – moving 6<sup>th</sup> Grade classes to Miller or installing portable classrooms at elementary schools – while a third option of grade-level banding was deemed “unacceptable” by most staff and parents. On a motion by Erin Farrer and seconded by Jennifer Durney, the Board voted to remove grade-level banding as an option and directed Dr. Henderson to continue studying 6<sup>th</sup> Grade at Miller and installation of portable classrooms. The Board requested information on where the portables would be placed and any concerns at those schools, and information on where 6<sup>th</sup> graders would be housed if moved to Miller. The Board indicated it is likely to make a decision in May or June.

K-3 CLASS SIZE  
REDUCTION

Following a presentation by Jim Sawin, assistant superintendent, and Nani Villarreal, coordinator of student support service, on a motion by Bill Dyer and seconded by Erin Farrer, the Board voted to approve the annual Title I plans.

TITLE I REPORTS

On a motion by Jeff Nelson and seconded by Bill Dyer, the Board voted to adopt the text *Medical Assisting* by Michelle Blesi and published by Cengage Learning for use in the Twin Harbors Skills Center as recommended by the Instructional Materials Committee.

NEW INSTRUCTIONAL  
MATERIALS

On a motion by Jeff Nelson and seconded by Bill Dyer, the Board voted to adopt the text *Conceptual Physics – High School Physics Program* by Paul Hewitt and published by Pearson/Prentice Hall for use at Aberdeen High School as recommended by the Instructional Materials Committee.

The Board continued its review of updates to School Board policies in the 1000 Series as recommended by the Washington State School Directors' Association.

BOARD POLICY 1000  
SERIES

Principal Sherri Northington presented a mid-year report on the new trimester system at Aberdeen High School. She reviewed the new graduation requirements and the need to build more capacity in the schedule so students can achieve the needed credit and explore pathways. There was discussion about improving the master schedule and maintaining the same instructor for courses that take more than one trimester to complete, especially English and math.

AHS TRIMESTER  
UPDATE

Assistant Superintendent Jim Sawin presented the results of the survey on school performance that was conducted in November by the Center for Educational Effectiveness.

CEE SURVEY

Following review by Elyssa Louderback of the Technology Department's request for proposals, the Board voted to approve the proposal from the Grays Harbor PUD to continue the current contract.

TECHNOLOGY RFP

On a motion by Bill Dyer and seconded by Jeff Nelson, the Board approved the superintendent's recommendation to contract with the Washington Association of School Administrators for a management review.

WASA CONTRACT

The next regular meeting of the Board is scheduled for 5 p.m. Tuesday, April 17, 2018, in the Community Room at Aberdeen High School.

NEXT MEETING

Donna Portmann, a teacher at Aberdeen High School, offered comments urging a return to the semester system at Aberdeen High School.

COMMENTS FROM  
THE AUDIENCE

Kim Edwards, a parent of students who attend Central Park Elementary School, offered comments in favor of keeping sixth-grade students at their neighborhood schools and suggested a survey of fourth- and fifth-grade parents.

Steven Gaffney, a parent of a student at Central Park Elementary School, offered comments in favor of keeping Central Park a K-6 school.

At 6:25 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) and to discuss collective bargaining. The session began at 6:31 p.m. At 7:01 p.m. the meeting was extended for an additional three minutes. At 7:03 p.m. the regular meeting reconvened.

EXECUTIVE SESSION

Following a presentation by Assistant Superintendent Jim Sawin, on a motion by Bill Dyer and seconded by Jennifer Durney, the Board approved the Personnel Report. Under certificated matters, the Board approved the hiring of Terri Whalen as a preschool teacher at Hopkins Preschool effective March 19, Robert Potter as a special education teacher at A. J. West Elementary School for 2018-19, Jenna White as a special education teacher at Stevens Elementary School for 2018-19, Shelbie Dickson as a teacher in the 21<sup>st</sup> Century Program at Aberdeen High School effective February 27; approved a change of assignment for Brian King from Robert Gray /Central Park to Robert Gray Elementary School as a P. E. teacher for 2018-2019; accepted the resignation of Julie McDougall as a preschool teacher at Hopkins Preschool effective March 30; approved a revised leave of absence for Balinda Box, a teacher at Aberdeen High School, effective March 15 to May 11, and approved the hiring of Janice Dion and Alexander Eddy as substitutes for the District.

PERSONNEL REPORT

CERTIFICATED

Under classified matters, the Board approved the hiring of Cody Sayres as a student helper in the 21<sup>st</sup> Century Program at A. J. West Elementary School effective February 21, and Christian Meza and Madison Radonski as student helpers in the 21<sup>st</sup> Century Program at Stevens Elementary School effective March 6; accepted resignations from Paige Gautreaux as State & Federal Program secretary in Special Services effective March 30, and from Mariah Gum as a para-educator at Robert Gray Elementary School effective March 13; approved extra-curricular contracts at Aberdeen High School for Gage Martell, Cory Martinsen and David Tarrence as assistant coaches for football (.5 FTE) effective August 15, and approved the hiring of Kay Archie, Brittany Casey, Jackie Chambers, Cheryl Cor, Amber Hatley, Lea Fe Suarez Luscier, Shawn Pattison-Ball, Sunnie Redner and Elizabeth Smith as substitutes for the District.

CLASSIFIED

There being no further business, the regular meeting was adjourned at 7:05 p.m.

ADJOURN

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Alicia Henderson, Secretary

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Sandra Bielski, President



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

As of April 17, 2018, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$1,507,761.62. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE:  
Warrant Numbers 824947 through 824951, totaling \$1,507,761.62

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

Check Nbr	Vendor Name	Check Date	Check Amount
824947-824950	Payroll Warrants	03/30/2018	954.39
824951	Anchor Savings Bank	03/29/2018	1,506,807.23
	Computer	Check(s) For a Total of	1,507,761.62

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As of April 17, 2018, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$1,585,481.54. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE:  
Warrant Numbers 824952 through 824993, totaling \$1,585,481.54

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

Check Nbr	Vendor Name	Check Date	Check Amount
824952	Aflac Remittance Processing	03/30/2018	1,689.27
824953	American Fidelity-FSA	03/30/2018	6,375.10
824954	American Fidelity	03/30/2018	4,847.06
824955	American Fidelity Health Servi	03/30/2018	3,425.00
824956	Ameritas	03/30/2018	22,672.00
824957	Bank Of The Pacific	03/30/2018	487,752.93
824958	Cnty/city Mun Ees	03/30/2018	2,752.86
824959	Deferred Compensation Program	03/30/2018	16,385.00
824960	Delta Management Associates In	03/30/2018	436.54
824961	Dynamic Collectors	03/30/2018	668.84
824962	E.S.D.#113 Unemployment Coop	03/30/2018	3,411.15
824963	Ecmc	03/30/2018	291.03
824964	Ed.Serv.Dist.#113	03/30/2018	34,796.80
824965	Employment Security Dept	03/30/2018	21.77
824966	Gh Woodworkers Fed Credit Unio	03/30/2018	375.00
824967	Inspirus	03/30/2018	12,055.92
824968	Legal Shield	03/30/2018	83.30
824969	Lina	03/30/2018	6,607.07
824970	Nbn Vision	03/30/2018	11,748.00
824971	Pse Of Wa	03/30/2018	6,148.51
824972	Pse Of Washington	03/30/2018	50.29
824973	Public Employees Retirement	03/30/2018	1,939.62
824974	Regence Blueshield	03/30/2018	395,875.63
824975	School Employees Retirement Sy	03/30/2018	128,080.13
824976	Teacher Retirement System-Dc	03/30/2018	323,589.58
824977	Tsa Consulting Group Inc	03/30/2018	13,952.00
824978	Twin Star Credit Union	03/30/2018	2,965.00
824979	Twin Star Credit Union	03/30/2018	260.00
824980	Twin Star Scholarship Acct	03/30/2018	100.00
824981	Twinstar Pse Local Dues	03/30/2018	100.50
824982	United States Treasury	03/30/2018	579.28
824983	United Way	03/30/2018	647.38
824984	Us Department Of Education	03/30/2018	695.14

Check Nbr	Vendor Name	Check Date	Check Amount
824985	Veba Contributions-Y1286.001	03/30/2018	10,369.16
824986	Wa State School Ret Assn	03/30/2018	56.00
824987	Wash State Support Registry	03/30/2018	850.00
824988	Washington State Treasurer	03/30/2018	29,467.76
824989	Wea Chinook	03/30/2018	16.50
824990	Wea Payroll Deductions	03/30/2018	20,266.95
824991	Wea Select Plans-Wds	03/30/2018	20,543.40
824992	Wea Select Plans-Willamette	03/30/2018	4,296.75
824993	Wpas	03/30/2018	8,237.32
42	Computer	Check(s) For a Total of	1,585,481.54

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 April 17, 2018, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$10,371.59. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: GENERAL FUND  
Warrant Numbers 824994 through 824995, totaling \$10,371.59

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

Check Nbr	Vendor Name	Check Date	Check Amount
824994	Anchor Savings Bank	04/18/2018	7,117.44
824995	Anchor Savings Bank	04/18/2018	3,254.15
2	Computer	Check(s) For a Total of	10,371.59

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

As of April 17, 2018, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$55,192.95. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: GENERAL FUND  
Warrant Numbers 824996 through 824996, totaling \$55,192.95

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

Check Nbr	Vendor Name	Check Date	Check Amount
824996	Anchor Savings Bank (p-Card)	04/18/2018	55,192.95
1	Computer	Check(s) For a Total of	55,192.95

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 April 17, 2018, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$6,672.04. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: ASB FUND  
Warrant Numbers 824997 through 825017, totaling \$6,672.04

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

Check Nbr	Vendor Name	Check Date	Check Amount
824997	Aberdeen School District #5 -	04/18/2018	61.24
824998	Aberdeen School District #5	04/18/2018	215.20
824999	Aberdeen School District #5	04/18/2018	0.24
825000	Anchor Savings Bank (p-Card)	04/18/2018	276.17
825001	D4 Sports Llc	04/18/2018	396.85
825002	Domino's Pizza	04/18/2018	46.80
825003	Food Services Of America	04/18/2018	222.34
825004	Grays Harbor Baseball Umpire's	04/18/2018	549.40
825005	Grays Harbor Stamp Works	04/18/2018	97.22
825006	Harbor Awards & Engraving	04/18/2018	957.76
825007	Harbor Pacific Bottling Co	04/18/2018	114.98
825008	Meikle, Karen L	04/18/2018	577.83
825009	NAPAVINE HIGH SCHOOL	04/18/2018	150.00
825010	Seattle Mariners Attn Sales Gr	04/18/2018	660.00
825011	SEATTLE MONORAIL SERVICES	04/18/2018	150.00
825012	Swayze Jean Boutique	04/18/2018	159.00
825013	The 5th Avenue Theatre	04/18/2018	400.00
825014	Twin City Umpire Assn	04/18/2018	575.00
825015	Weatherwax Asb Fund	04/18/2018	722.01
825016	Wheelan, Christopher	04/18/2018	250.00
825017	WIAA	04/18/2018	90.00

21 Computer Check(s) For a Total of 6,672.04

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 April 17, 2018, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$120.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: PRIVATE PURPOSE TRUST Warrant Numbers 825018 through 825018, totaling \$120.00

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

Check Nbr	Vendor Name	Check Date	Check Amount
825018	Aberdeen High School (asb)	04/18/2018	120.00
1	Computer	Check(s) For a Total of	120.00

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 April 17, 2018, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$790,133.75. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: GENERAL FUND  
Warrant Numbers 825019 through 825136, totaling \$790,133.75

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

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

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

Check Nbr	Vendor Name	Check Date	Check Amount
825019	Aberdeen Office Equipment Inc	04/18/2018	10,275.34
825020	Aberdeen Sanitation	04/18/2018	7,371.95
825021	Aberdeen Sd #5 Revolving Fund	04/18/2018	1,096.96
825022	Aberdeen School District-Cash	04/18/2018	1,290.00
825023	Actionaire Inc	04/18/2018	7,354.34
825024	Airgas Usa, Llc	04/18/2018	81.15
825025	Amazon Capital Services	04/18/2018	6,692.95
825026	Anchor Savings Bank	04/18/2018	7,499.19
825027	Anita Guinn & Associates Thera	04/18/2018	28,192.05
825028	Apex Learning Inc	04/18/2018	600.00
825029	Apple Computer Inc	04/18/2018	5,442.14
825030	Apple Textbooks	04/18/2018	967.22
825031	Aramark Uniform Services	04/18/2018	82.59
825032	Ascap	04/18/2018	305.00
825033	Auto-Chlor	04/18/2018	228.75
825034	Avant Assessment	04/18/2018	99.80
825035	Avid Center	04/18/2018	27,825.00
825036	B & H Photo Video	04/18/2018	4,750.04
825037	Batdorf & Bronson	04/18/2018	127.02
825038	Bhc Fairfax Hospital, Inc	04/18/2018	5,543.50
825039	Boyd Coffee	04/18/2018	38.56
825040	Builders Hardware & Supply	04/18/2018	1,194.84
825041	Carquest Auto Parts Stores	04/18/2018	160.76
825042	Cascade Natural Gas	04/18/2018	24,807.57
825043	Centurylink (business Serv)	04/18/2018	340.58
825044	Centurylink	04/18/2018	3,428.53
825045	Cerebellum Corporation	04/18/2018	32.89
825046	Cintas Corporation	04/18/2018	4,751.35
825047	City Of Aberdeen	04/18/2018	5,867.61
825048	City Of Aberdeen	04/18/2018	17,737.80
825049	Coast To Coast Computer Produc	04/18/2018	1,154.66
825050	Comcast	04/18/2018	285.39
825051	Competitive Athletics	04/18/2018	467.01



Check Nbr	Vendor Name	Check Date	Check Amount
825052	Corgiat, Carole	04/18/2018	62.13
825053	Cosmopolis School District	04/18/2018	3,873.81
825054	Cts Language Link	04/18/2018	13.64
825055	D4 Sports Llc	04/18/2018	2,719.56
825056	Dairy Fresh Farms	04/18/2018	10,568.49
825057	Dell Financial Services, Llc	04/18/2018	31,234.60
825058	Dennis Company	04/18/2018	687.04
825059	Dept Of Retirement Systems	04/18/2018	151.89
825060	Doherty, Mary M	04/18/2018	3,666.66
825061	Domino's Pizza	04/18/2018	820.30
825062	Duck Delivery Of Wa	04/18/2018	110.46
825063	Dunsire Printers	04/18/2018	62.63
825064	Ebs Healthcare	04/18/2018	33,264.00
825065	Edu Healthcare	04/18/2018	14,430.00
825066	Ellingsen, Mary Nell	04/18/2018	6,574.10
825067	ESD 113	04/18/2018	14,841.38
825068	Fastenal Company	04/18/2018	9.74
825069	Five Star Motors (pay)	04/18/2018	3.15
825070	Flinn Scientific Inc	04/18/2018	37.70
825071	Follett Software Company (pay)	04/18/2018	5,547.29
825072	Food Services Of America	04/18/2018	58,025.82
825073	Franz Family Bakeries	04/18/2018	2,365.80
825074	Gh Community Hospital-Med Care	04/18/2018	4,482.22
825075	Gh County Water District #2	04/18/2018	330.00
825076	Govconnection Inc	04/18/2018	8,966.00
825077	Grays Harbor County Auditor	04/18/2018	23,058.50
825078	Grays Harbor College - Kathy K	04/18/2018	8,060.91
825079	Grays Harbor Transportation	04/18/2018	440.00
825080	Harbor Auto & Truck Parts	04/18/2018	94.21
825081	Harbor Disposal Co Inc	04/18/2018	1,354.69
825082	Health Care Authority	04/18/2018	358.22
825083	Herff Jones Inc	04/18/2018	10,541.20
825084	Home Depot	04/18/2018	140.84
825085	Hoquiam School District #28	04/18/2018	92,677.47
825086	Jostens Inc	04/18/2018	1,575.92
825087	KCDA Purchasing Coop.	04/18/2018	2,705.13
825088	Kelley Imaging Systems Agreeeme	04/18/2018	3,830.00
825089	King, Patricia C	04/18/2018	21.53
825090	Lake, Claudia S	04/18/2018	5,131.40
825091	Leader Services	04/18/2018	40.60
825092	Lemay Mobile Shredding	04/18/2018	60.00
825093	Lori Lynass DbA Sound Supports	04/18/2018	2,096.80
825094	Marshall's Garden & Pet Store	04/18/2018	132.61
825095	Masco	04/18/2018	14,584.41
825096	Mb Electric Grays Harbor	04/18/2018	5,815.29
825097	Mb Industrial Motors, Llc	04/18/2018	272.11
825098	McCleary School District #65	04/18/2018	22,800.00
825099	Newegg Business Inc	04/18/2018	15,010.26
825100	North Beach School Dist #64	04/18/2018	18,209.83
825101	Northwest Rock Inc	04/18/2018	17.00

Check Nbr	Vendor Name	Check Date	Check Amount
825102	NWPBIS Network, Inc, Acct Rec	04/18/2018	1,400.00
825103	O'Reilly Auto Parts	04/18/2018	11.38
825104	Office Depot	04/18/2018	1,006.59
825105	Olympic Peninsula Consultants	04/18/2018	75.00
825106	OSPI	04/18/2018	6,475.72
825107	Pacific Transit System	04/18/2018	20.00
825108	Parris, Trinity A	04/18/2018	833.33
825109	Perkins Coie Llp	04/18/2018	2,754.00
825110	Pud #1 Of Grays Harbor Co	04/18/2018	52,142.27
825111	Rc Fence Construction Inc	04/18/2018	7,842.96
825112	Ricoh Usa Inc	04/18/2018	397.77
825113	Rockstar Recruiting Llc Db	04/18/2018	16,693.38
825114	Scholastic Inc / Teacher Stor	04/18/2018	1,539.68
825115	School Mate	04/18/2018	3,404.50
825116	Sesac Inc	04/18/2018	155.00
825117	Smith & Greene Co	04/18/2018	3,698.17
825118	Staples Business Advantage	04/18/2018	19.08
825119	State Auditor's Office	04/18/2018	16,406.12
825120	Supplyworks	04/18/2018	1,676.22
825121	Swanson's Food	04/18/2018	3,288.82
825122	Ted Brown Music	04/18/2018	17,230.87
825123	Tennis Warehouse	04/18/2018	416.98
825124	THE HERITAGE INSTITUTE	04/18/2018	315.00
825125	Thermal Supply Inc	04/18/2018	15,636.93
825126	Transact	04/18/2018	3,649.16
825127	Upper Edge Technologies, Llc	04/18/2018	1,336.53
825128	Us Postal Service (cmrs-Fp)	04/18/2018	1,500.00
825129	Valley Cleaners	04/18/2018	170.00
825130	Wal Mart (pay To)	04/18/2018	359.20
825131	Washington State Math Council	04/18/2018	480.00
825132	WAXIE SANITARY SUPPLY	04/18/2018	641.10
825133	Wcp Solutions	04/18/2018	6,640.64
825134	Wsa Head Start & Eceap Program	04/18/2018	597.00
825135	Washington State Mathematics C	04/18/2018	200.00
825136	YMCA	04/18/2018	13,150.47

118 Computer Check(s) For a Total of 790,133.75

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 April 17, 2018, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$139,042.63. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: TRANSPORTATION FUND  
Warrant Numbers 825137 through 825137, totaling \$139,042.63

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

Check Nbr	Vendor Name	Check Date	Check Amount
825137	Schetky Nw Sales Inc	04/18/2018	139,042.63

1 Computer Check(s) For a Total of 139,042.63

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 April 17, 2018, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$1,987.38. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: COMP TAX  
Warrant Numbers 825138 through 825139, totaling \$1,987.38

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

Check Nbr	Vendor Name	Check Date	Check Amount	
825138	Bank Of The Pacific (use Tax)	04/18/2018	1,833.74	GF
825139	Bank Of The Pacific (use Tax)	04/18/2018	153.64	ASB
2	Computer	Check(s) For a Total of	1,987.38	

To Carla


# Finance Report


A/P Month of March

ASB Totals \$ 8142.53

Approved:

	<u>4/12/18</u>
ASB President	Date

	<u>4/12/18</u>
ASB Treasurer	Date

	<u>4/11/18</u>
ASB Comptroller	Date

**ACCOUNT NUMBER**

INVOICE NUMBER	DESCRIPTION	PO NUMBER	VENDOR KEY	VENDOR NAME	DATE	STATUS	INV AMOUNT
40 L 601 0000 00 0000 000 0000 0000							
Malizia-T		0000000000	ANCHOR S001	Anchor Savings Bank (p-Card)	03/24/2018	H	\$-12.85
Trader-T		0000000000	ANCHOR S001	Anchor Savings Bank (p-Card)	03/24/2018	H	\$-14.73
8114636T	Add tax	0000000000	FOOD SER000	Food Services Of America	09/07/2017	H	\$-10.52
8353026T	Add Tax	0000000000	FOOD SER000	Food Services Of America	01/09/2018	H	\$-23.89
8371188T	Add Tax	0000000000	FOOD SER000	Food Services Of America	01/18/2018	H	\$-5.25
8392469T	Add Tax	0000000000	FOOD SER000	Food Services Of America	01/30/2018	H	\$-7.46
8432708T	Add tax	0000000000	FOOD SER000	Food Services Of America	02/20/2018	H	\$-34.81
8444031T	Add Tax	0000000000	FOOD SER000	Food Services Of America	03/11/2018	H	\$-10.08
8474325		0000000000	FOOD SER000	Food Services Of America	03/13/2018	H	\$-19.85
ASB Shirts		0000000000	SWAYZE J000	Swayze Jean Boutique	01/23/2018	H	\$-14.20
<b>10 ITEM(S) FOR ACCOUNT # 40 L 601 0000 00 0000 000 0000 0000</b>					<b>FOR A TOTAL OF</b>		<b>\$-153.64</b>
40 E 530 1015 00 0000 431 0000 0000							
0318p	postage	0000000000	ABERDEEN025	Aberdeen School District #5	03/30/2018	H	\$4.03
17835015	Check Order	0000000000	WEATHERW000	Weatherwax Asb Fund	02/14/2018	H	\$59.76
<b>2 ITEM(S) FOR ACCOUNT # 40 E 530 1015 00 0000 431 0000 0000</b>					<b>FOR A TOTAL OF</b>		<b>\$63.79</b>
40 E 530 1080 00 0000 431 0000 0000							
11569558		0000000000	SEATTLE 017	Seattle Mariners Attn Sales Gr	03/13/2018	H	\$660.00
<b>1 ITEM(S) FOR ACCOUNT # 40 E 530 1080 00 0000 431 0000 0000</b>					<b>FOR A TOTAL OF</b>		<b>\$660.00</b>
40 E 530 1085 00 0000 431 0000 0000							
0318ps	Print Shop	0000000000	ABERDEEN023	Aberdeen School District #5 -	03/28/2018	H	\$42.74
<b>1 ITEM(S) FOR ACCOUNT # 40 E 530 1085 00 0000 431 0000 0000</b>					<b>FOR A TOTAL OF</b>		<b>\$42.74</b>
40 E 530 2020 00 0000 431 0000 0000							
2020-0418		0000000000	ABERDEEN023	Aberdeen School District #5 -	03/19/2018	H	\$8.25
2020-0318		0000000000	GRAYS HA020	Grays Harbor Baseball Umpire's	04/01/2018	H	\$549.40
14749	South Sound Umpire Association	0000000000	WEATHERW000	Weatherwax Asb Fund	03/13/2018	H	\$70.25
<b>3 ITEM(S) FOR ACCOUNT # 40 E 530 2020 00 0000 431 0000 0000</b>					<b>FOR A TOTAL OF</b>		<b>\$627.90</b>
40 E 530 2030 00 0000 431 0000 0000							
5337		0000000000	HARBOR A000	Harbor Awards & Engraving	03/06/2018	H	\$22.52
5366		0000000000	HARBOR A000	Harbor Awards & Engraving	03/16/2018	H	\$184.52

ACCOUNT NUMBER

INVOICE NUMBER	DESCRIPTION	PO NUMBER	VENDOR KEY	VENDOR NAME	DATE	STATUS	INV AMOUNT
40 E 530 2030 00 0000 431 0000 0000							
*****CONTINUED*****							
2 ITEM(S)	FOR ACCOUNT # 40 E 530 2030 00 0000 431 0000 0000				FOR A TOTAL OF		\$207.04
40 E 530 2040 00 0000 431 0000 0000							
5364		0000000000	HARBOR A000	Harbor Awards & Engraving	03/16/2018	H	\$71.59
1 ITEM(S)	FOR ACCOUNT # 40 E 530 2040 00 0000 431 0000 0000				FOR A TOTAL OF		\$71.59
40 E 530 2060 00 0000 431 0000 0000							
0318oc	Office copies	0000000000	ABERDEEN026	Aberdeen School District #5	03/28/2018	H	\$0.24
1 ITEM(S)	FOR ACCOUNT # 40 E 530 2060 00 0000 431 0000 0000				FOR A TOTAL OF		\$0.24
40 E 530 2075 00 0000 431 0000 0000							
0318ps	Print Shop	0000000000	ABERDEEN023	Aberdeen School District #5	03/28/2018	H	\$10.25
1 ITEM(S)	FOR ACCOUNT # 40 E 530 2075 00 0000 431 0000 0000				FOR A TOTAL OF		\$10.25
40 E 530 2090 00 0000 431 0000 0000							
5367		0000000000	HARBOR A000	Harbor Awards & Engraving	03/16/2018	H	\$224.24
1 ITEM(S)	FOR ACCOUNT # 40 E 530 2090 00 0000 431 0000 0000				FOR A TOTAL OF		\$224.24
40 E 530 2120 00 0000 431 0000 0000							
22933		0000000000	WIAA 000	WIAA	03/05/2018	H	\$90.00
1 ITEM(S)	FOR ACCOUNT # 40 E 530 2120 00 0000 431 0000 0000				FOR A TOTAL OF		\$90.00
40 E 530 2140 00 0000 431 0000 0000							
58602		0000000000	GRAYS HA022	Grays Harbor Stamp Works	02/21/2018	H	\$97.22
5363		0000000000	HARBOR A000	Harbor Awards & Engraving	03/16/2018	H	\$173.43
2 ITEM(S)	FOR ACCOUNT # 40 E 530 2140 00 0000 431 0000 0000				FOR A TOTAL OF		\$270.65
40 E 530 2145 00 0000 431 0000 0000							
5362		0000000000	HARBOR A000	Harbor Awards & Engraving	03/16/2018	H	\$171.03
1-13-18/2145		0000000000	NAPAVINE000	NAPAVINE HIGH SCHOOL	03/27/2018	H	\$150.00
2 ITEM(S)	FOR ACCOUNT # 40 E 530 2145 00 0000 431 0000 0000				FOR A TOTAL OF		\$321.03
40 E 530 2150 00 0000 431 0000 0000							
5365		0000000000	HARBOR A000	Harbor Awards & Engraving	03/16/2018	H	\$110.43

ACCOUNT NUMBER

INVOICE NUMBER	DESCRIPTION	PO NUMBER	VENDOR KEY	VENDOR NAME	DATE	STATUS	INV AMOUNT
40 E 530 2150 00 0000 431 0000 0000							
*****CONTINUED*****							
1 ITEM(S)	FOR ACCOUNT # 40 E 530 2150 00 0000 431 0000 0000					FOR A TOTAL OF	\$110.43
40 E 530 2200 00 0000 431 0000 0000							
26153		0000000000	D4 SPORT000	D4 Sports Llc	04/04/2018	H	\$396.85
2200-0318		0000000000	TWIN CIT000	Twin City Umpire Assn	04/01/2018	H	\$575.00
2 ITEM(S)	FOR ACCOUNT # 40 E 530 2200 00 0000 431 0000 0000					FOR A TOTAL OF	\$971.85
40 E 530 4060 00 0000 431 0000 0000							
4060-2018	Reimbursement	0000000000	MEIKLKAR000	Meikle, Karen	03/29/2018	H	\$577.83
14750	Russ Fish	0000000000	WEATHERW000	Weatherwax Asb Fund	03/14/2018	H	\$200.00
2 ITEM(S)	FOR ACCOUNT # 40 E 530 4060 00 0000 431 0000 0000					FOR A TOTAL OF	\$777.83
40 E 530 4094 00 0000 431 0000 0000							
14747	SkillsUSA	0000000000	WEATHERW000	Weatherwax Asb Fund	03/06/2018	H	\$112.00
1 ITEM(S)	FOR ACCOUNT # 40 E 530 4094 00 0000 431 0000 0000					FOR A TOTAL OF	\$112.00
40 E 530 4166 00 0000 431 0000 0000							
565526		0000000000	DOMINO'S000	Domino's Pizza	03/03/2018	H	\$46.80
14748	Mike Machowek	0000000000	WEATHERW000	Weatherwax Asb Fund	03/07/2018	H	\$180.00
14751	Mike Machowek	0000000000	WEATHERW000	Weatherwax Asb Fund	03/22/2018	H	\$100.00
3 ITEM(S)	FOR ACCOUNT # 40 E 530 4166 00 0000 431 0000 0000					FOR A TOTAL OF	\$326.80
					TOTAL NUMBER OF HISTORY INVOICES:	36	\$6,609.07
37 ITEM(S)	FOR GRAND TOTAL					FOR A TOTAL OF	\$4,734.74

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
40	Associated Student Body Fund	-153.64	0.00	4,888.38	4,734.74
	*** Fund Summary Totals ***	-153.64	0.00	4,888.38	4,734.74

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

*US Bank*  
3254.15  
8142.53



ABERDEEN SCHOOL DISTRICT NO. 5

OVERNIGHT & OUT-OF- DISTRICT 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 ASB, forward request to superintendent one week prior to the Board meeting.

