

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

Regular Meeting of the Board of Directors  
Community Room, Aberdeen High School  
September 17, 2024

**AGENDA**

5:30 p.m. Regular Meeting Call to Order

Flag Salute

**Consent Agenda**

1. Minutes
2. Accounts Payable
3. Gift to the District

Comments from Board Members

Comments from Student Representatives

Comments from the Public

Comment on agenda items is welcome at this time. Please sign up on the sheet provided at the entrance to the meeting and specify the agenda item you wish to address. Please limit your comments to three minutes. Comment on all matters is welcome via email to [schoolboard@asd5.org](mailto:schoolboard@asd5.org).

Presentations

Old Business

Superintendents' Report

1. Seismic Update
2. Standard Response Protocol

Financial Services

1. **Fiscal Status Report**

New Business

1. **Policy 2190 Highly Capable**
2. **Policy 4500 Drones**
3. **Parris Personal Services Contract**
4. **Taylor Personal Services Contract**

Board Meeting Agenda  
September 17, 2024

5. Next Meeting

Executive Session / Closed Session

Personnel Matters

1. [Personnel Report](#)

ADJOURN

ABERDEEN SCHOOL DISTRICT NO. 5  
BOARD INFORMATION AND BACKGROUND

September 17, 2024

5:30 p.m. Regular Meeting Call to Order

Flag Salute

Consent Agenda – [Enclosure 1](#)

1. Minutes – The minutes from the regular meeting on September 3, 2024, are enclosed for your review and approval.
2. Accounts Payable – The payroll and accounts payable for August are enclosed for your review and approval.
3. Gift to the District – Page Hounsley and the Abel-Weatherwax Foundation have donated \$3,500 to support family services at the Snug Harbor Day Care.

Comments from the Board

Comments from Student Representatives

Comments from the Public

The Board welcomes public comment on agenda items at this time. Please sign up on the sheet provided at the entrance to the meeting and indicate the agenda item you wish to address. Please limit your comments to three minutes. Written public comment on both agenda and non-agenda matters is also welcome via email. Comments should be submitted to [schoolboard@asd5.org](mailto:schoolboard@asd5.org) before noon on the day of the meeting and will be included in the public record.

Individual student matters or complaints against employees should not be brought forward at a public meeting. The Superintendent's Office or board president should be contacted directly.

Presentations

Old Business

Superintendents' Report

1. Seismic Update – Superintendents Lynn Green and Traci Sandstrom will provide an update on the seismic planning process and site review work.
2. Standard Response Protocol – Superintendents Lynn Green and Traci Sandstrom will discuss emergency and crisis response protocols that are being fine-tuned this fall.

### Financial Services

1. Fiscal Status Report – Executive Director of Business and Operations Elyssa Louderback will present the Fiscal Status Report for August and the enrollment update for September. [Enclosure 2](#)

### New Business

1. Policy 2190 Highly Capable – An update to Policy 2190 governing the Highly Capable Program is enclosed for first reading. [Enclosure 3](#)
2. Policy 4500 Drones – A new policy, Policy 4500 – Unmanned Aircraft System and Model Aircraft – is presented for first reading. [Enclosure 4](#)
3. Parris Personal Services Contract– A personal services contract with Dr. Trinity Parris to provide athletic training and concussion evaluation services for athletics is presented for your review and approval. [Enclosure 5](#)
4. Taylor Personal Services Contract – A personal services contract with Ann Taylor to assist GEAR UP through December 2024 is presented for your review and approval. [Enclosure 6](#)
5. Next Meeting – The next regular meeting of the Board is scheduled for 5:30 p.m. Tuesday, Oct. 1, in the Community Room at Aberdeen High School.

### Executive Session / Closed Session

At this time the meeting will recess for an executive session expected to last 10 minutes under RCW 42.30.110 (g): To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

1. Personnel Report [Enclosure 7](#)

ADJOURN

**ABERDEEN SCHOOL DISTRICT NO. 5**

Minutes of the Regular Meeting of the  
Board of Directors – September 3, 2024

President Jennifer Durney convened the regular meeting of the Aberdeen School District Board of Directors at 5:30 p.m. Tuesday, September 3, 2024, in the Community Room at Aberdeen High School. In attendance were Jessica Jurasin, Annica Mizin, Suzy Ritter and Jeremy Wright, along with Superintendents Lynn Green and Traci Sandstrom, and 25 patrons and staff.

CALL TO ORDER

The meeting began with the flag salute.

On a motion by Jessica Jurasin and seconded by Annica Mizin, the Board approved the consent agenda, which included the minutes from the regular meeting on August 20.

CONSENT  
AGENDA

President Durney accepted written public comment from Andrew Workman into the record.

COMMENTS  
FROM THE  
PUBLIC

Mike Pauley, the district’s maintenance and custodial services manager, presented information about new, simplified safety protocols and procedures for drills and emergencies. The Standard Response Protocol introduces five simple words to use in various situations or emergencies: Hold, Secure, Lockdown, Evacuate and Shelter. Mr. Pauley said communication and training are being rolled out this fall. Using simple words with a common meaning throughout the district will better inform staff, students and parents about the type of situation under way. The term “modified lockdown” is being eliminated as it creates confusion and unnecessary alarm. A video was shared illustrating the various terms and clarifying that a “lockdown” will only be used in very specific and severe circumstances, he said.

SAFETY  
PROTOCOLS &  
PROCEDURES

On a motion by Vice President Ritter and seconded by Director Jurasin, the Board approved an update to Policy 6530 – Insurance bringing policy into compliance with state law as recommended by the Washington State School Directors’ Association.

POLICY 6530  
INSURANCE

Superintendents Lynn Green and Traci Sandstrom reported on the start of the new school year on Aug. 28. They were able to visit all the schools and most classrooms. Class sizes are being monitored, some adjustments have been made with more adjustments likely after the first official enrollment count on Friday, Sept. 6.

BACK TO  
SCHOOL

Superintendents Lynn Green and Traci Sandstrom provided an update on the seismic planning process for future school construction projects. The district has entered Phase 2 of the state process that could see up to four new schools built on sites out of the tsunami inundation zone.

SEISMIC  
PLANNING  
UPDATE

The superintendents shared that district-owned property adjacent to the high school parking lot is under consideration for one of the new sites.

Superintendent Lynn Green announced that the district will receive another federal GEARUP grant to support students in planning for career and college readiness. The next seven-year cycle is expanded into a school-wide model and will include all students in grades 7-12 instead of just one class cohort. The larger allocation is expected to include funding for five new staff members in the program, she said.

GEAR UP GRANT

On a motion by Vice President Ritter and seconded by Director Jurasin, the Board approved renewal of the five-year agreement with the Washington Migrant Education Program to provide school nurse support services for migrant students.

MIGRANT NURSE  
CASE MANAGER

On a motion by Director Jurasin and seconded by Director Mizin, the Board approved an agreement with True North at Capital Region ESD 113 to provide student assistance programming at Miller Junior High School.

TRUE NORTH

On a motion by Director Jurasin and seconded by vice President Ritter, the Board approved an agreement with Behavioral Health Resources authorizing the agency to provide services to its clients during school hours in 2024-2025.

BEHAVIORAL  
HEALTH  
RESOURCES

On a motion by Vice President Ritter and seconded by Director Mizin, the Board approved an agreement with Lakeview Speech Therapy, LLC, to provide speech language pathology services for the 2024-2025 school year, placing Karen Clifton as a speech language pathologist and placing Kelley Kautzman as an SLP assistant.

