YELM Community Schools

360.458.1900
FAX: 360.458.6178
107 First Street North
PO Box 476
Yelm, WA 98597-0476

SCHOOL BOARD MEMBERS: Debbie Edwards, President ● Denise Hendrickson, Vice President
Bill Hauss ● Frank King ● Casey Shaw

AGENDA

Regular School Board Meeting

Thursday, November 21, 2024
6 p.m.
District Office Board Room
107 First Street North • Yelm, WA

Regular School Board Meeting

A **1.** **Call to Order**
Flag Salute

I **2.** **Audience**

A. Board Recognition
Educational Staff Associates Excellence Award

B. Superintendent's Report

C. Community Comments

A **3.** **School Board Minutes**
October 10, 2024 – Study Session/Regular Business Meeting
October 24, 2024 – Regular Business Meeting

4. **New Business**

A **A. Individual Contracts**

1. New Hires
   Ronaldo Aguirre, YMS Para SPED Program 1:1
   Keshia Bisbing, PR Para SPED Program 1:1
   Leia Blankenship, Food Service Cafeteria Worker One Year Only
   Casey Dickinson, PR Para SPED Preschool
   Madeline Green, YHS Coach Assistant Girls Wrestling
   Caleb Harris, RMS Coach Assistant Wrestling
   Ryan Hominda, YHS Coach Assistant Boys Basketball — Split Position
   Caleb Iverson, Food Service Van Driver — One Year Only
   Jurell Johnson, YHS Coach Assistant Boys Basketball — Split Position
   Deanna Lopez, FS Para SPED Program 1:1
   Jacob Nolan, YHS Coach Assistant Wrestling
   Luis Pintado, MP Para SPED Program SLC
   Clara Wagner, OSS Behavior Support Assistant

Andrew Weiser, YES Para SPED LRC — One Year Only
Jessica Williams, PR Para SPED Program 1:1
Justin (Patrick) Stanley, YMS Teacher SPED SLC

2. Leave of Absence
   No Report
3. Resignations/Retirements/Terminations
   Jamel Bresler, Transportation Bus Driver — Resignation
   Jacob Nolan, RMS Coach Assistant Wrestling — Resignation
4. Staffing Changes
   Amanda Bedolla, Para SPED to Para Instructional ML
   Shaina Chiri, RMS Cafeteria Worker 3.75 to 5.25 hr. — One Year Only
   Alicia Weiser, SW SPED LRC to YHS SPED CLC
   Keisha Bere-Ruiz, SW SPED Self to RMS SPED CLC
   Samantha Woehrman, YHS Cafeteria Worker to RMS Utility Worker
5. Requests for Waivers for Teaching Out of Endorsement
   Justin (Patrick) Stanley, YMS Special Education
6. Authorization to Pay Stipends/Supplemental Contracts

A **B. Acceptance of Gifts**

Donor	Amount
TwinStar Credit Union, Compassion Fund	$38,116.71
STIHL Northwest, Equipment Engineering	FMV $6,649.61
Nisqually Valley Lodge 1905, General Athletics YHS	$358.00
Bill Sauneuf, Choir Trip to NYC	$750.00
Kona Ice of Yelm, General Athletics YHS	$140.96
Castle Realty, Choir Trip to NYC	$500.00
Standing Room Only, Choir Trip to NYC	$500.00

A **C. Out-of-District Travel**

1. YHS Powerlifting to Appleton, WI, March 19-23, 2025, to compete in Powerlifting High School Nationals, 9 students and 1 chaperone.
2. YHS Girls Wrestling to Ridgefield, WA, Dec. 27-28, 2024, to compete in a tournament, 10 students and 2 chaperones.

A **D. Request "For" and "Against" Committees**

A/I **G. Policy Revisions and Additions**

Second Reading – For Approval
2022 Electronic Resources and Internet Safety – Revision
2022 Procedure – Revision
2023 Digital Citizenship and Media Literacy – Revision
2023 Procedure – Revision
2023 F3 - New
2023 F4 – New

First Reading – For Review
6220 Bid or Request for Proposal Requirements – Revision
6220 Procedure – Revision

I/D **H. Student Use of Cell Phones**

A **6. Vouchers and Payroll**

A. General Fund #70150880 – 70150978
#70150980 – 70151065

		#70151086 - 70151114	$1,246,105.58
B.	ASB Fund	#70409681 - 70409710	$57,350.93
C.	Capital Projects Fund	#70501766 - 70501779	$79,055.75
D.	Comp Tax	#11230011 – 20230001	$3,250.27
E.	October Payroll		$8,636,002.90

A 7. Facilities Report:

Public Works:

Project #	Amount	Vendor / Reason
150.23	$8,780.96	Drain Pro – Septic Line Repairs – MK
03.24	$936.98	South Sound Fire & Security – Panic Button System Repair MK
04.24	$511.72	South Sound Fire & Security – Panic Button System Repair LK
06.24	$505.64	South Sound Fire & Security – Emergency Panic Alarm Horn Replacement – RMS
07.24	$396.19	South Sound Fire & Security – Emergency Panic Alarm Wireless Remote Button Replacement – YES
20.24	$871.89	Security Solutions NW Inc. – Camera System Repair – MP
21.24	$2,836.05	Security Solutions NW Inc. – Camera System Repair – YHS
26.24	$665.76	Drain Pro – Emergency Septic Service Call – YHS 500 BLDG

I 8. Financial Reports

I 9. Student Enrollment Report

Nov 2024	5579 HC	5450.40 FTE (59.60 < 5510.00)
Oct 2024	5599 HC	5467.56 FTE (42.44 < 5510.00)
Nov 2023	5675 HC	

I 10 Board Comments

I 11. Superintendent's Comments

A 12. Adjourn

Next Board Meeting: December 19, 2024 – 6:00 p.m. – Regular Board Meeting
Location: District Office

Individuals with disabilities who may need a modification to participate in a meeting should contact the Superintendent's Office no later than three days before a meeting so that arrangements for the modification can be made.

A= Action **I= Information** **D= Discussion**

Yelm Community Schools, District No. 2

107 First Street North • Yelm, WA 98597 • (360) 458-1900 • *www.ycs.wednet.edu*

MINUTES

of a Regular Meeting of the Board of Directors

Thursday, October 10, 2024

BOARD MEMBERS PRESENT
Bill Hauss, Denise Hendrickson, Frank King, Casey Shaw

STUDENT REPRESENTATIVES PRESENT
Samantha Blank, Hannah Hiiva, Sophie Miera, Lucia Mohrweis,

ADMINISTRATION PRESENT
Lisa Cadero-Smith, Chris Clark, Curtis Cleveringa, Ali Jacobson, Teri Melone, Chris Woods

CALLED TO ORDER/PLEDGE OF ALLEGIANCE
Vice President Denise Hendrickson called the Study Session/Regular Business Meeting to order at 6:00 p.m.

AUDIENCE
Community Comments
No Comments

NEW BUSINESS

INDIVIDUAL CONTRACTS – APPROVED

NEW HIRES	POSITION	EFFECTIVE
Trysten Avega	YMS Para SPED Program SLC	9/27/2024
Jamie Connally	YMS Teacher SPED LRC	10/11/2024
Christina Folk	FS Para SPED Program PreK CLC	9/27/2024
Teresa Frye	FS Para SPED Program 1:1	9/27/2024
Breanna Hiblar	FS Para SPED Program 1:1	10/7/2024
Ronald Kretschmer	YMS Para SPED Program 1:1	9/30/2024
Stephanie Mathis	FS Para SPED Program 1:1	9/27/2024
Sean McKale	YMS Para SPED LRC	10/7/2024
Breanna Ulestad	FS Para SPED Program PreK CLC	10/1/2024

LEAVE OF ABSENCE
No Report

RESIGNATIONS/RETIREMENTS/TERMINATIONS

Tina Wright	Food Service PR Cafeteria Worker	10/11/2024 Resignation

REQUEST FOR WAIVERS FOR TEACHING OUT OF ENDORSEMENT

Jamie Connally	YMS Special Education	10/11/2024

M/Bill Hauss; S/Casey Shaw; Motion carried unanimously.

ACCEPTANCE OF GIFTS – APPROVED

Donor	Items/Purpost	Amount
Yelm FFA Alumni Association, 2018 Exhibitor Livestock Trailer		FMV $20,000.00
YHS Connects Booster Club, YHS Band Program		$4,279.17

TwinStar Credit Union, Middle School Robotics Club.....$5,000.00
M/Casey Shaw; S/Frank King; Motion carried unanimously.

STUDY SESSION

YELM HIGH SCHOOL & YELM EXTENSION SCHOOL SPOTLIGHT

Principal Curtis Cleveringa and Assistant Principals Chris Clark and Ali Jacobson presented updates on enrollment, staffing, and instructional leadership team goals. Yelm Extension School administrator Ali Jacobson presented 2024/25 CSIP goals.

YELM HIGH SCHOOL ASB

Yelm High School ASB and class officers presented their goals, proposed events, and action plans for the 2024-25 school year.

BOARD COMMENTS

Board members commented on:

- Enjoyed the presentation. Thank you, YHS administration and ASB representatives.
- Thank you to the Yelm community for donations.
- The CARE event was a great and well attended.

SUPERINTENDENT'S REPORT

Superintendent Chris Woods commented on:

- Thank you FFA Alumni, YHS Connects Booster Club, TwinStar Credit Union and O'Bee Credit Union for your generous donations.
- Thanked the YHS administration team for involving and listening to students.
- Had a meeting with a YHS Senior that would like to raise money so Graduation can take place at the Tacoma Dome – more details will be coming.

ADJOURNMENT – 7:13 p.m.

Respectfully submitted by: Approved by:

Secretary to the Board Board President

Yelm Community Schools, District No. 2

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MINUTES

of a Regular Meeting of the Board of Directors

Thursday, October 24, 2024

BOARD MEMBERS PRESENT

Debbie Edwards, Denise Hendrickson, Frank King, Casey Shaw

STUDENT REPRESENTATIVES PRESENT

Kailey Slevin

ADMINISTRATION PRESENT

Holly Ackerman, Mark Bowden, Dee Dee Buckingham, Lisa Cadero-Smith, Jennifer Carrougher, Ellen Cavanaugh, Chris Clark, Charles Cook, Lisa Crowell, Rebecca Fowler, Chris Hansen, Jodi Jarmin, Kendall McNutt, Teri Melone, Shannon Powell, Anthony Quichocho, Traci Schultz, Starla Watson, Chris Woods

CALLED TO ORDER/PLEDGE OF ALLEGIANCE

President Debbie Edwards called the Regular Business Meeting to order at 6:00 p.m.

AUDIENCE

Board Recognition

Principals presented to the following award nominees:

Instructional Excellence Award *Honoring teachers who elevate student learning through impactful instruction and foster classroom environments of dignity and belonging.*		
Emily Walsh - FS	Sean Sturgill – LK	Stacie Kinsey - McK
Karen Blank – MP	Felecia Stenbakken – PR	Tammy Jenkins-Jelovich - SW
William Warren – RMS	Emily Macias – YMS	Alex Parker - YHS

Instructional Support Excellence Award *Honoring paraeducators who enhance student learning through impactful support and foster classroom environments of dignity and belonging.*		
Tanya Drath – FS	Kim King – LK	Jennifer Tveten - McK
Jeanie Marsh – MP	Lisa Becraft – PR	Tami Thomas – SW
Sarah Hannah – RMS	Crystal Anderson – YMS	Laurie Shackelford & Erica Kautz - YHS

Community Comments

Superintendent Chris Woods updated the board on an incident at YMS and YHS Graduation.
Agenda Item: Ashley Brooks

SCHOOL BOARD MINUTES – APPROVED

September 12, 2024 – Study Session/Regular Business Meeting - Revision
September 26, 2024 – Regular Business Meeting
M/Denise Hendrickson; S/Casey Shaw; Motion carried unanimously.