Group / Team SKILLSUSA

School AHS

Advisor VELONI Phone 360.580.4186

Date of Trip Apr 19<sup>TH</sup> - 21<sup>ST</sup>

Destination YAKIMA

Objective of Trip SKILLSUSA STATE

Number of Students 23 Number of Chaperones 4

Cost Per Student 250

Cost Per Chaperone 250

Funding Source FUND RAISING

Type of Transportation Bus

ASB Approval [Signature] Date 3/19/18

Principal's Approval [Signature] Date 3/19/18

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

Reference School Board Policy Field Trips and Excursions 2320 and 2320P

AH

**OVERNIGHT & OUT-OF- DISTRICT 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 ASB, forward request to superintendent one week prior to the Board meeting.

Group / Team Mathletes  
School Aberdeen High School  
Advisor Jesse Winter Phone 281-299-7234  
Date of Trip April 20<sup>th</sup>-21<sup>st</sup>  
Destination Ellensburg (CWU)  
Objective of Trip Mathletes state competition

Number of Students 13 Number of Chaperones 2

Cost Per Student \_\_\_\_\_

Cost Per Chaperone \_\_\_\_\_

Funding Source Hi-Cap

Type of Transportation 2 Vans

ASB Approval N/A Date 3/23/18

Principal's Approval [Signature] Date 3/22/18 AH

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

Reference School Board Policy Field Trips and Excursions 2320 and 2320P

Jesse Winter  
281-299-7234 (cell)  
jwinter@asd5.org

Parent/Guardian:

I am writing to inform you that your child has made it to state for the math team. We have been meeting during advisory to get ready for a competition coming on April 21st.

This competition will be held April 21<sup>st</sup> at CWU in Ellensburg. Two district vans will be taking them to Ellensburg leaving on the 20<sup>th</sup> during school hours (around 1-2 ish). We will have a state send-off with the fire department and classmates that day more details to come later. They will stay in a hotel with Mrs. Jandu & I as chaperones. They will be 4 to a room max. There may be a pool at the hotel, the students will be given money for dinner that night, breakfast, lunch, & dinner the next day. Hotel name, number, and address will be provided as time gets closer.

### **April 21<sup>st</sup>:**

<b>Time</b>	<b>Activity</b>
<b>8:00-1:00</b>	<b>Registration</b>
<b>9:00-9:15</b>	<b>Orientation</b>
<b>9:30-10:30</b>	<b>Team Problem</b>
<b>10:45-11:15</b>	<b>Topical: Part One Team, Individual, Ad Hoc</b>
<b>11:30-12:00</b>	<b>Topical: Part Two Team, Individual, Ad Hoc</b>
<b>12:15-1:45</b>	<b>Project Presentations</b>
<b>2:00-3:00</b>	<b>Knowdown</b>
<b>3:00-3:30</b>	<b>Awards</b>

We will get back 8-8:30 ish April 21<sup>st</sup> at the school to be picked up.

Thank you,

Jesse Winter  
Math Team Sponsor

**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 5th Gr. class

School Central Park School

Advisor Michelle Reed Phone 360-538-2170

Date(s) of Trip June 8th, 2018 Destination Portland OR

Lodging Location n/a Lodging Phone n/a

Objective of Trip Field trip to OMSI

Number of Students 23 Number of Chaperones 5

Cost per Student \$6 Cost per Chaperone \$6

Funding Source and/or Account Code GHCF

Type of Transportation School bus Bus form required YES  NO

ASB Approval n/a Barbara Jon Date \_\_\_\_\_

Principal Approval \_\_\_\_\_ Date 3/19/18

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

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

AH

**GIFTS TO THE DISTRICT**

**April 17, 2018**

<b>DATE</b>	<b>AMOUNT</b>	<b>DONOR</b>	<b>Comments</b>
3/5/2018	175.00	Lifetouch	Rebate for McDermoth Elementary
3/5/2018	171.00	Lifetouch	Rebate for Robert Gray Elementary
3/6/2018	2,000.00	Aberdeen Rotary	Woodshop/ Construction Grant
3/7/2018	750.00	Promise Day Care	Harbor High - Help Fund
3/19/2018	100.00	Anonymous	Stevens Elementary - Help Fund
3/27/2018	7,000.00	Aberdeen Rotary	Business Week Donation
3/30/2018	25.00	K Gissler	G Stubb Memorial - Stevens Library Fund
3/30/2018	120.00	Cash	CTE Hospitality (AHS)
4/4/2018	250.00	Aberdeen Police	AHS - Every 32 minutes program
4/4/2018	300.00	Aberdeen Firefighters	AHS - Every 32 minutes program
4/11/2018	50.00	Marie Loux	Harbor High - Help Fund
	<b>\$ 10,941.00</b>	<b>To Board Mtg 4/17/18</b>	



# Aberdeen School District

216 North G Street  
Aberdeen, WA 98520  
**360-538-2000**  
Fax 360-538-2014  
[www.asd5.org](http://www.asd5.org)

**Alicia Henderson, Ph.D.**  
Superintendent  
360-538-2002

**Jim Sawin**  
Assistant Superintendent  
360-538-2222

**Elyssa Louderback**  
Executive Director  
Business & Operations  
360-538-2007

**Traci Sandstrom**  
Teaching and Learning  
Technology  
360-538-2123

**Roger Heinrich**  
Special Education  
360-538-2017

**Lynn Green**  
Career & Technical Education  
Secondary Curriculum  
360-538-2038

TO: Alicia Henderson, Superintendent  
Board of Directors, ASD5

FROM: Lynn Green, <sup>LG</sup> CTE Director

RE: Aberdeen Rotary Business Week

DATE: March 28, 2018

The following monetary and product donations have been received to support Aberdeen Rotary Business Week in April, 2018.

Sierra Pacific Foundation	\$750.00
Timberland Bank	\$750.00
Aberdeen Rotary	\$7,000.00
Anderson Middleton	\$500.00
Ingram, Zelasko & Goodwin	\$1,000.00
Greater Grays Harbor, Inc.	\$2,000.00
Hanner Enterprises	\$250.00
Harbor Pacific Bottling	Product Donation

Please accept these donations in support of our AHS junior students, Class of 2019.



**Aberdeen**  
School District

*Our Children,  
Our Schools,  
Our Future*

# School Board Meeting

April 17, 2018



**Aberdeen**  
School District

*Our Children,  
Our Schools,  
Our Future*

# Options to Achieve K-3 Class Size Reduction (CSR) Requirement in 2019-2020

1. Portables at Elementary Schools
2. Move 6<sup>th</sup> Grades to Miller

April 17, 2018



# Background

## K-3 Class Size Reduction (CSR): Implementation of 17:1

- **November 2014:** I-1351 recommended K-12 class sizes based on grade levels, which should be implemented by 2018-19 (as per McCleary v. Washington state)
  - ASD5 is compliant with all recommendations except K-3 class size, which would need to be reduced to 17:1 (currently 19:1)
  - Not required, but financial implications for not implementing
- **January 27, 2018:** Board work study including Facilities Overview with discussion of K-3 CSR
- **March 6, 2018:** K-3 CSR information presented to the Board. Potential options presented to address facility needs for implementation
- **March 8, 2018:** Washington State Legislature voted to delay fiscal implementation consequences until 2019-20, allowing ASD5 to make a decision in Spring 2018 and prepare for implementation during 2019-20
- **March 20, 2018:** Board review of survey results for implementation options, with direction to eliminate option of banding schools, and a request for more information on remaining two options

# Two Options

1. Portables at Elementary Schools
2. Move 6<sup>th</sup> Grades to Miller

Both options under consideration preserve the neighborhood school concept, which is highly desired in our community.

They are distinctive in the following ways:

- A. Facilities Impact
- B. Financial Impact
- C. Accommodating Future Growth
- D. Instructional Program

## A. Facilities Impact *for Both Options*

- Factors used in consideration of sites for portable location
  - Electricity
  - Technology access
  - Bathroom access
  - Safety
  - Building codes
- Designation of possible locations for portables
  - A (yellow): preferred location
  - B (blue): alternate location
  - C (orange): alternate location *Miller only*

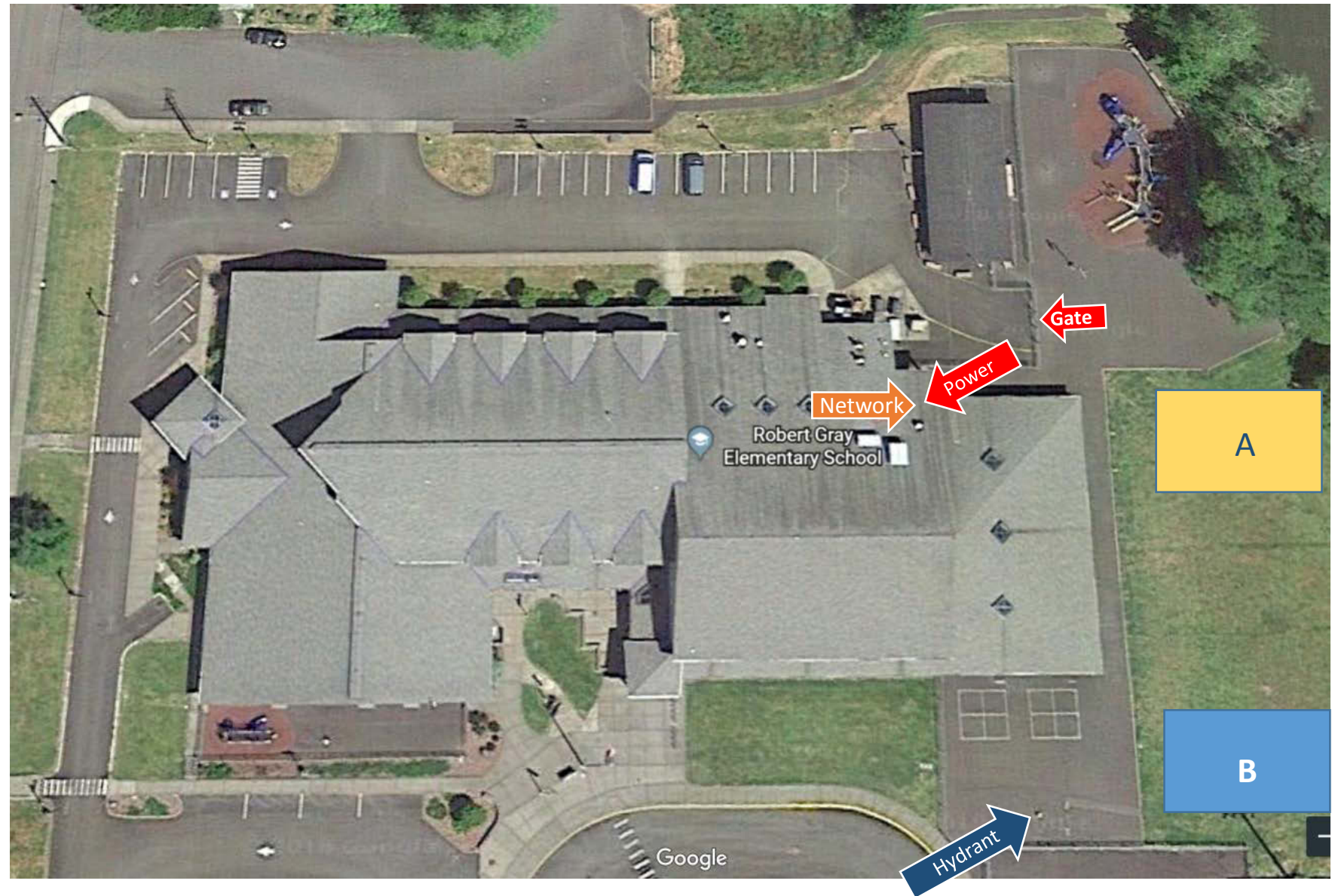
# 1. Portables at Elementary Schools

## A. Facilities Impact

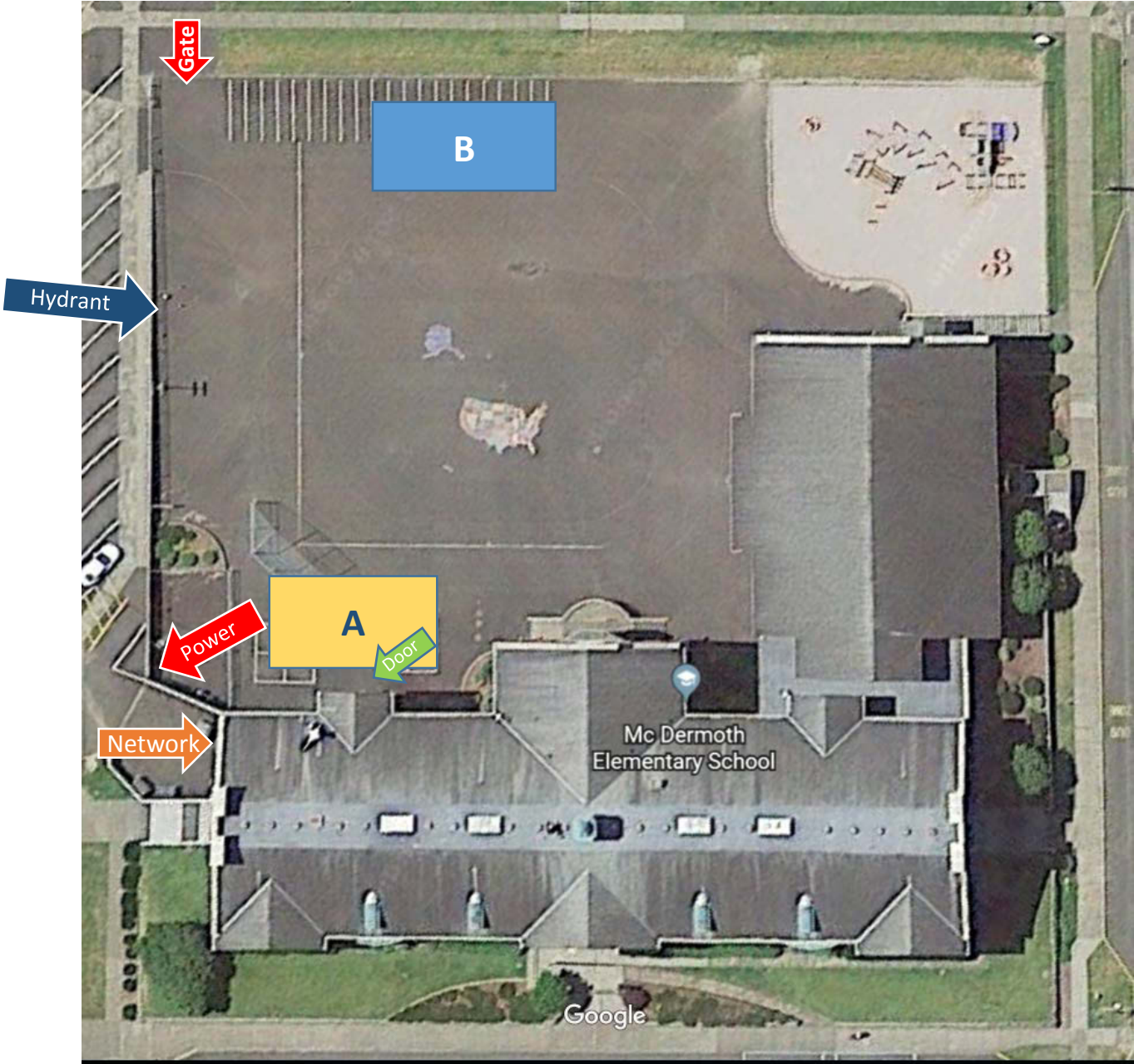
1 portable (two classrooms each) needed  
at 4 elementary schools

- Robert Gray
- McDermoth
- Stevens
- A.J. West

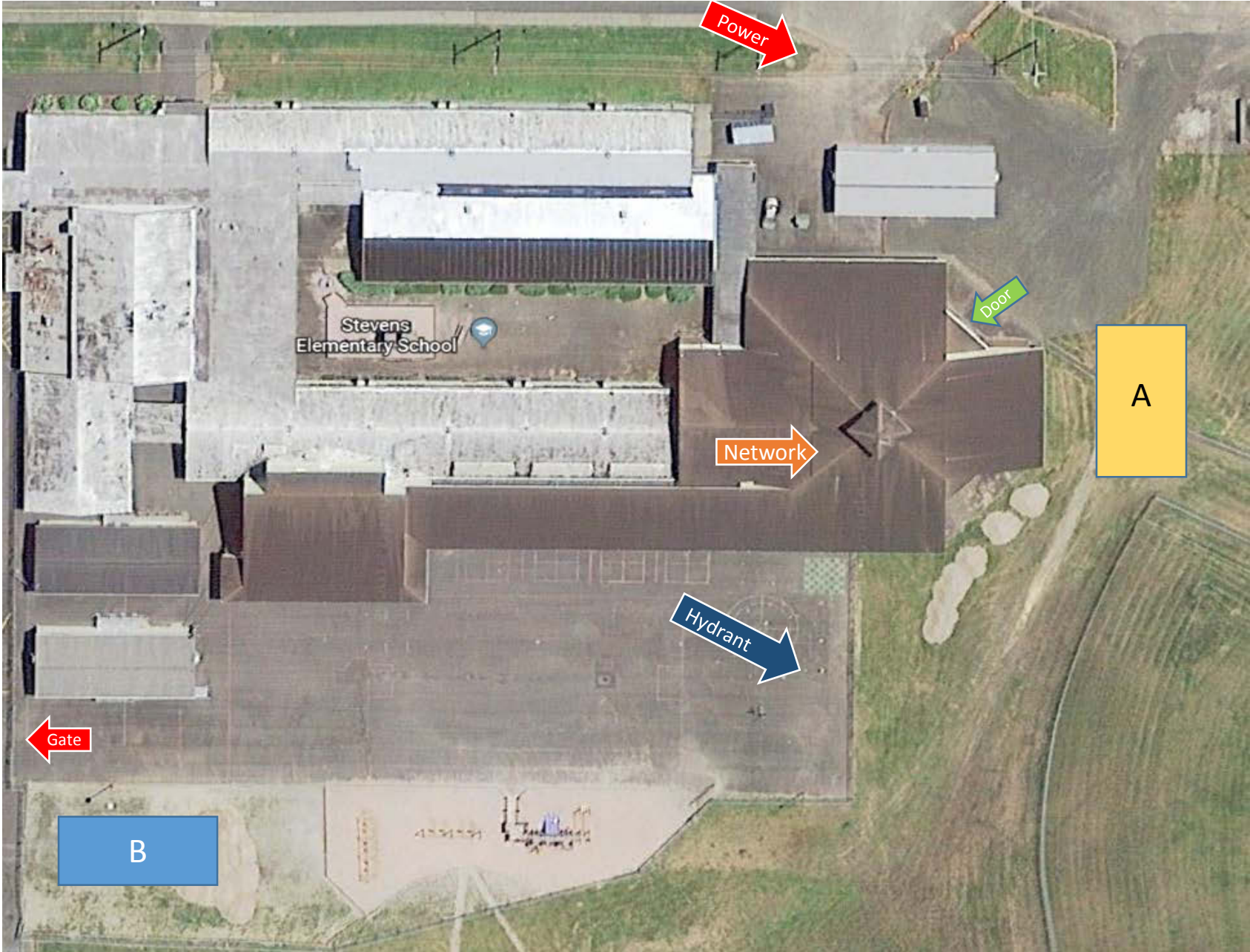
# Robert Gray Elementary



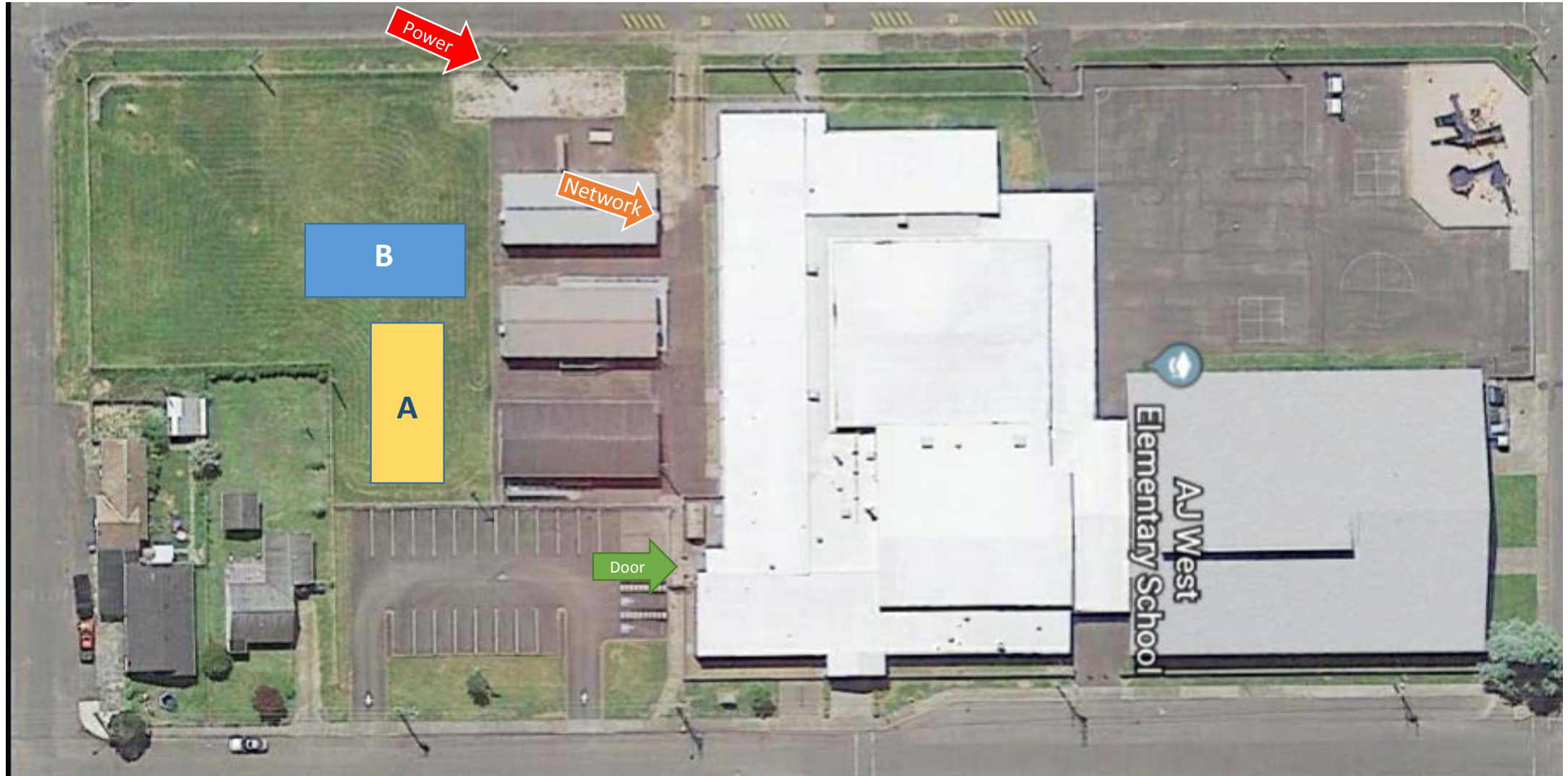
# McDermoth Elementary



# Stevens Elementary



# AJ West Elementary





# 1. Portables at Elementary Schools

## B. Financial Impact

Cost per portable = \$200K

(4 portables = \$800K)