LAKEVIEW  
SPEECH THERAPY

On a motion by Director Ritter and seconded by Director Mizin, the Board approved an agreement with ProCare Therapy to provide special education and therapy services in 2024-25 and to place Katy Maguire as an occupational therapist.

PROCARE  
THERAPY

On a motion by Director Jurasin and seconded by Director Ritter, the August list of materials and equipment that are no longer needed for an educational purpose were declared surplus.

AUGUST  
SURPLUS

President Durney announced that the next regular meeting is scheduled for 5:30 p.m. Tuesday, September 17, in the Community Room at Aberdeen High School.

NEXT MEETING

At 6:17 p.m., President Durney recessed the meeting for an executive session expected to last 20 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. At 6:37 p.m. the meeting was extended for five minutes. The meeting reconvened in regular session at 6:42 p.m.

EXECUTIVE  
SESSION

On a motion by Director Jurasin and seconded by Vice President Ritter, the Board approved the Personnel Report as corrected to state Patrick Haerle is hired as an assistant coach for tennis.

PERSONNEL  
REPORT

Under certificated matters, the Board approved the hiring of Randy Heckard as a teacher at McDermoth and Robert Gray elementary schools effective Aug. 28, Kisa

CERTIFICATED

Mullikin as a 0.8 FTE counselor at Stevens Elementary School and Brigitte Vercoutere as a teacher at the Juvenile Detention Center effective Aug. 28; approved changes of assignment for Lilianna Rayne from 0.4 FTE to 0.8 FTE at Aberdeen High School effective Aug. 28 and Tristan Stutesman from 0.6 FTE to 1.0 FTE at Miller Junior High School effective Aug. 28; supplemental contracts for Jennifer Clark, 10 additional days, and 2024-2025 National Board Stipends for psychologists Jennifer Clark, Judith McBride and Autumn Schreiber and for occupational therapist Cynthia Mitby; co-curricular contracts for Troy George and Erik Peterson, 0.5 FTE Elementary Band and Ashley Kohlmeier as social media coordinator at Aberdeen High School; and approved a leave of absence for Brandi Creviston, a teacher at Robert Gray Elementary School, effective Aug. 28 to Dec. 20.

Under classified matters, the Board approved the hiring of Nicole McDowell and Alex Velez as registered behavior technicians, Sol Gonzalez as a bilingual student support specialist, current-year only, at the Harbor Learning Center and Snug Harbor effective Aug. 29, Sarah Taylor as a para-educator at Miller Junior High School effective Aug. 28, Kimberly Wolfe as a para-educator in the Thrive program at Central Park Elementary School, Marisa Hernandez as a para-educator at Robert Gray Elementary School and Tracy Preston as a current-year only para-educator at Stevens Elementary School effective Aug. 28; approved changes of assignment for Stephany Murray, from para-educator at A.J. West Elementary School to Robert Gray Elementary School effective Aug. 28 and for Crystal Sanchez, from student family support assistant at Hopkins Preschool and Harbor High School to Hopkins and Stevens and Central Park elementary schools effective Aug. 28; accepted resignations from Judith Marti as a para-educator in the Thrive Program at Central Park Elementary School effective Aug. 21, Angela SeaBliss as a custodian at Robert Gray Elementary School effective Aug. 27 and Jeff Johnson as a bus driver effective Aug. 14; approved the retirement of Tedd White as a family service worker at Harbor Open Doors effective Sept. 13; approved the hiring of Ally Ancich as assistant coach for Fastpitch at effective March 3, 2025, Rob Burns as assistant coach for Girls' Swim at Aberdeen High School effective Aug. 26, Kyle Guggisberg as head coach effective Aug. 27 and Patric Haerle as assistant coach for Boys' Tennis and Hugh Wyatt as assistant coach for Football at Aberdeen High School; approved extra-curricular hiring at Miller Junior High School for Annette Duvall as head coach for Girls' Soccer effective Aug. 27 and Jacob Prater as assistant coach for Football, and accepted the resignation of Annette Duvall as assistant coach for Boys' and Girls' Tennis at Aberdeen High School effective Aug. 27.

CLASSIFIED

There being no further business, the regular meeting was adjourned at 6:43 p.m.

ADJOURN

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Lynn Green, Secretary

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Jennifer Durney, President

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Traci Sandstrom, Secretary





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

As of September 17, 2024, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$19,654.51. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: COMP TAX  
Warrant Numbers 836938 through 836938, totaling \$19,654.51

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

Check Nbr	Vendor Name	Check Date	Check Amount
836938	Bank Of The Pacific (use Tax)	09/17/2024	19,654.51
1	Computer	Check(s) For a Total of	19,654.51

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As of September 17, 2024, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$862,333.40. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: GENERAL FUND  
Warrant Numbers 836849 through 836937, totaling \$862,333.40

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

Check Nbr	Vendor Name	Check Date	Check Amount
836849	1ST SECURITY BANK PAYROLL/PERS	09/17/2024	4,634.26
836850	A & R Hoods	09/17/2024	2,620.65
836851	Aberdeen Office Equipment Inc	09/17/2024	4,095.00
836852	Aberdeen Sanitation	09/17/2024	7,691.11
836853	Aberdeen High School (asb)	09/17/2024	40.00
836854	Adobe Systems Incorporated	09/17/2024	12,600.92
836855	Amazon Capital Services	09/17/2024	17,499.12
836856	Ats Automation, Inc	09/17/2024	7,572.06
836857	Bailey, Shannon	09/17/2024	1,504.19
836858	Bickar, Denny	09/17/2024	950.00
836859	Bsn Sports	09/17/2024	3,534.17
836860	Carbajal, Yazmin	09/17/2024	398.22
836861	Cascade Natural Gas	09/17/2024	2,756.28
836862	Caskey Industrial Supply Co In	09/17/2024	821.34
836863	Central Welding Supply	09/17/2024	41,241.43
836864	CHARLIES PRODUCE	09/17/2024	651.18
836865	CHAVEZ, MARIA	09/17/2024	17,578.13
836866	Cintas Corporation	09/17/2024	3,547.80
836867	City Of Aberdeen	09/17/2024	8,373.43
836868	CITY OF ABERDEEN FIRE DEPT	09/17/2024	150.36
836869	Comcast	09/17/2024	442.39
836870	Creative Office	09/17/2024	2,342.36
836871	Cts Language Link	09/17/2024	5.53
836872	Curriculum Associates	09/17/2024	91,854.23
836873	Dairy Fresh Farms	09/17/2024	4,643.36
836874	Dancing Goats Coffee	09/17/2024	49.80
836875	Dept Of Licensing	09/17/2024	255.00
836876	Dick Blick	09/17/2024	1,933.33
836877	E3 Diagnostics DbA E3 Msr West	09/17/2024	1,068.91
836878	Edward Don & Company	09/17/2024	5,128.05
836879	ENTOURAGE YEARBOOKS	09/17/2024	100.00
836880	ESD 113	09/17/2024	7,300.37
836881	Espresso Products Direct (epd	09/17/2024	366.84