NEW BUSINESS

INDIVIDUAL CONTRACTS – APPROVED

NEW HIRES	POSITION	EFFECTIVE
Amanda Bedolla	RMS Para SPED Program CLC	10/21/2024
Maxenne Bell	SW Para Instructional	OYO 10/28/2024
Ben Hawk	YHS Coach Head Girls Wrestling	11/18/2024
Michael Holman	YHS Coach Assistant Boys Wrestling	11/18/2024
Jeremiah Hume	YHS Coach Assistant Boys Wrestling	11/18/2024
Nicole Hunton	SW Para SPED LRC	10/10/2024
Kailah-Jayde Kaslausky	SW Para Instructional	OYO 10/28/2024
Gabriel Lavanel	RMS Para SPED Program 1:1	10/3/2024
Edith Little	RMS Para SPED Program CLC	10/14/2024
Madison White	OSS Behavior Support Assistant	OYO 10/11/2024
Kasey Wyatt	Director of Facilities and Maintenance	12/2/2024
Mayeli Zamudio	YHS Office Professional II Receptionist	OYO 10/7/2024

LEAVE OF ABSENCE

Kimberly Gosney	RMS Office Professional V	10/15/2024-1/16/2025

RESIGNATIONS/RETIREMENTS/TERMINATIONS

Breanna McGalliard	Food Service Van Driver	Resignation 10/11/2024
Brigette Minogue	FS Teacher SELF/CLC	Rescinded Acceptance 10/14/2024
Alyssa Yerxa	Transportation Bus Driver	Resignation 10/1/2024

STAFFING CHANGES

Rachelle Hudson	Para SPED Program to Behavior Support Assist.	OYO 10/14/2024
Breanna McGalliard	Cafeteria Worker 2.25 hr to 4.5 hr	OYO 10/14/2024
Nerisa McQueen	Cafeteria Worker RMS 5.25 to SW 4.25 hr	OYO 10/14/2024
Amanda Brazzell	Utility Worker to Cafeteria Worker 3.75 hr	OYO 10/14/2024

Stipends/Supplemental Contracts

$142,304.38

M/Casey Shaw; S/Frank King; Motion carried unanimously.

ACCEPTANCE OF GIFTS - APPROVED

Obee Credit Union, Compassion Fund $5,000.00
Anonymous, Invest Ed – Cap & Gown Expenses $100.00
Anonymous, Choir Trip to NYC $100.00
Yelm Dental, Choir Sponsor $500.00
Kona Ice of Yelm, General Athletics YHS $104.69
Cascade Camp & Conf. Center, Choir Trip to NYC $1,000.00
Schweitzer Engineering, YHS General Donation $200.00
Capital City marathon Assoc., YHS Cross Country $1,500.00
Yelm Dental, Sports Med CPR Training $700.00
Yelm Physical Therapy, Sports Med CPR Training $635.00
Richard & Catherine Fernalld, Band Donation $200.00
Yelm FFA Alumni Assoc., FFA Student Fees for Nationals $3,700.50

M/Denise Hendrickson; S/Frank King; Motion carried unanimously.

OUT OF DISTRICT TRAVEL – APPROVED

YHS Cross Country to Pasco, WA, November 8-9, 2024, to participate in the Washington State Cross Country Championship, 18 students and 2 chaperones.

M/Frank King; S/Denise Hendrickson; Motion carried unanimously.

RESOLUTION 01-24-25 - CAPITAL FACILITIES PLAN
M/Denise Hendrickson; S/Frank King, Motion carried unanimously.

RESOLUTION 03-24-25 – REPLACEMENT EDUCATIONAL PROGRAMS AND OPERATIONS LEVY - APPROVED
M/Casey Shaw; S/Frank King
Role Call Vote: Frank King/Yes; Casey Shaw/Yes; Denise Hendrickson/Yes; Debbie Edwards/Yes
Motion carried unanimously.

YCS COMPREHENSIVE PLAN FOR ADVANCED ACADEMICS – APPROVED
M/Casey Shaw; S/Denise Hendrickson; Motion carried unanimously.

POLICY REVISIONS, ADDITIONS
First Reading – For Review
2022 Electronic Resources and Internet Safety – Revision
2022 Procedure – Revision
2023 Digital Citizenship and Media Literacy – Revision
2023 F3 – New
2023 F4 – New

STUDENT USE OF CELL PHONES – INFORMATION AND DISCUSSION
Board members discussed a possible update to the existing policy. Superintendent Chris Woods shared the Peninsula School District's policy.

BUSINESS ADVERTISING/SPONSORSHIPS – INFORMATION AND DISCUSSION
Board members discussed the current policy and possible revisions.

RESOLUTION 04-24-25 YCS TRANSPORTATION TI BID AWARD RECOMMENDATION – APPROVED
M/Denise Hendrickson; S/Frank King; Motion carried unanimously.

VOUCHERS AND PAYROLL - APPROVED

A. General Fund	# 70150691 – 70150858	$2,592,816.42
B. ASB Fund	# 70409652 - 70409680	$66,071.14
C. Capital Projects Fund	# 70501757 - 70501765	$531,995.20
D. Comp Tax	#11230010 – 202100160	$8,866.55
E. TVF	# 70700042 - 70700042	$327,540.72
F. September Payroll		$6,464,209.28

M/Frank King; S/Casey Shaw; Motion carried unanimously.

FACILITIES REPORT – APPROVED
Public Works:

Project #	Amount	Vendor/Reason
15.22	$25,961.57	Northwest Pump & Equipment – Card Lock Installation – SOC
102.22	$3,397,846.19	KCDA/Field Turf – Soccer Field Turf/Tennis Courts – YHS
99.23	$37,562.31	Eagle Asphalt Sealcoating Co. – Asphalt Improvements – MP
100.23	$44,555.21	Eagle Asphalt Sealcoating Co. – Asphalt Improvements – RMS
101.23	$24,117.33	Eagle Asphalt Sealcoating Co. – Asphalt Improvements – LK
116.23	$56,916.93	Heath Northwest – Digital Reader Board Updates – RMS
117.23	$47,082.27	Heath Northwest – Digital Reader Board Updates – LK
118.23	$57,014.38	Heath Northwest – Digital Reader Board Updates – MP
119.23	$40,478.79	Heath Northwest – Digital Reader Board Updates – FS
123.23	$170,378.72	A+ Professional Coatings Inc. – 100/200 BLDG Paint Improvements – YHS
131.23	$5,119.33	Lake Tapps Construction Ultd. - P16.5 Door Replacement – YHS

144.23	$475.46	Brady's Welding LLC – Sink Crack Repairs – RMS
148.23	$4,161.00	LCO Company – Loading Dock Improvements – YHS
159.23	$3,088.90	Cunningham Electric Co. – Reader Board Electrical – LK
160.23	$1,133.76	Cunningham Electric Co. – Reader Board Electrical – RMS
161.23	$12,491.96	Cunningham Electric Co. – Reader Board Electrical – MP
162.23	$14,214.13	Cunningham Electric Co. – Reader Board Electrical – FS
164.23	$7,508.63	Cunningham Electric Co. – Emergency Electrical Lighting Repair – MK
165.23	$2,078.68	Hermanson Co LLP – Boiler #2 Service Call – RMS
167.23	$593.25	Hermanson Co LLP – Audible Boiler Alarm Service Call – MK
169.23	$2,453.07	Hermanson Co LLP – Chiller Circuit 2 Leak – RMS
170.23	$573.83	Brady's Welding LLC – Mailbox Repair – TRANS
10.24	$657.00	Hermanson Co LLP – GFU5 Gym System Service Call – YHS

M/Bill Hauss; S/Frank King; Motion carried unanimously.

FINANCIAL REPORTS

Chief and Finance and Operations Jennifer Carrougher provided an update on the closeout of the 2023/24 school year. A fund balance projection will be presented at the next board meeting.

STUDENT ENROLLMENT REPORT

Oct 2024	5598 HC	5466.96 FTE (43.04 < 5510.00)
Sept 2024	5616 HC	
Oct 2023	5879 HC	

BOARD COMMENTS

Board members commented on:

- Enjoyed the staff recognition – Congratulations to the award winners!
- Thank you, Superintendent Woods, for your words on transparency.
- Thank you, Yelm community, for your continued generosity.

Student Representative commented on:

- The proposed student cell phone policy.

SUPERINTENDENT'S REPORT

Superintendent Chris Woods commented on:

- Thank you to our staff. YCS has amazing people!
- Invited the community to reach out if they have questions or concerns.

ADJOURNMENT – 8:18 p.m.

Respectfully submitted by: Approved by:

Secretary to the Board Board President

Personnel Action for Board Approval

Doyla Buckingham
Director of Human Resources

DATE OF BOARD MEETING:			November 21, 2024		
NEW HIRES:					
First Name	**Last Name**	**Location**	**Title**	**Date**	**Comments**
Ronaldo	Aguirre	Yelm MS	Para SPED Program 1:1	11/18/2024	
Keshia	Bisbing	Prairie Elem	Para SPED Program 1:1	11/12/2024	
Leia	Blankenship	Food Service	Cafeteria Worker	12/9/2024	OYO
Casey	Dickinson	Prairie Elem	Para SPED Preschool	11/15/2024	
Madeline	Green	Yelm HS	Coach-Assistant Girls Wrestling	11/8/2024	
Caleb	Harris	Ridgeline MS	Coach-Assistant Wrestling	11/13/2024	
Ryan	Hominda	Yelm HS	Coach-Assistant Boys Basketball	11/18/2024	Split Position
Caleb	Iverson	Food Service	Van Driver	11/1/2024	OYO
Jurell	Johnson	Yelm HS	Coach-Assistant Boys Basketball	11/18/2024	Split Position
Deanna	Lopez	Ft. Stevens	Para SPED Program 1:1	10/21/2024	
Jacob	Nolan	Yelm HS	Coach-Assistant Wrestling	11/13/2024	
Luis	Pintado	Mill Pond	Para SPED Program SLC	10/21/2024	
Clara	Wagner	Student Support	Behavior Support Assistant	11/25/2024	
Andrew	Weiser	Yelm Ext	Para SPED LRC	11/15/2024	OYO
Jessica	Williams	Prairie Elem	Para SPED Program 1:1	10/23/2024	
Justin (Patrick)	Stanley	Yelm MS	Tchr-SpEd SLC	11/12/2024	
LEAVES OF ABSENCE:					
First Name	**Last Name**	**Location**	**Title**	**Date**	**Comments**
RESIGNATIONS/RETIREMENTS/TERMINATIONS:					
First Name	**Last Name**	**Location**	**Title**	**Date**	**Comments**
Jamel	Bresler	Transportation	Bus Driver	11/15/2024	Resignation
Jacob	Nolan	Ridgeline MS	Coach-Assistant Wrestling	11/11/2024	
STAFFING CHANGES:					
First Name	**Last Name**	**From**	**To**	**Date**	**Comments**
Amanda	Bedolla	Ridgeline MS	Student Support	10/28/2024	Para SPED CLC to Para Instructional ML
Shaina	Chiri	Food Service-RMS	Food Service-RMS OYO	11/1/2024	Cafeteria Worker 3.75 to 5.25
Alicia	Weiser	Southworth Elem	Yelm HS	10/28/2024	SpEd LRC to SpEd CLC
Keisha	Bere-Ruiz	Southworth Elem	Ridgeline MS	11/12/2024	SpEd SELF to SpEd CLC
Samantha	Woehrman	Food Service-YMS	Food Service-RMS OYO	11/1/2024	Cafeteria Wrkr to Utility Wrkr

Personnel Action for Board Approval

Doyla Buckingham

Director of Human Resources

REQUESTS FOR WAIVERS FOR TEACHING OUT OF ENDORSEMENT:					
First Name	**Last Name**	**Location**	**Out of Endorsement Subject**	**Date**	**Comments**
Justin (Patrick)	Stanley	Yelm MS	Special Education	11/12/2024	Completing a Program