Additional set-up cost per portable = \$25K

(4 portables = \$100K)

**Total = \$900K**

# 1. Portables at Elementary Schools

## C. Accommodating Future Growth

- No space available for future K-5 growth
- Additional portables needed to accommodate any future growth

# 1. Portables at Elementary Schools

## D. Instructional Program

- Impact of playground noise on classroom instruction inside portable
- Impact of additional transition time for students to bathroom, water, office, etc.
- Potential sense of isolation for teacher

# Option 2 – Move 6<sup>th</sup> Grades to Miller

## *Background Information*

- Miller Junior High built for 7<sup>th</sup>, 8<sup>th</sup> and 9<sup>th</sup> grades in 1979
  - Designed with capacity of 675 students
- 9<sup>th</sup> grade moved to Weatherwax HS in 1982
- Range of students at Miller: 435 – 635 students
- Recent (2010-2012) exploration of moving 6<sup>th</sup> to Miller for instructional (curriculum) and facility (growth) reasons
- 2012 Facilities Master Plan conceptual design space for campus upgrades and additional facilities to house 6<sup>th</sup> grade
  - Estimated cost (2017) - \$ 45.3m

# 2012 Miller Junior High Master Plan *proposal*



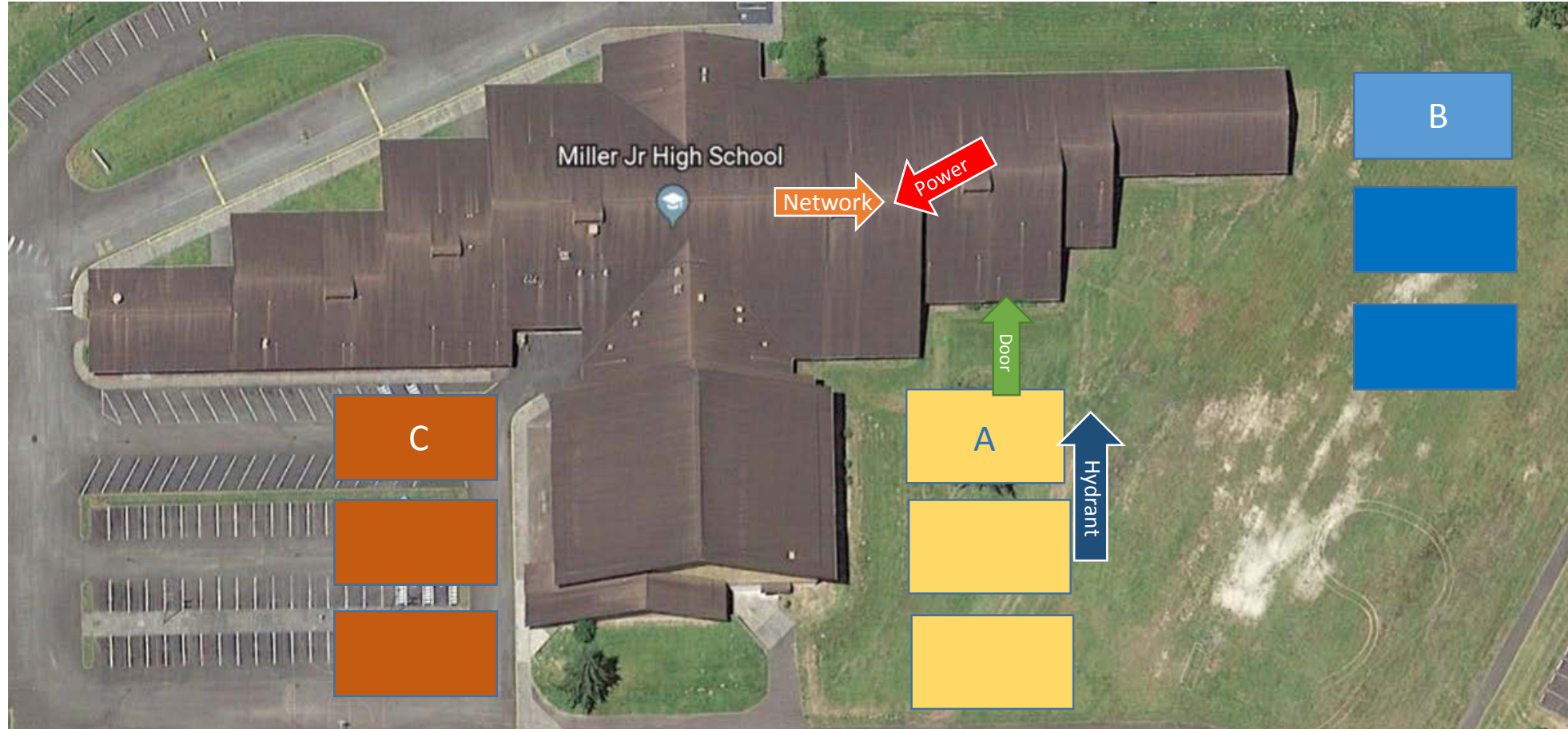
Estimated cost (2017) - \$ 45.3m

## 2. Move 6<sup>th</sup> Grades to Miller

### A. Facilities Impact

- 5 classrooms currently available
- Need for 2-3 portables
- Consideration given for PE, Music (depends on Instructional Program)
- Bathroom capacity

# Accommodating 6<sup>th</sup> grade at Miller Junior High with portables



## 2. Move 6<sup>th</sup> Grades to Miller

### B. Financial Impact

Cost per portable = \$200K

(2-3 portables = \$400K - \$600K)

Additional set-up cost per portable = \$25K

(2-3 portables = \$50K - \$75K)

**Total = \$450K - \$675K**



## 2. Move 6<sup>th</sup> Grades to Miller

### C. Accommodating Future Growth

- Space available for future K-5 growth at all 5 elementary schools

## 2. Move 6<sup>th</sup> Grades to Miller

### D. Instructional Program

#### *Background*

#### Current Models – Washington State

#### 396 total schools

- 271 schools – Grades 6-8 schools
- 50 schools – Grades 7-8 grades
- 38 schools – various configurations

## 2. Move 6<sup>th</sup> Grades to Miller

### D. Instructional Program

#### Program Design for 6<sup>th</sup> Graders at Middle Schools

(State of Washington Directory of Schools)

- Many Configurations
  - Self Contained
  - Block Scheduling
  - 6 or 7 periods
- Various Lunch and Passing Configurations
- Most had Advisory or Homeroom

## 2. Move 6<sup>th</sup> Grades to Miller

### D. Instructional Program

#### Best Practices for Sixth Grade in a Middle School

(The Hanover Research Report, 2015)

- Team Teaching - Core Content
- Common Planning – Core Content
- Maintain Lower Class Size
- Advisory
- Strategic Engagement Strategies
  - 21<sup>st</sup> Century Learning and/or STEAM Curriculum Infused
  - Multiple Intelligences/Blended Learning

## 2. Move 6<sup>th</sup> Grades to Miller

### D. Instructional Program

No clear trends pointing to an educational advantage for 6<sup>th</sup> graders at 6<sup>th</sup>- 8<sup>th</sup> middle school versus 6<sup>th</sup> graders at elementary school

Instructional factors to consider:

- Wide-range of performance levels in 6<sup>th</sup> grades
  - Especially in Math
- High level of content expertise required for teachers in 6<sup>th</sup> grade
  - Teaming (some buildings currently departmentalize)
- Standards
  - Elementary vs. Secondary (6-12)
- Curriculum Distinctions
  - Elementary vs. Secondary (6-12)

## 2. Move 6<sup>th</sup> Grades to Miller

### D. Instructional Program

*Our Current Core Curriculum for 6<sup>th</sup> Grade is secondary (not elementary)*

#### English-Language Arts

- SuperKids (K – 2)
- Wonders (3 – 5)
- **MyPerspectives (6 – 12 )**

#### Mathematics

- My Math (K – 5)
- **Glencoe Math (6 – 8)**
- Pearson for Algebra I, Geometry & Algebra 2 (9 – 12)

# 6<sup>th</sup> Grade at Miller: Additional Considerations

## Parent concerns:

- Growing up too fast
- Safety
- Getting “lost” in the crowd

## Developmental needs of 6<sup>th</sup> graders:

- Begin to feel independent enough to explore new interests, but still need the safety of a structured environment
- Need to feel socially connected with one another and the school for their learning to be most successful
- Need a sense of belonging *AND* a sense of independence

# Next Steps

- Request more information
  - Site tour of facilities
  - Other
- Select one option
  - If Option 2 is selected, establish Transition Task Force to plan & prepare for 6<sup>th</sup> grade at Miller in Fall 2019
- Decide against K-3 CSR implementation
  - Not required, financial implications for not implementing





**Aberdeen**  
School District

*Our Children,  
Our Schools,  
Our Future*

# School Board Meeting

April 17, 2018

## Board of Directors 1000 Series

### New Policies for the District to Consider

- 1000 **Legal Status and Operation**, Priority
- 1105 **Director Districts**, Priority
- 1113 **Board Member Residency**, Discretionary
- 1225 **School Director Legislative Program**, Discretionary
- 1340 **Targeting Student Learning**, Discretionary

### Policies to Review and Update

- 1005 **Key Functions of the Board**, Discretionary – Moderate updates to policy, recommend adding section regarding high expectations for student learning. Added management resource.
- 1110 **Election**, Discretionary – Non-substantive update to policy. Added management resources. No changes to procedure.
- 1111 **Oath of Office**, Discretionary – Minor update to policy.
- 1112 **Director Orientation**, Discretionary – Minor updates to policy, recommend adding to materials new directors will be provided with.
- 1114 **Board Member Resignation and Vacancy**, Discretionary – This policy combines Aberdeen policy 1114 and 1115. Moderate updates to policy. Added cross reference and management resource. No changes to procedure.
- 1210 **Annual Organizational Meeting**, Discretionary – Minor updates to policy, recommend adding language regarding a WSSDA legislative representative. Added cross reference and management resource.
- 1220 **Board Officers and Duties of Board Members**, Discretionary – Moderate updates to policy, recommend modifying language in section regarding the legislative representative and the president. Added cross references and management resources.
- 1240 **Committees**, Discretionary – No changes to policy. Added cross reference.
- 1250 **Students on Governing Boards**, Discretionary – No changes to policy or procedure.
- 1310 **Policy Adoption, Manuals and Administrative Procedures**, Priority – Minor update to policy, recommend adding language regarding non-substantive revisions to policies. Added legal reference.
- 1320 **Suspension of a Policy**, Discretionary – No changes to policy, some district-only language for board to review.
- 1330 **Administration in the Absence of Policy or Procedure**, Priority – Minor update to policy, recommend modifying language regarding actions taken by a staff member that require immediate attention from the board.
- 1400 **Meeting Conduct, Order of Business and Quorum**, Essential – Moderate updates to policy, recommend modifying language in sections regarding regular meetings and special meetings. Added cross reference and management resources. Moderate updates to procedure, recommend modifying language in section regarding meeting notices.

## Aberdeen School District

- 1410 **Executive or Closed Sessions**, Discretionary – Moderate updates to policy, recommend adding language regarding executive session to discuss infrastructure and security of computer and telecommunications networks. Added legal references and management resources.
- 1420 **Proposed Agenda and Consent Agenda**, Essential – Minor update to policy, recommend adding language regarding posting the proposed agenda to the district website. Added cross and legal references and management resources. Moderate updates to procedure, recommend adding language to section regarding the proposed agenda.
- 1440 **Minutes**, Discretionary – Moderate updates to policy, recommend modifying language regarding verbatim recordings of minutes. Added management resource.
- 1450 **Absence of a Board Member**, Priority – Minor update to policy, recommend including absences that are authorized by board resolution. Added cross and legal references and management resources.
- 1610 **Conflicts of Interest**, Priority – Minor updates to policy. Added cross reference.
- 1620 **The Board-Superintendent Relationship**, Discretionary – No changes to policy. Added legal reference and management resource. Aberdeen 1620P is significantly different than WSSDA model 1620P. Board needs to choose whether to keep current procedure or delete and adopt WSSDA model procedure.
- 1630 **Evaluation of the Superintendent**, Essential – Minor update to policy, recommend including the board's option to terminate the superintendent on the basis of the evaluation.
- 1731 **Board Member Expenses**, Discretionary – Minor update to policy, recommend stating that board members will use discretion in accruing actual expenses for which they will seek reimbursement. Added management resource. No changes to procedure.
- 1732 **Board Member Insurance**, Discretionary – No changes to policy.
- 1733 **Board Member Compensation**, Discretionary – Moderate updates to policy, recommend adding language regarding waiver of a board member's compensation and where compensation will come from. Moderate updates to procedure, recommend modifying language regarding activities board members can receive compensation for.
- 1805 **Open Government Trainings**, Essential – No changes to policy. Added management resources.
- 1810 **Annual Governance Goals and Objectives**, Priority – No changes to policy. Added management resource.
- 1820 **Board Self-Assessment**, Priority – No changes to policy. Added management resource. No changes to procedure.
- 1822 **Training and Development for Board Members**, Discretionary – No changes to policy. Added cross reference.
- 1830 **Participation in School Boards' Association**, Optional – No changes to policy.

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

- 1230 **Secretary** – District-only
- 1331 **Audit of Expenditures** – District-only
- 1332 **Authorization of Signatures** – District-only.

**Definitions for update recommendations:**

**Non-substantive updates:** Only changes are stylistic language modifications (i.e. shall to will)

**Minor updates:** Language struck or added is less than a paragraph. No action needed by board or superintendent in terms of policy/procedure implementation.

**Moderate updates:** Language struck or added is about a paragraph in length. Modifies current policy/procedure implementation in a way that requires changes by the superintendent and/or board.

**Significant updates:** Language struck or added is about a page or more in length. Adds additional implementation requirements to policy/procedure within the district.

**Definitions for policy categorizations:**

**Essential**

- Policy is required by state or federal law, or
- A specific program requires a policy in order to receive special funding.

**Priority:**

- Policy is developed to respond to state or federal law at the discretion of a school district, or
- Policy will impact the health, safety and/or welfare of students, employees or directors, or
- Sets forth the action of the board or district in response to a legal mandate and the board believes attention to the mandate is necessary.

**Discretionary:**

- Policy expresses an action or calls attention to a required action deemed necessary by the board, district or community, or
- Policy is deemed necessary due to special circumstances of a board, district and community, or
- Policy communicates district philosophy that the board wants to promote to employees and/or the community.

ORIGINAL



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## SUPERINTENDENT OF PUBLIC INSTRUCTION

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**Chris Reykdal** Old Capitol Building · PO BOX 47200 · Olympia, WA 98504-7200 · <http://www.k12.wa.us>

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March 27, 2018

Ms. Alicia Henderson, Ph.D.  
Superintendent  
Aberdeen School District  
216 North G Street  
Aberdeen, WA 98520

Dear Superintendent Henderson:

I have reviewed your request that the Aberdeen School District receive state apportionment funds for the emergency school closure of J. M. Weatherwax High School on February 21, 2018.

This request is due to a heating exchange coil bursting. This resulted in hundreds of gallons of steaming hot boiler fluid spraying into rooms and soaking through floors. This event is within the eligibility criteria of WAC 392-129-140. The District will still maintain compliance with the requirement of instructional hours.

The Aberdeen School District will receive basic education funding for the one-day of school closure for J. M. Weatherwax High School on February 21, 2018.

If you have any further questions, please contact me at (360) 725-6292.

Sincerely,

A handwritten signature in blue ink that reads "Lisa Dawn Fisher".

Lisa Dawn-Fisher, PhD  
Chief Financial Officer  
Financial Resources  
Office of Superintendent of Public Instruction



Date: April 10, 2018

To: Legal Notices, The Daily World

From: Dee Anne Shaw  
(360) 538-2002

Re: Request for Proposals – Contracted Services

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## REQUEST FOR PROPOSALS FOR CONTRACT SERVICES

Aberdeen School District No. 5 (ASD5) is seeking proposals for contract services for the 2018-2019 school year to serve students in the following areas:

- Physical Therapists,
- Occupational Therapists,
- Speech and Language Pathologists,
- Sign Language Interpreters,
- Substitute Sign Language Interpreters,
- School Psychologists,
- Teachers of Visual Impairments,
- Teachers of Deaf and Hard of Hearing, and
- Behavior Specialists (including, but not limited to BCBA and ABA).

Contracts for services will begin on September 1, 2018, and end on August 31, 2019. Contracts may be extended by ASD5 at its option for four (4) additional contract years.

Agencies interested in submitting a proposal for this contract may obtain Request for Proposal (RFP) documents by contacting the Aberdeen School District, Human Resources Department, 216 North G Street, Aberdeen, WA 98520; by visiting [www.asd5.org](http://www.asd5.org), or by calling (360) 538-2000.

Questions regarding the RFP may be addressed to Jim Sawin, Human Resources, at (360) 538-2222; [jsawin@asd5.org](mailto:jsawin@asd5.org).

Proposals must be submitted to the Human Resources Department, Aberdeen School District, 216 North G St., Aberdeen, WA 98520. To ensure consideration, proposals must be received on or before 12:30 p.m. Friday, May 4, 2018.

The Aberdeen School District reserves the right to reject any and/or all proposals, to waive irregularities and/or informalities in the request for proposal process and to award contracts which in its judgment are in the best interest of ASD5.

Publish: April 17, 2018  
April 24, 2018



TO: Dr. Alicia Henderson, Superintendent  
 FROM: Elyssa Louderback, Executive Director of Business & Operations  
 SUBJECT: Monthly Budget Report for March, 2018  
 DATE: April 17, 2018

**GENERAL FUND SUMMARY:**

Revenue-- Receipts were \$ 3,628,972.88.

Expenditures -- Expenditures totaled \$ 3,654,065.71. Expenditures for salary and benefits account for 81.03% of all expenditures to date. Salaries and benefits accounted for 84.63% of the month's total expenditures.

Fund Balance—Current month ending fund balance is \$ 1,621,474.79 (3.48% of budgeted expenditures). We had negative cash flow of \$25,092.83 for the month. We anticipate that the fund balance will be back in the targeted range in the late Spring.

**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	\$ 5,144,249	\$ 2,515,434	48.90%	Prop taxes - Mainly received Oct/Nov and April/May
Local Nontax	\$ 871,555	\$ 336,789	38.64%	Donations, Traffic Safety, Food Service, Misc
State, General	\$ 25,789,467	\$ 15,275,282	59.23%	Apportionment and LEA
State, Special	\$ 8,808,628	\$ 5,167,187	58.66%	Spec Ed, Institution, LAP, Bilingual, Hi Cap, Transport
Federal, General	\$ 5,500	\$ 10,368	188.52%	Federal Forest; deducted from apportionment
Federal, Special	\$ 5,760,882	\$ 2,258,386	39.20%	Food Service, Fed Grants (Title I, Title 2)
Other Districts	\$ 186,300	\$ 108,094	58.02%	Non high payments from Cosmopolis SD
Other Agencies	\$ 78,200	\$ 48,327	61.80%	Private Foundations, ESD 113
Other Fin Source	\$ -	\$ -		
<b>Totals</b>	<b>\$ 46,644,781</b>	<b>\$ 25,719,867.10</b>	<b>55.14%</b>	
			<b>58.33%</b>	<b>% of fiscal year elapsed</b>

**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	\$ 92,500	\$ 45,278	48.95%	Dues, audits, elections, legal svcs, travel, etc.
Superintendent's Office	\$ 344,571	\$ 205,701	59.70%	General Admin and Superintendent's Office
Business Office	\$ 431,372	\$ 301,262	69.84%	Fiscal operations
Human Resources	\$ 585,758	\$ 214,006	36.53%	Personnel & recruitment, labor relations
Public Relations	\$ 19,388	\$ 32,579	168.04%	Educational/admin info to public
Supervision of Instruction	\$ 969,778	\$ 496,917	51.24%	Includes secretarial support
Learning Resources	\$ 367,444	\$ 214,583	58.40%	Library resources and staffing
Principal's Office	\$ 2,314,843	\$ 1,430,416	61.79%	Includes secretarial support
Guidance/Counseling	\$ 1,085,739	\$ 637,040	58.67%	Counselors, secretarial support
Pupil Management	\$ 65,703	\$ 8,213	12.50%	SRO, bus & playground aides, etc
Health Services	\$ 1,613,696	\$ 959,313	59.45%	Health including nursing, OT/PT/SLPs, etc
Teaching	\$ 28,633,547	\$ 15,607,437	54.51%	Classroom teachers and teacher's aides
Extracurricular	\$ 861,752	\$ 535,154	62.10%	Coaching, advising, ASB supervision
Instructional Prof Dvlp	\$ 814,195	\$ 360,035	44.22%	Prof dvlpmnt - instructional staff
Instructional Technology	\$ 257,000	\$ 172,242	67.02%	Classroom tech
Curriculum	\$ 803,307	\$ 768,866	95.71%	District curriculum adoptions/purchases
Food Services	\$ 2,008,954	\$ 1,280,262	63.73%	Includes mgmt of food services for district
Transportation	\$ 1,060,755	\$ 714,017	67.31%	Includes coop payments, fuel, insurance
Maint & Operations	\$ 2,534,593	\$ 1,437,828	56.73%	Security, custodial/maint/grounds
Other Services	\$ 1,906,179	\$ 1,257,287	65.96%	Insurance, utilities, tech, print, motor pool
Transfers	\$ (206,288)	\$ (120,967)	58.64%	In district use of buses, vehicles, food srvc
Interfund Transfers	\$ 80,000	\$ -	0.00%	Transfers (Cap Proj long-term planning)
<b>Totals</b>	<b>\$ 46,644,785</b>	<b>\$ 26,557,468</b>	<b>56.94%</b>	<b>*Actual includes encumbrances</b>
			<b>58.33%</b>	<b>% of fiscal year elapsed</b>



**CAPITAL PROJECTS FUND SUMMARY:**

Revenue--Total receipts were \$ 2,067.41 and consist of interest payments and rental fees.

Expenditures—There were no expenditures for the month.

Fund Balance—Current monthly ending fund balance is \$ 142,854.76.

**DEBT SERVICE FUND SUMMARY:**

Revenue--Total receipts were \$ 101,290.70 and consists of interest/tax payments.

Expenditures— There were no expenditures this month.

Fund Balance—Current month ending fund balance is \$ 1,010,849.62. Funds are being held in this account for the principal and interest payments on outstanding bonds.

**ASSOCIATED STUDENT BODY FUND SUMMARY:**

Revenue--Total receipts for the month were \$ 17,790.41 and consist of fundraising and interest payments.

Expenditures-- Expenditures totaled 76.47% of the budgeted expenditures for this fiscal year.

Fund Balance—Current month ending fund balance is \$ 227,409.21.

**TRANSPORTATION VEHICLE FUND SUMMARY:**

Revenue--Total receipts were \$ 5,371.82 and consist of interest payments.

Expenditures— There were no expenditures for the month.