Check Nbr	Vendor Name	Check Date	Check Amount
836882	Ferrellgas	09/17/2024	680.69
836883	FieldTurf USA, Inc.	09/17/2024	7,242.91
836884	Francotyp-Postalia, Inc	09/17/2024	234.00
836885	Franz Family Bakeries	09/17/2024	41.72
836886	Getzin, Kent	09/17/2024	5,000.00
836887	GRANITE TELECOMMUNICATIONS LLC	09/17/2024	1,911.01
836888	Grays Harbor County-Enviro Hea	09/17/2024	2,475.00
836889	Guardian Security Systems, Inc	09/17/2024	9,456.63
836890	Haley & Aldrich, Inc.	09/17/2024	27,877.00
836891	Harbor Auto & Truck Parts	09/17/2024	23,337.80
836892	Harbor Disposal Co Inc	09/17/2024	2,417.38
836893	Imagine Learning, Inc	09/17/2024	201,500.00
836894	INSTRUCTURE	09/17/2024	23,765.55
836895	James Bennett DBA Olympic Pen	09/17/2024	90.00
836896	Jostens Inc	09/17/2024	23.40
836897	Jw Pepper And Son Inc	09/17/2024	1,028.89
836898	Kargbo, Lindsey Marie	09/17/2024	35.00
836899	KCDA Purchasing Coop.	09/17/2024	836.64
836900	KCDA Purchasing Coop.	09/17/2024	81,043.21
836901	Lakeshore Curriculum Materials	09/17/2024	2,560.11
836902	Lemay Mobile Shredding	09/17/2024	351.40
836903	MinuteMan Press	09/17/2024	6,000.76
836904	MOMENTUM TELECOM INC	09/17/2024	812.80
836905	Navigate360, LLC	09/17/2024	3,888.17
836906	NoRedInk Corp	09/17/2024	12,298.13
836907	Ospi	09/17/2024	1,500.00
836908	Parris, Trinity A	09/17/2024	976.25
836909	Petrocard Inc	09/17/2024	5,045.12
836910	Playworks	09/17/2024	4,200.00
836911	Pud #1 Of Grays Harbor Co	09/17/2024	39,363.82
836912	RAYKOWSKI, LAURA K	09/17/2024	200.00
836913	Really Great Reading Co, LLC	09/17/2024	12,786.63
836914	Ricoh Usa Inc	09/17/2024	254.92
836915	Riddell/all American	09/17/2024	518.35
836916	Rosetta Stone, Ltd	09/17/2024	4,800.00
836917	Savass Learning Co, LLC	09/17/2024	17,839.59
836918	Scholastic Magazines	09/17/2024	10,526.05
836919	School Mate	09/17/2024	255.25
836920	Securly	09/17/2024	5,899.97
836921	SHAFFER, MARK	09/17/2024	2,611.48
836922	Smartsheet	09/17/2024	2,290.68
836923	SOLIANT EDUCATION	09/17/2024	5,538.75
836924	SOLVEPATH LLC DBA THERAPY SOLU	09/17/2024	7,600.00
836925	Sound Publishing, Inc.	09/17/2024	210.83
836926	United Rentals Nw Inc	09/17/2024	1,415.85
836927	US Foods - Seattle	09/17/2024	28,690.74
836928	Us Postal Service (cmrs-Fp)	09/17/2024	2,000.00
836929	Viking Automatic Sprinkler Co	09/17/2024	2,535.00
836930	Walsworth	09/17/2024	11,735.50
836931	Warnken's Water Works Llc	09/17/2024	2,954.54

Check Nbr	Vendor Name	Check Date	Check Amount
836932	WASA	09/17/2024	2,462.08
836933	Wcp Solutions	09/17/2024	467.51
836934	WSIPC	09/17/2024	325.09
836935	YouScience	09/17/2024	5,126.76
836936	ZLABS	09/17/2024	2,949.75
836937	ZONES LLC	09/17/2024	10,594.87
89	Computer	Check(s) For a Total of	862,333.40

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

As of September 17, 2024, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$299,581.88. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: CAPITAL PROJECTS  
Warrant Numbers 836847 through 836848, totaling \$299,581.88

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

Check Nbr	Vendor Name	Check Date	Check Amount
836847	Quigg Bros, Inc	09/17/2024	124,896.00
836848	TCF Architecture	09/17/2024	174,685.88
2	Computer	Check(s) For a Total of	299,581.88

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As of September 17, 2024, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$0.00, and voids/cancellations, totaling \$244,407.17. The payments and voids are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: CAPITAL PROJECTS  
Voids/Cancellations, totaling \$244,407.17

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

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

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

Check Nbr	Vendor Name	Check Date	Check Amount
836846	TCF Architecture	09/12/2024	244,407.17
1	Void	Check(s) For a Total of	244,407.17

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

As of September 17, 2024, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$244,407.17. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: CAPITAL PROJECTS  
Warrant Numbers 836846 through 836846, totaling \$244,407.17

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

Check Nbr	Vendor Name	Check Date	Check Amount
836846	TCF Architecture	09/17/2024	244,407.17
1	Computer	Check(s) For a Total of	244,407.17

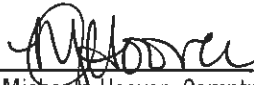

# ABERDEEN HIGH SCHOOL ASB

Accounts Payable September 2024

The following bills were submitted for payment by the Comptroller's office for the month of September:

DATE	CLUB/ACCOUNT	PAYEE	DESCRIPTION	AMOUNT
08-08-2024	1015/Reserve	Aberdeen School District	Postage July	\$ 43.47
08-08-2024	2060/Football	Rally Athletic	Varsity Bags	\$ 648.00
09-03-2024	Varies	Aberdeen School District	Office Copies 2023-24	\$ 123.06
09-03-2024	6240/InvestED	AHS - ASB	InvestED ASB Cards	\$ 400.00
09-03-2024	Varies	Aberdeen School District	Print Shop 2023-24	\$ 3,100.47
09-03-2024	1015/Reserve	SWAA	ID Cards	\$ 500.00
09-03-2024	4130/Flying Hands	Patrick Fisher	ASL Presenter	\$ 3,020.00
09-03-2024	2015/Uniforms	BSN Sports	Girls Soccer Socks	\$ 305.36
09-03-2024	4150/Cheer	Weatherwax ASB Fund	Imprest Reimbursement	\$ 1,525.00
09-04-2024	Varies	U.S. Bank	VISA Procurement Card Purchases	\$ 18,556.91
<b>Total:</b>				<b>\$ 28,222.27</b>

Motion / Tabled By: <i>Sawyer Shoemaker</i>
Seconded By: <i>Mylan Bruner</i>
ASB Meeting Date: <i>Sept. 5, 2024</i>

	<u>9/5/24</u>
Michael Hoover, Comptroller	Date
	<u>9/5/24</u>
Denny Linker, Treasurer	Date



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As of September 17, 2024, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$9,665.36. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: ASB FUND  
Warrant Numbers 836839 through 836845, totaling \$9,665.36

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

Check Nbr	Vendor Name	Check Date	Check Amount
836839	Aberdeen School District #5	09/17/2024	3,267.00
836840	Aberdeen High School (asb)	09/17/2024	400.00
836841	Bsn Sports	09/17/2024	305.36
836842	FISHER, PATRICK	09/17/2024	3,020.00
836843	RALLY ATHLETIC	09/17/2024	648.00
836844	Southwest Washington Activitie	09/17/2024	500.00
836845	Weatherwax Asb Fund	09/17/2024	1,525.00
7	Computer	Check(s) For a Total of	9,665.36

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

As of September 17, 2024, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$15,228.66. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: PRIVATE PURPOSE TRUST Warrant Numbers 836827 through 836838, totaling \$15,228.66