Authorization to Pay Stipends/Supplemental Contracts

2024-25 School Year

November 2024

Name	Location	Activity	Total Pay	Pay in
Apgar, Sophia	Office of Student Support	ESA-National Certification	$3,000.00	Nov 24-Aug 25
Beaudin, Timothy	Yelm HS	Coach-Head Boys Wrestling	$8,218.00	Nov 24-Feb 25
Bellard, Abby	Office of Student Support	ESA-National Certification	$3,000.00	Nov 24-Aug 25
Carter, Kristen	Office of Student Support	ESA-National Certification	$3,000.00	Nov 24-Aug 25
DeShazer, Timothy	Office of Student Support	ESA-National Certification	$3,000.00	Nov 24-Aug 25
Fahoum, Kari	Office of Student Support	ESA-National Certification	$3,000.00	Nov 24-Aug 25
Fossum, Michelle	Office of Student Support	ESA-National Certification	$3,000.00	Nov 24-Aug 25
Hawkins, Jacqueline	Yelm MS	Coach-Assistant Girls Basketball	$3,706.00	Nov 24-Jan 25
Holman, Michael	Yelm HS	Coach-Assistant Boys Wrestling	$6,330.00	Nov 24-Feb 25
Hume, Jeremiah	Yelm HS	Coach-Assistant Boys Wrestling	$7,113.00	Nov 24-Feb 25
Johnson, Kaycee	Office of Student Support	ESA-National Certification	$3,000.00	Nov 24-Aug 25
Lambert, Miranda	Office of Student Support	ESA-National Certification	$3,000.00	Nov 24-Aug 25
Lawrence, Holley	Office of Student Support	ESA-National Certification	$3,000.00	Nov 24-Aug 25
Leach, Marisol	Office of Student Support	ESA-National Certification	$3,000.00	Nov 24-Aug 25
Lovato, Stacie	Yelm HS	Coach-Head Dance	$5,712.00	Nov 24-Feb 25
Macdonald, Andrew	Ridgeline MS	Coach-Assistant Girls Basketball	$3,530.00	Nov 24-Jan 25
McMurray, Kimberly	Office of Student Support	ESA-National Certification	$3,000.00	Nov 24-Aug 25
Miller, Nancy	Office of Student Support	ESA-National Certification	$3,000.00	Nov 24-Aug 25
Mintz, Lindsay	Office of Student Support	ESA-National Certification	$3,000.00	Nov 24-Aug 25
Nolan, Jacob	Yelm HS	Coach-Assistant Boys Wrestling	$6,013.00	Nov 24-Feb 25
Pierson, Scott	Yelm HS	Marching Band	$1,910.24	Oct 24-Aug 25
Pierson, Scott	Yelm HS	Pep Band	$1,833.93	Nov 24-Aug 25
Riley, Michael	Yelm MS	Coach-Head Wrestling	$5,189.00	Nov 24-Jan 25
Tse, Ka Ki (Kay)	Office of Student Support	ESA-National Certification	$3,000.00	Nov 24-Aug 25
Walton, Cortney	Yelm HS	Coach-Assistant Bowling	$4,810.00	Nov 24-Feb 25
Wasankari, David	Yelm HS	Coach-Head Boys Basketball	$9,656.00	Nov 24-Feb 25
Yenne, Lana	Yelm MS	Coach-Head Girls Basketball	$5,614.00	Nov 24-Jan 25
		TOTAL CERTIFICATED	**$111,635.17**	
Aalona, Thaddeus	Yelm HS	Coach-Assistant Boys Basketball	$6,013.00	Nov 24-Feb 25
Anderson, Melanie	Yelm HS	Coach-Assistant Dance	$5,063.00	Nov 24-Feb 25
Flores, Richard	Yelm HS	Coach-Assistant Boys Basketball	$6,330.00	Nov 24-Feb 25
Ford, Averie	Yelm HS	Coach-Head Bowling	$5,712.00	Nov 24-Feb 25
Green, Madeline	Yelm HS	Coach-Assistnat Girls Wrestling	$5,712.00	Nov 24-Feb 25
Hawk, Benjamin	Yelm HS	Coach-Head Girls Wrestling	$7,807.00	Nov 24-Feb 25
Hominda, Ryan	Yelm HS	Coach-Assistant Boys Basketball	$2,856.00	Nov 24-Feb 25
Hummel, Madison	Yelm HS	Coach-Head Cheer	$6,013.00	Nov 24-Feb 25
Ingram, Jessica	Ridgeline MS	Coach-Head Girls Basketball	$4,537.00	Nov 24-Jan 25
Johnson, Jurell	Yelm HS	Coach-Assistant Boys Basketball	$2,856.00	Nov 24-Jan 25
Jordan, Sean	Yelm MS	Coach-Assistant Wrestling	$3,201.00	Nov 24-Jan 25
Miskimens, Steven	Yelm HS	Coach-Head Girls Basketball	$7,807.00	Nov 24-Feb 25
Parker, Jeffery	Ridgeline MS	Coach-Head Wrestling	$4,537.00	Nov 24-Jan 25
Villeses, Kennedy	Yelm HS	Coach-Assistant Cheer	$4,810.00	Nov 24-Feb 25

Authorization to Pay Stipends/Supplemental Contracts

2024-25 School Year

TOTAL CLASSIFIED	**$ 73,254.00**
GRAND TOTAL STIPENDS/SUPPLEMENTAL PAY	**$ 184,889.17**

YELM Community Schools

COMMUNITIES DEDICATED TO LEARNING AND ACHIEVEMENT

360.458.1900
FAX: 360.458.6178
107 FIRST STREET NORTH
PO BOX 476
YELM, WA 98597-0476
www.ycs.wednet.edu

MEMORANDUM

TO: Board of Directors

FROM: Jennifer Carrougher, Chief of Finance and Operations

DATE: November 21, 2024

SUBJECT: Donations

Donor	Items/Purpose		Amount
TwinStar Credit Union	Compassion Fund		$38,116.71
STIHL Northwest	Equipment-Engineering	FMV	$6,649.61
Nisqually Valley Lodge 1905	General Athletics-YHS		$358.00
Bill Sauneuf	Choir Trip to NYC		$750.00
Kona Ice of Yelm	General Athletics-HS		$140.96
Castle Realty	Choir Trip to NYC		$500.00
Standing Room Only	Choir Trip to NYC		$500.00

Student Travel Request Form

Overnight and Out of State Travel Require Board Approval

Board Policy 2320

YELM Community Schools

School: Yelm HS Class/Group: Wrestling (Girls)

*Date of Trip 12/27 & 12/28 Number of Students: 10

Trip Supervisor: Ben Hauk Cell Phone: 2533653781

*Destination: Pacific Coast Championships Phone: Paccoastwrestling.com

Address of Destination: 17402 NE Dalfel Rd, Ridefield WA 98642

Depart from: Yelm HS Departure time: [redacted]

Return to: Yelm HS Return time: [redacted]

Chaperones/Advisors: Maddie Green

Method of Travel: ☐ District Bus (how many) _____ ☐ Chartered/Rented Vehicle(s) _____

☐ School Auto/Van (how many) _____ ☐ Commercial Airline ☑ Personal Vehicle

Estimated Costs: Registration $450 pd Already Lodging $1400 (4 rooms) Travel _____

Meals $200 Misc. _____ Student Fees _____

Funding Source: ☑ ASB ☐ General Education ☐ Other: _____

Acct/Dept Budget Code(s): 2851

Prior to Leaving the Trip Supervisor:

- ☐ *Submits list of students going on the trip to nurse one week prior for review of medical needs and to attendance office day of trip.*
- ☐ *Inform Food Service of number of students that may impact meal preparations.*
- ☐ *Must take a signed parental permission slip on the trip and return the original form to the office for record retention after trip.*
- ☐ *Remind staff/chaperones to arrange a sub prior to the trip.*
- ☐ *Ensure all non-staff chaperones are approved volunteers.*
- ☐ *Remind chaperones they must adhere to Policy 5201 during the entire trip.*

Educational Objective:

1. Purpose of the trip: Tournament

2. How have you prepared the students for the field trip? Practice

3. What educational activities will you use to follow up on this impact of the trip? Competition

Signatures for Approval

Trip Supervisor ASB Approval Dept Budget Approval Building Approval

Superintendent Approval

*All overnight and out of state travel requests must be to the Superintendent's Office nine (9) days prior to the board meeting.

JW

Revised 10.20.23

YELM Community Schools

Student Travel Request Form

Overnight and Out of State Travel Require Board Approval

Board Policy 2320

School: Yelm High School Class/Group: Powerlifting

*Date of Trip March 19th-23rd Number of Students: 9

Trip Supervisor: Hoghaug Cell Phone: 2532190137

*Destination: Appleton Wisconsin Phone: _____

Address of Destination: 355 W Lawrence St, Appleton, WI 54911

Depart from: SeaTac Airport Departure time: _____

Return to: SeaTac Airport Return time: _____

Chaperones/Advisors: Thomas Hoghaug

Method of Travel: ☐ District Bus (how many) _____ ☒ Chartered/Rented Vehicle(s) _____

☐ School Auto/Van (how many) _____ ☒ Commercial Airline ☒ Personal Vehicle

Estimated Costs: Registration $1,350 Lodging $3600 Travel $6,000

Meals $2000 Misc. $1000 Student Fees _____

Funding Source: ☐ ASB ☐ General Education ☐ Other: Powerlifting Club

Acct/Dept Budget Code(s): 4308

Prior to Leaving the Trip Supervisor:

- ☐ *Submits list of students going on the trip to nurse one week prior for review of medical needs and to attendance office day of trip.*
- ☐ *Inform Food Service of number of students that may impact meal preparations.*
- ☐ *Must take a signed parental permission slip on the trip and return the original form to the office for record retention after trip.*
- ☐ *Remind staff/chaperones to arrange a sub prior to the trip.*
- ☐ *Ensure all non-staff chaperones are approved volunteers.*
- ☐ *Remind chaperones they must adhere to Policy 5201 during the entire trip.*

Educational Objective:

1. Purpose of the trip: To Compete in Powerlifting High School Nationals

2. How have you prepared the students for the field trip? Student Athletes has prepared by training in the weight room. Students have fund raised for all the student expenses

3. What educational activities will you use to follow up on this impact of the trip? to collaborate with other schools in our state that are competing at high school nationals. Building leadership skills in working with other sch

Signatures for Approval

Trip Supervisor | ASB Approval | Dept Budget Approval | Building Approval

Superintendent Approval

*All overnight and out of state travel requests must be to the Superintendent's Office nine (9) days prior to the board meeting.

Revised 10.20.23

2022 Electronic Resources and Internet Safety

1. The board of directors recognizes that an effective public education system develops students who are globally aware, civically engaged, and capable of managing their lives and careers. The board also believes that staff and students need to be proficient and safe users of information, media, and technology, including appropriate use of artificial intelligence, to succeed in a digital world.

Electronic Resources

The district will develop and use electronic resources as a powerful and compelling means for students to learn core subjects and applied skills in relevant and rigorous ways and for staff to educate them in such areas of need. It is the district's goal to provide students with rich and ample opportunities to use technology for important purposes in schools just as individuals in workplaces and other real-life settings use these tools. The district's technology will enable educators and students to communicate, learn, share, collaborate and create, to think and solve problems, to manage their work and to take ownership of their lives.

The superintendent or designee will:

2.

a. create strong electronic resources and develop related educational systems that support innovative teaching and learning;
b. provide appropriate staff development opportunities regarding this policy; and
c. develop procedures to support this policy. The superintendent or designee is authorized to develop procedures and acceptable use guidelines for staff and students as to use of district electronic resources, including those that access Internet and social media, and to regulate use of personal electronic resources on district property and related to district activities.

Internet Safety

To help ensure student safety and citizenship with electronic resources, all students will be educated about Internet safety. This will include appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, and cyberbullying awareness and response.

To promote Internet safety and appropriate online behavior of students and staff as they use electronic resources and access material from the Internet, the superintendent or designee is authorized to develop or adopt Internet safety procedures, acceptable use guidelines, and, for students, related instructional materials for every grade level. The superintendent or designee in evaluating such procedures and instructional materials should take into account district electronic resources, community norms, privacy rights, responsible use, and issues of concern with student or staff use of electronic resources.

As a component of district Internet safety measures, all district-owned electronic resources, including computers networks and Wi-Fi in all district facilities capable of accessing the Internet must use filtering software to prevent access to obscene, racist, hateful or violent material. However, given the ever-changing nature of the Internet, the district cannot guarantee that a student will never be able to access objectionable material.

Further, when students use the Internet from school facilities for educational purposes, district staff will make a reasonable effort to supervise student access and use of the Internet. If material is accessed that violates district policies, procedures or student guidelines for electronic resources or

acceptable use, district staff may instruct the person to cease using that material and/or implement sanctions consistent with district policies, procedures, guidelines, or student codes of conduct.

Cross References:

Board Policy 2020	Curriculum Development and Adoption of Instructional Materials
2023	Digital Citizenship and Media Literacy
2025	Copyright Compliance
3207	Prohibition of Harassment, Intimidation and Bullying
3231	Student Records
3241	Classroom Management, Discipline and Corrective Action
4040	Public Access to District Records
4400	Election Activities
5281	Disciplinary Action and Discharge

Legal References:

18 USC §§ 2510-2522	Electronic Communication Privacy Act
Pub. L. No. 110-385	Protecting Children in the 21st Century Act

Management Resources:

March 2024	Human-Centered AI Guidance for K-12 Public Schools
Policy News, August 1998	Permission required to review e-mail
Policy News, June 2001	Congress requires internet blocking at school
Policy News, June 2008	Electronic Resources
Policy & Legal News	Feb. 2012; Oct. 2012; June 2015;

ADOPTED: 11/24/1998

REVISED: 8/31/00; 12/14/2000; 11/20/2001; 6/23/09; 4/26/12; 1/24/13; 9/24/15

2022P Electronic Resources and Internet Safety

~~K-20 Network Student~~ ~~Responsible~~ Acceptable Use Guidelines/Internet Safety Requirements

These procedures are written to support the Electronic Resources and Internet Safety Policy of the board of directors and to promote positive and effective digital citizenship among students and staff. Digital citizenship includes the norms of appropriate, responsible, and healthy behavior related to current technology use. Successful, technologically fluent digital citizens recognize and value the rights, responsibilities, and opportunities of living, learning, and working in an interconnected digital world. They cultivate and manage their digital identity and reputation, and are aware of the permanence of their actions in the digital world. Expectations for student and staff behavior online are no different than face-to-face interactions.