Fund Balance—Current month ending fund balance is \$ 415,535.17

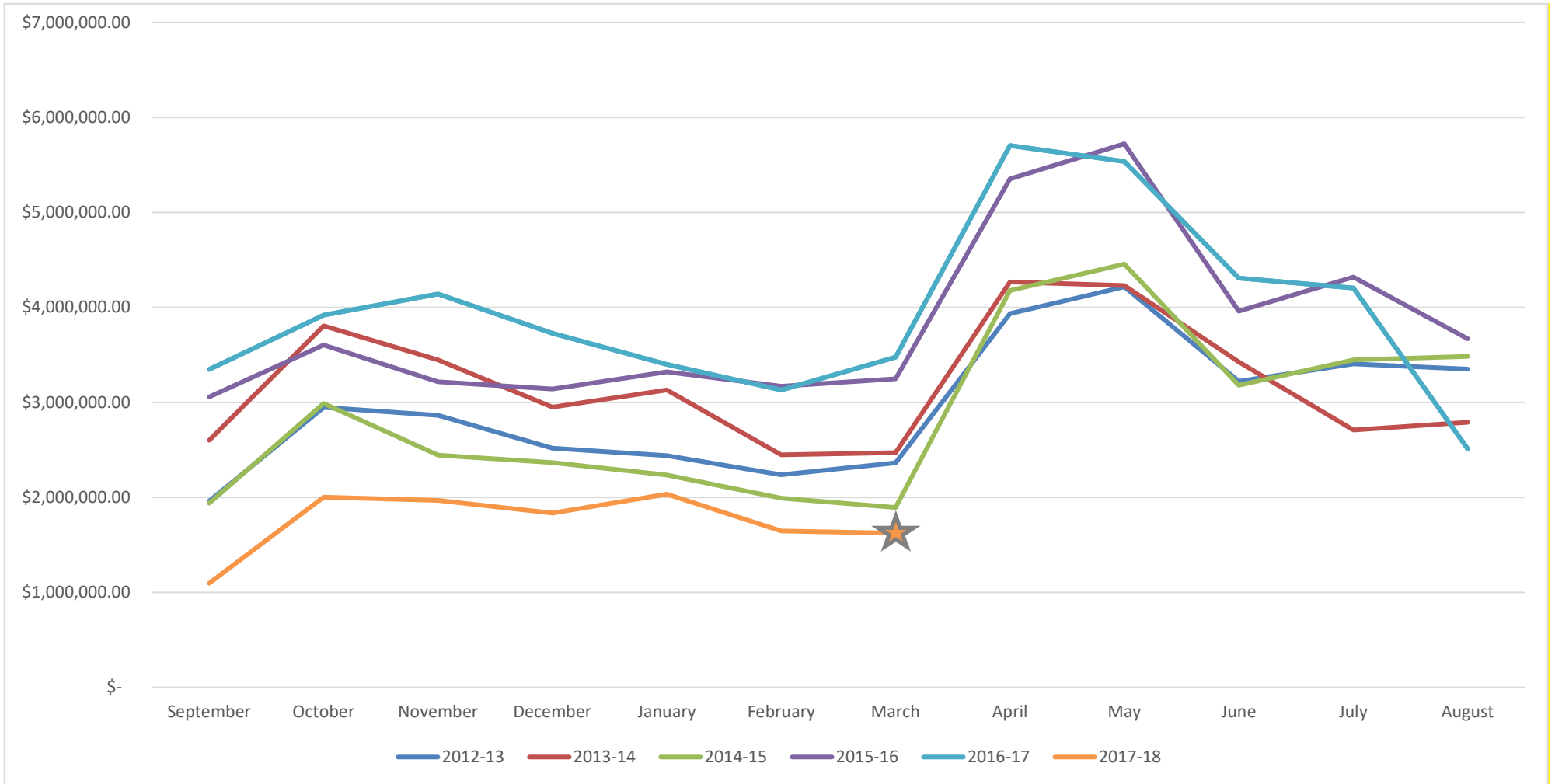
***SUMMARY OF BUDGET EXPENDITURE CAPACITY***

**Budget Capacity as of March, 2018:**

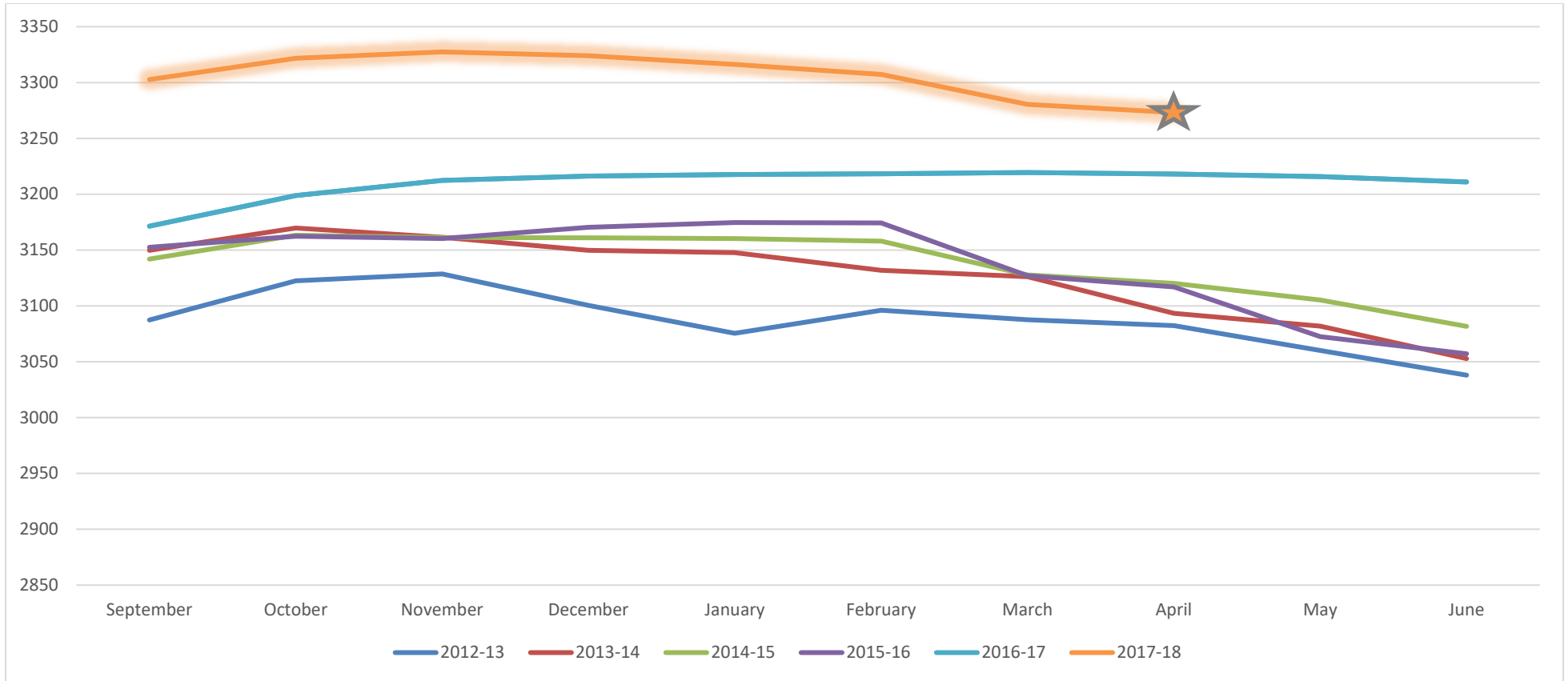
Fund	Budget	Expenditures YTD	Balance	% Expenditures	% Remaining
General	\$ 46,564,787	\$ 26,557,467.74	\$ 20,007,319.26	56.94%	43.06%
Capital Projects	\$ 1,460,000	\$ 577,553.09	\$ 882,446.91	39.56%	60.44%
Debt Service	\$ 3,888,440	\$ 3,638,238.75	\$ 250,201.25	93.57%	6.43%
ASB	\$ 308,459	\$ 235,803.12	\$ 72,655.88	76.47%	23.53%
Trans Vehicle	\$ 200,000	\$ 63,918.85	\$ 136,081.15	31.96%	68.04%

# GENERAL FUND FUND BALANCE TRENDS

End of March, 2018



# ENROLLMENT TRENDS as of April, 2018



AAFTE	Grades K - 6	JH	HS	Subtotal	Running Start	+/- (Budget)
2017-18 Budget	1749	470	946	3,165	30	
2017-18 Actual	1802.09	486.25	984.79	3,273.13	47.31	<b>+ 108.13</b> (3,165)
2016-17 Actual	1775.14	478.49	957.34	3,210.97	62.58	<b>+ 100.97</b> (3,110)
2015-16 Actual	1726.24	457.17	937.05	3,118.86	62.25	<b>+32.86</b> (3,086)
2014-15 Actual	1724.11	442.34	969.95	3,136.40	33.64	<b>+ 50.40</b> (3,086)
2013-14 Actual	1694.17	458.85	971.08	3,124.09	40.03	<b>+ 97.09</b> (3,030)
2012-13 Actual	1633.12	472.68	982.47	3,088.07	45.40	<b>+ 58.07</b> (3,051)

10--General Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2017 (September 1, 2017 - August 31, 2018)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of March, 2018

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES/OTHER FIN. SOURCES</b>						
1000 LOCAL TAXES	5,144,249	193,150.98	2,515,433.69		2,628,815.31	48.90
2000 LOCAL SUPPORT NONTAX	871,555	93,874.65	336,789.33		534,765.67	38.64
3000 STATE, GENERAL PURPOSE	25,789,467	2,142,743.32	15,275,281.53		10,514,185.47	59.23
4000 STATE, SPECIAL PURPOSE	8,808,628	791,244.61	5,167,186.79		3,641,441.21	58.66
5000 FEDERAL, GENERAL PURPOSE	5,500	.00	10,368.49		4,868.49-	188.52
6000 FEDERAL, SPECIAL PURPOSE	5,760,882	391,243.80	2,258,385.92		3,502,496.08	39.20
7000 REVENUES FR OTH SCH DIST	186,300	11,054.72	108,094.44		78,205.56	58.02
8000 OTHER AGENCIES AND ASSOCIATES	78,200	5,660.80	48,326.91		29,873.09	61.80
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
<b>Total REVENUES/OTHER FIN. SOURCES</b>	<b>46,644,781</b>	<b>3,628,972.88</b>	<b>25,719,867.10</b>		<b>20,924,913.90</b>	<b>55.14</b>
<b>B. EXPENDITURES</b>						
00 Regular Instruction	21,813,759	1,700,615.25	12,579,765.46	81,442.66	9,152,550.88	58.04
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	6,133,553	520,076.40	3,629,631.78	2,632.08	2,501,289.14	59.22
30 Voc. Ed Instruction	1,837,612	155,881.28	1,135,450.94	13,560.53	688,600.53	62.53
40 Skills Center Instruction	289,993	36,577.24	205,713.06	82.20	84,197.74	70.97
50+60 Compensatory Ed Instruct.	6,789,978	505,227.57	3,303,954.12	64,665.71	3,421,358.17	49.61
70 Other Instructional Pgms	1,056,826	41,364.13	216,750.05	22,323.30	817,752.65	22.62
80 Community Services	132,389	17,478.22	118,949.31	0.00	13,439.69	89.85
90 Support Services	8,798,320	676,845.62	5,367,253.02	58,490.30	3,372,576.68	61.67
<b>Total EXPENDITURES</b>	<b>46,852,430</b>	<b>3,654,065.71</b>	<b>26,557,467.74</b>	<b>243,196.78</b>	<b>20,051,765.48</b>	<b>57.20</b>
C. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	80,000	.00	.00			
D. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<b>E. EXCESS OF REVENUES/OTHER FIN.SOURCES</b>						
<u>OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	287,649-	25,092.83-	837,600.64-		549,951.64-	191.19
F. <u>TOTAL BEGINNING FUND BALANCE</u>	2,627,917		2,459,075.43			
G. <u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXX		.00			
H. <u>TOTAL ENDING FUND BALANCE</u>	2,340,268		1,621,474.79			
<u>(E+F + OR - G)</u>						

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	205,529.67
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	256,189	652,475.91
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 Committd 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	72,823.07
G/L 890 Unassigned Fund Balance	274,722-	1,518,229.61-
G/L 891 Unassigned Min Fnd Bal Policy	2,210,000	2,195,505.75
<u>TOTAL</u>	2,340,268	1,621,474.79

20--Capital Projects-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2017 (September 1, 2017 - August 31, 2018)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of March, 2018

	ANNUAL	ACTUAL	ACTUAL		BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>BUDGET</u>	<u>FOR MONTH</u>	<u>FOR YEAR</u>	<u>ENCUMBRANCES</u>		
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Support Nontax	35,650	2,067.41	18,017.59		17,632.41	50.54
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	80,000	.00	.00		80,000.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	115,650	2,067.41	18,017.59		97,632.41	15.58
<u>B. EXPENDITURES</u>						
10 Sites	1,460,000	.00	203,371.45	0.00	1,256,628.55	13.93
20 Buildings	0	.00	373,813.35	0.00	373,813.35-	0.00
30 Equipment	0	.00	368.29	0.00	368.29-	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>	1,460,000	.00	577,553.09	0.00	882,446.91	39.56
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
<u>D. OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	1,344,350-	2,067.41	559,535.50-		784,814.50	58.38-
<u>F. TOTAL BEGINNING FUND BALANCE</u>	1,419,452		702,390.26			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXXX		.00			
<u>H. TOTAL ENDING FUND BALANCE</u>	75,102		142,854.76			
<u>(E+F + OR - G)</u>						

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 861 Restricted from Bond Proceeds	0	.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	.00
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	27,102	142,854.76
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	75,102	142,854.76

30--Debt Service Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
 Fiscal Year 2017 (September 1, 2017 - August 31, 2018)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of March, 2018

	ANNUAL	ACTUAL	ACTUAL		BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>BUDGET</u>	<u>FOR MONTH</u>	<u>FOR YEAR</u>	<u>ENCUMBRANCES</u>		
1000 Local Taxes	2,671,352	99,699.22	1,299,440.25		1,371,911.75	48.64
2000 Local Support Nontax	11,000	1,591.48	14,567.01		3,567.01-	132.43
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>2,682,352</u>	<u>101,290.70</u>	<u>1,314,007.26</u>		<u>1,368,344.74</u>	<u>48.99</u>
<u>B. EXPENDITURES</u>						
Matured Bond Expenditures	3,384,000	.00	3,384,000.00	0.00	.00	100.00
Interest On Bonds	473,528	.00	253,338.75	0.00	220,189.25	53.50
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	30,912	.00	900.00	0.00	30,012.00	2.91
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	<u>3,888,440</u>	<u>.00</u>	<u>3,638,238.75</u>	<u>0.00</u>	<u>250,201.25</u>	<u>93.57</u>
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>D. OTHER FINANCING USES (GL 535)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER (UNDER) EXPENDITURES (A-B-C-D)</u>	<u>1,206,088-</u>	<u>101,290.70</u>	<u>2,324,231.49-</u>		<u>1,118,143.49-</u>	<u>92.71</u>
<u>F. TOTAL BEGINNING FUND BALANCE</u>	<u>3,289,805</u>		<u>3,335,081.11</u>			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	<u>XXXXXXXX</u>		<u>.00</u>			
<u>H. TOTAL ENDING FUND BALANCE</u>	<u>2,083,717</u>		<u>1,010,849.62</u>			
<u>(E+F + OR - G)</u>						
<u>I. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted for Other Items	1,289,000		1,289,000.00			
G/L 830 Restricted for Debt Service	794,717		278,150.38-			
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>2,083,717</u>		<u>1,010,849.62</u>			



40--Associated Student Body Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2017 (September 1, 2017 - August 31, 2018)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of March, 2018

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES</b>						
1000 General Student Body	67,985	3,408.28	47,556.82		20,428.18	69.95
2000 Athletics	99,757	2,533.00	86,228.16		13,528.84	86.44
3000 Classes	2,000	.00	.00		2,000.00	0.00
4000 Clubs	107,172	11,849.13	78,739.77		28,432.23	73.47
6000 Private Moneys	1,500	.00	77,026.52		75,526.52-	> 1000
<u>Total REVENUES</u>	278,414	17,790.41	289,551.27		11,137.27-	104.00
<b>B. EXPENDITURES</b>						
1000 General Student Body	66,825	2,412.26	19,634.24	0.00	47,190.76	29.38
2000 Athletics	109,936	9,452.52	80,204.60	70.71	29,660.69	73.02
3000 Classes	2,000	.00	.00	0.00	2,000.00	0.00
4000 Clubs	127,853	22,978.01	56,925.61	0.00	70,927.39	44.52
6000 Private Moneys	1,845	.00	79,038.67	0.00	77,193.67-	> 1000
<u>Total EXPENDITURES</u>	308,459	34,842.79	235,803.12	70.71	72,585.17	76.47
<b>C. EXCESS OF REVENUES</b>						
<u>OVER (UNDER) EXPENDITURES</u>	<u>(A-B)</u>	30,045-	17,052.38-	53,748.15	83,793.15	278.89-
<b>D. TOTAL BEGINNING FUND BALANCE</b>						
	185,010		173,661.06			
<b>E. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</b>						
	XXXXXXXX		.00			
<b>F. TOTAL ENDING FUND BALANCE</b>						
<u>C+D + OR - E)</u>	154,965		227,409.21			
<b>G. ENDING FUND BALANCE ACCOUNTS:</b>						
G/L 810 Restricted for Other Items	7,500		7,500.00			
G/L 819 Restricted for Fund Purposes	147,465		219,909.21			
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>	154,965		227,409.21			

90--Transportation Vehicle Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2017 (September 1, 2017 - August 31, 2018)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of March, 2018

<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>ANNUAL BUDGET</u>	<u>ACTUAL FOR MONTH</u>	<u>ACTUAL FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	3,800	5,371.82	7,441.48		3,641.48-	195.83
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	137,027	.00	.00		137,027.00	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	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>A. TOTAL REV/OTHER FIN.SRCS(LESS TRANS)</u>	<u>140,827</u>	<u>5,371.82</u>	<u>7,441.48</u>		<u>133,385.52</u>	<u>5.28</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>140,827</u>	<u>5,371.82</u>	<u>7,441.48</u>		<u>133,385.52</u>	<u>5.28</u>
<u>D. EXPENDITURES</u>						
Type 30 Equipment	500,000	.00	63,918.85	278,085.26	157,995.89	68.40
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>500,000</u>	<u>.00</u>	<u>63,918.85</u>	<u>278,085.26</u>	<u>157,995.89</u>	<u>68.40</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</u>						
<u>OVER(UNDER)EXP/OTH FIN USES (C-D-E-F)</u>	<u>359,173-</u>	<u>5,371.82</u>	<u>56,477.37-</u>		<u>302,695.63</u>	<u>84.28-</u>
<u>H. TOTAL BEGINNING FUND BALANCE</u>	<u>334,443</u>		<u>472,012.54</u>			
<u>I. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	<u>XXXXXXXX</u>		<u>.00</u>			
<u>J. TOTAL ENDING FUND BALANCE</u>	<u>24,730-</u>		<u>415,535.17</u>			
<u>(G+H + OR - I)</u>						
<u>K. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted For Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	24,730-		415,535.17			
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>24,730-</u>		<u>415,535.17</u>			

Request for Applications for Prevention Services – Appendix A: Application Face Page

Washington State Department of Social and Health Services

Division of Behavioral Health and Recovery (DSHS/DBHR)

## Appendix A: Application Face Page

This document can be downloaded at [www.TheAthenaForum.org/STRGrant-CPWI](http://www.TheAthenaForum.org/STRGrant-CPWI)

Please complete this form and submit it as the first page of your application.

1. Applicant Information

<b>Community name (service area(s) where proposed services will be provided):</b> Aberdeen
<b>Applicant Organization contact person</b> <b>Name:</b> Bethany Mizushima <b>Title:</b> Deputy Director <b>Email:</b> bmizushima@co.grays-harbor.wa.us <b>Phone number:</b> 360-500-4052
<b>Applicant Organization name:</b> Grays Harbor Public Health and Social Services <b>Mailing address:</b> 2109 Sumner Ave., Aberdeen WA 98520
<b>Applicant Organization's DUNS number:</b> 08-373-6009 <b>Zip code:</b> 98520 +4 3600 (assigned by the US Postal Service)
<b>Applicant type:</b> <input type="checkbox"/> Public agency <input type="checkbox"/> Non-profit Community-based organization <input checked="" type="checkbox"/> Government agency

2. **County:** Grays Harbor

3. **School district within service area(s):**

Aberdeen School District

4. **Define the geographic community boundaries that the coalition will serve within the identified school district.**

The geographic community boundaries align with the city of Aberdeen's geographic boundaries. Aberdeen School District serves all of the students within the City limits.

5. **Proposed school to be served by Prevention/Intervention specialist:**

The Prevention/Intervention Specialist will be housed at Aberdeen High School, but will serve the entire Aberdeen School District with programming and services (specifically including Aberdeen High School and Miller Jr. High).

6. **Is the school district able and willing to implement P/I services in year 1, beginning September 2017?**  Yes  No

7. **Will you be collaborating with an existing community coalition to implement CPWI?**

Yes  No (Skip to #8)

If Yes:

a) **How is this coalition funded? (e. g., Drug Free Communities)**

Request for Applications for Prevention Services – Appendix A: Application Face Page

Washington State Department of Social and Health Services

Division of Behavioral Health and Recovery (DSHS/DBHR)

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b) Please identify the community coalition contact person and email address.

8. Please identify from the following list the community sectors which are currently represented on the collaborating community coalition or have agreed to support the development of a new community coalition to serve the community identified in this application. Please mark a minimum of eight (8) sector representatives to meet requirement.

- Business
- Civic or Volunteer Group
- Healthcare Organization
- Law Enforcement
- Media
- Mental Health Professional
- Other Organization Involved in Reducing Substance Abuse
- Parent
- Religious or Fraternal Organization
- State, Local, or Tribal Organization
- Substance Use Disorder Professional
- Youth (18 years of age or younger)
- Youth-Serving Organization
- School

9.  On behalf of the applicant agency, I have reviewed the Community Prevention and Wellness Initiative (CPWI) Community Coalition Guide. I both understand and am committed to providing the described services should we be a successful applicant. Name of individual: Bethany Mizushima  
[www.TheAthenaForum.org/CPWIGuide](http://www.TheAthenaForum.org/CPWIGuide)

*Bethany 7/14/2017*

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Is your application complete? Please check box indicating that your application includes the following:

- Application Face Page
- Complete Project Narrative
- Contractor Intake Form — N/A
- Commitment of Support
  - Community Coalition Support Agreement with minimum of eight (8) sectors identified by signature for existing coalition to implement CPWI OR
  - Sector Support Statement(s) with minimum of eight (8) sectors representatives identified by signature committed to develop new coalition
- School District Letter of Support
- School District Readiness to Benefit Information
- The individual with Contractor signature authority, as indicated on the Contractor Intake Form, is has reviewed this application and has authorized submission of this application. Please copy this individual in the email when submitting the application materials.

Signature: *Bethany 7/14/2017*

**Request for Applications for Prevention Services – Appendix A: Application Face Page**

Washington State Department of Social and Health Services

Division of Behavioral Health and Recovery (DSHS/DBHR)

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I, Bethany Mizushima, certify that, on behalf of the applicant agency, I am authorized to submit this application to provide the described services.

## **1. Project overview**

### **a. Overview:**

If funded, our community, Aberdeen, is prepared and able to implement this grant. With regard to timing, all three key partners, Educational Services District (ESD 113), Aberdeen School District, and us (Grays Harbor Public Health & Social Services), are preparing to hire staff members before or at the beginning of September. Additionally, we have engaged community members about this project and the tight timeline of year 1. Our community and partners already have strong buy-in with regard to this effort; they are committed to implementing positive change and want to stop the opioid epidemic. We have established commitment from community members to serve on the Coalition from 12 different community sectors: school, youth, treatment organization (detoxification and chemical dependency treatment), youth-serving organization, parent, religious organization, service/volunteer organization, local government, medical organization, media, business, and law enforcement.

To achieve our year 1 deliverables, we have initiated the hiring process for the Coalition Coordinator. We will onboard the new staff member in August, and will be prepared to begin work by September 1<sup>st</sup> with a dedicated 1.0FTE to year 1 implementation; however, if Aberdeen is not selected, we will shift their effort to a different grant. ESD 113 will hire a full-time Prevention/Intervention Specialist who will be located at Aberdeen High School and will serve the entire school district. This position will be filled with a Chemical Dependency Professional, and they will implement their "Project Success" prevention programming. We anticipate this hire will be complete in early September. Aberdeen School District has identified work space and a confidential setting for the Prevention/Intervention Specialist to use once hired. They have also committed to serving on the Coalition and ensuring that the Prevention/Intervention Specialist is a part of the coalition.

In year 1 the coalition coordinator will facilitate at least five well-structured meetings in order to accomplish the following goals: establish coalition structure, roles and vision; plan a medicine take back event in October; review local data to develop a strategic plan and action plan for year 2; and conduct a town hall meeting and key leader orientation. Additionally, we plan on aligning the coalition's initial efforts with our other current community projects and programs that are related to opioid abuse. By aligning our efforts we will ensure efficiencies are realized, impact and reach will be increased, and no duplication of efforts will occur. We are all enthusiastic about this opportunity and believe our experience collaborating, and the capacity that each partner brings to this new opportunity, will ensure that we are successful at implementing innovative, culturally appropriate, and evidence-based local strategies to prevent opioid misuse and abuse.

### **b. Aberdeen Demographics:**

We plan to serve youth and their families who live in Aberdeen, WA. According to the Washington State Department of Social & Health Services, there are 2,028 10-17 year olds living in Aberdeen. The US Census data also tells us that 62% of the 6,476 households in Aberdeen are family households, and 33% of households have individuals under the age of 18 living there. In general, the Aberdeen population is 80.4% white, .8% black or African American, 3.7% American Indian and Alaska Native, 1.9% Asian, .3% Native Hawaiian and Other Pacific Islander,

(the remaining 8% of the population reported another race and 4.9% reported two or more races). With regard to ethnicity, 15.8% of the Aberdeen population report being Hispanic or Latino by origin (U.S. Census, 2010).

**c. Substance Abuse and Misuse in Aberdeen:**

Aberdeen youth are at risk for poor health outcomes, including opioid and other substance misuse and abuse. According to the Washington State Department of Social and Health Services County Community Risk Profile data, Aberdeen's risk percentile is 93% (21 risk indicators include data). Aberdeen's rank for the risk category for Alcohol, Tobacco, and Other Drug consumption is listed as 'high' and 'very high' for the risk consequence. Additionally, Locale 99's (Hoquiam, Aberdeen and Cosmopolis) risk indicators are higher than the state average. In 2015, our locale's rate of clients, age 10-17, of state-funded alcohol or drug services was 21.9 per 1,000 compared to the state rate of 8.3 per 1,000.

In June, 2014 Evergreen Treatment Services opened their clinic in Hoquiam, which provided the first access to medication assisted treatment for adults with opioid use disorders in Grays Harbor. In 2016 we observed the first reduction in the number of syringes exchanged at our Department's Syringe Exchange Program; from 2015 to 2016 we saw a 16% drop in the volume of syringes exchanged. In 2016 we exchanged 759,818 syringes. Our data shows that 73% of syringe exchange clients reported that they slept in Aberdeen the previous night.

Harm reduction methods, such as syringe exchange (with referrals to treatment and naloxone distribution), increase the likelihood that individuals who become ready are able to seek treatment and lead healthy and productive lives. Harm reduction is an important piece of increasing community wellbeing; however, local prevention of misuse and abuse of opioids among youth is essential to stemming the opioid epidemic.