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

Check Nbr	Vendor Name	Check Date	Check Amount
836827	Central Washington University	09/17/2024	500.00
836828	Grays Harbor College	09/17/2024	2,500.00
836829	Grays Harbor College	09/17/2024	2,428.66
836830	Nelson, Danae Alma	09/17/2024	100.00
836831	OREGON STATE UNIVERSITY	09/17/2024	500.00
836832	Pierce College - Accounts Reci	09/17/2024	1,000.00
836833	PORTLAND BIBLE COLLEGE	09/17/2024	200.00
836834	University Of Washington	09/17/2024	1,000.00
836835	UNIVERSITY OF NEVADA, RENO	09/17/2024	500.00
836836	UNIVERSITY OF MONTANA	09/17/2024	2,000.00
836837	Western Washington University	09/17/2024	4,000.00
836838	Western Oregon University - Ca	09/17/2024	500.00
12	Computer	Check(s) For a Total of	15,228.66

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

As of September 17, 2024, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$70,063.53. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: GENERAL & ASB FUND  
Warrant Numbers 836825 through 836826, totaling \$70,063.53

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

Check Nbr	Vendor Name	Check Date	Check Amount
836825	1ST SECURITY BANK PC	09/17/2024	51,466.99 GF
836826	1ST SECURITY BANK PC	09/17/2024	18,596.54 ASB
2	Computer	Check(s) For a Total of	70,063.53

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

As of September 17, 2024, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$2,158,970.49. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE:  
Warrant Numbers 836796 through 836824, totaling \$2,158,970.49

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

Check Nbr	Vendor Name	Check Date	Check Amount
836796	1st Security Bank-Child Suppo	08/30/2024	1,392.80
836797	Aberdeen High School-AHS Schol	08/30/2024	70.00
836798	Aberdeen Sch Dist Kitchen Fund	08/30/2024	26.00
836799	Aberdeen School District-SERS	08/30/2024	162,813.11
836800	Aberdeen School District-TRS	08/30/2024	377,906.39
836801	Aberdeen School District Defer	08/30/2024	18,484.00
836802	AUTOMATED ACCOUNTS	08/30/2024	573.21
836803	Bank Of The Pacific	08/30/2024	775,492.34
836804	Cnty/city Mun Ees	08/30/2024	3,347.38
836805	Dynamic Collectors	08/30/2024	354.57
836806	E.S.D.#113 Unemployment Coop	08/30/2024	12,570.16
836807	Ed.Serv.Dist.#113	08/30/2024	17,617.49
836808	Employment Security	08/30/2024	23,797.86
836809	EMPLOYMENT SECURITY DEPT LTC	08/30/2024	9,371.18
836810	First Choice Health	08/30/2024	1,317.25
836811	GESA	08/30/2024	5,785.00
836812	HCA-SEBB BENEFITS-600D01	08/30/2024	594,168.00
836813	HCA-SEBB FLEX SPEND-600D01	08/30/2024	4,376.73
836814	Legal Shield	08/30/2024	63.80
836815	Pse Of Wa	08/30/2024	6,544.60
836816	The Standard Insurance Company	08/30/2024	6,754.03
836817	Tsa Consulting Group Inc	08/30/2024	14,947.00
836818	Twin Star Credit Union	08/30/2024	240.00
836819	Twin Star Scholarship Acct	08/30/2024	63.50
836820	Twinstar Pse Local Dues	08/30/2024	63.50
836821	United Way	08/30/2024	304.38
836822	Veba Contributions-Y1286.001	08/30/2024	95,415.68
836823	Wa State School Ret Assn	08/30/2024	84.00
836824	Wea Payroll Deductions	08/30/2024	25,026.53

29 Computer Check(s) For a Total of 2,158,970.49

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

As of September 17, 2024, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$2,176,749.22. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE:  
Warrant Numbers 836795 through 836795, totaling \$2,176,749.22

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

Check Nbr	Vendor Name	Check Date	Check Amount
836795	1ST SECURITY BANK PAYROLL/PERS	08/29/2024	2,176,749.22
1	Computer	Check(s) For a Total of	2,176,749.22



# Grays Harbor Community Foundation

P.O. Box 615, 705 J Street, Hoquiam WA 98550 | Phone: (360) 532-1600 | E-mail: [info@gh-cf.org](mailto:info@gh-cf.org)

## Board of Directors

### OFFICERS

Kathryn Skolrood  
Chair  
Molly Bold  
Vice Chair  
George Donovan  
Secretary  
Mike Stoney  
Treasurer

### ELECTED MEMBERS

Dr. Donald Arima  
Dr. Edward Brewster  
David Burnett  
Judith Davis  
Lynn Green  
Tim Martin  
Wes Peterson  
Tom Quigg  
Mike Sand  
Mark Stensager  
Bill Stewart  
Richard Vroman  
Maryann Welch

### EMERITUS MEMBERS

Todd Lindley  
Stan Pinnick  
Randy Rust

### Staff

Eric Potts  
Executive Director  
Jessica Hoover  
Senior Program Officer  
Valerie Piper  
Finance & Accounting Officer  
Lyndsie Winter  
Administrative Assistant

August 27, 2024

Snug Harbor  
Attn: Lynn Green  
410 North G St.  
Aberdeen, WA 98520

Dear Lynn,

Congratulations! It is our great pleasure to award Snug Harbor a **\$3,500.00** gift from Paige Hounsley and the Abel-Weatherwax Foundation. This donation is intended to be used toward ***“Family Service Support.”*** The Grays Harbor Community Foundation Board and Staff is honored to partner with the Abel-Weatherwax Foundation in providing the community with these grants.

Please send your ‘thank you letter’ to our office by Friday, September 20<sup>th</sup>, and we will gladly forward it to Mrs. Hounsley. Please do not hesitate to contact me with any questions you may have about this distribution.

Sincerely,

Eric Potts  
Executive Director



Our Children,  
Our Schools,  
Our Future

TO: Lynn Green and Traci Sandstrom, Superintendents  
 FROM: Elyssa Louderback, Executive Director of Business & Operations  
 SUBJECT: Monthly Budget Report for August, 2024 – PRELIMINARY Year End  
 DATE: September 17, 2024

**GENERAL FUND SUMMARY:**

Revenue--Receipts were \$ 7,009,411.10.

Expenditures-- Expenditures totaled \$ 5,593,833.36. Expenditures for staff salary and benefits account for 81.9% of all expenditures for the month and 78.5% of year to date total expenditures.

Fund Balance— Current month ending fund balance is \$ 4,736,640.45. We had a positive cash flow of \$ 1,415,577.74. for the month. We will continue to monitor the cash flow for this year very closely.

**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	\$ 5,129,067	\$ 5,144,445	100.30%	Prop taxes - received Oct/Nov and April/May
Local Nontax	\$ 674,160	\$ 600,943	89.14%	Donations, Traffic Safety, Food Service, Misc
State, General	\$ 31,992,402	\$ 33,063,016	103.35%	Apportionment and LEA
State, Special	\$ 12,539,386	\$ 14,813,504	118.14%	Spec Ed, Detention, LAP, Bilingual, Hi Cap, Transport
Federal, General	\$ 25,000	\$ 45,457	181.83%	Federal Forest; deducted from apportionment
Federal, Special	\$ 11,922,725	\$ 10,912,922	91.53%	Food Service, Fed Grants (Title I, Title 2, ESSER, etc)
Other Districts	\$ 202,200	\$ 211,622	104.66%	Non high payments from Cosmopolis SD
Other Agencies	\$ 28,750	\$ 34,124	118.69%	Private Foundations, ESD 113
Other Fin Sources	\$ -	\$ -		
<b>Totals</b>	<b>\$ 62,513,690</b>	<b>\$ 64,826,032</b>	<b>103.70%</b>	
			<b>100.00%</b>	<b>% of fiscal year elapsed</b>