Network Use

The district network includes wired and wireless devices and peripheral equipment, files and storage, e-mail and Internet content (blogs, websites, collaboration software, social networking sites, wikis, etc.). The district reserves the right within its discretion to prioritize the use of, and access to, the network and deny access to particular websites. All use of the network, as well as any materials stored, transmitted, or published on the system, must be in conformity to state and federal law-including FERPA and CIPA, network provider policies and district policy. All use of the network must support education and research and be consistent with the mission of the district.

From time to time, the district may determine whether specific uses of the network are consistent with the regulations stated in this procedure. Under prescribed circumstances, non-student or staff use may be permitted, provided such individuals demonstrate that their use furthers the purpose and goals of the district.

For security and administrative purposes, the district reserves the right for authorized personnel to review system use and file content including, without limitation, the contents of district-provided personal and shared file storage, web browsing history on a district device and/or the district network, and district email. Email is archived as per Public Disclosure Laws.

All students will be provided access to district electronic systems including the Internet unless parent/legal guardian notifies the district by contacting their building principal by September 30 or within 10 days of enrollment that they do not wish their child to have access. Principal or designee will review the impact on instruction and learning due to the lack of access to educational materials and curriculum.

The following rules and procedures constitute the Responsible Use Procedure for use of the district's electronic information systems. Each user of the system must abide by these rules in order to access and use the system. Responsible Use Procedure includes, but are not limited to:

Responsible network use by district students and staff includes:

1. Creation of files, digital projects, videos, web pages and podcasts using network resources in support of education and research;
2. With parental permission, the online publication of original educational material, curriculum related materials and student work. Sources outside the classroom or school must be cited appropriately;
3. Participation in blogs, wikis, bulletin boards, social networking sites and groups, and the creation of content for podcasts, e-mail and web pages that support.
4. Staff use of the network for incidental personal use in accordance with all district policies and procedures;
5. Connection of personal electronic devices (wired or wireless), when authorized, including portable devices with network capabilities, to the district network after

checking with the technology director or designee to confirm that the device is equipped with up-to-date virus software, compatible network card, and is configured properly. Connection of any personal electronic device is subject to all procedures in this document and district policy.

~~Irresponsible~~ Unacceptable network use by district students and staff includes but is not limited to:

1. Personal gain, commercial solicitation and compensation of any kind;
2. Actions that result in liability or cost incurred by the district;
3. Downloading, installing and use of games, audio files, video files, games or other applications (including shareware or freeware) without permission or approval from the technology director;
4. Support for or opposition to ballot measures, candidates and any other political activity;
5. Hacking, cracking, vandalizing, the introduction of malware, including viruses, worms, Trojan horses, time bombs, and changes to hardware, software, and monitoring tools;
6. Making use of the electronic resources in a manner that serves to disrupt the operation of the system by others, including modifying, abusing, or destroying system hardware, software, or other components;
7. Attempting to gain or achieving u~~U~~nauthorized access to other district computers, networks and information systems;
8. Action constituting harassment, intimidation or bullying, including cyberbullying, hate mail, defamation, discriminatory jokes and remarks. This may also include the manufacture, distribution, or possession of inappropriate digital images;
9. Information posted, sent, or stored online that could endanger others (e.g., bomb construction, drug manufacturing);
10. Accessing, uploading, downloading, storage and distribution of obscene, pornographic or sexually explicit material;
11. Attaching unauthorized devices to the district network. Any such device will be confiscated and additional disciplinary action may be taken; or
12. Any unlawful use of the district network, including but not limited to stalking, blackmail, violation of copyright laws, and fraud.

The district will not be responsible for any damages suffered by any user, including but not limited to, loss of data resulting from delays, non-deliveries, mis-deliveries or service interruptions caused by their own negligence or any other errors or omissions. The district will not be responsible for unauthorized financial obligations resulting from the use of, or access to, the district's computer network or the Internet.

Internet Safety

Personal Information and Inappropriate Content:

1. Students and staff should not reveal personal information, including a home address and phone number, on web sites, blogs, podcasts, videos, social networking sites, wikis, e-mail or as content on any other electronic medium.
2. Students and staff should not reveal personal information about another individual on any electronic medium without first obtaining permission.
3. No student pictures or names can be published on any public class, school or district web site unless the appropriate permission has been obtained according to district policy.

4. If students encounter dangerous or inappropriate information or messages, they should notify the appropriate school authority.
5. No user may use, disclose, or disseminate personally identifiable information of a minor without explicit parent/guardian permission.
6. Staff must follow district data-handling procedures, including 3231 – Student Records, when handling any student's personally identifiable information.
7. Students and staff should be aware of the persistence of their digital information, including images and social media activity, which may remain on the Internet indefinitely.

Filtering and Monitoring

Filtering software is used to block or filter access to visual depictions that are obscene and all child pornography in accordance with the Children's Internet Protection Act (CIPA). Other objectionable material could be filtered. The determination of what constitutes "other objectionable" material is a local decision.

1. Filtering software is not 100% effective. While filters make it more difficult for objectionable material to be received or accessed, filters are not a solution in themselves. Every user must take responsibility for their use of the network and Internet and avoid objectionable sites;
2. Any attempts to defeat or bypass the district's Internet filter or conceal Internet activity are prohibited (e.g., proxies, https, special ports, modifications to district browser settings and any other techniques designed to evade filtering or enable the publication of inappropriate content);
3. E-mail inconsistent with the educational and research mission of the district will be considered SPAM and blocked from entering district e-mail boxes;
4. The district will provide appropriate adult supervision of Internet use. The first line of defense in controlling access by minors to inappropriate material on the Internet is deliberate and consistent monitoring of student access to district devices;
5. Staff members who supervise students, control electronic equipment, or have occasion to observe student use of said equipment online, must make a reasonable effort to monitor the use of this equipment to assure that student use conforms to the mission and goals of the district.
6. Staff must make a reasonable effort to become familiar with the Internet and to monitor, instruct, and assist effectively.
7. The district may monitor student use of the district network, including when accessed on students' personal electronic devices and devices provided by the district, such as laptops, netbooks, and tablets.
8. The district may block or delete any malicious content detected.
9. The district will provide a procedure for staff members to request access to Internet websites blocked by the district's filtering software. The procedure will indicate a timeframe for the technology director or designee to respond to the request. The requirements of the Children's Internet Protection Act (CIPA) will be considered in evaluation of the request.

Copyright

Downloading, copying, duplicating and distributing software, music, sound files, movies, images or other copyrighted materials without the specific written permission of the copyright owner is generally prohibited. However, the duplication and distribution of materials for educational purposes are permitted when such duplication and distribution fall within the Fair Use Doctrine of the United

States Copyright Law (Title 17, USC) and content is cited appropriately.

~~All student work is copyrighted. Permission to publish any student work requires permission from the student and parent/guardian.~~

Ownership of Work

All work completed by employees as part of their employment will be considered property of the district. The District will own any and all rights to such work including any and all derivative works, unless there is a written agreement to the contrary.

All work completed by students as part of the regular instructional program is owned by the student as soon as it is created, unless such work is created while the student is acting as an employee of the school system or unless such work has been paid for under a written agreement with the school system. If under an agreement with the district, the work will be considered the property of the district. Staff members must obtain a student's permission prior to distributing his/her work to parties outside the school.

Network Security ~~and Privacy~~

Passwords are the first level of security for a user account. System logins and accounts are to be used only by the authorized owner of the account for authorized district purposes. Students and staff are responsible for all activity on their account and must not share their account password.

The following procedures are designed to safeguard network user accounts:

1. Change passwords according to district policy/rules;
2. Do not use another user's account;
3. Do not include passwords in e-mail or other communications;
4. Store passwords in a file with encryption;
5. Avoid using the "remember password" feature of Internet browsers; and
6. Lock the screen or log off if leaving the computer.

Privacy

Student Data is Confidential

District staff must maintain the confidentiality of student data in accordance with the Family Educational Rights and Privacy Act (FERPA).

~~Educational Applications and Programs~~ Third Party Computer Software Applications and Web-Based Services

Yelm Community Schools may also utilize computer software applications and web-based services that are operated by third parties. In order for our students to utilize these services, the service provider often requests the student's personal information in the form of their name and email address.

Under the federal Children's Online Privacy Protection Act (COPPA), the law permits Yelm Community Schools to consent to the collection of personal information on behalf of all of its

students. Prior to use of these educational applications or programs, the district will review "terms of use," "terms of service," and/or "privacy policy" to ensure that it will not compromise students' personally identifiable information, safety, and privacy.

These services include Google for Education and other similar educational programs. A complete list of the programs may be viewed on the Yelm Community Schools website.

No Expectation of Privacy

The district provides the network system, e-mail and Internet access as a tool for education and research in support of the district's mission. The district reserves the right to monitor, inspect, copy, review and store, without prior notice, information about the content and usage of:

A. The district network;
B. User files and disk space utilization;
C. User applications and bandwidth utilization;
D. User document files, folders and electronic communications;
E. E-mail;
F. Internet access; and
G. Any and all information transmitted or received in connection with network and e-mail use.

No student or staff user should have any expectation of privacy when using the district's network. The district reserves the right to disclose any electronic messages to law enforcement officials or third parties as appropriate. All documents are subject to the public records disclosure laws of the State of Washington.

Hardware, Educational Applications, and Programs

Hardware, and all applications, including software, and operating systems must be approved for use prior to purchase and installation according to current technology purchase procedures. Additionally, hardware and all applications, software, and operating systems must be:

1. A. Currently supported by the manufacturer.
2. B. Periodically reviewed to ensure they are still in use, supported by the manufacturer, and patched for vulnerabilities.
3. The district will remove any hardware, application, software, or operating system that does not meet these criteria.

Archive and Backup

Backup is made of all district e-mail correspondence for purposes of public disclosure and disaster recovery. Barring power outage or intermittent technical issues, staff and student files are backed up on district servers regularly. Refer to the state retention policy for specific records retention requirements.

Artificial Intelligence

Artificial Intelligence is a rapidly advancing set of technologies for capturing data to detect patterns and automate decisions. Artificial Intelligence (AI) has become an increasingly important part of our lives, and it is essential for students to understand when and how to use it effectively and ethically. AI tools can enhance classroom learning, and their implementation should be guided with proper training.

ethical considerations, and responsible oversight. When utilizing generative AI tools to create or support the creation of texts or creative works, students are expected to adhere to district policy, the Student AI Code of Conduct (2023F3), the Student Artificial Intelligence Use Pledge (2023F4), and any additional guidance provided by their classroom teacher.

A. Purpose

The district will seek to maintain staff and student access to generative Artificial Intelligence tools for the following purposes:

1. Ensuring all students have equitable access to leverage these technologies, regardless of what learning technology devices may be available to them.
2. Providing all students with an opportunity to engage in current technologies in a learning environment, to better prepare them for the world they will live and work in.
3. Extending the benefits of these tools to the workplace, where appropriate, to leverage efficiencies and productivity.

B. Appropriate Use

Student and staff use of generative Artificial Intelligence technologies should be used to support and extend student learning and workplace productivity. Student and staff use of AI will be in accordance with the expectations outlined in Policy 2022, this document (2022P), the AI Code of Conduct (2023F3), and the Student Artificial Intelligence Use Pledge (2023F4).

C. Inappropriate Use

In addition to those uses that violate this procedure the following are prohibited uses of Artificial Intelligence:

1. Any use of Artificial Intelligence that does not align with expectations outlined by a classroom instructor or building administrator. It is ultimately the teacher's responsibility to determine the appropriate level of use of Artificial Intelligence in each classroom, and for each assignment or project.
2. Use of Artificial Intelligence to complete an assignment in a way that represents the assignment as one's own work.
3. Use of Artificial Intelligence to purposefully create misinformation or to misrepresent others for the purpose of harming or bullying groups or individuals.
4. Use of Artificial Intelligence with confidential student or staff personal information.