In 2014, the rate of opioid prescription recipients living in Grays Harbor was 279 per 1,000 residents compared to the state rate, 232 per 1,000 residents (Washington State Department of Health). The higher prescribing rate, combined with a 'high' contextual indicator of 'Troubled Family,' increases the risk to Aberdeen youth ('Troubled Family' indicator is comprised of: rate of people receiving food stamps, rate of children receiving Temporary Assistance to Needy Families, and the rate of children identified as victims in reports to Child Protective Services that were accepted for further action). Evidence based programming and community efforts, such as drug take backs and prevention programming in schools, are important community-based solutions to decrease exposure to unused substances, particularly opioids, and the culture of misuse among adults and peers.

**2. Timeline:**

**a. Two Year Project Timeline:**

The Coalition Coordinator will be responsible for the timely follow through on all of the grant deliverables. By the end of year 1, the coalition will develop their strategic plan and action plan, which will identify specific activities for year 2. Year 2 activities will include innovative and

PROJECT NARRATIVE

Community: Aberdeen, WA

evidence-based strategies and programming, based on risk and protective factor data, which will focus on preventing opioid misuse and abuse among youth.

**Prior to September, 2017:**

- Grays Harbor Public Health will hire a full-time Public Health Educator II position; if funded, the Health Educator II will be assigned to work as the Coalition Coordinator.
- Grays Harbor Public Health will onboard our staff member, and introduce them to the coalition members.
- The Coalition Coordinator will prepare all of the materials for the first meeting, and will communicate with the coalition members to set the date and time of the first meeting in September.
- If the Coalition Coordinator does not already have their Certified Prevention Professional credential they will become credentialed by the end of year 1.
- ESD 113 will post the Prevention/Intervention Specialist position, which will be filled by a Chemical Dependency Professional.
- Aberdeen High School will dedicate a work space for the Prevention/Intervention Specialist, which will include access to a confidential setting for individual or group meetings. The Prevention/Intervention Specialist will provide services to the entire district, including Miller Jr. High school, but will work primarily out of the Aberdeen High School office space.

Below is a table of the actions that will be taken in each project year by agency.

	Year 1	Year 2
<b>GH Public Health &amp; Social Services</b>	Coordinate at least 5 meetings	Coordinate monthly meetings in collaboration with the Coalition Chair
	Assist Coalition in planning and implementing the following: -Year 2 strategic and action plans -Medicine take-back event -Key leader orientation -Town hall meeting	Assist Coalition in planning and implementing the activities and programming outlined in the strategic and action plans
	General project management	
<b>ESD 113</b>	Hire and onboard the P/I Specialist	P/I Specialist will implement Project Success and use their services as an alternative to suspension
	P/I Specialist will be an active Coalition member	
<b>Aberdeen School District</b>	20% match will be in-kind space	20% match will be cash (in-kind space will remain)
		Participate in the Healthy Youth Survey
	Provide the P/I Specialist with a workspace and confidential setting for individual or group meetings	
	Aberdeen High School Principal will be active Coalition member	



Below is a detailed description of the actions that each organization will undertake in year 1 and 2.

*Coalition meetings:* In year 1 the Coalition Coordinator will first introduce the concept of prevention, and the role that prevention can have in bringing positive change about, to the coalition members. The coalition will also build a common understanding of cultural competency, health disparities, and health equity. Then, the coalition will establish a coalition charter, which will define the roles, structure and the mission of the coalition. The Coalition members will review available community data, complete a needs and resource assessment, and will develop a community-based, data driven strategic plan and action plan. Last, during these meetings they will also plan a medicine take back event, a key leadership training, and a town hall meeting.

In year 2 the Coalition Coordinator will assist the Coalition Chair and will coordinate the monthly meetings. The focus of these meetings will be to implement the innovative and evidence-based activities and programming outlined in the strategic and action plans.

*Medicine take-back event:* The Coalition will implement a medicine take-back event in October, which will be in collaboration with the CPWI community's MyTown coalition in Hoquiam.

*Key leader orientation:* The coalition will provide the Key Leader orientation with community leaders to gain feedback and support for the coalition efforts. Feedback will be incorporated into the strategic and action plans.

*Town hall meeting:* The Coalition will host a town hall event. Our Department's Opioid Overdose Prevention program staff will offer to collaborate on this event as the content of the town hall meeting will align. This will provide some support to the Coalition Coordinator to ensure the town hall meeting planning and preparation is efficient and effective.

*General project management:* The Coalition Coordinator will enter coalition and prevention data into Minerva by the 15<sup>th</sup> of the month, participate in monthly prevention learning community meetings, and participate in monthly check-ins with the contract manager.

*Project Success:* The Prevention/Intervention Specialist will implement Project Success, which is a program that provides prevention classes for middle and high school grade levels, as well as wrap-around services (school-based chemical dependency treatment, therapy, case-management, and referrals as needed).

**b. Experience/Qualifications that Demonstrate Our Capacity to Fulfill the Timeline Tasks:**

Our staff member, Wilma Weber, has worked for our Department for 12 years; much of her work has focused on drug and alcohol prevention among youth. Throughout the years Wilma has nurtured many professional relationships with individuals and community organizations that are interested in preventing opioid misuse and abuse in Aberdeen. When we learned of this funding opportunity, Wilma had initial conversations with partners to determine their level of interest and readiness to participate and implement the coalition work. All partners who have committed their support for this coalition are aware of the fast-paced nature of year 1 and are committed to the process.

The partners who have committed to serving as coalition members have also observed the efforts and success that Hoquiam's CPWI community coalition, MyTown, has experienced. Wilma is the Coalition Coordinator of MyTown Coalition, which is in its 4<sup>th</sup> year of existence. Although the timeline for Aberdeen's coalition will be fast-paced, we are prepared to support the Coalition Coordinator to meet all of the Year 1 deliverables. Wilma will provide the Coalition Coordinator peer support and mentorship, and their supervisor and manager will provide oversight and guidance. The Coalition Coordinator will also be able to spend all 1.0 FTE towards coalition efforts in year 1 to ensure we meet all of our deliverables.

Like our Department, ESD 113 has a sense of the scope of work for their Prevention/Intervention Specialist because of their collaboration in the CPWI community work in Hoquiam. They too have a strong history of hiring well-qualified staff members. They are prepared to recruit and hire a Prevention/Intervention Specialist who is trained as a Chemical Dependency Professional and has a background in youth substance abuse prevention.

### **3. Plan for Advancing Health Equity**

#### **a. How We Will Achieve Culturally Competent and Implement Appropriate Services:**

Our Department values cultural competence and cultural humility. We adhere to the perspective that cultural competency is a never-ending process. With regard to cultural competency, we believe that a delicate balance of humble and thoughtful curiosity provides the best fuel for learning. We also believe that we must be intentional in our efforts to operationalize our values. To do so, we put systems in place to serve as reminders and checks and balances. Our Coalition Coordinator will work with the Coalition Chair to implement the same perspective about cultural competence. We will support the Coalition to systematically consider our community and methods of engagement in the following ways:

- **Know our Community:** We will be intentional, and will pay specific attention to diversity, as the Coalition reviews the available local data. To do so, the coalition members will need to understand the strengths and limitations of data in general and our community-specific data. We believe our coalition members will have varying exposure to these concepts and will need to spend a portion of our meeting time discussing this in order to be thoughtful about future action planning.

We will also draw upon our coalition members' diverse experience and backgrounds to share their knowledge and understanding of the diversity of our community. For example, we will ensure the Coalition members are aware of the community student groups that exist within Aberdeen School District (such as the Gay Straight Alliance, the Hispanic Club, and the Link Crew, which provides peer mentors for freshmen), as well as sub segments of the community who may not be represented in local data (such as the community members who speaks Triqui, a dialect from the western part of Oaxaca, Mexico).

- **Develop a Shared Understanding/Language:** We will work to support the coalition members to develop a shared understanding of cultural competence and how it

applies to the coalition's mission. To do so we will include these topics in meeting agendas, and have a guided discussion. We will also ensure that we embed this ideology into the strategic and action plans.

- **Actively Seek Input from Other Diverse Perspectives:** The coalition will work to have diverse membership, including ensuring that the youth and parent community sectors are represented in the coalition. Additionally, seeking input from people who may have different perspectives will be priority for the coalition. As they host events, such as the community forum, they will consider ways to make the event easy to engage in for all community members, not just the majority. Specific things the Coalition will consider are: language barriers (and providing interpreters), time of day that the event is held, how to reach specific community groups (word of mouth, radio ad, etc.), does child care need to be provided, etc.

The Coalition will also try to engage the student groups at Aberdeen School District to get feedback for, or to collaborate on, projects and activities. The student groups we will try to engage are: Renaissance Action Team (RAT); Gay Straight Alliance (GSA); Hispanic Club; Link Crew (peer mentors for freshmen); Associated Student Body (ASB); Club Mud (art group); Skills USA; Future Farmers of America (FFA); CATs Cooks (Culinary Arts Team); Mathlete Club; Chess Club; Iron Cats (weight lifting club). The Coalition will also try to engage other community groups such as the newly forming Immigration Rights Coalition.

- **Test our Planning:** Towards the end of the planning process the coalition will review and confirm the components of their action plan. We will provide a checklist for each Coalition member to use as they review and consider if their plan meets the coalition's goals/mission. Included in that checklist will be a consideration of whether the activity or programming is appropriate and culturally competent.

#### **b. How We Will Reduce Health Disparities and Promote Health Equity:**

Our department is actively working to become a trauma-informed agency. Like cultural competence, it is an on-going process. Part of trauma-informed care is that people understand how adverse childhood experiences shape individuals biologically and socially. The impact, however, is not just on individuals; adverse childhood experience has community-wide impact as well. We believe adverse childhood experiences should be included when the Coalition members learn about health disparities. To ensure the coalition's efforts help to reduce health disparities and promote health equity, the Coalition will do the following actions:

- **Make Data and Research-Informed Decisions:** We will provide an orientation for the coalition members about health equity, health disparities, adverse childhood experiences, and the connection with substance abuse. We will also ensure the coalition members have an opportunity to learn together about evidence-based programming and how it relates to substance abuse prevention, and particularly opioid abuse prevention. This will lay the intellectual foundation for the coalition members as they make decisions about what activities or programming to support.

- **Continual Learning:** We will provide the Coalition with an initial exposure to these terms in year 1 to inform their year 2 planning. The Coalition will value continual learning, and will ensure that they have professional development opportunities as time goes on. For example, one of the year 2 activities may be to provide teachers with training on adverse childhood experiences and how school interventions can reduce the risk of substance abuse. The coalition would ensure that their members could attend as well, or align a Coalition-specific training in conjunction with the teacher's training.
- **Test our Planning:** We will provide a checklist for the coalition members to use as they review and confirm the components of their strategic and action plans. The checklist will include a check for health equity and will ensure the coalition can answer the question of, 'how will X, Y, or Z activity or program promote health equity?'

#### 4. Capacity

##### a. **Grants Management Experience:**

Our Department has been managing grants for over four decades. In 1985 Grays Harbor Public Health Department and the Social Services Department merged. At that time our current Department began managing contracts from the Washington State Department of Social and Health Services.

- Effective Budget and Accounting Administration:** We have no fiscal audit findings and all of our accounting policies and procedures have been reviewed and updated within the last three years. Karolyn Holden, Director, and our fiscal staff create budget projections at the beginning of each project year. Staff codes their time in actuals. Purchases are reconciled at the end of the month, which ensures that project managers (our Public Health Manager and project staff) can compare their actual expenses to their projected expenses and adjust accordingly. This process also helps project managers to adjust staffing efforts to meet the demands of the project in a timely fashion. We also have procedures in place to ensure our expenses are allowable.
- Monitoring of Deliverables to Ensure we Fulfill Contract Requirements:** Our Department has had a strong history of grant management experience. Staffing for each project includes the staff member(s) who is implementing the grant deliverables and their supervisor and manager who provides them with high-level support and oversight. Grant deliverables are used as frameworks for our staff members' annual work plans. Our Health Education Supervisor checks in with each of the staff members he supervisors once a week to ensure the staff person's project is moving forward and to provide project management support as needed. Our Public Health Manager and Supervisor meet at least once per month to discuss the status of all of our projects and additional meetings are called as needed. This process has helped our staff and project managers communicate more effectively

about any implementation concerns that may arise. Additionally, project managers are then able to adjust staffing effort or budget allocations accordingly so that we meet our deliverables.

- iii. **Experience of Key staff:** If funded, the key staffs who will be involved in implementing this project are our Director, Public Health Manager, Health Education Supervisor, and two Public Health Educator staff members. Below is a list of their qualifications and experience that is applicable to the opioid misuse and abuse prevention project.

**Karolyn Holden, Director:** Karolyn Holden has worked at Grays Harbor Public Health and Social Services for 25 years and has served as Director since July, 2016. She has managed many grant projects that has included coalition development and community systems-change efforts. She has also managed the Department budgets for the past three years and developed our current budget projection and monitoring process. She also directly oversees our Department's fiscal staff.

**Kristina Alnajjar, Public Health Manager:** Kristina Alnajjar has worked at the Department for three years. She has her Master's in Public Health and is a Registered Dietician. Her education, coupled with her professional experience, has prepared her to provide leadership in community development, grant management, public health theory and application, and systems thinking.

**Dan Homchick, Health Education Supervisor:** Dan Homchick has worked at the Department for 16 years, 15 of which were as the Health Education Supervisor. During this time, Dan has supported Health Education staff to implement a variety of programs, which includes our CPWI community coalition work in Hoquiam. Although the majority of his time is dedicated to overseeing the work of Health Education staff, he also coordinates our Syringe Exchange program, which he has done since its inception in 2004. Dan has extensive knowledge about intravenous drug use harm reduction and substance abuse prevention.

**Wilma Weber, Health Educator II:** Wilma Weber has worked at the Department for 12 years. Much of her work over the years has been in substance abuse prevention and education. During that time Wilma developed strong professional relationships with school administrators, counselors, teachers, as well as city administrators, law enforcement, local business, and many other community sectors. She has continued to nurture those relationships, and develop new ones, as she has coordinated the CPWI community MyTown coalition in Hoquiam. Wilma is also a Certified Prevention Professional.

**To Be Determined, Health Educator II/Coalition Coordinator:** Our Department has had good success at hiring well-prepared Health Educators who have experience in prevention, community organizing, working with schools and educational service districts, and leading systems-change work. Two of our last three hires were masters prepared and brought with them years of applicable professional experience. If this

new hire is not a Certified Prevention Professional, we will support the person to achieve their certification in Year 1.

Last, one of our Department staff members is a certified Spanish interpreter and translator. Although this staff person will not be a key staff member on this project, we will be able to use her skills in interpreting or translating as needed.

**b. Community Engagement:**

**i. Successful Outreach:** Effective communication is essential to the work we do in Public Health and Social Services, including conducting outreach. Our Department has decades of experience engaging our diverse community members for a variety of purposes; we have learned a lot during that time and continue to do so. We have found that word-of-mouth recruitment is one of the most effective methods for outreach within our community. We are fortunate that Aberdeen is rich in social networks and individuals often have strong ties to the community. These social characteristics have strengthened many of our projects because our staff members have been able to draw upon their social and professional networks that they have developed over time. As public health work has shifted away from direct service provision (ie. provide nutrition education in elementary classrooms) to community systems work (ie. implement policy, systems, and environmental change to improve access to healthy foods), our reliance on social and professional networks and organizational collaboration has increased.

To meet our ever-growing need for strong communication, we have recently created a new Communications Specialist position, which will provide Department-wide communication support. This staff person will manage our website and Facebook account, which we believe will strengthen our Department's ability to connect with and engage community members via technology and digital platforms. Also, the staff person in this new position will support other staff members with things such as creating, refining and message framing, and the development of print materials and images.

In addition to effective communication, we place a high value on knowing our community through mechanisms such as data and assessment, evaluation, networking, and collaboration. We have staff FTE dedicated to data, assessment and evaluation, and have been working to expand those skills among staff members throughout the department to ensure outreach and recruitment is successful.

Last, Aberdeen community members are aware of, and are concerned about, the opioid epidemic. The urgency that community members feel about this topic made it easy to recruit coalition members from 12 different sectors of the community. Many of the coalition team members (the YMCA, the parent representative, and the Amazing Grace Lutheran Pastor) have experience in community outreach, specifically among parents and youth, which is one of the reasons why we asked if they were interested in participating.

**ii. Collaboration with Community Partners and Experience in Strategic Planning:**

## PROJECT NARRATIVE

Community: Aberdeen, WA

Over the past five or so years our public health work has shifted towards community systems and coalition work, which has included community-wide strategic planning. Below is an overview of the current work we are engaged in that relies heavily on collaboration with other community partners and aligns with opioid misuse and abuse prevention.

Two of our staff members, Wilma Weber and Dan Homchick, are responsible for implementing a new project, funded by the University of Washington, to prevent opioid overdose. Year 1's focus is on distribution of, and training on how to use, Naloxone at our Syringe Exchange Program. Next year's goals will include developing a community-wide plan for the distribution of Naloxone that expands beyond Syringe Exchange Program clients. We have begun the initial work for year two by conducting a series of community meetings with key stakeholders. We have also developed an Opioid Action Team, which is comprised of a smaller subset of the key stakeholders (representing law, treatment, mental health and medical providers, and community members with lived expertise).

The Opioid Action Team members bring with them a variety of expertise. A few of the members have been involved in other planning efforts to prevent opioid overdose and abuse. For example, our Social Services Manager facilitates a community team tasked with developing strategies to reduce overdoses among individuals recently released from jail. The community partners in this project include law enforcement, mental health, medical and treatment providers, and justice. The staff who are involved in these projects meet once a month, or more often if needed, to discuss the status of the work and to identify opportunities to collaborate (and not duplicate) efforts. If funded, our staff members will support and help the Coalition Coordinator navigate the process of pulling together a new coalition around opioid misuse and abuse among youth, and how to collaborate with these other community groups and efforts. This current capacity to support the Coalition Coordinator is one of the reasons we believe we will be able to achieve the deliverables of year 1 in a timely and effective fashion.

An additional support that our Department can provide to the Coalition Coordinator is through our work on a youth suicide prevention grant (funded by SAMHSA). This work focuses on preventing death by suicide through strengthening our community's clinical pathway. The role of the clinical pathway is to ensure clients that are in crisis receive the appropriate level of care at the right time, even as they transition across care providers. Our efforts also include promoting positive community culture and systems change. To do so we have begun by partnering with schools and other youth-serving organizations. Specifically, we have provided suicide prevention training for service providers (youth mental health providers, YMCA Reach and Rise Mentoring Program volunteers, Beyond Survival, etc.), and we are supporting schools in Hoquiam with evidence-based suicide prevention programming. In Aberdeen, our Suicide Prevention Coordinator has provided Aberdeen school staff members with technical assistance for suicide prevention, and they are engaged in our community-wide crisis response team. In total, the

community partners we collaborate with include representatives from schools, youth serving organizations, mental health and medical providers, crisis providers, business, law enforcement, youth, and community members with lived expertise. If funded, our Suicide Prevention Coordinator would be able to help support the Coalition Coordinator's onboarding process, and collaborate in the future as they and their community partners see fit. Although opioid misuse and abuse prevention and suicide prevention intersect, both will have distinct areas of focus.

## **5. Collaboration with Schools**

### **a. Collaboration Experience with Aberdeen School District:**

Our Department has a strong history of collaboration with Aberdeen School District. In the past we have collaborated to provide sexual education classes, substance abuse prevention classes, and elementary nutrition classes to Aberdeen schools. We are currently collaborating with Aberdeen School District to provide a youth development gardening program where students gain school credit, work experience, and leadership development opportunities. Aberdeen High School provides a teacher with biology and agricultural sciences expertise; we provide staffing with youth development expertise. This partnership has developed over the past four years, two of which have included Aberdeen High School in a capacity beyond assistance with recruiting youth.

We also have a parenting support program that collaborates with Aberdeen School District's alternative high school, Harbor High. The program pairs a Parent Educator and a new parent for two or more years of programming. The Parent Educator supports the parent to learn and understand their child's developmental stages. Harbor High helps recruit teen parents who would benefit from the program, and provides our staff with a place to meet with the parents (twice a month).

Last, we also provide technical assistance for suicide prevention and postvention as needed for Aberdeen School District. Aberdeen High School and the ESD 113 has also partnered with us in our youth suicide prevention grant efforts by participating in the planning and implementation of a community wide school-based crisis response team, the School Mobilization And Response Team (SMART). SMART is comprised of school staff from four different school districts and the ESD 113. In the case of a crisis (the loss of a student to suicide, natural disaster, car crash, etc.), any school in the SMART can request assistance from other members, such as additional support staff to sit with students or counselors.

These previous and current collaborations have strengthened our ability to partner with Aberdeen School District. When this funding opportunity was announced, Aberdeen's Superintendent and Aberdeen High School's Principal approached us and enthusiastically requested that we consider applying. They joined the webinar with us and have helped consider the capacity we all need to have in place to ensure that we are successful in meeting year 1 and future deliverables.



**b. Aberdeen School District's Readiness to Implement Prevention/Intervention:**

We believe Aberdeen School District's readiness to participate in this process is two-fold. First, Aberdeen School District desires to have a Prevention/Intervention Specialist on staff, and they are committed to preventing opioid misuse and abuse. Aberdeen School District, ESD 113, and our Department have a long history of collaborating on substance abuse prevention education. For example, our staff member provided all five elementary schools with the substance abuse education program 'Keep a Clear Mind' and 'Project Alert' (the programming ended in 2015). As the opioid epidemic has increased all of us have committed to being a part of the solution, including Aberdeen School District. Recently the School District has partnered with the Aberdeen Police Department to reinstate the School Resource Officer, which has been a very successful partnership. Aberdeen School District and ESD 113 have also established a 'core team' model of care, which helps to identify student needs and to align and coordinate the appropriate level of care. If funded, the Prevention/Intervention Specialist will build off of this foundational work to provide stronger substance abuse prevention programming.

Second, we have all observed MyTown Coalition's success and believe we can achieve strong success in Aberdeen as well. The MyTown Coalition and Hoquiam School District have been very pleased with their Prevention/Intervention Specialist, and seeing those tangible outcomes has become a highly motivating force for all of us involved. The timing of this opportunity is ideal. All of the key partners, particularly ESD 113, Aberdeen School District, and our Department, are currently working on substance abuse-related projects, but we have not yet come together specifically around this topic. If funded, this effort would provide the prevention piece that we have seen happening in Hoquiam but locally tailored to meet Aberdeen's needs.

**c. 20% Match Plans:**

For Year 1 Aberdeen High School will provide an in-kind match by ensuring the Prevention/Intervention Specialist has a work space, and a confidential space to meet with students as needed. In year 2 they will be providing the same space as well as the cash match, and they are committed to doing so and have no concerns about meeting that expectation.

**6. Technical Assistance and Training**

**a. Our T/A and Training Needs:**

We will be hiring a new staff member to serve as the Coalition Coordinator. We anticipate hiring someone with coalition coordination and prevention experience, but believe we will need some training and technical assistance for that person to orient to this specific scope of work. Our staff person, Wilma Weber, has attended the CPWI coordinator trainings and has found them very useful. We would like for our new hire to be able to attend those or similar trainings, and if not provided by the grant, we will identify other training resources. We believe Wilma will be able to provide a lot of peer support and mentoring to the Coalition Coordinator, but we may need a small amount of technical assistance with regard to orientation or training for Minerva.

Request for Applications for Prevention Services – Appendix C: Sector Support Statement

Washington State Department of Social and Health Services

Division of Behavioral Health and Recovery (DSHS/DBHR)

**Appendix C: Sector Support Statement** (to develop a new coalition)

This document can be downloaded at [www.TheAthenaForum.org/STRGrant-CPWI](http://www.TheAthenaForum.org/STRGrant-CPWI)

Signatures may be obtained on one or multiple pages or separate letters. An individual may only represent one sector and a minimum of eight (8) sectors must be represented in total.

I understand that the **Aberdeen** community and **Aberdeen** School District/High School Attendance Area have been identified as a potential location for an increased focus of substance abuse prevention services. Signing this statement of support is a demonstration of my willingness to address substance abuse in my community should this community and school district be selected.

For that reason, I support the development of a community coalition with a substance abuse prevention focus to help keep our youth, young adults, and others free of alcohol and other drugs as they grow up in a healthier environment. As a demonstration of my commitment, I will actively participate in the coalition meetings, sub-committees, events, and training opportunities sponsored by the coalition. I will participate in the process of determining the root causes of the substance abuse problems that this community faces and engage in the development of a logic model and work plan that meets prioritized needs.

Sector Representing	Agency/ Organization	Name	Signature
SCHOOL	Aberdeen High School	Sherrri Northington	<i>Sherrri Northington</i>
YOUTH	AHS - STUDENT	Holly Bergeson	<i>Holly Bergeson</i>
TREATMENT	HARBOR CREST BEHAVIORAL HEALTH	Coleen Chapin	<i>Coleen Chapin</i>
YOUTH SERVING ORGANIZATION	YMCA of Grays Harbor	Fransine Potts	<i>Fransine Potts</i>
PARENT	COMMUNITY	Michelle Dineen	<i>Michelle Dineen</i>
RELIGIOUS	AMAZING GRACE LUTHERAN	Val Metropoulos	<i>Val Metropoulos</i>
SERVICE CLUB	ABERDEEN LION CLUB	<del>Bob Granahan</del>	<i>Bob Granahan</i>
GOVERNMENT	GRAYS HARBOR COUNTY	VICKIE L. RAINES	<i>Vickie L. Raines</i>
MEDICAL	ABERDEEN FIRE DEPARTMENT	TOM HUBBARD	<i>Tom Hubbard</i>
MEDIA	THE DAILY WORLD	Doug Barker	<i>Doug Barker</i>
BUSINESS	DAVE STEINMAN Ins. Agency, Inc.	David Steinman	<i>David Steinman</i>
LAW ENFORCEMENT	Aberdeen Police Department	David Timmons	<i>David Timmons</i>

**Request for Applications for Prevention Services – Appendix E: School District Letter of Support**

Washington State Department of Social and Health Services

Division of Behavioral Health and Recovery (DSHS/DBHR)

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**Appendix E: School District Letter of Support**

This document can be downloaded at [www.TheAthenaForum.org/STRGrant-CPWI](http://www.TheAthenaForum.org/STRGrant-CPWI)

**School District:** Aberdeen School District

**School District Representative:** Tom Opstad, Superintendent (Name and Title)

**Name of assigned Educational Service District (ESD):** 113

I understand that the **Aberdeen** community and **Aberdeen** School District have been identified as a potential location for an increased focus of substance abuse prevention services. Signing this statement of support is a demonstration of **Aberdeen** School District commitment to partner with this community should this community and school district be selected.