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

Board of Directors	\$ 104,500	\$ 148,631	142.23%	Dues, audits, elections, legal svcs, travel, etc
Superintendent's Office	\$ 454,075	\$ 610,698	134.49%	General Admin/ Supt Office
Business Office	\$ 589,589	\$ 711,371	120.66%	Fiscal operations
Human Resources	\$ 497,908	\$ 453,799	91.14%	Personnel & recruitment, labor relations
Public Relations	\$ 40,000	\$ 48,677	121.69%	Educational/admin info to public
Supervision of Instruction	\$ 1,193,960	\$ 1,146,739	96.05%	includes secretarial support
Learning Resources	\$ 359,562	\$ 371,742	103.39%	Library resources & staffing
Principal's Office	\$ 3,441,279	\$ 3,327,624	96.70%	includes Secretarial support
Guidance/Counseling	\$ 2,050,081	\$ 1,922,266	93.77%	Counselors/support services
Pupil Management	\$ 11,978	\$ 29,892	100.00%	Bus & playground management, etc
Health Services	\$ 2,429,695	\$ 3,238,273	133.28%	Health including: nursing, OT/PT/SLP, etc
Teaching	\$ 37,130,751	\$ 35,734,888	96.24%	classroom teachers/para support
Extra-curricular	\$ 1,384,918	\$ 1,318,224	95.18%	Coaching, advising, ASB supervision
Payments to other districts	\$ -	\$ 567,642	0.00%	CTE/Skills Center fees/pmts to other schools
Instructional Prof Dev	\$ 1,376,961	\$ 1,122,069	81.49%	Prof development; instructional staff
Instructional Technology	\$ 580,755	\$ 305,671	52.63%	classroom technology
Curriculum	\$ 1,027,138	\$ 959,180	93.38%	District materials adoptions/purchases; staff
Food Services	\$ 2,740,894	\$ 2,961,327	108.04%	Mgmt of food service for district
Transportation	\$ 1,531,849	\$ 1,387,554	90.58%	Co-op payments, fuel, insurance
Maint & Operations	\$ 4,302,455	\$ 3,889,284	90.40%	cust/maint/grounds, security, warehouse
Other Services	\$ 2,323,482	\$ 3,054,589	131.47%	Insurance, utilities, tech, print, motor pool
Transfers	\$ (203,500)	\$ (280,931)	138.05%	in district use of buses, vehicles, food service
Interfund Transfers	\$ 295,000	\$ 284,517	96.45%	Transfers (to Cap Proj/ Debt Service)
Totals	\$ 63,368,331	\$ 63,029,210	99.46%	
			100.00%	% of fiscal year elapsed



**CAPITAL PROJECTS FUND SUMMARY:**

Revenue -- Total receipts were \$ 11,182.28 and consist of grants, rental fees and interest.

Expenditures —Expenditures were made in the amount of \$85,727.16 for the month.

Fund Balance — Current monthly ending fund balance is \$ 337,354.96.

**DEBT SERVICE FUND SUMMARY:**

Revenue -- Total receipts were \$ 6,090.12 and consists of tax payments and transfers.

Expenditures — Expenditures were made in the amount of \$200.00 for the month.

Fund Balance — Current month ending fund balance is \$ 992,558.19. Funds in this account are held for bond principal and interest payments.

**ASSOCIATED STUDENT BODY FUND SUMMARY:**

Revenue — There was \$ 1,712.44 revenue for the month.

Expenditures -- Expenditures total 69.60% of the budgeted expenditures for this fiscal year.

Fund Balance — Current month ending fund balance is \$ 294,683.96.

**TRANSPORTATION VEHICLE FUND SUMMARY:**

Revenue – There was \$267,737.63 revenue for the month and consisted of interest and depreciation.

Expenditures — Expenditures were made in the amount of \$ 194,669.55 for the month.

Fund Balance — Current month ending fund balance is \$ 344,769.70.

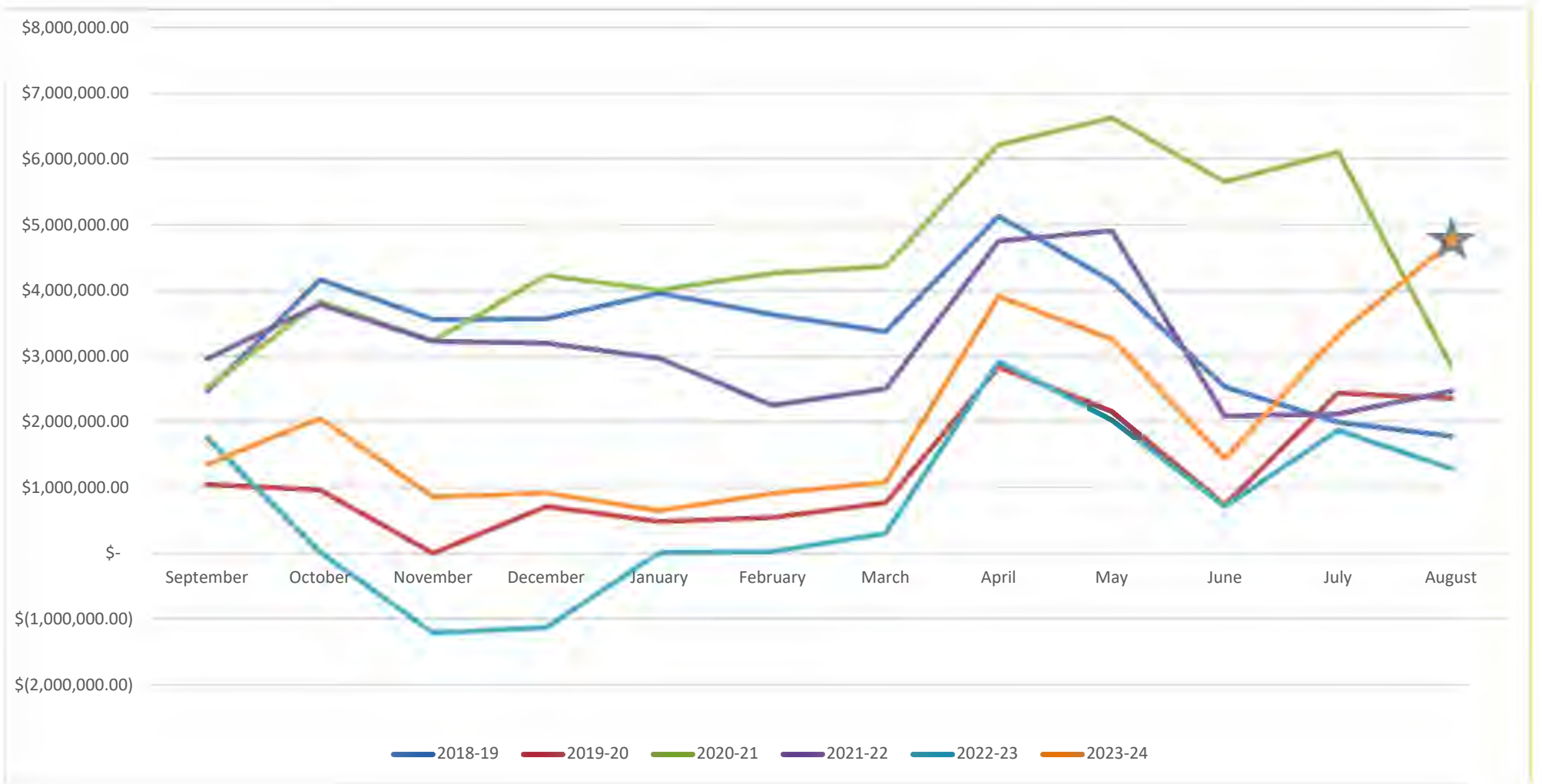
***SUMMARY OF BUDGET EXPENDITURE CAPACITY***