Disciplinary Action

All users of the district's electronic resources are required to comply with the district's policy and procedures and agree to abide by the provisions set forth in the district's Responsible **U**se **A**greement, ~~and~~ Student AI Code of Conduct (2023F3), the Student Artificial Intelligence Use Pledge (2023F4). ~~Any user who violates district Responsible Use Procedure or may be denied access by the district, or if deemed severe enough, discipline sanctions, including suspension, may be imposed over and above access privilege revocation. In certain instances the district may be required to notify local and/or federal law~~

~~enforcement agencies of potential criminal behavior.~~ Violation of any of the conditions of use explained in any of these documents could be cause for suspension or revocation of network, computer access, or other electronic resources privileges. Additionally, violations of these documents could result in disciplinary action, including suspension from school, termination of employment, law enforcement notification, and/or civil or criminal actions, as warranted.

Accessibility of Electronic Resources

~~Federal law prohibits people, on the basis of disability (such as seeing and hearing impairments), from being excluded from participation in, being denied the benefits of, or otherwise being subjected to discrimination by the district. To ensure that individuals with disabilities have equal access to district programs, activities, and services, the content and functionality of websites associated with the district should be accessible. Such websites may include, but are not limited to, the district's homepage, teacher websites, district-operated social media pages, and online class lectures.~~

In compliance with federal and state law, all District-sponsored programs, activities, meetings, and services will be accessible to individuals with disabilities, including persons with hearing, vision, and/or speech disabilities. To ensure such, the content and functionality of websites associated with the district should be accessible. Such websites may include, but are not limited to, the district's homepage, teacher websites, district-operated social media pages, and online class lectures.

District staff with authority to create or modify website content or functionality associated with the district will take reasonable measures to ensure that such content or functionality is accessible to individuals with disabilities. Any such staff member with questions about how to comply with this requirement should consult with the communications director.

ADOPTED: 9/25/1997
REVISED: 11/24/98; 6/22/00; 8/31/00; 7/26/01; 6/23/09; 6/21/11; 9/22/11; 4/26/12; 1/24/13; 9/25/14; 9/24/15; 5/10/2018, new date

2023 Digital Citizenship and Media Literacy

PURPOSE

In recognition of the fact that students use technology to play, learn, and communicate while at home and at school, it is important that they learn how to use that technology responsibly. The District is committed to educating every student on how to use technology in ways that augment their learning experience, leading to analysis, evaluation, reflection, and enhanced skills of expression. As the District's educators guide exploration of the digital landscape, they will encourage students to be critical and creative thinkers. Students, in turn, are expected to actively engage with and express their voices in the digital landscape.

DEFINITIONS

The District is dedicated to promoting and instilling principles of digital citizenship and media literacy in each of its students.

Digital Citizenship

Digital citizenship includes the norms of appropriate, responsible, and healthy behavior related to current technology use, including artificial intelligence, digital and media literacy, ethics, etiquette, and security. Digital citizenship includes the ability to access, analyze, evaluate, develop, produce, and interpret media, as well as Internet safety and cyberbullying prevention and response.

Digital citizens recognize and value the rights, responsibilities, and opportunities of living, learning, and working in an interconnected digital world, and they engage in safe, legal, and ethical behaviors. Digital citizens cultivate and manage their digital identity and reputation, and are aware of the permanence of their actions in the digital world. They advocate for themselves and others in their behavior, action, and choices.

Media Literacy

Media literacy is the ability to access, analyze, evaluate, create, and act using a variety of forms of communication, including communications developed with artificial intelligence. Media literacy includes the ability to understand how and why media messages and images are constructed and for what purposes they are used.

Media literate citizens examine how individuals interpret messages differently based on their skills, beliefs, backgrounds, and experiences. They also consider how values and points of view are included or excluded in various media. Media

literate citizens remain continually aware of the ways in which media can influence beliefs and behavior. In addition, media literate citizens are effective communicators, able to demonstrate critical and creative thinking as they utilize appropriate media creation tools. Further, they understand the conventions and characteristics of the tools they have selected.

Media literate citizens are able to adapt to changing technologies and develop the new skills required as they continue to engage in life-long learning. Media literacy empowers individuals to participate as informed and active citizens in a democracy.

ELEMENTS OF SUCCESSFUL IMPLEMENTATION

The District aspires to implement the following practices to promote digital citizenship and media literacy for all students.

Student Instruction

All students will be educated regarding appropriate digital citizenship, including appropriate use of artificial intelligence, interacting with other individuals online. Students will receive digital citizenship training throughout the school year.

In recognition of the fact that students are consumers and creators of information and ideas, the District promotes cross-curricular integration of digital citizenship and media literacy and leadership instruction at all levels. The District recognizes the importance of students as active participants, role models, and peer mentors in addressing the following topics:

Online safety, responsibility, and security

Students will learn how to be safe and responsible digital citizens, and they will be encouraged to teach others about issues such as cyberbullying, social networking, online predators, and risky communications.

Media literacy

Students will learn how to produce their own media; how to examine the ways in which people experience or interact with media differently; how to identify embedded values and stereotypes; how to analyze words and images critically; and how to evaluate the various sources of information with which they are presented.

Law, fair use, copyright, and intellectual property
Students will learn about the importance of navigating the digital landscape in ways that are legal, including access to and use of copyrighted materials. Students will also learn how to access and create intellectual property legally.

Online identify and personal brand
Students will learn about their "digital footprint" and the persistence of their digital information, including on social media. Students will also learn about the creation and maintenance of their self-image, reputation, and online identity.

Ethics, digital communications, and collaboration
Students will learn about fairness and civil discourse in the digital environment, including the appropriate uses of artificial intelligence and the importance of collaborating and ethically interacting with others online.

Professional Development
The District endeavors to support teachers and instructional leaders in developing leadership skills and proficiency in the principles of digital citizenship and media literacy, both as an instructional imperative and as dynamic District policy and practice.

Policy and Practices
The District acknowledges the need for digital and online policies that are dynamic and responsive to diverse community standards and student learning outcomes. The District annually reviews its policies and procedures on electronic resources, Internet safety, digital citizenship, and media literacy. The District authorizes the Superintendent to develop further procedures and guidelines if appropriate.

Communications and Engagement
The District acknowledges that parents and community stakeholders are partners in developing students as digital citizens and life-long learners. The District encourages parents' active engagement in the process of educating students to become media-literate digital citizens.

Cross References:

Policy 2020	Course Design, Selection and Adoption of Instructional Materials
Policy 2022	Electronic Resources and Internet Safety
Policy 2022	Student Responsible Use Procedure
Policy 2025	Copyright Compliance

Policy 3207	Prohibition of Harassment, Intimidation and Bullying
Policy 3231	Student Records
Policy 3241	Classroom Management, Discipline and Corrective Action
Policy 4040	Public Access to District Records
Policy 4400	Election Activities
Policy 5281	Disciplinary Action and Discharge

Legal References:
RCW 28A.650.045 Digital citizenship, internet safety, and media literacy
RCW 28A.650.010 Definitions

Management Resources:
Policy & Legal News December 2017, March 2024

FIRST READING: 4/26/2018
ADOPTED: 5/10/2018, new date

NEW

BP 2023F3

Student Artificial Intelligence Code of Conduct

This code of conduct is intended to guide students in using AI responsibly and ethically in their academic work and projects. Teachers may choose to use the AI Levels to classify assignments or projects as needed and should provide students with clear expectations for when AI is appropriate, permitted, or restricted. The use of AI must be done in a manner that is consistent with the district's expectations regarding academic integrity. Misuse of generative AI may be considered cheating or plagiarism.

Student Responsibilities

When utilizing generative AI tools to create or support the creation of texts or creative works, students are expected to adhere to these guidelines as well as additional guidance provided by their classroom teacher.

1. Use AI responsibly: Students should use AI tools and techniques in a responsible and ethical manner. This includes not using AI to cheat, plagiarize, or gain an unfair advantage. Generative AI tools should *only* be used for school-related creative work (e.g., to generate text or other creative works) when given approval or guidance from classroom teacher.
2. Understand the limitations of AI: Students should understand the limitations of AI and recognize that it is not a substitute for critical thinking, creativity, and problem-solving skills.
3. Consider the potential biases of AI: Students should be aware that AI tools and technique
4. may be biased and should take steps to mitigate bias when using AI.
5. Maintain data privacy: The use of AI should be done in a way that protects personally identifiable information (PII). Students should not share any PII with AI technologies, including name, birth date, address, or other financial or confidential information.
6. Check sources generated by AI: AI is not perfect, has been known to create inaccurate information, and can be used to create misinformation and disinformation. Use SIFT research skills (Stop, Investigate the Source, Find Better Coverage & Trace to the Original Context) to check sources and find independent facts to confirm AI-generated content.
7. Provide attribution: When using AI tools and techniques, students should provide proper attribution and credit to the source of the tool or technique.
8. Seek guidance when in doubt: When students are unsure whether the use of AI is appropriate for a particular assignment or project, they should seek guidance from their teacher or instructor.

AI Permissibility Levels

AI Recommended

Generative AI is recommended for use in completing this assignment or project. Students are encouraged to explore AI tools and techniques to enhance their work. Properly cite any AI-generated work products.

AI Permitted

Generative AI is permitted but not required for completing this assignment or project. Students can choose to use AI tools and techniques if they believe it will improve their work. Properly cite any AI-generated work products.

AI Restricted

Generative AI use in completing this assignment or project is restricted. Students are expected to complete the work using only their own knowledge and skills.

If a teacher has not specifically indicated whether generative AI is recommended or permitted for an assignment, students should ask before using generative AI.

When generative AI is recommended or permitted, students should rely on their classroom teacher to provide further guidance on the extent to which students may make use of it in the context of the specific assignment.

Updates Chart:

Additions Chart:

NEW

BP 2023F4

Student Artificial Intelligence Use Pledge Code

I, STUDENT NAME as a student of NAME OF SCHOOL school, pledge to:

1. Use AI Responsibly: I will use AI tools responsibly and for educational purposes only. I understand that misuse or malicious use of AI tools will not be tolerated and may result in disciplinary action.
2. Respect Others: I will not use AI to harm, deceive, or disparage others. I will always respect others' privacy and dignity.
3. Maintain Academic Integrity: When using AI to assist with my schoolwork, I will always give proper credit. I understand that any work generated by AI should be clearly indicated.
4. Protect Privacy: I will be mindful of my own and others' privacy when using AI. I will not share personal information with AI without appropriate consent and understanding of how the data will be used.
5. Learn Continuously: I understand that AI is a rapidly evolving field. I will continuously learn about AI, its implications, and how to use it ethically.
6. Report Concerns: I will report any concerns or potential breaches of this pledge to a teacher or school administrator immediately.

By signing this pledge, I commit to adhering to these principles and understand the importance of ethical AI use in our school community.

_____

Signature of Student Signature of Parent/Guardian

_____

Date Date

This code of conduct is intended to guide students in using AI responsibly and ethically in their academic work and projects. Teachers may choose to use the AI Levels to classify assignments or projects as needed and should provide students with clear expectations for when AI is appropriate, permitted, or restricted. The use of AI must be done in a manner that is consistent with the district's expectations regarding academic integrity. Misuse of generative AI may be considered cheating or plagiarism.

Student Responsibilities

When utilizing generative AI tools to create or support the creation of texts or creative works, students are expected to adhere to these guidelines as well as additional guidance provided by their classroom teacher.

1. Use AI responsibly: Students should use AI tools and techniques in a responsible and ethical manner. This includes not using AI to cheat, plagiarize, or gain an unfair advantage. Generative AI tools should *only* be used for school-related creative work (e.g., to generate text or other creative works) when given approval or guidance from classroom teacher.
2. Understand the limitations of AI: Students should understand the limitations of AI and recognize that it is not a substitute for critical thinking, creativity, and problem-solving skills.
3. Consider the potential biases of AI: Students should be aware that AI tools and techniques may be biased and should take steps to mitigate bias when using AI.
4. Maintain data privacy: The use of AI should be done in a way that protects personally identifiable information (PII). Students should not share any PII with AI technologies, including name, birth date, address, or other financial or confidential information.
5. Check sources generated by AI: AI is not perfect, has been known to create inaccurate information, and can be used to create misinformation and disinformation. Use SIFT research skills (Stop, Investigate the Source, Find Better Coverage & Trace to the Original Context) to check sources and find independent facts to confirm AI-generated content.
6. Provide attribution: When using AI tools and techniques, students should provide proper attribution and credit to the source of the tool or technique.
7. Seek guidance when in doubt: When students are unsure whether the use of AI is appropriate for a particular assignment or project, they should seek guidance from their teacher or instructor.