For that reason, we support the development of a community coalition, (or enhancement of an existing community coalition) with a substance abuse prevention focus to help reduce and prevent alcohol, marijuana, opioids and other drugs among youth as they grow up in a healthier environment. As a demonstration of our commitment, the School District shall:

Coordinate with Educational Service District to ensure participation in the Community Prevention and Wellness Initiative (CPWI) and implementation of the Student Assistance Prevention & Intervention services in the identified school building by September 1, 2018.

The **Aberdeen** School District is ready to implement Prevention & Intervention services this fall beginning in September 2017. (We understand that special prioritization will be given to up to three CPWI sites with School Districts who commit to the September 2017 implementation of the Prevention & Intervention services.)

Support the placement of a Prevention/Intervention Specialist in the selected middle school or high school.

Participate in the Healthy Youth Survey implementation in October of even years.

Provide commitment by January 3, 2018 for a 20% cash match to support P/I services in the 2018-19 school year.

I understand that early P/I service implementers will have the option to provide in-kind or cash match for school year 2017-18.

Other comments: New superintendent in Aberdeen School District beginning on July 1, 2017.

Signature: 

**Request for Applications for Prevention Services – Appendix F: School District Readiness to Benefit and ESD Support**

Washington State Department of Social and Health Services  
Division of Behavioral Health and Recovery (DSHS/DBHR)

**Appendix F: School District Readiness to Benefit & ESD Support**

This document can be downloaded at [www.TheAthenaForum.org/STRGrant-CPWI](http://www.TheAthenaForum.org/STRGrant-CPWI)

**ESD staff completing this form:** Erin L. Riffe, Director of Behavioral Health and Student Support (Name and Title)

**School District to be served:** Aberdeen School District

**Community to be served:** Aberdeen

**1. Summarize the commitment of school administration and staff to participate in community coalition process.**

Aberdeen School District administration fully supports this project and they are committed to assisting in the creation of the coalition as well as participating in the coalition. They understand the importance of having both school based services as well as community involvement in order to create an effective prevention and intervention services delivery system. The district is committed to identifying a district representative who will participate on the coalition.

**2. Summarize the school district’s commitment to support the Prevention Intervention Specialist to implement Project SUCCESS, including but not limited to the following key components: participation in the core team, delivering prevention presentations in the classroom, providing educational support groups, building an internal referral process, and providing staff training.**

Aberdeen School District administration has a long history of partnering with ESD 113 to ensure effective student support programming for the youth and families in their district. The administration is committed to creating core teams to identify youth in need of services and to coordinate care. They also are committed to ensure adequate time is designated for evidenced based prevention programs to be delivered in classroom settings. The district is excited to enhance the professional development for their staff as it relates to substance abuse and to ensure all staff understand how to refer students in need of services.

**3. Describe school district history of working with community partners relative to substance abuse prevention/intervention programming.**

Aberdeen has a rich history of working with prevention partners in the community. Between the years of 2008-2015 all five elementary schools participated in the delivery of Keep a Clear Mind and Project ALERT to district 5th and 6th grade students. They partner with both Beyond Survival, Domestic Violence Center of Grays Harbor and the Children’s Advocacy Center (Connections) to bring evidence-based programs and services to their students as well. 18 K-2 teachers from the district attended a Good Behavior Game training in August of 2016 and all staff seem very receptive to programs that would benefit their students. Our contacts and connections with the administration at the School District and with building level staff across the K-12 spectrum at Aberdeen is genuinely cooperative.

**4. Describe history of participation in Healthy Youth Survey (HYS).**

Aberdeen School District has fully participated in the HYS every year as reported on the Ask HYS website.

**5. School district will agree to Prevention & Intervention services to be housed in the school building named below.**

**Request for Applications for Prevention Services – Appendix F: School District Readiness to Benefit and ESD Support**

Washington State Department of Social and Health Services

Division of Behavioral Health and Recovery (DSHS/DBHR)

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Miller Junior High **Middle School** or Aberdeen **High School**

**6. Describe school district’s history of providing or ensuring the delivery of successful behavioral health services.**

Aberdeen School District has partnered with ESD 113 True North Treatment services to provide behavioral health service for the last 15 years. During this time service delivery has been based on available grants and funding sources. Aberdeen School District also coordinates with community providers such as Seamar and BHR to provide services in their building when those providers have capacity.

**7. Please provide any other general comments about the readiness of the school district to implement Prevention & Intervention services and collaborate with the community coalition.**

Aberdeen School District is always willing to participate in grants or pilots that will increase access to care for the youth in their district.

**8. School District is confident that the commitment to the match will be made by January 3, 2018 for Year 2, if funded.  Yes  No**

Signature: Erin L Riffe

I, Erin Riffe, certify that should this application be successful, the ESD understands and agrees to provide and manage SAPISP services and support implementation as described within this application within the required timeframes.

Aberdeen School District No. 5  
RESOLUTION NO. 2018-02

**A Resolution Authorizing Reduced Educational Program  
and Reduction of Staff**

WHEREAS, the 2017-18 State operating budget has had a negative impact on the District's ability to maintain its current educational service levels and the expected 2018-19 State budget will further exacerbate this impact; and

WHEREAS, the Aberdeen School District is currently projecting that expenditures for current staffing levels will exceed revenues for 2018-19; and

WHEREAS, in order to reduce the District expenditures to the level of reasonably anticipated revenues, it is necessary to make certain reductions in the District's educational programs, including reductions in certificated and classified positions for the 2018-19 school year;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Aberdeen School District No. 5, that:

1. The Superintendent is directed to prepare a 2018-19 operating budget that reduces expenditures to the level of reasonably anticipated revenues;
2. The Superintendent is directed to take such action as may be required by law to notify certificated and classified employees who will be affected by reductions in positions; and
3. The Superintendent is authorized to make such other plans to implement such reductions as are necessary to comply with the legal obligations of the District.

ADOPTED by the Board of Directors of Aberdeen School District No. 5, Grays Harbor County, Washington, at a regular meeting thereof held on the 17<sup>th</sup> day of April, 2018.

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

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Sandra Bielski, President

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Erin Farrer, Vice President

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Jennifer Durney, Director

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William Dyer, Director

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Jeff Nelson, Director

ATTEST:

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Alicia Henderson, Secretary of the Board



## AGREEMENT FOR CO-LOCATION AND COMMUNICATION TRANSPORT SERVICES

THIS AGREEMENT is made and entered into effective this 1<sup>st</sup> day of July 2018, by and between the **ABERDEEN SCHOOL DISTRICT NO. 5**, (“Customer”) and **PUBLIC UTILITY DISTRICT NO. 1 OF GRAYS HARBOR COUNTY**, a Washington municipal corporation, (“GHPUD”).

### RECITALS

Customer desires to obtain Co-Location or Communication Transport Services (“CTS/C”) on GHPUD’s telecommunications system; and

GHPUD is agreeable to provide CTS/C to allow Customer to terminate its signal cable in facilities generally described in the schematic drawing marked **Exhibit A**, attached and by this reference incorporated herein.

NOW, THEREFORE, Customer and GHPUD, in consideration of mutual conditions and covenants hereinafter described, agree as follows:

#### 1. Use of CTS.

1.1 GHPUD agrees to provide CTS between the points of interconnection generally described in the schematic drawing marked **Exhibit A**. The demarcation point between the GHPUD facilities and those owned and operated by Customer or its designee will be substantially as set forth in **Exhibit A**. The parties may agree to add CTS between additional points of interconnection, in which case they shall specify the same in a supplemental **Exhibit A**, which shall set forth all of the interconnection points and specify any additional deposit pursuant to Section 2.1 to be paid by Customer at the time of the supplemental **Exhibit A** is adopted as well as additional monthly recurring charges commencing with such adoption.

1.2 The telecommunications system over which GHPUD will provide CTS/C to Customer is a part of the GHPUD’s communications system for utility purposes, and Public Benefits Fiber to Wholesale Telecommunications as permitted by Washington State Law. GHPUD reserves the right to reclaim leased or licensed facilities that are designated “excess capacity” upon giving one hundred eighty (180) days prior written notice to Customer.

2. Payments to GHPUD by Customer. As consideration for the CTS/C to be provided by GHPUD and the other covenants of GHPUD herein, Customer shall pay to GHPUD the following:

**2.1** A Non-Recurring Charge (“NRC”) to be billed one time, which compensates GHPUD for materials and non-CTS services supplied by it to or for the benefit of Customer to connect Customer to GHPUD’s telecommunications system and maintain such connection, including without limitation all interconnections, cross connections, line and/or cable splicing, equipment installation and similar actions which are reasonably required to facilitate the providing of CTS. As a condition to the effectiveness of this Agreement, Customer shall pay an NRC in the amount specified in the GHPUD’s rate schedule at the time it signs this Agreement.

**2.2** Each month in advance, the Monthly Recurring Charge (“MRC”) as set forth in **Exhibit A** (and any supplemental **Exhibit A**). GHPUD reserves the right to change the MRC for such services at any time after the **initial term** of this Agreement. The MRC does not include any governmental taxes or tax-related charges, fees, surcharges or other amounts assessed by any government, which may be incurred in connection with services to be provided hereunder, all of which shall be paid by Customer.

Payment is due twenty-five (25) days after bill date. A **penalty** of 1% per month will be added for undisputed payments that are delinquent. A Notice of Default will be sent out approximately the 31<sup>st</sup> day after billing. Ten (10) days after issuance of the Notice of Default, GHPUD reserves the right to discontinue service and terminate this Agreement unless the payment delinquency has been cured. (See Section 10 for further information regarding **Default** by Customer).

### **3. Term.**

**3.1** The Agreement shall be effective July 1, 2018, and shall have a term of **five (5) years**, commencing July 1, 2018 through June 30, 2023. This Agreement shall renew automatically for additional one (1) year periods, unless either party provides notice of cancellation **at least sixty (60) days** before a new term commences. This Agreement shall continue until so terminated or until otherwise terminated as set forth in this Agreement. The Agreement will be reviewed by both parties at 6-month intervals and the parties will determine if any revision or other modification is needed.

**3.2** If GHPUD changes the MRC, as permitted after the initial term, Customer may terminate this Agreement upon notice to GHPUD within forty-five (45) days after Customer’s receipt of the notice of the MRC change. Any such termination shall be effective at the end of the calendar month following the month during which GHPUD receives such notice.

**3.3** Within ninety (90) days after a termination of this Agreement, Customer shall remove all equipment and systems that it has placed on the Premises (as defined in Section 4), at its own expense. If Customer fails to remove any such equipment within ninety (90) days, Customer’s equipment shall, at GHPUD’s election and without further notice, become the property of GHPUD. Alternatively, GHPUD may elect not to take ownership of the property. In such event, Customer shall reimburse GHPUD any costs and expenses associated with removing all or any part of the equipment, restoring the Premises to its former condition, and storing the equipment,



including a reasonable charge for overhead. Customer will pay this amount to GHPUD immediately upon notice from GHPUD.

4. **Ingress and Egress.** Customer will have the right and privilege for the duration of this Agreement of reasonable ingress and egress to the Premises on which GHPUD facilities are located, which are more particularly described in **Exhibit A** (the “Premises”). Further, Customer shall have the right to install cable on the Premises to the extent necessary to connect Customer equipment within Customer’s cabinet. GHPUD will install all cables outside each Customer cabinet and from Customer’s cabinet to any other cabinet.

5. **Connections to GHPUD Terminals.** Customer will provide installation and maintenance of cable to applicable sites on the Premises with enough cable to allow connection to GHPUD terminals. Actual connection to GHPUD terminal equipment will be made by GHPUD personnel or GHPUD’s agent. Work performed by Customer, its personnel, contractors or assignees, shall be done at its own expense, in accordance with applicable federal, state and local codes and shall be done in a workmanlike manner typical for this industry. All interconnects, external to the Customers cabinet, will be installed by GHPUD and billed to Customer per District then current rates.

6. **Circuit Operations and Conditions.** Customer shall comply with GHPUD’s Circuit Operations and Conditions incorporated herein by this reference. The Circuit Operations and Conditions may be revised from time to time by GHPUD as reasonably required due to changes in the industry. Revisions shall be in writing and become effective thirty (30) days after GHPUD gives notice of such revisions.

7. **Indemnity.** To the fullest extent permitted by law, Customer shall defend, indemnify and hold harmless the District and its officers, officials, employees and agents, and any of them, (collectively, “Indemnities”) from and against all claims, costs, losses and damages, including, but not limited to, all fees and charges of attorneys and other professionals arising out of, connected with, or resulting from Customer’s activities permitted by this Agreement or the operation or installation of Customer’s equipment and materials as permitted hereunder and the activities of any entity or person whose use of the District’s telecommunications system is permitted by Customer except to the extent such claims, costs, losses and damages are caused by the sole negligence, gross negligence or willful misconduct of the Indemnities.

7.1 **Defense Obligation.** If any suit, claim, lawsuit, or other proceeding is brought against GHPUD or any of GHPUD’s officers, officials, employees or agents, at any time alleging facts that, if proven, would give rise to the indemnity obligation set forth in this Section, Customer covenants and agrees to assume the defense thereof and defend the same at Customer’s own expense. Within the limits of Section, Customer agrees to pay all judgments that may be incurred by or obtained against GHPUD or any other indemnities under this Section as a result of such suits, claims or other proceedings.

Customer's indemnity obligations shall survive the termination of this Agreement and shall only terminate upon final satisfaction by Customer of all suits, claims or other proceedings.

**7.2 Waiver of Immunity.** The execution of the Agreement constitutes Customer's conscious and intentional acceptance of the terms of this Section and Customer's express waiver of any and all statutory immunity provided by the Washington State Industrial Insurance Act, RCW Title 51, with regard to all rights of the indemnities stated herein. THE TERMS OF THIS SECTION, SPECIFICALLY INCLUDING THE PRECEDING WAIVER OF IMMUNITY SHALL BE DEEMED MUTUALLY NEGOTIATED TO THE FULLEST EXTENT ALLOWED BY THE LAWS OF WASHINGTON APPLICABLE TO THE DISTRICT. Further, the obligations of Customer under this Agreement shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable to or for any third party under workers' compensation acts, disability benefits acts or other employee benefits acts; provided, however, that the Customer's waiver of immunity by the provisions of this Section extends only to claims against the Customer by the District and does not include, or extend any claims by Customer's open employees directly against Customer.

**8. Warranties, Limitation of Liability and Assumption of Risk.**

**8.1** GHPUD warrants that its Telecommunications system meets applicable federally mandated technical standards, and that it has the authority to enter into this Agreement and to perform in accordance with its terms. GHPUD DISCLAIMS ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION ANY WARRANTY OF MERCHANTABILITY OR OF FITNESS FOR A PARTICULAR PURPOSE OR FUNCTION.

**8.2** Customer recognizes that use of the Premises and GHPUD's system shall be at its own risk, and therefore, expressly assumes any risk arising from the exercise of any rights, privileges or obligations identified herein.

**9. Insurance.** Customer will furnish proof in writing to GHPUD that it maintains liability insurance with the following limits: The amount of such insurance shall be One Million (\$1,000,000.00) each occurrence and Two Million (\$2,000,000.00) aggregate combined single limit for bodily injury, personal injury and property damage. Customer's insurance policy shall name GHPUD as a non-contributing additional insured under such policy or policies of insurance and Customer shall provide satisfactory evidence that such endorsement has been issued.

**10. Default.** The following shall be events of default:

**10.1** Failure of Customer to pay the undisputed Monthly Recurring Charge within ten (10) days after Notice of Default from GHPUD; provided that if GHPUD has given such notice to Customer on two prior occasions during the immediate prior twenty-four (24) month period, then no such notice must be given and a default shall occur immediately upon Customer's failure to make such payments in a timely manner.

**10.2** Failure of Customer to comply with any term or condition of this Agreement within ten (10) days after Notice of Default from GHPUD. If the breach is of such a nature that, at the sole determination of GHPUD, it cannot be completely remedied within the ten (10) day period, this provision shall be complied with if Customer begins correction of the default within ten (10) days after notice and thereafter proceeds with reasonable diligence and in good faith to effect the remedy as soon as practicable.

**11. Remedies.** Upon default, GHPUD may terminate CTS/C and this Agreement immediately without further notice to Customer. Customer shall then comply with removal of equipment provisions of this Agreement. The foregoing remedy shall be in addition to all other remedies to which GHPUD may be entitled at law or in equity, including without limitation the right to recover unpaid amounts with interest at the applicable statutory judgment rate, but accruing from the date initially due.

Force Majeure. Neither party will be liable for a delay in performing its obligations under this Agreement to the extent that delay is caused by insurrection, war, riot, explosion, nuclear incident, fire, flood, earthquake, or other catastrophic event beyond the reasonable control of the affected party, provided the affected party immediately notifies the other party and takes reasonable and expedient action to resume operations.

Limit of Liability. NEITHER PARTY WILL BE LIABLE FOR INDIRECT, SPECIAL, PUNITIVE, INCIDENTAL OR CONSEQUENTIAL DAMAGES ARISING OUT OF OR RELATED TO THIS AGREEMENT OR THE PERFORMANCE OF THIS AGREEMENT, INCLUDING BUT NOT LIMITED TO, LOSS OF ANTICIPATED REVENUE, PROFITS, OR GOODWILL, WHETHER ARISING IN NEGLIGENCE, BREACH OF CONTRACT, OR UNDER STATUTE OR RULE.

**12. Assignment.** Customer shall not assign, pledge, transfer or otherwise convey all or any part of the rights and privileges granted by this Agreement in any manner without prior written consent of GHPUD, which consent will not be unreasonably withheld. Any transfer of this Agreement by merger, consolidation or liquidation of Customer, or any change in the ownership of or power to vote the majority of its outstanding voting stock (whether effected in one or more transactions or events occurring over any period of time) shall constitute an assignment for purposes of this Section.

**13. Compliance with Laws, Etc.** Customer shall comply with all laws, rules and regulations relating to fire prevention, control and suppression, and all safety rules and regulations of GHPUD, the Bonneville Power Administration (BPA), or other entity having jurisdiction over the Premises.

**14. Authority.** Each party warrants to the other that it has authority to enter into and perform this Agreement, it has taken all action required to authorize execution of this Agreement, and this Agreement is binding upon and enforceable against it.

If a Court of competent jurisdiction determines that the District or the Customer does not have authority to perform under this Agreement, this Agreement shall be void when a final order is entered making such determination.

**15. Notices.** All notices, requests, demands or other communications which are required or may be given pursuant to the terms of this Agreement shall be in writing and shall be deemed to have been duly given (i) on the date of delivery if personally delivered by hand, (ii) upon the third day after such notice is (a) deposited in the United States mail, if mailed by registered or certified mail, postage prepaid, return receipt requested, or (b) sent by a nationally recognized overnight express courier, or (iii) by facsimile upon written confirmation (other than the automatic confirmation that is received from the recipient's facsimile machine) of receipt by the recipient of such notice:

**If to GHPUD:**

PUD No. 1 of Grays Harbor County  
P.O. Box 480  
Aberdeen, WA 98520-0109  
Attn: Robert Hanny, Core Services Director  
Telephone No.: (360) 538-6281  
Facsimile No.: (360) 538-6350

**If to Customer:**

Aberdeen School District  
216 North "G" Street  
Aberdeen, WA 98520  
Attn: Elyssa Louderback, Finance Director  
Telephone No.: (360) 538-2007

Such addresses and numbers may be changed from time to time by means of a notice given in the manner provided in this Section 15.

**16. Customer Proprietary Information.** Except as otherwise required by law, or with Customer's consent, GHPUD shall exercise reasonable efforts to protect any proprietary information of Customer which (a) is made available to GHPUD because it is necessary, in order it to provide CTS/C to Customer, pursuant to this Agreement, and (b) has been specifically identified by Customer as being proprietary in nature and protected by applicable trade secret or other laws. Customer hereby grants GHPUD and its affiliate provider's permission to use Customer's proprietary information to the extent needed in order to provide CTS/C.

**17. Hazardous Substances.**

**17.1** Customer represents and warrants that hazardous substances will not be generated, stored, or disposed of on the Premises, nor will the same be transported to and over the Premises, during the term of this Agreement and any renewals thereof, except as permitted by law and then only in strict compliance with all applicable laws. Customer further warrants that hazardous substances will not be on or in the Premises at the termination or expiration of this Agreement or of any renewal thereof.

**17.2** As used herein, the term "hazardous substance" means any hazardous, toxic or dangerous substance, waste or material which is or becomes regulated under any federal, state or local statute, ordinance, rule, regulation or other law now or hereafter in effect pertaining to environmental protection, contamination or clean-up.

**17.3** Customer agrees to indemnify and hold harmless GHPUD from any and all claims, damages, fines, judgments, penalties, costs, liabilities, or losses (including, without limitation, any and all sums paid for settlement of claims, attorneys fees, consultant and expert fees) resulting from any breach of the foregoing representations and warranties. This hold harmless and indemnification shall survive the termination or expiration of this Agreement or any renewal thereof and is given in addition to and not in derogation of the one set forth in Section 7.

**17.4** Customer will immediately notify GHPUD should Customer (i) become aware of any hazardous substance problem or liability with respect to the Premises; (ii) receive any notice of or become aware of any actual or alleged violation with respect to the Premises of any federal, state or local statute, ordinance, rule, regulation or other law pertaining to hazardous substances; or (iii) become aware of any lien or action with respect to any of the foregoing. Customer shall, at its sole expense, take all actions as may be necessary or advisable for the clean-up of hazardous substances for which it is responsible under Section 17.1, including without limitation, all removal, contamination and remedial actions in accordance with all applicable laws and in all events in a manner satisfactory to GHPUD, and shall further pay or cause to be paid all clean-up, administrative and enforcement costs of governmental agencies if obligated to do so by contract or by law.

**18. Taxes.** Each party shall be responsible for its own federal, state and local taxes, assessments and other financial impositions. Notwithstanding the foregoing, Customer agrees that if there is any tax payable by it, but which is to be collected by GHPUD which GHPUD does not collect for any reason, upon assessment thereof by the applicable taxing agency, and demand by GHPUD, Customer shall immediately remit the same to GHPUD or the agency, as directed by GHPUD, even if such assessment arises after the termination of this Agreement.

**19. Dispute Resolution.**

**19.1 Disputes.** "Dispute" means any claim, dispute or controversy arising between GHPUD and Customer with regard to this Agreement.

**19.2 Claims.** For the convenience of the parties, it is mutually agreed that any claims or causes of action which the Customer has against GHPUD arising from this Agreement shall be brought in the Superior Court of Grays Harbor County, Washington.

**19.3 Costs.** The prevailing party in any litigation proceeding shall recover its reasonable attorneys' fees and all other costs incurred in that action or proceeding as well as any lawsuit award, in addition to any other relief to which it may be entitled.

**20. Law.** This Agreement and all of its terms shall be construed according to the laws of the State of Washington. The venue of any litigation between the parties relating to this Agreement shall be the Superior Court of Grays Harbor County, Washington.

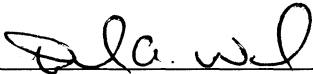
21. **Entire Agreement.** This Agreement (and any attached exhibits) contains the entire agreement and understanding of the parties with respect to the subject matter hereof, and there are no representations, inducements, promises or agreements, oral or otherwise, not embodied herein. Any and all prior discussions, negotiations, commitments and understandings relating to the subject matters hereof are merged into this Agreement. There are no conditions precedent to the effectiveness of this Agreement other than as stated herein, and there are no related collateral agreements existing among any of the parties that are not referenced herein.

22. **Amendment and/or Modification.** Neither this Agreement nor any term or provision hereof, may be changed, waived, discharged, amended, modified or terminated orally, or in any manner other than by an instrument in writing signed by the parties.

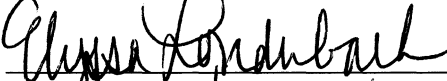
23. **Co-Location.** If Customer desires to co-locate equipment with equipment or facilities of GHPUD, at the time of entering into this Agreement or at any later time, the parties shall initial and attach a Co-Location Agreement, containing the terms of that arrangement, the terms of which are incorporated herein by this reference.

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed as subscribed, effective the day and year first above written.

PUBLIC UTILITY DISTRICT NO. 1 OF  
GRAYS HARBOR COUNTY:

By:   
DAVID A. WARD, P.E.  
General Manager

ABERDEEN SCHOOL DISTRICT NO. 5:

By:   
Print Name: Elyssa Londenbaek

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

**PUD NO. 1 OF GRAYS HARBOR COUNTY  
CIRCUIT OPERATION AND CONDITIONS**

1. General Provisions for Installation

a. All work performed by Customer, its contractors or assignees, shall be done in accordance with applicable federal, state and local codes.

b. Any modification by Customer to Customer's equipment or to Customer's connection or interface equipment with GHPUD facilities shall be performed only with prior knowledge and written consent of GHPUD.

c. All work by Customer shall be done in a workmanlike manner and shall be maintained so as not to be hazardous to life or property. Debris from Customer's activities on the Premises shall be removed from Premises and disposed of in a proper manner. Damage to Customer's facilities shall be repaired promptly without cost to GHPUD.