**Budget Capacity as of August, 2024:**

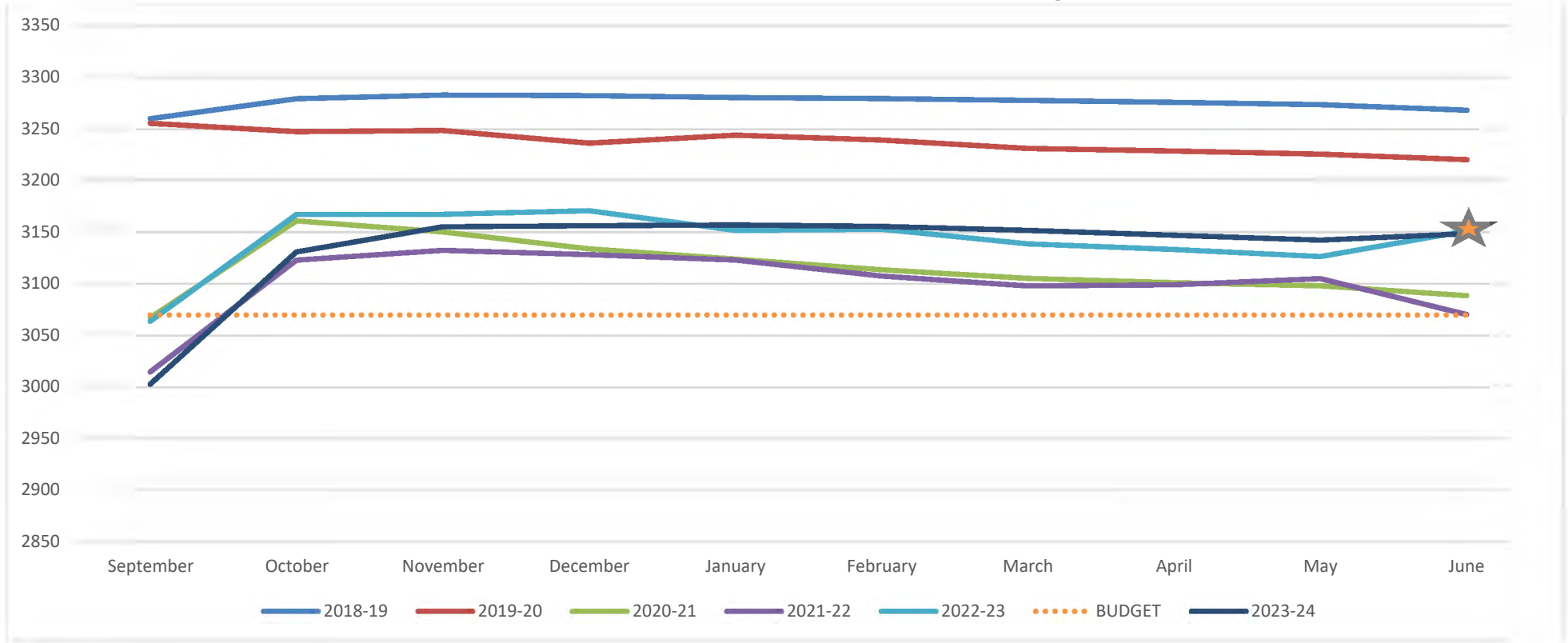
Fund	Budget	Expenditures YTD	Balance	% Expenditures	% Remaining
General	\$ 63,368,331	\$ 63,029,210	\$ 339,121	99.46%	0.54%
Capital Projects	\$ 450,000	\$ 435,198	\$ 14,802	96.71%	3.29%
Debt Service	\$ 3,256,985	\$ 3,233,973	\$ 23,012	99.29%	0.71%
ASB	\$ 435,568	\$ 303,164	\$ 132,404	69.60%	30.40%
Trans Vehicle	\$ 525,000	\$ 515,383	\$ 9,617	98.17%	1.83%

# GENERAL FUND FUND BALANCE TRENDS

End of August, 2024



# ENROLLMENT TRENDS as of August, 2024



AAFTE	Grades K – 5	Gr. 6 – 8	HS	Subtotal	Run Start/ Open Door	+/- (Budget)
<b>2023-24 Budget</b>	<b>1,233</b>	<b>709</b>	<b>995</b>	<b>2,945</b>	<b>125</b>	<b>(+78.09) 3,070</b>
<b>2023-24 Actual</b>	<b>1,276.92</b>	<b>720.04</b>	<b>990.32 *</b>	<b>2,987.30</b>	<b>161.22 *</b>	<b>3,148.52</b>
<b>2022-23 Actual</b>	<b>1,292.06</b>	<b>759.62</b>	<b>982.59</b>	<b>3,034.27</b>	<b>127.93</b>	<b>3,162.20</b>
<b>2021-22 Actual</b>	<b>1,299.38</b>	<b>775.67</b>	<b>963.66</b>	<b>3,038.71</b>	<b>75.13</b>	<b>+ 13.84 (3,100)</b>
<b>2020-21 Actual</b>	<b>1,287.98</b>	<b>777.52</b>	<b>943.61</b>	<b>3,015.97</b>	<b>85.44</b>	<b>+ 1.41 (3,100)</b>
<b>2019-20 Actual</b>	<b>1,445.35</b>	<b>805.48</b>	<b>980.66</b>	<b>3,231.49</b>	<b>98.98</b>	<b>+ 40.47 (3,290)</b>
<b>2018-19 Actual</b>	<b>1,778.50</b>	<b>496.06</b>	<b>993.69</b>	<b>3,268.24</b>	<b>82.30</b>	<b>+ 60.54 (3,290)</b>

\* Includes summer school enrollment (Skill Center & Basic Ed fte of 15.56; Running Start & Open Doors fte of 11.68)

## HIGHLY CAPABLE PROGRAMS

In accordance with the philosophy order to develop the special abilities of each student, the district shall will offer appropriate instructional programs to meet the needs of a highly capable students of school age that provides kindergarten through 12<sup>th</sup> grade students who qualify with Students selected for the program will have access to basic education programs that accelerate learning and enhance instruction. The framework for such program shall encompass, but not be limited to, the following objectives.

- A. ~~Bring together students of high ability in order to enable them to be challenged and stimulated by students of like ability~~
- B. ~~Develop life long learning processes and prepare students for learning opportunities at the secondary level and beyond; and~~
- C. ~~Develop abilities and talents for both personal fulfillment and the benefit of society.~~

1. Expansion of academic attainments and intellectual skills;
2. Stimulation of intellectual curiosity, independence, and responsibility;
3. Development of a positive attitude toward self and others, and
4. Development of originality and creativity.

The board will annually approve the district's highly capable plan including: ~~which~~ describes

- The number of students the district expects to serve ~~served~~ by grade level;
- the district's plan to identify and place students including universal screening at two grade levels;
- A description of the highly capable program goals;
- A description of the services the program will offer;
- An instructional program description;
- A description of ongoing professional development for highly capable program and general education staff; ~~professional development;~~ program evaluation and fiscal report; and,
- Assurances that the district is legally compliant.

The superintendent shall will establish procedures consistent with state guidelines for nominating, assessing and selecting children of demonstrated achievement or potential ability in terms of general intellectual ability, academic aptitude, and creative or productive thinking implementing universal referral, screening, assessment, identification, and placement of highly capable students. The procedures will include prioritizing equitable identification of low-income students; use of multiple objective criteria and multiple pathways universal screening for identification and placement decisions; use of local norms, unless more restrictive than national norms; and use of

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screening and assessment in the student's native language (if available) or nonverbal assessment.