AI Permissibility Levels

AI Recommended

Generative AI is recommended for use in completing this assignment or project. Students are encouraged to explore AI tools and techniques to enhance their work. Properly cite any AI-generated work products.

AI Permitted

Generative AI is permitted but not required for completing this assignment or project. Students can choose to use AI tools and techniques if they believe it will improve their work. Properly cite any AI-generated work products.

AI Restricted

Generative AI use in completing this assignment or project is restricted. Students are expected to complete the work using only their own knowledge and skills.

If a teacher has not specifically indicated whether generative AI is recommended or permitted for an assignment, students should ask before using generative AI.

When generative AI is recommended or permitted, students should rely on their classroom teacher to provide further guidance on the extent to which students may make use of it in the context of the specific assignment.

Updates Chart:

Additions Chart:

6220 Bid or Request for Proposal Requirements

The board of directors recognizes the importance of:

- maximizing the use of district resources;
- the need for sound business practices in spending public money;
- the requirement of complying with state and federal laws governing purchasing;
- the importance of standardized purchasing regulations; and
- the need for clear documentation.

I. Procurement and Public Works Using ~~State Funds~~ Non-Federal Funds

A. Furniture, Supplies, or Equipment

Whenever the estimated cost of furniture, supplies, or equipment (except books) will cost:

- less than $40,000, no competitive bidding process is required to make the purchase;
- between $40,000 and $75,000, the board will follow ~~the~~ its informal competitive bidding ~~process~~ procedure; and ~~by requiring quotes from at least three different sources to be obtained in writing or by telephone and recorded for the public to review.~~
- over $75,000, the board will follow ~~the~~ its formal competitive bidding process by:

1. preparing clear and definite plans and specifications for such purchases;
2. providing notice of the call for formal bids by publication in at least one newspaper of general circulation in the district at least once each week for two consecutive weeks;
3. providing the clear and definite plans and specifications to those interested in submitting a bid;
4. requiring that bids be in writing;
5. opening and reading bids in public on the date and in the place named in the notice; and
6. filing all bids for public inspection after opening.

B. Use of Non-Federal Funds for Improvements or Repairs

The board may make improvements or repairs to district property through a district department without following the competitive bidding process if the total cost of improvements or repairs does not exceed $75,000. If the board estimates that the total cost of a building, improvement, repair, or other public works project is $100,000 or more, the board will follow its formal competitive bidding procedure outlined above, unless the contract is let using the small works roster process authorized by RCW 39.04.151 through 39.04.154 or under any other procedure authorized for school districts. There are no statutory bidding requirements for public works projects involving improvements or repairs that are under $100,000. For projects in this range, the district may consider any of these options: using its small works roster process, under RCW 39.04.151 through 39.04.154; using an inter-local agreement or contract with a vendor of the district's choice, without any competitive process, under RCW 28A.335.190; or choosing to require quotes for the work to make the process more competitive.

C. Construction-related services

The board, when contracting for construction-related professional and personal services, shall include in bid documents language that encourages participation by minority or women-owned business enterprises. The services covered by this section include, but are not limited to, construction management services, value engineering services, and building commissioning services.

D. Exemptions

The board may waive bid requirements for purchases:

- clearly and legitimately limited to a single source of supply;
- involving special facilities or market conditions;
- in the event of an emergency;
- of insurance or bonds; and
- involving public works in the event of an emergency.

"Emergency" means unforeseen circumstances beyond the district's control that present a real, immediate threat to the proper performance of essential functions or will likely result in material loss or damage to property, bodily injury or loss of life if immediate action is not taken.

The board may also waive bid requirements for making improvements to district property if it contracts with an eligible local organization, such as a chamber of commerce, service organization, or other community, youth, or athletic association. Such organizations may utilize non-paid volunteers for completing the

projects. The total value of such contracts may not exceed the lesser of $75,000 or $2 per resident of the district in a calendar year.

Whenever the board waives bid requirements, the board will issue a document explaining the factual basis for the exception and record the contract for open public inspection.

E. Rejection of Bids
The board may by resolution reject any and all bids and make further calls for bids in the same manner as the original call.

F. Interlocal Cooperation Act
~~The board reserves the right to enter into inter-local cooperative agreements for purchase and public works with other governmental agencies pursuant to the Interlocal Cooperation Act, Chapter 39.34 RCW.~~

F. Interlocal Cooperation Act

In coordination with the Interlocal Cooperation Act, Chapter 39.34 RCW, the district may enter into cooperative purchasing agreements with other governmental entities or groups of governmental entities. These agreements may allow the district to purchase items using an existing agreement without going through the standard procurement bid requirements.

Prior to enactment of any agreement under this authority, the district will review the work of the governmental entity to ensure the following requirements are met:

1. The governmental entity conducted its own procurement process relating to the contract under consideration.

a. The awarding entity must maintain adequate documentation on the procurement process for the contract under consideration.

b. The awarding entity must have posted the bid notice on a website maintained by a public agency, purchasing cooperative, or other service provider, or posted a link on the state's web portal.

2. The contract contains language that it is open for use by other entities and is not expired.

3. The specifications laid out in the contract match the specifications identified by the district. Any options that are agreed to in the contract are available to the district; any options that are not agreed to in the contract are not allowed.

4. Any cooperative agreement for public works projects contains the same specifications and the scope of the work is essentially the same for the district as for the contract's signatory district.

5. Ensure the cost is reasonable based on a cost/price analysis.

Once the district has completed these steps, it may enter into an agreement with the other entity to utilize their contract. The contract must be signed by both parties prior to any procurement taking place on the part of the district.

G. Crimes Against Children

The board will include in each contract a provision requiring the contractor to prohibit any of its employees who has ever been convicted of or pled guilty to any of the child-related felonies from working where they would have contact with public school students. The contract will also provide that failure to comply with this requirement is grounds for immediate termination of the contract.

The superintendent or designee will establish bidding and contract awarding procedures for all purchases of furniture, equipment, supplies (except books) or public works projects consistent with state law.

H. Women and Minority Owned Businesses

The district will ensure that it is providing every opportunity for businesses owned by women or minorities to submit bids on any contract. The district will maintain documentation of efforts to collect bids from women or minority-owned businesses as a part of the bidding process. The district will also ensure that any small works roster or similar list is open and available to participation by women or minority-owned businesses, and that such businesses on its small works roster are treated fairly and equally when requesting bids.

~~**F. Use of State Funds for Improvements or Repairs**~~

~~The board may make improvements or repairs to district property through a district department without following the competitive bidding process if the total cost of improvements or repairs does not exceed $75,000.~~

~~If the board estimates that the total cost of a building, improvement, repair, or other public works project is $100,000 or more, the board will follow the formal competitive bidding process outlined above unless the contract is let using the small works roster process authorized by RCW 39.04.155 or under any other procedure authorized for school districts.~~

II. Procurement Using Federal Funds

A. Furniture, Supplies, Equipment or Textbooks

When the district uses federal funds for procurement of goods (furniture, supplies, equipment, and textbooks):

- Purchases of $10,000 or less do not require quotes. However, the district must consider price to be reasonable based on research, experience, purchase history, or other information and must document this determination. ~~and,~~ In addition, to the extent practical, ~~distribute~~ purchases must be distributed equitably among suppliers.
- Purchases between $10,000 and $75,000 must be procured using price or rate quotations from three or more qualified sources.
- Purchases of $75,000 or more must be publicly solicited using ~~sealed bids or requests for proposals~~ its formal bidding procedure.

Self-Certification

If during a given fiscal year, the district qualifies as a low-risk auditee in accordance with criteria in 2 C.F.R 220.520, as determined by the auditor, or has documentation it received a low risk assessment after an annual internal institutional risk assessment to identify, mitigate, and manage financial risks, then the district may use the following Self Certification thresholds instead of the ones described above:

- Purchases of $40,000.00 or less do not require quotes. However, the district must consider the price to be reasonable based on research, experience, purchase history or other information and must document this determination. In addition, to the extent practical, purchases must be distributed equitably among suppliers.
- Purchases between $40,000 and $75,000 must be procured using price or rate quotations from three or more qualified sources.

- Purchases of $75,000 or more must be publicly solicited using the district's formal bidding procedure.

If the district uses Self -Certification, the Superintendent will develop Self Certification procedures to accompany this policy. Additionally, if the district qualifies for Self-Certification and wants to go above the $40,000 or $50,000 Self-Certification limits, the district reserves the right to seek approval for higher limits from OSPI.

B. Services

When the district uses federal funds for procurement of services:

- Purchases of $10,000 or less do not require quotes. However, the district must consider price to be reasonable based on research, experience, purchase history or other information and must document this determination. In addition, ~~and~~, to the extent practical, ~~distribute~~ purchases should be distributed equitably among suppliers.
- Purchases between $10,000 and $250,000 must be procured using price or rate quotations from a reasonable number of qualified sources.
- Purchases of $250,000 or more must be publicly solicited using the district's formal bidding procedure ~~sealed bids~~.

Self-Certification

If during a given fiscal year, the district qualifies as a low-risk auditee in accordance with criteria in 2 C>F>R 220.520, as determined bye the auditor, or has documentation it received a low risk assessment after an annual internal institutional risk assessment to identify, mitigate, and manage financial risks, then the district may use the following Self-Certification thresholds instead of the ones described above:

- Purchases of $50,000 or less do not require quotes. However, the district must consider the price to be reasonable based on research, experience, purchase history or other information and must document this determination. In addition, to the extent practical purchase should be distributed equitably among suppliers.
- Purchases between $50,000 and $250,000 must be procured using price or rate quotations from a reasonable number of qualified sources.
- Purchases of $250,000 or more must be publicly solicited using sealed bids or requests for proposals.

If the district uses Self-Certification, the Superintendent will develop Self-Certification procedures to accompany this policy. Additionally, if the district qualifies for Self-Certification and wants to go above the $40,000 or $50,000 Self-Certification limits, the district reserves the right to seek approval for higher limits from OSPI.

C. Non Competitive Procurement

Noncompetitive procurement may be used only when one of the following four circumstances applies:

- The item is only available from a single source;
- The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
- The awarding agency (e.g., OSPI) authorizes noncompetitive proposals in response to a written request from the district; or
- After solicitation of a number of sources, competition is determined inadequate.

The district must maintain documentation supporting the applicable circumstance for noncompetitive proposals.

D. Cost/Price Analysis

The district will perform a cost or price analysis in connections with every procurement action in excess of the federal simplified acquisition threshold, currently set at $250,000 or other limits identified in 48 CFR 2.101, including contract modifications. The method and degree of analysis is dependent on facts surrounding the procurement situation, but should include, as a starting point, independent estimates before receiving bids or proposals.
In cases where no price competition exists and in all cases where the district performs the cost analysis, profit must be negotiated as a separate element in the process. To ensure profit is fair and reasonable, consideration must be given to the complexity of the work performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of the contractor's past performances, and industry standard profit rates in the surrounding geographical area.

Costs or prices based on estimated costs for contracts are allowed only to the extent that the costs incurred or cost estimates would be allowable under 2 CFR 200.400 - .476.

Suspension and Debarment

Before entering into federally funded vendor contracts for goods and services that equal or exceed $25,000 and any subcontract award, the district will ensure the vendor is not suspended or debarred from participating in federal assistance programs.

E. Conflict of Interest

No employee, officer or agent may participate in the selection, award or administration of a contract supported by federal funds if they have a real or apparent conflict of interest. Such a conflict would arise when the employee, officer or agent, any member of their immediate family, their partner, or an organization which employs or is about to employ any of the parties indicated herein has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

No employee, officer or agent of the district may solicit or accept gratuities, favors or anything of monetary value from contractors or parties to subcontracts. Violation of these standards may result in disciplinary action including, but not limited to, suspension, dismissal or removal.

G. Interlocal Cooperation Act

In coordination with the Interlocal Cooperation Act, Chapter 39.34 RCW, the district may enter into cooperative purchasing agreements with other governmental entities or groups of governmental entities. These agreements may allow the district to purchase items using an existing agreement without going through the standard procurement bid requirements.

Prior to enactment of any agreement under this authority, the district will review the work of the governmental entity to ensure the following requirements are met:

1. The governmental entity conducted its own procurement process relating to the contract under consideration.

a. The awarding entity must maintain adequate documentation on the procurement process for the contract under consideration.

b. The awarding entity must have posted the bid notice on a website maintained by a public agency, purchasing cooperative, or other service provider, or posted a link on the state's web portal.

c. The contracting agency must ensure that it met any procurement requirements laid out in 2 CFR §200.317 – 200.327.