2. Equipment and Facilities

The operation, maintenance and removal of Customer's equipment shall be without cost to and under the general supervision of GHPUD, and subject also to such rules and regulations as it may from time to time reasonably prescribe. Customer assumes all risk of loss, damage or injury resulting from the presence of Customer's facilities upon GHPUD's site.

3. Radio Frequency Interference

a. If radio frequency interference results from Customer's installations or connections to GHPUD's facility, Customer shall immediately cease operation and eliminate such interference to the satisfaction of GHPUD before resuming operation.

b. If interference results from Customer's operations, GHPUD may order corrective measures be taken immediately and that the interference be eliminated within five (5) working days from receipt of notice. Elimination of interference shall be accomplished first by modification of Customer's equipment at the expense of Customer and then, if not corrected, by modification of GHPUD's equipment at the expense of GHPUD.

c. If operation of equipment or other actions by GHPUD render Customer's equipment unusable, GHPUD upon notification by Customer shall immediately cease such operation or actions. GHPUD will be responsible and will assume the cost of the corrective measures needed to eliminate the interference or modify it to the satisfaction of Customer.

4. Approval of Equipment to be Installed

Customer shall submit plans and specifications of equipment to be installed in GHPUD facilities for approval prior to installation. All equipment will be FCC type approved, where applicable. Approval by GHPUD does not relieve Customer of responsibility to correct incompatibility or interference problems.

5. System Integrity

Customer agrees to exercise care and caution to preserve the integrity, and security, of all operation systems, equipment and facilities at GHPUD's site covered by this Agreement. An employee of Customer shall utilize and retain possession of any keys or electronic security code to the site and shall not allow duplication or use by contractors or others not direct employees of Customer. GHPUD shall typically provide an employee or agent to remain with contractors or maintenance personnel engaged by Customer for activities at the site.

6. Facilities

Access to regeneration buildings, co-location buildings, towers or fenced areas, for any reason, shall be for installation, maintenance, and testing of cable. Any other equipment required to be installed in GHPUD's facility will require a Co-location Agreement with GHPUD for each site.

7. Performance Levels for Signals to be transported Through Fiber System

GHPUD agrees to provide to Customer signal levels and electrical interface as specified in **Exhibit A**.

8. Working Time

GHPUD will allow work on Customer equipment during normal working hours of 8:00 a.m. to 4:30 p.m., Monday through Friday. Any work outside of this work schedule other than emergency repairs shall be approved in advance by GHPUD. Customer shall notify GHPUD of work being performed by their personnel or contractors. This may be done by contacting System Control Center at 1-855-538-6345.

9. Trouble Reports

GHPUD will be responsible for maintaining the signal from the point it is received by GHPUD to the point that it is returned to Customer. Any testing beyond GHPUD's equipment will be the responsibility of Customer.



10. Point of Contact

Customer shall keep GHPUD informed in writing of the name, address, e-mail, phone and fax number of the current individual and alternates serving as the point of contact.

## CONTACTS

Customer and District shall keep each other informed, in writing, of technical, business, and mailing contacts as required in the below listed table.

<b>Technical Contact</b>	<b>GHPUD</b>	<b>Customer</b>
Business Name	GHPUD	Aberdeen School District
Individual	Gary Malone	Ron Francisco
Title	Construction Coordinator	
Address	2720 Sumner Ave	216 North "G" Street
Address	P.O. Box 480	
City, State & Zip	Aberdeen, WA 98520	Aberdeen, WA 98520
Daytime Phone	360-538-6283	360-581-7166
Fax Number	360-538-6350	
Emergency Phone Number	1-855-538-6345	360-581-7166/cell
Email	itcc@ghpud.org	rfrancisco@asd5.org

<b>Notice Contact</b>	<b>GHPUD</b>	<b>Customer</b>
Business Name	GHPUD	Aberdeen School District
Individual	Robert Hanny	Elyssa Louderback
Title	Core Services Director	Finance Director
Address	2720 Sumner Ave	216 North "G" Street
Address	P.O. Box 480	
City, State & Zip	Aberdeen, WA 98520	Aberdeen, WA 98520
Daytime Phone	360-538-6281	360-538-2007
Fax Number	360-538-6350	
Emergency Phone Number	1-855-538-6345	360-580-9540/cell
Email	cio@ghpud.org	rlouderback@asd5.org

<b>Billing Contact</b>	<b>GHPUD</b>	<b>Customer</b>
Business Name	GHPUD	Aberdeen School District
Individual	Sara Travers	Carla Copeland
Title	Core Services Administrative Secretary	
Address	2720 Sumner Ave	216 North "G" Street
Address	P.O. Box 480	
City, State & Zip	Aberdeen, WA 98520	Aberdeen, WA 98520
Daytime Phone	360-538-6251	
Fax Number	360-538-6350	
Email	stravers@ghpud.org	ccopeland@asd5.org



Exhibit A  
7/1/2018

Aberdeen School District # 5

Current fees are based on the existing price structures in the Telecommunications Rate Schedule 200. Such pricing is subject to change at District discretion; Customer shall receive 30 days notice.

Monthly Recurring Charge (MRC)	Quantity	Fee	Total
1/3 Cabinet Space- Aberdeen Colo #24	1	\$100.00	\$100.00
1/3 Cabinet Space- Cosmopolis Colo	1	\$100.00	\$100.00
WDM- Cosmopolis Colo to Aberdeen Colo	1	\$130.00	\$130.00
<b>Total</b>			<b>\$330.00</b>

Accepted and Agreed:

By: *Dave Ward*  
PUD No. 1 of Grays Harbor County  
Dave Ward, P.E., General Manager

Date: 3-21-18

Accepted and Agreed:

By: *Robert Hanny*  
PUD No. 1 of Grays Harbor County  
Robert Hanny, Core Services Director

Date: 03/21/18

Accepted and Agreed:

By: *Alyssa Londenback*  
Lessee: Aberdeen School District

Date: 3/21/18

Name: *Alyssa Londenback*

Title: *Exec. Dir. of Business & Operations*





## AGREEMENT FOR LICENSING OF DARK FIBER

THIS AGREEMENT FOR LICENSING OF DARK FIBER (“Agreement”), dated for reference purposes as of July 1, 2018, is made by and between **PUBLIC UTILITY DISTRICT NO. 1 OF GRAYS HARBOR COUNTY**, a Washington municipal corporation (“GHPUD”) and the **ABERDEEN SCHOOL DISTRICT NO. 5** (the “School District”), by and through the following:

**Aberdeen School District No. 5**  
**Attn: Elyssa Louderback, Finance Director**  
**216 North “G” Street**  
**Aberdeen, WA 98520**  
**(360) 538-2007**

GHPUD and the School District may each be referred to as a “party” or collectively as the “parties”.

### RECITALS

- A. GHPUD supplies electric services to Grays Harbor County and various other entities, and requires a modern communications network for its own internal purposes including Supervisory Control and Data Acquisition, automated meter reading, voice, video, security, data, and other necessary services.
- B. Economic and prudent management requires the GHPUD to install a network with sufficient capacity to meet future needs.
- C. Pursuant to RCW 54.16.330, the GHPUD has determined that it’s in the public interest to make excess capacity on its high speed information technology system and communications network available to other entities, operating in or adjacent to Grays Harbor County, for the benefit of the general public.
- D. The School District has determined that communication facilities are necessary to provide efficient and appropriate broadband services to its constituents.
- E. The School District wishes to work cooperatively with GHPUD as described in this Agreement to achieve operating efficiencies, maximize productivity, and realize cost reductions through improved communication systems and data capacities. To achieve these goals, the School District wishes to license dark fiber owned by GHPUD.

NOW, THEREFORE, in consideration of covenants and conditions set forth in this Agreement, GHPUD and the School District agree as follows:

## TERMS

**1. TERM.** The Agreement shall be effective July 1, 2018 and shall have a term of **five (5) years**, commencing July 1, 2018 through June 30, 2023. This Agreement shall automatically renew for additional one (1) year periods, unless and until either party provides notice of cancellation **at least** sixty (60) days before a new term commences or as otherwise provided in this Agreement. The Agreement will be reviewed by both parties at 6-month intervals to determine if any additional action is needed.

If a Court of competent jurisdiction determines that GHPUD or the School District does not have authority to perform under this Agreement, this Agreement shall be void.

**2. PAYMENTS TO GHPUD BY SCHOOL DISTRICT.** In consideration for the Dark Fiber Lease to be provided by GHPUD and the other covenants of the GHPUD in this Agreement, the School District will pay GHPUD as follows:

**2.1** A Non-Recurring Charge (“NRC”) to be billed one time, which compensates the GHPUD for materials and non-CTS services supplied by it to or for the benefit of School District to connect School District to the GHPUD’s telecommunications system and maintain such connection, including without limitation all interconnections, cross connections, line and/or cable splicing, equipment installation and similar actions which are reasonably required to facilitate providing CTS. As a condition to the effectiveness of this Agreement, the School District shall pay an NRC in the amount specified in GHPUD’s rate schedule at the time it signs this Agreement.

**2.2** Each month the School District will pay GHPUD in advance, the Monthly Recurring Charge (“MRC”) as set forth in **Exhibit C** (and any Supplemental **Exhibit C**). GHPUD reserves the right to change the MRC for such services at any time after the initial term hereof. The MRC does not include any governmental taxes or tax-related charges, fees, surcharges or other amounts assessed by any government, which may be incurred in connection with services to be provided hereunder, all of which shall be paid by School District. GHPUD is agreeable to allowing the School District to terminate with sixty (60) days’ notice from the date the notice of change is received from GHPUD, however the School District agrees to pay the new “changed” rate until the School District terminates.

**2.3** Payment is due not later than twenty-five (25) days after bill date. A **1% penalty** will be added for undisputed payments that are delinquent. A notice of default will be sent out approximately thirty-one (31) days after billing. Ten (10) days after issuance of the letter, GHPUD reserves the right to discontinue service and terminate this Agreement unless the payment delinquency is cured within the ten (10)-day period. (See Section 12 for further information regarding default by School District).

**3. ADMINISTRATOR AND CONTACTS.** GHPUD’s General Manager or designated representative shall be the sole Administrator of this Agreement for GHPUD. The School District’s Chief Executive Officer or designated representative shall be the sole Administrator for the School District. Each Administrator shall assure that all work on their respective

communication infrastructure is performed in accordance with good practice and in compliance with all applicable codes, standards, laws, and regulations.

The primary technical contacts, notice contacts, and mailing addresses for the parties are listed in **Exhibit B – Contacts**.

#### **4. DARK FIBER LICENSED.**

**4.1** GHPUD agrees to provide strand(s) of dark fiber optic line between the School District's main business premises, located in Grays Harbor County, and various other locations in Grays Harbor County as defined in **Exhibit C**.

**4.2** Provided excess capacity is available in GHPUD's communication system and dark fiber is available over the requested route, GHPUD agrees to license additional dark fiber to the School District in the future, upon written request of the School District and written amendment of this Agreement. Additional dark fiber shall be priced at the then current market rates. The School District's option for additional dark fiber and use of GHPUD's excess capacity is not intended to, and shall not be construed to, grant the School District exclusive use of GHPUD's capacity.

**4.3** The School District shall comply with the Fiber License and Service Conditions set forth in **Exhibit A**, attached hereto and made a part of this Agreement.

#### **5. FEES.**

**5.1** GHPUD, in its sole discretion, shall determine revenue requirements for access to excess broadband capacity. Such revenue requirements may be market based, but at a minimum the GHPUD will attempt to recover all operating costs, cost to build excess capacity into the GHPUD's broadband communication infrastructure, and a component for reserves.

**5.2** Current dark fiber license fees, based on the existing pricing structure as of the signing of this Agreement, are set forth in the attached **Exhibit D**, Telecommunications Rate Schedule 200. Upon renewal or renegotiation of the terms of this Agreement, GHPUD reserves the right to adjust its rates based on the then current rate schedule. GHPUD will provide timely written notice of any rate changes to this Agreement.

**6. OTHER SERVICES.** GHPUD will endeavor to provide School District with technical information and advice prior to acceptance and thereafter on a per hour basis, according to GHPUD's current Telecommunications Rate Schedule, **Exhibit D**, on request by School District. However, there shall be no obligation on the part of GHPUD to provide such services.

#### **7. FACILITIES AND OWNERSHIP.**

**7.1** GHPUD will pay for and own all its communication system local loop backbone infrastructure and related dark fiber. The ownership of dark fiber licensed in connection with this Agreement shall not be deemed to change as a result of this Agreement.

School District shall purchase and own all additional communications infrastructure necessary to utilize the dark fiber for its business purposes.

**7.2** Dark fiber routes and points of interconnectivity and demarcation shall be as described more fully in **Exhibit A – Fiber License and Service Conditions**. Should the fiber fail necessitating repair services, GHPUD and its agents shall have the right and privilege of reasonable ingress, egress, and regress to the School District’s business premises during the duration of this Agreement, subject to reasonable School District access control requirements, as set forth in **Exhibit A**.

**7.3** Upon termination of this Agreement, GHPUD and the School District shall each be responsible for maintaining or dismantling, as the case may be, the network infrastructure that each owns.

## **8. SERVICE LEVEL AGREEMENT.**

**8.1** GHPUD does not guarantee uninterrupted availability. GHPUD shall not be liable to School District or any other person for any failure, whether temporary or permanent, to provide dark fiber excess capacity as set forth in this Agreement.

**8.2** In the event it is necessary (in the sole discretion of GHPUD) to temporarily suspend the availability of dark fiber for the purpose of preventive maintenance, repairs, or improvements to GHPUD communication systems, GHPUD shall have the right to suspend delivery temporarily. GHPUD will provide not less than seventy-two (72) hours notice of scheduled maintenance. If emergency maintenance is performed, GHPUD will use its best effort to notify the School District prior to the action.

**8.3** Following scheduled maintenance or unscheduled failures in GHPUD communications infrastructure, GHPUD will make needed repairs to restore capacity with diligence and complete such repairs as soon as is reasonable and practical. Except for damages caused by School District, its agents, employees, and contractors, there shall be no charge to the School District for any maintenance or repair service, other than the monthly license charge as set forth in Section 4.

**9. COORDINATION OF ACTIVITIES.** The Administrators shall keep themselves, and each other, apprised of activities that may affect each other’s communication system during the term of this Agreement. Prior to commencing any work hereunder, the Administrators or their designees shall confer to schedule and coordinate the work to be performed.

## **10. LIABILITY/INDEMNITY**

**10.1** To the fullest extent permitted by law, the School District shall defend, indemnify and hold harmless GHPUD and its officers, commissioners, employees and agents, and any of them, (collectively, “indemnitees”) from and against all claims, costs, losses and damages, including, but not limited to, all fees and charges of attorneys and other professionals arising out of, connected with, or resulting from the School District’s activities permitted by this Agreement or the operation or installation of School District’s equipment and materials as permitted hereunder



and the activities of any entity or person whose use of GHPUD telecommunications system is permitted by School District except to the extent such claims, costs, losses and damages are caused by the sole negligence, gross negligence or willful misconduct of the Indemnitees. The School District's indemnity obligations shall apply to any act or omission, willful misconduct or negligence, whether passive or active.

School District's indemnity obligations shall survive the termination of this Agreement and shall only terminate upon final satisfaction by School District of all suits, claims or other proceedings.

**10.2 Defense Obligation.** If any suit, claim, lawsuit, or other proceeding is brought against GHPUD or any of GHPUD's officers, commissioners, employees or agents, at any time alleging facts that, if proven, would give rise to the indemnity obligation set forth in this Section, School District covenants and agrees to assume the defense thereof and defend the same at School District's own expense. Within the limits of Section, School District agrees to pay all judgments that may be incurred by or obtained against GHPUD or any other indemnitee under this Section as a result of such suits, claims or other proceedings.

## **11. WARRANTIES DISCLAIMED.**

Except as provided elsewhere in this Agreement, the equipment, material, dark fiber, and service provided for herein by GHPUD shall be "as is" and without warranty. GHPUD expressly disclaims all warranties, express or implied, including, but not limited to, the implied warranties of design, merchantability, fitness for a particular purpose, any warranties arising from a course of dealing, usage, or trade practice, or any warranties of non-infringement of any third party's patents, trade secret, copyrights, or other intellectual property rights.

## **12. COMPLIANCE WITH LAW.**

**12.1** Both GHPUD and the School District shall comply with all applicable federal, state and local laws, codes, rules, regulations, and all other obligations under law. This Agreement shall be governed and interpreted under the laws of the State of Washington.

**12.2** Should it be determined that GHPUD does not have authority to enter into this Agreement, or that GHPUD does not have authority to provide School District with dark fiber capacity or services as set forth in this Agreement, this Agreement shall be deemed terminated with no liability or damages accruing to either party.

## **13. DEFAULT.**

**13.1** The following shall constitute an event of default: (a) School District fails to pay any fee within twenty-five (25) days after it is due; (b) School District fails to comply with any term or condition, or fulfill any obligation of this Agreement, or of **Exhibit A**, Fiber License and Service Conditions, within ten (10) days of issuance of written notification by GHPUD; (c) the School District is subject to a proceeding under bankruptcy, reorganization, arrangement of debts, insolvency; or (d) GHPUD fails to observe or perform any of its representations, and/or

obligations with School District and fails to cure such breach within ten (10) days after the School District has given GHPUD written notice.

**13.2** In the event of default by either party, the non-defaulting party shall have the right to exercise any or all of the following remedies to the extent applicable: (a) terminate this Agreement; (b) proceed by court action to enforce performance of this Agreement; (c) exercise any other right or remedy available at law or in equity; and/or (d) disconnect dark fiber service and render any related communication equipment or infrastructure unusable and inoperable.

#### **14. TAXES.**

Each party shall be responsible for its own federal, state and local taxes, assessments and other financial impositions. Notwithstanding the foregoing, the School District agrees that if there is any tax payable by it, but which is to be collected by GHPUD which GHPUD does not collect for any reason, upon assessment thereof by the applicable taxing agency, and demand by GHPUD, School District shall immediately remit the same to GHPUD or the agency, as directed by GHPUD, even if such assessment arises after the termination of this Agreement.

#### **15. RIGHT OF ASSIGNMENT.**

**15.1** GHPUD's communication infrastructure is currently part of GHPUD's Electric System. GHPUD has established a telecommunications department within the Electric System. GHPUD reserves the right to transfer all or a part of the communications infrastructure supporting excess capacity and the telecommunications department from within the Electric System in order to create a separate and distinct GHPUD system for bonding or any other lawful purpose. Should this occur, all GHPUD rights and responsibilities under this Agreement may be reassigned to that new and separate GHPUD system.

**15.2** The School District's dark fiber communications capacity under this Agreement is for the sole internal use of School District. No assignment or resale may occur without the express written consent of GHPUD which consent shall not be unreasonably withheld or delayed. All obligations and duties of either Party under this Agreement shall be binding on all successors in interest and assigns of such Party.

**16. MODIFICATION OF AGREEMENT.** This Agreement may only be modified or amended by the joint and written action of GHPUD and the School District.

**17. DISPUTE RESOLUTION AND ATTORNEYS' FEES.** The parties will execute their rights and discharge their duties as set forth in this Agreement in good faith. In the event of a dispute, the parties will consult and exercise reasonable efforts to arrive at an amicable resolution. Failing that, if any action at law or in equity is necessary to enforce or interpret the terms of this Agreement, the substantially prevailing party shall be entitled to reasonable attorneys' fees, court costs, necessary disbursements and reasonable expert witness fees, in addition to any other relief granted.

**18. JURISDICTION; VENUE.** This Agreement shall be governed and interpreted under the laws of the State of Washington. Venue of any legal action shall be in the Superior Court of Grays Harbor County, Washington.

**19. ENTIRE AGREEMENT AND SEVERABILITY.** This Agreement embodies the entire agreement of GHPUD and the School District. There are no promises, terms, conditions or obligations other than those contained herein. This Agreement shall supersede all previous communications, representations or Agreements, either verbal or written, between GHPUD and the School District regarding the services described herein.

If a provision of this Agreement is held to be invalid or unenforceable in any respect, such invalidity or unenforceability shall not affect any other provision hereof, and this Agreement shall be construed as if such invalid or unenforceable provision had never been contained in this Agreement.

**20. NON-WAIVER OF BREACH.**

The failure of GHPUD to insist upon the strict performance of any of the covenants or conditions of this Agreement in any one or more instances shall not be construed to be a waiver thereof.

**21. LIMITATION OF LIABILITY.**

Force Majeure. Neither party will be liable for a delay in performing its obligations under this Agreement to the extent that delay is caused by insurrection, war, riot, explosion, nuclear incident, fire, flood, earthquake, or other catastrophic event beyond the reasonable control of the affected party, provided the affected party immediately notifies the other party and takes reasonable and expedient action to resume operations.

Limit of Liability. NEITHER PARTY WILL BE LIABLE FOR INDIRECT, SPECIAL, PUNITIVE, INCIDENTAL OR CONSEQUENTIAL DAMAGES ARISING OUT OF OR RELATED TO THIS AGREEMENT OR THE PERFORMANCE OF THIS AGREEMENT, INCLUDING BUT NOT LIMITED TO, LOSS OF ANTICIPATED REVENUE, PROFITS, OR GOODWILL, WHETHER ARISING IN NEGLIGENCE, BREACH OF CONTRACT, OR UNDER STATUTE OR RULE.

ABERDEEN SCHOOL DISTRICT NO. 5:

By: \_\_\_\_\_

Title: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

PUBLIC UTILITY DISTRICT NO. 1 OF  
GRAYS HARBOR COUNTY:

\_\_\_\_\_  
David A. Ward, P.E., General Manager

APPROVED AS TO FORM:

\_\_\_\_\_  
Richard A. Pitt, General Counsel

Dated: March \_\_\_\_\_, 2018

**18. JURISDICTION; VENUE.** This Agreement shall be governed and interpreted under the laws of the State of Washington. Venue of any legal action shall be in the Superior Court of Grays Harbor County, Washington.

**19. ENTIRE AGREEMENT AND SEVERABILITY.** This Agreement embodies the entire agreement of GHPUD and the School District. There are no promises, terms, conditions or obligations other than those contained herein. This Agreement shall supersede all previous communications, representations or Agreements, either verbal or written, between GHPUD and the School District regarding the services described herein.

If a provision of this Agreement is held to be invalid or unenforceable in any respect, such invalidity or unenforceability shall not affect any other provision hereof, and this Agreement shall be construed as if such invalid or unenforceable provision had never been contained in this Agreement.

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**21. LIMITATION OF LIABILITY.**

Force Majeure. Neither party will be liable for a delay in performing its obligations under this Agreement to the extent that delay is caused by insurrection, war, riot, explosion, nuclear incident, fire, flood, earthquake, or other catastrophic event beyond the reasonable control of the affected party, provided the affected party immediately notifies the other party and takes reasonable and expedient action to resume operations.

Limit of Liability. NEITHER PARTY WILL BE LIABLE FOR INDIRECT, SPECIAL, PUNITIVE, INCIDENTAL OR CONSEQUENTIAL DAMAGES ARISING OUT OF OR RELATED TO THIS AGREEMENT OR THE PERFORMANCE OF THIS AGREEMENT, INCLUDING BUT NOT LIMITED TO, LOSS OF ANTICIPATED REVENUE, PROFITS, OR GOODWILL, WHETHER ARISING IN NEGLIGENCE, BREACH OF CONTRACT, OR UNDER STATUTE OR RULE.

ABERDEEN SCHOOL DISTRICT NO. 5:

By: (please see attached)

Title: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

PUBLIC UTILITY DISTRICT NO. 1 OF  
GRAYS HARBOR COUNTY:

David A. Ward

David A. Ward, P.E., General Manager

APPROVED AS TO FORM:

Richard A. Pitt

Richard A. Pitt, General Counsel

Dated: March 21, 2018

## **EXHIBIT A**

### **FIBER LICENSE AND SERVICE CONDITIONS**

#### **1. GENERAL PROVISIONS FOR INSTALLATION.**

All work performed by the School District, its contractors or assignees, shall be done in accordance with applicable federal, state and local codes. The School District shall comply with all laws, rules and regulations relating to fire prevention, control and suppression, and all safety rules and regulations

Any modification by the School District to GHPUD communication infrastructure or interface equipment shall be performed only with the prior knowledge and written consent of GHPUD.

All work by the School District shall be done in a workmanlike manner and shall be maintained so as not to be hazardous to life or property. Damage to GHPUD facilities caused by School District actions shall be repaired promptly without cost to the damaged party. GHPUD shall be immediately notified of any such damage and repairs shall be performed by GHPUD or under strict GHPUD supervision.

#### **2. INTERFERENCE DURING OPERATIONS.**

If an interference result from the School District's other operations, GHPUD may order corrective measures be taken immediately and that the interference be eliminated within five (5) working days from receipt of notice. In the event operation of equipment or other actions by the School District render GHPUD's equipment unusable, the School District, upon notification by GHPUD, shall immediately cease such operation or actions. The School District will be responsible and will assume the cost of the corrective measures needed to eliminate the interference or modify it to the satisfaction of GHPUD.

#### **3. ELIMINATION OF INTERFERENCE.**

Elimination of interference shall be accomplished first by modification of the School District's equipment and then, if not corrected, by modification of GHPUD's equipment at the expense of the School District.

#### **4. EQUIPMENT TO BE INSTALLED.**

As Listed:

All equipment to be installed by the School District shall be FCC type approved, where applicable. However, any such FCC approval shall not relieve the School District of responsibility to correct incompatibility or interference problems.

## **5. SYSTEM INTEGRITY.**

The School District agrees to exercise care and caution to preserve the integrity and security of all operation systems, equipment and facilities located on GHPUD or the School District's business premises covered by this Agreement.

## **6. FACILITY ACCESS CONDITIONS.**

The School District shall have no access rights to GHPUD property, equipment or communications infrastructure other than as may be located on the School District's business premises.

The School District shall allow full and unrestricted access to GHPUD owned communications infrastructure located on the School District's premises, subject to reasonable notification requirements.