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Legal References: RCW 28A.185.030

Programs—Authority of local school districts—Selection of students

WAC 392-107

Special service program—Highly capable students

Adoption Date: 02/06/07

Revised: 06/17/08; 06/17/14; \_\_\_\_\_

## UNMANNED AIRCRAFT SYSTEM AND MODEL AIRCRAFT

The unapproved use or possession of an unmanned aircraft system (UAS) (commonly referred to as “drone”) or model aircraft on district property or at a district-sponsored event is prohibited. Individuals and entities shall not, at any time, without prior district approval, use or possess a UAS or model aircraft on, in, above, or upon any district property or premises, including those owned, leased, maintained, or used by the district.

The district reserves the right to remove or refuse entry or admission to any individual or entity who violates this policy. The district further reserves the right to exclude any individual or entity who violates this policy from future entry upon district property or entry to district-sponsored events. Students and employees violating this policy may be subject to disciplinary action or discharge. Any violator may also be reported to authorities, including local law enforcement and the Federal Aviation Administration (FAA).

### Definitions

1. Unmanned Aircraft System:  
Unmanned aircraft system means an unmanned aircraft and associated elements (including communication links and the components that control the unmanned aircraft) that are required for the pilot in command to operate safely and efficiently in the national airspace system.
2. Unmanned Aircraft:  
Unmanned aircraft means an aircraft that is operated without the possibility of direct human intervention from within or on the aircraft.
3. Model Aircraft:  
A model aircraft means an aircraft that is:
  - a. Capable of sustained flight in the atmosphere;
  - b. Flown within visual line of sight of the person operating the aircraft; and
  - c. Flown for hobby or recreational purposes.

### Approval Process

Any individual or entity wishing to use or possess a UAS or model aircraft on district property or at a district-sponsored event must receive pre-approval. Individuals and entities must seek pre-approval from the superintendent or designee.

Any individual or entity who receives pre-approval to use or possess a UAS or model aircraft on district property or at a district-sponsored event must abide by district policies and procedures, any special restrictions put in place by the district official granting pre-approval, the laws set forth in the FAA Modernization and Reform Act of 2012, and any laws adopted by state and local authorities.

The superintendent or designee may require those using or possessing a UAS or model aircraft to:

1. Provide proof of insurance;
2. Enter into an agreement which holds the district harmless from any resultant claims or harms to individuals and damage to property; and
3. Any additional requirements as determined appropriate by the district.

**Instructional Purpose**

The district recognizes the academic value of student operation of a UAS as one component of curricula pertaining to principles of flight, aerodynamics, airplane design technology and construction, which can also serve as an academic tool in approved core and elective areas. Therefore, in compliance with the Federal Aviation Administration Modernization and Reform Act of 2012, Section 336, students may operate a UAS as part of a course requirement. A student may not receive individual compensation for use of a school district UAS. District staff teaching a class that allows use of a UAS may demonstrate for or assist a student in their operation of the UAS, provided the assistance is needed as part of the curriculum and assistance is to a student enrolled in the course.

District employees shall work with administrators to ensure that proper insurance, registration and authorization are in place prior to adoption of curriculum that allows operation of a UAS as part of the curriculum. All data gathered by the district as part of a UAS operation will belong to the district. The data gathering by the district will follow appropriate state and federal laws. Retention of such data will follow state and federal laws.

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Cross References:	Policy 4200	Parent Access and Safe and Orderly Learning Environment
	Policy 4260	Use of School Facilities
	Policy 4310	District Relationships with Law Enforcement and other Government Agencies
	Policy 5281	Disciplinary Action and Discharge

Legal References:	FAA Modernization and Reform Act of 2012, Pub. L. No. 112-95, Sections 331, 336, 126 Stat. 11
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Adopted: \_\_\_\_\_

**CONTRACT FOR PERSONAL SERVICES  
BETWEEN**

**ABERDEEN SCHOOL DISTRICT #5**

(hereinafter referred to as ASD #5)  
216 North "G" Street  
Aberdeen, WA 98520

And:

Dr. Trinity Parris

(hereinafter referred to as Consultant)

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

**I. DUTIES OF CONSULTANT**

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

- The consultant shall provide the following services for the 2024-2025 school year:
  - Athletic training
  - Concussion evaluation and return to play
- In order to accomplish the general objectives(s) of this agreement, Consultant shall perform the following specific duties:
  - Athletic training for the following athletic events
    - Home and away football games
    - Home boys' and girls' soccer matches
  - Concussion evaluation, parent contact and student return to play
  - Athlete pre game sports medicine services
  - Prepare annual order of medical supplies for AD to order
  - Distribute medical supplies to various team coaches
  - On call as needed for student injury assessment with parent permission
  - Other duties as mutually agreed upon via contract addendum between contractor and ASD #5
- The time schedule for completion of Consultant's duties shall be as follows:

September 1, 2024 through August 31, 2025
- The contractor shall be responsible for:
  - Certificate of Liability Insurance in the amount of \$1,000,000 naming the Aberdeen School District as the Certificate Holder.
  - Formal Physical Therapy services due to a referral specifically for physical therapy (MD, DO, ARNP, PA-C, DC) will not be billed to the school district.
  - All costs associated with the place of business when services are performed at the Doctor's clinic for items associated with the duties of this contract.
  - Criminal background check for employees working with students of ASD as part of this agreement.
  - Vaccination status on file with the HR department of ASD pursuant to state regulations.
  - Maintaining all professional licenses and certifications in order to carry out the duties of this position.



## II. DUTIES OF ASD #5

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

- A. Consultant shall be compensated in the following amount: \$ 12,000 dollars.
1. Payment shall be made within a reasonable period following termination of this agreement and upon Consultant's compliance with the terms and conditions of this agreement.
  2. Progress payments shall be made, in the following amounts, upon the dates specified and in return for the partial performance, all as set forth as follows:

<u>Number of Payments</u>	<u>Date</u>	<u>Amount</u>
12	Last business day of month	1/12 of contract

- B. All payments of compensation and expenses to consultant shall be conditioned upon Consultant's:
1. Submission of detailed vouchers which support the performance which has been rendered or pre-approved expenses incurred, for which payment is requested; and
  2. Performance to the satisfaction of Superintendent's designee: PROVIDED, that approval shall not be unreasonably withheld.
- C. Any date specified for payment(s) to Consultant shall be considered extended as necessary to process and deliver an ASD #5 warrant for the amount(s).
- D. Expenses directly related to travel for away league events will be reimbursed by the district in accordance with district policy and procedure 6213. Expenses related to travel for non-league events will be reimbursed by the ASB upon their approval of travel for the team.

## III. PROHIBITION AGAINST ASSIGNMENT

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

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

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

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

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

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

## **VI. INDEMNIFICATION**

Any and all claims which hereafter arise on the part of any and all persons as a direct or indirect result of Consultant's or its employee's(') or agent's(') performance or failure to perform duties pursuant to this agreement, shall be the Consultant's sole obligation and the Consultant shall indemnify and hold harmless the Superintendent and ASD #5 in full for any and all such acts or failures to act on the part of Consultant or its employee(s) or agent(s).

## **VII. TERMINATION**

This agreement may be terminated by ASD #5 or any designee thereof, at any time, with or without reason, upon written notification thereof to the Consultant. The notice shall specify the date of termination and shall be conclusively deemed to have been delivered to and received by Consultant as of midnight of the second day following the date of its posting in the United States mail – addressed as first noted herein in the absence of proof of actual delivery to and receipt by Consultant by mail or other means at an earlier date and / or time.