2. The contract contains language that it is open for use by other entities and is not expired.

3. The specifications laid out in the contract match the specifications identified by the district. Any options that are agreed to in the contract are available to the district; any options that are not agreed to in the contract are not allowed.

4. Any cooperative agreement for public works projects contains the same specifications and that the scope of the work is essentially the same for the district as for the contract's signatory district.

5. Ensure the cost is reasonable based on a cost/price analysis.

6. The district must verify that the awarding entity is neither suspended nor debarred from participating in federal assistance programs.

7. The district must also verify that the contract contains all contract provisions described in 2 CFR §200.327 and Appendix II to Part 200.

Once the district has completed these steps, it may enter into an agreement with the other entity to utilize their contract. The contract must be signed by both parties prior to any procurement taking place on the part of the district.

H. Women and Minority-Owned Businesses

The district will ensure that it is providing every opportunity for businesses owned by women or minorities to submit bids on any contract. The district will maintain documentation of efforts to collect bids from women or minority-owned businesses as a part of the bidding process. The district will also ensure that any small works roster or similar list is open and available to participation by women or minority-owned businesses, and that such businesses on its small works roster are treated fairly and equally when requesting bids. The district will also include language requiring any prime contractor that employs subcontractors to show proof that it provides equal opportunity for bidding to women or minority-owned businesses.

I. Federal Agency or Pass-Through Entity Review

The district will maintain records of all purchases made using Federal funds and shall provide any and all documentation to the Federal awarding agency or the state pass-through entity for compliance with all rules and regulations.

III. Procedures

The superintendent or designee will establish bidding and contract awarding procedures consistent with state and federal law.

Legal References:

RCW 28A.335.190 Advertising for bids – Competitive bid procedures – Purchases from inmate work programs – Telephone or written quotation solicitation, limitations – Emergencies
RCW 28A.400.330 Crimes against children – Contractor employees – Termination of contract
RCW 39.04.155 Small works roster contract procedures – Limited public works process Definition
RCW 39.04.280 Competitive bidding requirements – Exemptions
RCW 39.30.060 Bids on public works – Identification, substitution of contractors – Review, report of subcontractor listing requirements
2 CFR 200.324 Contract Cost and Price
2 CFR 200.520 Criteria for a low-risk auditee
2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
2 CFR 3485 Debarment and Suspension

2 CFR 200.321 Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms.
2 CFR 200.325 Federal awarding agency or pass-through entity review.

Management Resources:

Policy News, Oct. 2005 Competitive Bid Process Changes
Policy News, June 2001 Legislation Further Simplifies Bid Compliance
Policy & Legal News Feb. 2011; June 2013; June 2015; Oct. 2015; March 2016; July 2017; August 2018, Jan. 2019; Dec. 2020; Dec. 2021; July 2023

ADOPTED: 04/27/2000
REVISED: 8/31/00; 8/30/01; 1/12/06; 3/25/10; 4/28/11; 8/22/13; 9/24/15; 10/22/15; 5/26/16; 2/21/19; new date

Procedure No. 6220P Bid or Request for Proposal Requirements

Informal Competitive Bidding

For purchases of goods or services, other than public works, that fall within the district's range for informal bidding, the following process will be used.

1. The district will reach out to various sources to obtain quotations for the goods or services to be purchased.
2. The district will get quotations from no less than three different sources.
3. If there are not three sources available, the district will record the attempts to contact all available sources and document the limited number of sources.
4. Quotations shall be documented and be available for the public to review following the awarding of the contract.

Formal Competitive Bidding Process

The following procedures will be in effect for purchasing and public works through the bidding or request for proposal process:

1. The district will prepare clear and definite plans or specifications for the goods or services to be purchased.
2. The district will provide notice of the call for formal bids by publication in at least one newspaper of general circulation in the district once a week for two consecutive weeks.
    1. The notice will direct potential bidders to full bid requirements.
    2. The notice will provide notice of how sealed bids are to be received.
    3. The notice will also include information about the date, time, and place where bids will be opened.
3. Formal bids will be opened at the time and place stated in the official advertisement for bids, and any interested member of the public may attend the bid opening. It shall be the bidder's sole responsibility to see that their bid is delivered to the district prior to the time set for opening of bids. Any bid received after the time set for opening the bids will be returned to the bidder unopened and will receive no consideration by the district.
4. Formal bid tabulations may be presented at a meeting of the board for study purposes.
5. Formal bid awards will be made by the board on the basis of staff recommendations.
6. Brand names and manufacturers' catalog numbers used in specifications are for the purpose of identification and to establish a standard of quality. Bids on equal items shall be considered providing the bidder specifies brand and model and furnishes descriptive literature. The acceptance of alternative "equal" items will be conditioned on the district's inspection and testing after receipt. If not found to be equal, the material will be returned at the seller's expense and the contract canceled.

7. The district will reserve the right to reject any or all bids, waive any formalities and/or irregularities and cancel the solicitation, if a reason exists.
8. On construction projects, the bidder will include a statement agreeing to comply with prevailing wage and affirmative action requirements and will also provide a payment performance bond.

~~7. The superintendent, or designee, may solicit bids by telephone and/or written quotation for furniture, equipment and supplies which have an estimated cost in excess of $40,000 up to $75,000. At least three telephone or written bids shall be secured prior to the date established by the superintendent or designee. All telephone quotations must be confirmed in writing promptly in order to constitute a valid quotation.~~

9. For public works projects estimated to cost $350,000 or less, the superintendent, or designee, may solicit bids by telephone, electronic, or written quotations from all contractors who have requested to be placed on the small works roster. The district will not break a project into units or phases in order to come within the scope of the small works roster process or limited public works process. Each year, the district will publish a notice of opportunity in at least one newspaper of general circulation in the district and then revise the small works roster accordingly. The district will add responsible contractors to the small works roster any time a contractor submits a written request and necessary records. The application form will be designed to collect such information as (l) name of contractor, (2) State of Washington contractor's license number, (3) bonding verification, (4) liability insurance coverage, (5) related contracts completed, and (6) references (bond and clients). Contractors desiring to be placed on or remain on the small works roster are required to keep current records of applicable licenses, certifications, registrations, bonding, insurance or other appropriate matters on file with the district.

~~The following steps will be employed to engage a contractor for a small works project:~~

Small Works Process

For public works contracts that are under $350,000 exclusive of state sales tax, the district may utilize a small works roster for the project.

In establishing the small works roster, the district must require contractors wishing to be placed on the roster to indicate if they are women, minority, or veteran-owned, or meet statutory definitions of a small business. The district will either create its own small works roster or it may, through interlocal agreements, use small works rosters created by another district or governmental entity.

All solicitation for bids or direct contracts shall include a scope of work that includes the nature of the work as well as materials and equipment to be furnished. It is not necessary to have detailed plans and specifications.

For any work being done through a small works roster, the district will secure written or electronic quotations to ensure that a competitive price is obtained. The district will award the contract to the lowest responsible and responsive bidder. For small works contracts under $150,000 not including sales taxes, the district may directly contract with a contractor meeting the statutory definition of a small business as follows:

1. If the district's small works roster has six or more small businesses, the district must rotate through the businesses on the roster and must utilize different contractors for different projects.
2. If there are five or fewer small businesses on the roster, the district may choose to directly contract with any of the businesses.
3. In all cases, the district must contact any small, minority, women, or veteran-owned businesses on the roster when using this method.

If the contract is under $5,000, there is no requirement for retainage or performance bonds. For any other small works process, the district may waive or reduce the retention requirements by assuming the liability for any non-payment of labors, mechanics, subcontractors, materialpersons, suppliers, taxes and any penalties relating to these.

The following will be in effect for purchasing and public works awards:

A. The contract for the work or purchase shall be awarded to the lowest responsible bidder as described in RCW 39.26.160(2), but the board may by resolution reject any and all bids and make further calls for bids in the same manner as the original call. In determining whether the bidder is a responsible bidder under RCW 39.26.160(2), the district must consider the following elements:

1. The ability, capacity, and skill of the bidder to perform the contract or provide the service required;
2. The character, integrity, reputation, judgment, experience, and efficiency of the bidder;
3. Whether the bidder can perform the contract within the time specified;
4. The quality of performance of previous contracts or services;
5. The previous and existing compliance by the bidder with laws relating to the contract or services;
6. Whether, within the three-year period immediately preceding the date of the bid solicitation, the bidder has been determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction to have willfully violated any provision of chapter 49.46, 49.48, or 49.52 RCW, as defined in RCW 49.48.082. Before awarded a contract, a bidder shall submit to the district a signed statement in accordance with RCW 9A.72.085, verifying under penalty of perjury that the bidder is in compliance with the responsible bidder criteria requirement of this subsection of RCW; and
7. The district may secure such other information as may have bearing on the decision to award the contract.

B. Before award of a public works contract, a bidder must meet the following responsibility criteria to be a responsible bidder and qualified for award of a public works project. The bidder must:

1. At the time of bid submittal, have a certificate of registration in compliance with chapter 18.27 RCW;
2. Have a current state unified business identifier number;
3. If applicable, have industrial insurance coverage for the bidder's employees working in Washington as required in Title 51 RCW; an employment security department number, as required in Title 50 RCW; and a state excise tax registration number, as required in Title 82 RCW;
4. Not be disqualified from bidding on any public works contract under RCW 39.06.010 or 39.12.065(3);
5. If bidding on a public works project subject to the apprenticeship utilization requirements in RCW 39.04.320, not have been found out of compliance by the Washington State Apprenticeship and Training Council for working apprentices out of ratio, without appropriate supervision, or outside their approved work processes, as outlined in their standards of apprenticeship

under chapter 49.04 RCW for the one-year period immediately preceding the date of the bid solicitation;

6. Until December 31, 2013, not have violated RCW 39.04.370 more than one time as determined by the Department of Labor and Industries; and
7. Within the three-year period immediately preceding the date of the bid solicitation, not have been determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction to have willfully violated, as defined in RCW 49.48.082, any provision of chapter 49.46, 49.48, or 49.52 RCW (before award of a contract, a bidder shall submit to the district a signed statement in accordance with RCW 9A.72.085 verifying under penalty of perjury that the bidder is in compliance with the responsible bidder criteria requirement of this subsection).

C. For any public works contract, the district shall retain a portion of the amount paid to the contractor, based on the following guidelines:
    1. For any contract awarded using the small works roster procedure that is valued under $5,000, the district may waive retainage.
    2. For any contract under $150,000, the district may retain ten percent (10%) of the contract in lieu of a payment and performance bond.
    3. For any other contract, the district will retain five percent (5%) of the contract until such time as the project has been accepted as complete and all liens released.
    4. The contractor may submit a bond to cover amounts that would otherwise be retained by the district.
    5. Amounts retained by the district will either:
        a. Be held in a fund by the district;
        b. Be deposited in an interest-bearing account for the contractor; or
        c. Be deposited in an escrow account for the investment in bonds and securities as identified by the contractor.

In addition to the bidder responsibility criteria, the district may adopt relevant supplemental criteria in accordance with RCW 39.04.350(3) for determining bidder responsibility, applicable to a particular project with which the bidder must meet.

Formal written contracts will be prepared for all major construction and repair projects. After a majority of the board votes to approve a contract, the board president/chair and secretary sign the contract on behalf of the board and

record the action in the minutes. All contracts will provide that, in the event that the district files suit to enforce the terms of the contract, the venue will be the county where the district is located. All contracts will also provide that if the district is successful in the suit, the court may order reimbursement of the district's attorney fees and court costs, as the court deems reasonable. Any contract for services with an entity or individual other than an employee of the district shall include a provision requiring the contractor to prohibit any of its employees who has pled guilty to or been convicted of any felony crime specified under RCW 28A.400.322 and who would have contact with children at a public school during the course of his or her employment from working at a public school. The contract shall also contain a provision that any failure to comply with this section shall be grounds for the district immediately terminating the contract.