## **7. INTERCONNECTIVITY AND DEMARCATION.**

The dark fiber shall route from the School District's main business premises at various locations in Grays Harbor County, to any one of GHPUD's facilities located throughout GHPUD Service area, where it will interface through patch panels to dark fiber extending to various locations in Grays Harbor County as described in **Exhibit C**.

The School District shall own and be responsible for all internal communications infrastructure necessary to utilize the dark fiber.

## **8. WORKING TIME.**

The School District shall allow GHPUD personnel and agents to work on GHPUD owned fiber optic lines and equipment located on the School District's premises on an unrestricted basis, subject to reasonable notification requirements.

## **9. TROUBLE REPORTS.**

GHPUD will be responsible for maintaining the dark fiber to the performance levels at the time of acceptance. Any testing beyond GHPUD equipment will be the responsibility of the School District.

**EXHIBIT B  
CONTACTS**

School District and GHPUD shall keep each other informed, in writing, of technical, business, and mailing contacts as required in the below listed table.

<b><u>Technical Contact</u></b>	<b><u>GHPUD</u></b>	<b><u>School District</u></b>
Business Name	GHPUD	Aberdeen School District
Individual	Gary Malone	Ron Francisco
Title	Construction Coordinator	
Address	2720 Sumner Ave	216 North "G" Street
Address	PO Box 480	
City, State & Zip	Aberdeen, WA 98520	Aberdeen, WA 98520
Daytime Phone	360-538-6283	360-581-7166
Fax Number	360-538-6350	
Emergency Phone Number	1-855-538-6345 NOC	360-581-7166/cell
Email	itcc@ghpud.org	rfrancisco@asd5.org

<b><u>Notice Contact</u></b>	<b><u>GHPUD</u></b>	<b><u>School District</u></b>
Business Name	GHPUD	Aberdeen School District
Individual	Robert Hanny	Elyssa Louderback
Title	Core Services Director	Finance Director
Address	2720 Sumner Ave	216 North "G" Street
Address	PO Box 480	
City, State & Zip	Aberdeen, WA 98520	Aberdeen, WA 98520
Daytime Phone	360-538-6281	360-538-2007
Fax Number	360-538-6350	
Emergency Phone Number	1-855-538-6345 NOC	360-580-9540/cell
Email	cio@ghpud.org	elouderback@asd5.org

<b><u>Billing Contact</u></b>	<b><u>GHPUD</u></b>	<b><u>School District</u></b>
Business Name	GHPUD	Aberdeen School District
Individual	Sara Travers	Carla Copeland
Title	Core Services Administrative Secretary	
Address	2720 Sumner Ave	216 North "G" Street
Address	PO Box 480	
City, State & Zip	Aberdeen, WA 98520	Aberdeen, WA 98520
Daytime Phone	360-538-6251	
Fax Number	360-538-6350	
Email	stravers@ghpud.org	ccopeland@asd5.org



REVISED

Exhibit C  
7/1/18

Aberdeen School District # 5

Ticket #2017071073000158

Current fees are based on the existing price structures in the Telecommunications Rate Schedule 200. Such pricing is subject to change at District discretion; Customer shall receive 30 days notice.

Monthly Recurring Charges (MRC)	Circuit	Number of Strands	Miles per Strand	Rate per Mile	Total
Aberdeen High School to Aberdeen Colo	409	1	2	\$30.00	\$60.00
Hopkins- Harbor High to Aberdeen Colo	410	1	2	\$30.00	\$60.00
Miller Jr. High School to Cosmopolis Colo	412	1	2	\$30.00	\$60.00
McDermoth Elementary to Aberdeen Colo	413	1	2	\$30.00	\$60.00
A.J. West Elementary to Aberdeen Colo	414	1	2	\$30.00	\$60.00
Central Park Elementary to Cosi Colo	415	1	9	\$30.00	\$270.00
Stevens Elementary to Cosi Colo	416	1	3	\$30.00	\$90.00
Stewart Building to Aberdeen Colo	417	1	3	\$30.00	\$90.00
Maintenance Facility to Cosmopolis	418	1	3	\$30.00	\$90.00
Stewart Field to Stewart Building	421	1	1	\$30.00	\$30.00
GH Youth Detention Center to Cosi Colo	433	1	4	\$30.00	\$120.00
<b>Total</b>					<b>\$990.00</b>

(1) The District has elected to establish 1.0-mile minimum increment.

Accepted and Agreed:

By: *Dave Ward*

Date: 3/21/2018

PUD No. 1 of Grays Harbor County  
Dave Ward, P.E., General Manager

Accepted and Agreed:

By: *Robert Hanny*

Date: 03/21/18

PUD No. 1 of Grays Harbor County  
Robert Hanny, Core Services Director

Accepted and Agreed:

By: *Elyssa Londerback*

Date: 3/21/18

Lessee: Aberdeen School District

Name: Elyssa Londerback

Title: Exec. Dir. of Business & Operations



**EXHIBIT D**

**PUBLIC UTILITY DISTRICT NO. 1 OF  
GRAYS HARBOR COUNTY, WASHINGTON**

**SCHEDULE 200**

**TELECOMMUNICATION CHARGES – FEE SCHEDULE**

**Application Fee**

This is a one-time billable charge to pay for application to acquire District telecommunication services. Upon approval of CTS agreement, this will be credited towards the School District's services. Services must be purchased within 1 calendar year to receive credit. \$ 100

**Full Cabinet Space**

This includes the Cabinet, Keyed Entry, and 20 Amps AC Power located in the District's Co-Location Facility. This is a monthly recurring fee. \$ 300

**Half-Cabinet Space**

This includes the half-Cabinet, Keyed Entry, and 20 Amps AC Power located in the District's Co-Location Facility. This is a monthly recurring fee. \$ 175

**One-Third Cabinet Space**

This includes the 1/3 cabinet, Keyed Entry, and 20 Amps AC Power located in the District's Co-Location Facility. This is a monthly recurring fee. \$100

**Rack-Unit Cabinet Space**

This includes the 1 Rack Unit space, Keyed Entry, and 20 Amps AC Power located in the District's Co-Location Facility. These Units not guaranteed to be contiguous. Minimum lease of three (3) units. This is a monthly recurring fee. \$7

**Cabinet Setup Fee – Full**

This is a minimum billable per each installment and those requirements to install. \$ 300  
This is a one-time startup fee.

**Cabinet Setup Fee – 1/2**

This is a minimum billable per each installment and those requirements to install. \$ 150  
This is a one-time startup fee.

**Cabinet Setup Fee – 1/3**

This is a minimum billable per each installment and those requirements to install. \$ 150  
This is a one-time startup fee

**Rack Unit Setup Fee – per RU (Rack Unit)**

This is a minimum billable per each installment and those requirements to install. \$ 50

This is a one-time startup fee

**DC Power**

This is billable per each 5amps and based on breaker size. This is a monthly recurring fee charged per each 5A connected. \$ 18

**Interconnect Fees**

This is billable per each cable (Simplex, Duplex, CAT5, or CAT6) installed between units, beyond initial setup fee. This is a per incidence fee. The District reserves the right to modify these fees on a per incidence basis, based on any special needs or circumstances. \$ 125

**Dark Fiber**

This is billable per fiber/per mile, of dark fiber, leased from the District for distances up to 30 miles. This is a monthly recurring fee billed in **mile** increments. This fee includes maintenance. \$ 30

**Dark Fiber – Long-Haul**

This is billable per fiber/per mile, of dark fiber, leased from the District for distances of 30 miles or greater. This is a monthly recurring fee billed in **mile** increments. This fee includes maintenance. \$ 25

**Wireless Bandwith**

This is billable per 1MB increments on the Districts wireless communications system. This is a monthly recurring fee. \$ 20

**WDM (1GB) Circuit**

This is billable per 1 GB circuit on the Districts WDM network. This is based on origin and destination points of each circuit, according to the following:

Cosmopolis Co-Location Facility to Westport Co-Location Facility	\$175
Cosmopolis Co-Location Facility to Aberdeen Co-Location Facility	\$130
Cosmopolis Co-Location Facility to Elma Co-Location Facility	\$160
Cosmopolis Co-Location Facility to Montesano Co-Location Facility	\$145
Elma Co-Location Facility to Montesano Co-Location Facility	\$100
Ocean Shores Co-Location Facility to Aberdeen Co-Location Facility	\$185

\*These are monthly recurring charges.

**Labor – Standard**

This is beyond initial setup fee and is billable per hour. This requires a 1-hour minimum. This is based on an 8 am to 4:30 pm workday. \$75

**Labor – Overtime**

This is beyond initial setup fee and is billable per hour. This requires a 2-hour minimum.

This shall apply to work from 4:30 pm to 8 am on workdays and any time on weekends and holidays. Per diem fees apply. \$150

**Local Loop Access Fee**

This is based on access to the PUD Local Loop infrastructure, without the use of \$ 75 District telecommunication services. This fee is billable per cable. This is a monthly recurring fee.

**Late Penalty Charge – 26 days after billing**

Telecommunication Accounts

1% not to be less than \$5



## CO-LOCATION BUILDING UTILIZATION AND DAMAGE AGREEMENT

THIS CO-LOCATION BUILDING UTILIZATION AND DAMAGE AGREEMENT ("Agreement") is made and entered into effective this 1<sup>st</sup> day of July 2018, by and between **PUBLIC UTILITY DISTRICT NO. 1 OF GRAYS HARBOR COUNTY** ("GHPUD") and the **ABERDEEN SCHOOL DISTRICT NO. 5**, (the "Customer"). GHPUD and the Customer are sometimes individually referred to as a "Party" or collectively as the "Parties".

### RECITALS

A. GHPUD is the owner of a co-location facility wherein Permittees can connect to GHPUD's telecommunication infrastructure, and

B. The Parties wish to reach an understanding as to their respective responsibilities for use of the co-location facility and the telecommunication infrastructure.

**NOW, THEREFORE**, for and in consideration of the mutual covenants and conditions contained here, GHPUD and the Customer agree as follows:

1. **ACCESS TO CO-LOCATION FACILITY.** GHPUD owns the telecommunication infrastructure. The telecommunication infrastructure is accessible at the co-location facilities located at various locations throughout Grays Harbor County, Washington (please see **Exhibit A**). Customer has been granted permission to utilize the co-location facility, pursuant to the terms of its Agreement for Co-Location and Communication Transport Service.

2. **METHOD OF ACCESS.** Each Permittee is given a proximity reader card (the "Card") to access the building. The building is entered by waving the card in front of a scanner, a computer tracks who has access to the building and when a card has been used to access the building. Customer agrees that computer records of proximity reader card may be used, at the sole option of GHPUD, to create an irrefutable presumption of the Customer's access to the building and use of the telecommunication infrastructure.

3. **RULES AND GUIDELINES.** Use of the building and access to the telecommunication infrastructure shall be as set forth by GHPUD. Customer shall at all times comply with any such rules and guidelines. Customer shall be responsible for any damage caused to GHPUD, the building, the telecommunication infrastructure, other Permittees, or any other persons or property as a result of failure by Customer or any person using Customer's card to follow the rules and guidelines or for any other negligent actions of Customer or any person using the Customer's card.

4. **USE OF CARD.** This card shall only be used by Customer and shall not be used by any other person without the written consent of GHPUD. Customer shall be responsible for any damages caused to GHPUD, the building, the Telecommunication Infrastructure, other Permittees equipment or any other persons or property by any person who uses the card to gain access to the building.

5. **LOSS OF CARD.** In the event the card is lost or stolen, Customer shall immediately inform GHPUD by calling the System Control Center at 1-855-538-6345, 24 hours a day/seven (7) days a week. Customer shall inform GHPUD within twelve (12) hours by calling the above number. Customer shall be responsible for any damage caused to GHPUD, the building, the Telecommunication Infrastructure, other Cities, or any other persons or property that may be caused by a person using the lost or stolen Card, whether the damage occurs before or after the Card is reported lost or stolen. GHPUD will take all commercially reasonable action to deactivate access as soon as possible, and in any event, within forty-eight (48) hours.

6. **INDEMNIFICATION.** GHPUD, its employees and agents, shall not be liable for any injury, including death, to any persons or for damage to any property, regardless of how such injury or damage be caused, sustained or alleged to have been sustained by the Customer or by any others as the result of any condition, or defect in the building or the telecommunication infrastructure, or occurrence whatsoever related in any way to the building or the telecommunication infrastructure and the areas adjacent thereto or related in any way to Customer's use of the Building or the telecommunication infrastructure and of the areas adjacent thereto. Customer shall hold and save GHPUD harmless from all liability and/or expense, including expense of litigation (including reasonable attorney's fees and costs), in connection with any such items of actual or alleged injury or damage. If any action or proceeding is brought against GHPUD, its employees, or agents by reason of any claims covered by this paragraph, Customer, upon written notice by GHPUD and at GHPUD's option, shall defend the claim at Customer's expense with counsel reasonably satisfactory to GHPUD. Nothing in this section shall be construed as indemnifying GHPUD should liability result from the sole negligence, gross negligence or willful misconduct of GHPUD, its employees or agents. In no event shall GHPUD be responsible for incidental, consequential or exemplary damages.

7. **LOSS OF TELECOMMUNICATION INFRASTRUCTURE SERVICE.** GHPUD makes no warranties, express or implied, about the service being provided by the Co-Location Facility. GHPUD shall not be responsible for any damages caused because of a loss of service in the Co-Location Facility.

8. **NON-WAIVER OF BREACH.** The failure of GHPUD to insist upon the strict performance of any of the covenants or conditions of this Agreement in any one or more instances shall not be construed to be a waiver thereof.

9. **ATTORNEY FEES.** In the event either Party brings any action to enforce any of the provisions of this Agreement or shall be required to defend any action brought by the other Party with respect to this Agreement, the prevailing party in such action shall be entitled to reasonable attorney's fees in addition to reasonable costs and disbursements.

**10. NOTICES.** All notices, requests, demands or other communications which are required or may be given pursuant to the terms of this Agreement shall be in writing and shall be deemed to have been duly given (i) on the date of delivery if personally delivered by hand, (ii) upon the third day after such notice is (a) deposited in the United States mail, if mailed by registered or certified mail, postage prepaid, return receipt requested, or (b) sent by a nationally recognized overnight express courier, or (iii) by facsimile upon written confirmation (other than the automatic confirmation that is received from the recipient's facsimile machine) of receipt by the recipient of such notice:

**If to GHPUD:**

PUD No. 1 of Grays Harbor County  
P.O. Box 480  
Aberdeen, WA 98520-0109  
Attn: Robert Hanny, Core Services Director  
Telephone No.: (360) 538-6281  
Facsimile No.: (360) 538-6350

**If to Customer:**

Aberdeen School District  
216 North "G" Street  
Aberdeen, WA 98520  
Attn: Elyssa Louderback, Finance Director  
Telephone No.: (360) 538-2007

Such addresses and numbers may be changed from time to time by means of a notice given in the manner provided in this Section 10.

**11. ENTIRE AGREEMENT.** This Agreement constitutes the whole agreement between GHPUD and Customer. There are no terms, obligations, covenants or conditions other than those contained herein. No modification or amendment of this agreement shall be valid and effective unless evidenced by an agreement in writing and signed by both GHPUD and Customer.

**12. INTERPRETATION OF AGREEMENT.** This Agreement and all of its terms shall be construed according to the laws of the State of Washington. The venue of any litigation between the parties hereto relating to this agreement shall be courts with the appropriate jurisdiction in Grays Harbor County, Washington.

**13. BINDING EFFECT.** This Agreement is binding upon each of the Parties, their personal representatives, heirs, successors and assigns.


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14. **SIGNATURE.** This Agreement may be executed in several counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument. If the parties elect to exchange counterparts by electronic transmission, signatures on such electronic transmissions shall be deemed to be the equivalent of original signatures for all purposes.


PUBLIC UTILITY DISTRICT NO. 1 OF  
GRAYS HARBOR COUNTY:



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David A. Ward, P.E.  
General Manager

ABERDEEN SCHOOL DISTRICT NO. 5:



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By (Print Name/Title): Elyssa Londerbach  
Exec. Dir. of Business & Operations

## **EXHIBIT A**

### Co-Location Facilities

- Aberdeen Co-Location Facility 2704 Sumner Avenue Aberdeen, Washington
- Westport Co-Location Facility
  - 550 SR 105 Westport Washington
- Cosmopolis Co-Location Facility
  - 221 Myrtle St. Cosmopolis, Washington
- Hoquiam Co-Location Facility
  - Corner of 7<sup>th</sup> & N Hoquiam, Washington
- Elma Co-Location Facility
  - 107 West Young Elma, Washington
- Montesano Co-Location Facility
  - 310 East Wynoochee Avenue Montesano, Washington



March 15<sup>th</sup>, 2018

Alicia Henderson, Superintendent  
Aberdeen School District  
216 North G Street  
Aberdeen, WA 98520

Dear Dr. Henderson:

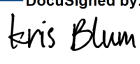
The Inter-district Cooperative Agreement for Aberdeen School District, is enclosed. District school boards must formally approve the agreement each year. Please include this item in your upcoming board meeting agenda. Once your Board has voted for approval, please sign the agreement and return it to the Skills Center along with a copy of the meeting's minutes. This will help ensure we start the new school year in compliance with the state.

We understand a signed agreement does not guarantee you will have students attend New Market for the 2018-2019 school year, however, signing it now will alleviate delays in a student's registration process. If you choose not to enter the agreement with New Market, a letter of confirmation to this fact would be appreciated.

New Market's Administrative Council has directed, in accordance with WAC 392-600-030(7), that a \$75.00 per FTE fee be assessed, to our non-consortium districts for our Capital Investment Plan. An invoice will be sent to you in May of each year.

If you have any questions, I may be reached at 360-570-4500. We look forward to serving your district and your students in the 2018-2019 school year.

Sincerely,

DocuSigned by:  
  
D3F3D0DF61AC4A4...

Kris Blum

*Expanding High School Opportunities Since 1986*

**AGREEMENT  
FOR INTERDISTRICT COOPERATIVE EDUCATIONAL SERVICES  
2018-2019 SCHOOL YEAR**

This Agreement is hereby entered into by and between New Market Skills Center, Tumwater School District No. 33, Thurston County No. 34, Washington, collectively referred to as the "**SERVING DISTRICT**," and

**Aberdeen School District, Grays Harbor County hereinafter** referred to as the "**PARTICIPATING DISTRICT**".

The purpose of this Agreement is to utilize interdistrict cooperation, authorized by RCW 28A.335.160, RCW 28A.225.250, and Chapter 392-135 WAC, to provide educational programs not otherwise available to students residing in the Participating District and to avoid duplication of specialized programs and facilities. These objectives will be achieved by the attendance of the Participating District's students in courses offered at New Market Skills Center (**NMSC**).

This Agreement is for the 2018-2019 school year, and it was approved by each respective Board of Directors on the date indicated below. **NMSC** anticipates serving an estimated number of between 1-5 students from **PARTICIPATING DISTRICT** for the 2018-2019 school year. It is understood that students attending **NMSC** from the **PARTICIPATING DISTRICT** will be funded for combined 1.6 full time equivalent as determined by the Office of the Superintendent of Public Instruction per RCW 28A.245.020.

In addition, as directed by **NMSC's** Administrative Council and in accordance with WAC 392-600-030(7), it is hereby understood and agreed that for the 2018-2019 school year the **PARTICIPATING DISTRICT**, due to its status as a non-consortium district, will be required to pay a \$75 per FTE student per year fee, with said fee to be placed in the **SERVING DISTRICT'S** Capital Investment Fund.

This agreement also provides **NMSC** permission to access student address information from the data resource management center of the **PARTICIPATING DISTRICT** to be used for mailing newsletters, program brochures, summer school information, and student information.

\_\_\_\_\_  
**PARTICIPATING DISTRICT**  
Superintendent  
Date of School Board Approval \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
**CHAIRMAN, ADMINISTRATIVE COUNCIL**  
New Market Skills Center

\_\_\_\_\_  
Date

*Expanding High School Opportunities Since 1986*

**CERTIFICATED**

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Stephen Galloway	District	School Psychologist	2018-19
Jasmine Plaster	District	Speech Language Pathologist	2018-19
Chelsea Allee	Miller Jr. High School	Math/Science Teacher	2018-19
Darcy Williams	Miller Jr. High School	Science Teacher	04/09/18
Ana Farias	McDermoth Elementary	6 <sup>th</sup> Grade Teacher	2018-19
Kelly Eddy	Stevens Elementary	6 <sup>th</sup> Grade Teacher	2018-19

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

<u>Name</u>	<u>To:</u>	<u>From:</u>	<u>Position</u>	<u>Effective Date</u>
Lori Snyder	Miller Jr. High School	McDermoth Elementary	Math/Science Teacher	2018-19
Hoki Moir	Central Park Elementary	McDermoth Elementary	Title 1/LAP/PE Teacher	2018-19
Carrie Erwin	Robert Gray Elementary	Central Park Elementary	5 <sup>th</sup> Grade Teacher	2018-19
Tracey Harris	Robert Gray Elementary	Stevens Elementary	Teacher	2018-19

<u>Name</u>	<u>To:</u>	<u>From:</u>	<u>Location</u>	<u>Effective Date</u>
Lisa Carney	Special Education Teacher	Math Teacher	Miller Jr. High School	2018-19
Mona Heggie	Kindergarten Teacher	Preschool Teacher	A. J. West Elementary	2018-19

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Roberta Player	Therapy Office	Certificate of Clinical Competence stipend	04/30/18

**SUMMER SCHOOL HIRE:** We recommend the Board approve the following certificated Summer School hire:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Gienelle Harless	Aberdeen High School	Math – Freshman Boot Camp	06/18/18-07/25/18
Maureen Lewis	Aberdeen High School	ELA Teacher	06/18/18-07/25/18
Cory Martinsen	Aberdeen High School	CTE Construction Teacher	06/18/18-07/06/18
Tricia Matisons	Aberdeen High School	Math – Freshman Boot Camp	06/18/18-07/25/18
Richard Stallo	Aberdeen High School	Coordinator	06/18/18-07/27/18

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Crystal Arias	A. J. West Elementary	Kindergarten Teacher	06/14/18
Kristen Carson	Robert Gray Elementary	4th Grade Teacher	06/14/18
Arlynn Martin	Robert Gray Elementary	Preschool Teacher	06/14/18

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Eleanor Robbins	Robert Gray Elementary	2 <sup>nd</sup> Grade Teacher	05/22/18-06/14-18
Kerin Murphy	Stevens Elementary	2 <sup>nd</sup> Grade Teacher .5 FTE	2018-19
Cassie Prom	Stevens Elementary	2 <sup>nd</sup> Grade Teacher .5 FTE	2018-19

**Substitute Certificated:**

Brian Keone Helton  
Alexandria Hoy

**Substitute Certificated Resignations:**

Monica Katzer – Effective 3/15/18

**CLASSIFIED**

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Stephanie Simmons	District	Certified Occupational Therapy Assistant	08/29/18
Russell Edwards	Aberdeen High School	Para-educator	03/21/18
Ralph Hammond	Central Park Elementary	Custodian	03/22/18
Jodi Neil	Central Park Elementary	Para-educator	04/09/18
Nancy Woods	Robert Gray Elementary	Para-educator	03/23/18
Julean Joslin	Stevens Elementary	Para-educator	03/26/18
Mason Campeau	A. J. West Elementary	Para-educator – 21st Century Program	04/17/18
John Ledesma	Maintenance	Summer Maintenance Worker – Temporary	05/01/18-08/31/18
Tim Minsker	Maintenance	Summer Maintenance Worker – Temporary	05/01/18-08/31/18

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

<u>Name</u>	<u>To:</u>	<u>From:</u>	<u>To:</u>	<u>Effective Date</u>
Amber Diel	Purchasing/Maint. Coord	Federal/State Prog. Secretary	Administration	05/01/18

**SUMMER SCHOOL HIRES:** We recommend the Board approve the following classified Summer School hires:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Jennifer Krasowski	District – Elementary	Para-educator – YMCA	08/16/18-08/24/18
Dawn Smith	District – Elementary	Para-educator – YMCA	08/16/18-08/24/18
Michele Smith	District – Elementary	Para-educator – YMCA	08/16/18-08/24/18
Nikkol Daniels	Aberdeen High School	Para-educator	06/18/18-07/06/18
Jeri Distler	Aberdeen High School	Para-educator	06/18/18-07/06/18
Leopoldo Sanchez	Aberdeen High School	Para-educator	06/18/18-07/06/18
Tedd White	Aberdeen High School	Para-educator APEX	06/18/18-07/27/18

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
David Lawrence	Aberdeen High School	Custodian	06/30/18
Mark Blecha	Robert Gray Elementary	Custodian	08/31/18

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Maria Calica	A. J. West Elementary	Para-educator	06/14/18
Frederick (Austin) Doe	Central Park Elementary	Custodian	03/23/18
Katelyn Morris	Hopkins	ECEAP Family Service Worker	04/27/18

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Kristen Dublanko	Stevens Elementary	Library Technician	04/12/18-04/23/18

**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>
Tamar Yakovich	Aberdeen High School	Fast pitch – Assistant Coach .5 FTE	04/16/18

**CLASSIFIED (Continued)**

**EXTRA-CURRICULAR RESIGNATIONS:** We recommend the Board approve the following classified resignations:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Ryann Blake	Aberdeen High School	Fast pitch – Assistant Coach .5 FTE	04/13/18
Aric Cleverly	Aberdeen High School	Boys’ Basketball – Assistant Coach	04/11/18
Arlynn Martin	Miller Jr. High School	Track – Assistant Coach	06/14/18
Arlynn Martin	Miller Jr. High School	Volleyball – Head Coach	06/14/18

**Substitutes Classified:**

Ma Idalia Bracamontes Tovar  
Alexander Galeana Ramirez  
John Ledesma  
Tomilola Oyerinde  
Shelby Rios

**Substitute Classified Resignations:**

Leonard Bennett – Effective 3/16/18  
Le Fe S.Luscier – Effective 4/10/18