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

## **VIII. VERBAL AGREEMENT**

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

## **IX. APPLICABLE LAW**

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

## **X. NON-DISCRIMINATION**

No person shall, discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated your groups. No student shall be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any activity performed pursuant to this Agreement.

## **XI. EFFECTIVE DATE-DURATION**

This Agreement shall commence on the 1<sup>st</sup> day of September 2024. This agreement shall terminate at midnight on the last day of August 2025 with the sole exception of Sections

IV (Ownership of Work Products and Restriction Against Dissemination) and VI (Indemnification) which shall continue to bind the parties, their heirs and successors.

**XII. FEDERAL BACKUP WITHHOLDING INFORMATION**

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

IN WITNESS THEREOF, ASD #5 and Consultant have executed this Agreement consisting of 4 pages.

**XIII. CERTIFICATION REGARDING DEBARMENT AND SUSPENSION, SUPERVISION AND ELIGIBILITY**

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

**CONSULTANT**

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

\_\_\_\_\_  
Consultant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Social Security Number or Federal ID#

Are you incorporated?  
Yes \_\_\_\_\_ No \_\_\_\_\_

\_\_\_\_\_  
Aberdeen School District Superintendent/Designee

\_\_\_\_\_  
Date

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

(hereinafter referred to as ASD #5)

216 North "G" Street  
Aberdeen, WA 98520

Ann Taylor  
(hereinafter referred to as Consultant)

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

**I. DUTIES OF CONSULTANT**

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

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

**To assist the Aberdeen School District in implementing the GEAR UP Year 8 Work Plan for the Class of 2025 to meet compliance requirements as set forth for the Washington State GEAR UP Grant for the 2024-2025 school year, specifically from September 16, 2024-December 31, 2024.**

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

- Attend any required GEAR UP professional development or meetings.
- Implement activities in the Aberdeen Year 8 Work Plan to assist with student high school and beyond planning. This may include survey implementation, data collection and analysis, FAFSA support, college application and scholarship support and field trips. This will also include portal data entry and family night requirements.
- Be present at Aberdeen High School for an average of 25-30 hours per week to work directly with students.
- Establish a data collection method to record all high school and beyond plans of the Class of 2025 students.

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

**In accordance with the GEAR UP grant timelines for the 2024-2025 grant year, specifically those will occur between September 16, 2024 and December 31, 2024.**

## II. DUTIES OF ASD #5

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

- A. Consultant shall be compensated in the following amount: **not to exceed \$16,900 dollars.**

Monthly progress payments shall be made, based on invoices submitted by the consultant for hours worked by the 5<sup>th</sup> of the month in return for the partial performance.

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

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

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

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

## III. PROHIBITION AGAINST ASSIGNMENT

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

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

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

Consultant and Consultant's employee(s) and agent(s) shall not, without prior written approval of ASD #5, either during the term of this agreement or at any time thereafter,

directly or indirectly, disclose or give to any state or federal government, or corporation, agency or political subdivision of any state or federal government, or any educational agency, institution or organization, any portion of the above described items and properties or any information acquired in the course of or as an incident to the performance of Consultant's duties hereunder, for any purpose or reason.

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

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

#### **VI. INDEMNIFICATION**

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

#### **VII. TERMINATION**

This agreement may be terminated by ASD #5 or any designee thereof, at any time, with or without reason, upon written notification thereof to the Consultant. The notice shall specify the date of termination and shall be conclusively deemed to have been delivered to and received by Consultant as of midnight of the second day following the date of its posting in the United States mail – addressed as first noted herein in the absence of proof of actual delivery to and receipt by Consultant by mail or other means at an earlier date and / or time.

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

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

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

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

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

**X. NON-DISCRIMINATION**

No person shall, on the ground of race, creed, color, national origin, religion, sex, sexual orientation including gender expression or identity, the presence of any mental or physical disability, marital status, pregnancy, previous arrest (unless a clear and present danger exists) or incarceration be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any activity performed pursuant to this Agreement.

**XI. CONFLICT OF INTEREST**

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

**XII. EFFECTIVE DATE-DURATION**

This Agreement shall commence on the 16<sup>th</sup> day of September, 2024. This agreement shall terminate at midnight on the last day of December, 2024, with the sole exception of Sections IV (Ownership of Work Products and Restriction Against Dissemination) and VI (Indemnification) which shall continue to bind the parties, their heirs and successors.

**XIII. FEDERAL BACKUP WITHHOLDING INFORMATION**

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

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

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

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

**CONSULTANT**

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

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

\_\_\_\_\_  
Consultant Signature

\_\_\_\_\_  
Social Security Number or Federal ID#

Are you incorporated?

Yes \_\_\_\_\_ No  X

**ABERDEEN SCHOOL DISTRICT #5**

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

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



**CERTIFICATED**

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Maren Parker	Aberdeen High School	Counselor	TBD

**CHANGE OF ASSIGNMENTS:** We recommend the Board approve the following certificated change of assignments:

<u>Name</u>	<u>Location:</u>	<u>Position To:</u>	<u>Position From:</u>	<u>Effective Date</u>
Joshua Dea	Aberdeen High School	1 FTE	.8 FTE	08/28/24
Lilianna Rayne	Aberdeen High School	1 FTE	.8 FTE	08/28/24
Tom Floch	AJ West Elementary	On-Going	CYO	08/28/24
Sage Berglund	Central Park Elementary	On-Going	CYO	08/28/24
Paige Wallin	Central Park Elementary	On-Going	CYO	08/28/24
Charles Stover	Stevens Elementary	On-Going	CYO	08/28/24

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Yesenia Barragan	Aberdeen High School	Teacher	09/06/24
Andrew Gwinn	Aberdeen High School	Counselor	09/06/24
Veronika Graham	McDermoth Elementary	Teacher	09/06/24

**Certificated Substitute Hires:**

Shanna Lynch  
Grace Mazariegos

**Certificated Substitute Resignation:**

Tyna Waters, effective September 11, 2024

**CLASSIFIED**

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Jacqueline Quinby	District	Registered Nurse	TBD
Lisa Lund	Transportation	Bus Driver – CYO	09/03/24
Christine Taylor	Transportation	Bus Driver – CYO	09/03/24
Cassidy Turchan	Transportation	Bus Driver	09/03/24

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

<u>Name</u>	<u>Position:</u>	<u>Location To:</u>	<u>Location From:</u>	<u>Effective Date</u>
Stacy Romero	Food Service Worker	Robert Gray	Aberdeen High School	08/28/24

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

<u>Name</u>	<u>Location:</u>	<u>Position To:</u>	<u>Position From:</u>	<u>Effective Date</u>
Emma Leigh Wimberley	Harbor Learning Center	Family Svc Wrkr	MTSS Assistant	09/12/24

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Ryan McGraw	Aberdeen High School	GEAR UP Specialist	09/17/24

**CLASSIFIED (Cont'd)**

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Peter Ross	Aberdeen High School	Custodian	03/01/25

**EXTRA-CURRICULAR HIRE:** We recommend the Board approve the following extra-curricular hire:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Carly Giles	Aberdeen High School	Assistant Swim Coach .5 FTE	TBD

**EXTRA-CURRICULAR RESIGNATION:** We recommend the Board approve the following extra-curricular resignation:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Erick Hayter Ramsey	Miller Jr. High	Assistant Wrestling Coach	08/24/24

**Classified Substitute Hires:**

Sarah Beese  
Maria Garcia Lopez  
Sarahi Ramirez  
Christine Taylor  
Jace Varner