1. ~~The district will prepare written specifications which describe the scope and nature of the work to be completed and a list of the materials and equipment to be furnished. Completion date, contractor's assurances (prevailing wages, fair employment, etc.), bid and performance bond requirements, opportunity to visit the work site, closing date, and bid form may be provided; however detailed plans and specifications need not be included in the invitation.~~
2. ~~The district may invite quotations from all appropriate contractors on the small works roster. As an alternative, the district may invite quotations from at least five contractors on the roster who have indicated the capability of performing the kind of work being contracted, in a manner that will equitably distribute the opportunity among qualified contractors on the roster. However, if the estimated cost of the work is between $250,000 and $350,000 and the district chooses to solicit bids from less than all the appropriate contractors on the small works roster, the district will notify the remaining contractors on the small works roster that is seeking quotations on the work. The district has the sole option of determining whether this notice to the remaining contractors is made by: (i) publishing a notice in legal newspaper in general circulation in the area where the work is to be done, (ii) mailing a notice to these contractors, or (iii) sending a notice to the contractors by facsimile or other electronic means.~~
3. ~~Immediately, after an award is made, the bid quotations obtained will be recorded, open to public inspection, and available by telephone or electronic request.~~

4. The district will award the contract to the lowest responsible bidder as defined in RCW 39.04.010. The district will make available a list of contracts awarded under that process at least once every year. The list shall include the name of the contractor or vendor, amount of the contract, a brief description of the work performed or items purchased, and the date awarded. The list shall also state the location where the bid quotations for these contracts are available for public inspection.

10. For limited public works projects estimated to cost less than $35,000, the superintendent or designee may solicit electronic or written quotations from a minimum of three contractors from the small works roster. The contract may be awarded to the lowest responsible bidder. After an award is made, the quotations received are open to public inspection and are available by electronic request. The superintendent or designee will attempt to distribute opportunities for limited public works projects equitably among contractors willing to perform in the district. The district will maintain a list of the contractors contacted and the contracts awarded during the previous twenty-four months under the limited public works process, including the name of the contractor, the contractor's registration number, a brief description of the work, the amount of the contract, and the date the contract was awarded.

A project may not be divided into parts in order to qualify for the limited public works process.

11. An acceptable bid or offer and a district purchase order will constitute the only contract necessary for the purchase of supplies, equipment, and minor repairs of construction projects, except that the successful bidder will meet all conditions included in the specifications.

Formal written contracts will be prepared for all major construction and repair projects. After a majority of the board votes to approve a contract, the board president/chair and secretary sign the contract on behalf of the board and record the action in the minutes. All contracts will provide that, in the event that the district files suit to enforce the terms of the contract, the venue will be the county where the district is located. All contracts will also provide that if the district is successful in the suit, the court may order reimbursement of the district's attorney's fees and court costs, as the court deems reasonable. Any contract for

~~services with an entity or individual other than an employee of the district shall include a provision requiring the contractor to prohibit any of its employees who has pled guilty to or been convicted of a felony crime specified under RCW 28A.400.322 and who would have contact with children at a public school during the course of their employment from working at a public school. The contract shall also contain a provision that any failure to comply with this section shall be grounds for the district immediately terminating the contract.~~

When purchases are made with Federal funds, the district will follow these additional guidelines and procedures.

1. The district will, to the greatest extent practicable, ensure that goods, products, or materials are produced in the United States (2 CFR 200.322).
2. When bids or competitive solicitation is required, the district will ensure that the requirements are not written in such a way as to prevent competition, such as specifying a name brand of item (2 CFR 200.319).
3. The district will ensure that there are enough qualified sources to ensure maximum open and free competition, and that potential bidders are not unjustly precluded from bidding (2 CFR 200.319).
4. All contracts shall include the following provisions in the contract language, as applicable (2 CFR Appendix II to Part 200):
    A. It must address remedies for instances where contractor violate the terms of the contract.
    B. If in excess of $10,000, it must include language addressing termination for cause.
    C. It must include an Equal Employment Opportunity clause.
    D. If the contract is for a public work project, language that the Davis-Bacon Act will be followed, mandating that laborers and mechanics shall be paid at the prevailing wage rate.
    E. If the contract is in excess of $100,000, language must be included for overtime payments for laborers and mechanics who work in excess of 40 hours per week, and that they will not be required to work in unsanitary, hazardous, or dangerous conditions.
    F. If the contract is in excess of $150,000, it must include language that requires adherence to the standards of the Clean Air Act and the Federal Water Pollution Control Act.
    G. That the contractor, and any subcontractors, are not suspended or debarred from receiving Federal funding.

When procuring food for all child nutrition-related programs, the district will follow these additional guidelines.

1. Purchases of food should include, to the maximum extent possible, items that meet the requirements of being domestically grown or substantially produced in the United States. Substantially produced means over 51% of the processed food comes from products produced in the United States.
2. The district may include language providing for a preference for unprocessed food purchased for child nutrition program to be grown locally.
    a. "Locally" shall include "Washington grown" in accordance with RCW 15.64.060.

b. "Unprocessed" means the food that is delivered to the district retains its inherent character, as defined in 7 CFR 210.22(g)(2), 7 CFR 215.14a(e), 7 CFR 220.16(f)(2), 7 CFR 225.17(e)(2), and 7 CFR 226.22(n)(2), as applicable to the appropriate program.
c. Such language preference may include a provision to award contracts to companies that are not the lowest responsive, responsible bidder in an effort to meet these provisions.

To the extent it is practicable to do so, the district will ensure that materials purchases of supplies made with Federal funds contain the highest levels of recovered materials possible, under the Solid Waste Disposal Act.

ADOPTED: 04/23/1998
REVISED: 04/27/00; 08/31/00; 08/30/01; 01/12/06; 03/25/10; 04/26/12; 2/21/19; 01/14/21; new date

YELM COMMUNITY SCHOOLS

Board Date: NOVEMBER 21, 2024

Fund: GENERAL

Vouchers audited and certified by the auditing officer as required by R.C.W. 42.24.080 and those expense reimbursement claims certified as required by R.C.W. 42.24.090, have been recorded on a listing which has been made available to the board.

As of NOVEMBER 21, 2024 the Board does approve for payment those vouchers included in the following list and further described as follows:

	70150880		70150978
	70150980		70151065
VOUCHER NUMBER	70151086	THROUGH	70151114

IN THE TOTAL AMOUNT OF $ 1,246,105.58

SECRETARY _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

Voucher Auditor's Statement

I, the undersigned do hereby certify that I have reviewed each of the vouchers listed above, and that the claims are just, due and unpaid obligations against the school district, and that I am authorized to authenticate and certify to said claim.

SIGNATURE OF AUDITING OFFICER _____

AP Check Register

AP Run: GENERAL 10-1-24 — Post Date: 2024-10-01 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
10/01/2024	70150880	Check	BACKUPIFY	17,754.18
10/01/2024	70150881	Check	BRADY'S WELDING LLC	475.46
10/01/2024	70150882	Check	CUNNINGHAM ELECTRIC COMPANY	347.30
10/01/2024	70150883	Check	HOOPER, BRYAN	500.00
10/01/2024	70150884	Check	LAKE TAPPS CONSTRUCTION UNLIMITED	241.89
10/01/2024	70150885	Check	NORTHWEST INDIAN COLLEGE	21,403.37
10/01/2024	70150886	Check	NORTHWEST PUMP & EQUIPMENT CO	12,348.07
10/01/2024	70150887	Check	PACIFIC LIGHTING SYSTEMS	1,368.75
10/01/2024	70150888	Check	SOUTH PIERCE FIRE AND RESCUE	425.00
10/01/2024	70150889	Check	TYLER TECHNOLOGIES	870.00
10/01/2024	70150890	Check	VIVI LLC	267.13
10/01/2024	70150891	Check	WA ASSN FOR LEARNING ALTERNATI	700.00
			Total:	**$56,701.15**

GENERAL 10-1-24 Summary

Type	Count	Amount
Regular	12	56,701.15
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**12**	**$56,701.15**

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
10 - GENERAL FUND	56,701.15
	$56,701.15

AP Check Register

AP Run: GENERAL 2 10-01-24 — Post Date: 2024-10-01 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
10/01/2024	70150892	Check	AMPLIFY EDUCATION INC	21,113.99
10/01/2024	70150893	Check	BLAZERWORKS	17,381.91
10/01/2024	70150894	Check	CAPITAL BUSINESS MACHINES INC	542.76
10/01/2024	70150895	Check	CARTER, KRISTEN LAUREN	44.89
10/01/2024	70150896	Check	CINTAS CORP	102.26
10/01/2024	70150897	Check	COMPHEALTH MEDICAL STAFFING	5,471.58
10/01/2024	70150898	Check	DELL MARKETING LP	5,704.59
10/01/2024	70150899	Check	DEVORE, MCKENZIE GENE	84.55
10/01/2024	70150900	Check	ELLIS, ASHLEY	241.87
10/01/2024	70150901	Check	EVERGREEN TECHNOLOGIES INC	218.07
10/01/2024	70150902	Check	FRANZ FAMILY BAKERIES	1,437.46
10/01/2024	70150903	Check	GREAT MINDS	25,694.58
10/01/2024	70150904	Check	JACKSON THERAPY PARTNERS	3,937.50
10/01/2024	70150905	Check	K C D A	261.09
10/01/2024	70150906	Check	LOVING GUIDANCE LLC	1,391.75
10/01/2024	70150907	Check	MAXIM HEALTHCARE SERVICES INC	9,403.50
10/01/2024	70150908	Check	MGT IMPACT SOLUTIONS LLC	1,995.00
10/01/2024	70150909	Check	NORTHWEST WATER SYSTEMS INC	2,625.62
10/01/2024	70150910	Check	OWEN, KARI	9,745.92
10/01/2024	70150911	Check	PSYCHOLOGICAL ASSESSMENT RESOURCES	3,374.44
10/01/2024	70150912	Check	ROTHWELL, RHONDA J	10.00

AP Check Register

AP Run: GENERAL 2 10-01-24 — Post Date: 2024-10-01 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
10/01/2024	70150913	Check	SOTER TECHNOLOGIES LLC	750.00
10/01/2024	70150914	Check	SOUTH SOUND FIRE & SECURITY	4,342.18
10/01/2024	70150915	Check	SUPERINTENDENT OF PUBLIC INSTR	6,000.00
10/01/2024	70150916	Check	WA SCHOOL INFO PROCESSING COOP	19,554.25
10/01/2024	70150917	Check	WASHINGTON FLORAL SERVICE INC	610.46
10/01/2024	70150918	Check	WELLS FARGO FINANCIAL LEASING	376.79
			Total:	**$142,417.01**

GENERAL 2 10-01-24 Summary

Type	Count	Amount
Regular	27	142,417.01
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**27**	**$142,417.01**

AP Check Register

Fund	Total
10 - GENERAL FUND	142,417.01
	$142,417.01

AP Check Register

AP Run: GENERAL 10-3-24 — Post Date: 2024-10-03 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
10/03/2024	70150919	Check	US BANK - CORPORATE PAYMENT SYSTEMS	15,653.26
			Total:	**$15,653.26**

GENERAL 10-3-24 Summary

Type	Count	Amount
Regular	1	15,653.26
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**1**	**$15,653.26**

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
10 - GENERAL FUND	15,653.26
	$15,653.26

AP Check Register

AP Run: GENERAL 10-8-24 — Post Date: 2024-10-08 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
10/08/2024	70150920	Check	CAVANAUGH, ELLEN	71.89
10/08/2024	70150921	Check	HERMANSON CO LLP	3,046.32
10/08/2024	70150922	Check	HILL, ROBERT ANDREW	163.88
10/08/2024	70150923	Check	LAKE TAPPS CONSTRUCTION UNLIMITED	5,119.33
10/08/2024	70150924	Check	NCS PEARSON INC	1,556.21
10/08/2024	70150925	Check	PUBLIC CONSULTING GROUP INC	442.29
10/08/2024	70150926	Check	PUGET SOUND ENERGY	50,102.83
10/08/2024	70150927	Check	TSE, KA KI	8.31
10/08/2024	70150928	Check	TYLER TECHNOLOGIES	2,660.00
			Total:	**$63,171.06**

GENERAL 10-8-24 Summary

Type	Count	Amount
Regular	9	63,171.06
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**9**	**$63,171.06**

AP Check Register

Fund	Total
10 - GENERAL FUND	63,171.06
	$63,171.06

AP Check Register

AP Run: GENERAL 2 10-8-24 — Post Date: 2024-10-08 — AP Run Type: R | YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
10/08/2024	70150929	Check	AUTO GLASS PROFESSIONALS	421.63
10/08/2024	70150930	Check	BILL'S TOWING	355.88
10/08/2024	70150931	Check	BLAZERWORKS	11,923.36
10/08/2024	70150932	Check	BRYSON SALES & SERVICE	2,156.25
10/08/2024	70150933	Check	CINTAS CORP	148.94
10/08/2024	70150934	Check	CITY OF YELM	26,896.83
10/08/2024	70150935	Check	COLE, SKYLAR S	24.59
10/08/2024	70150936	Check	CRYSTAL SPRINGS	38.60
10/08/2024	70150937	Check	CUMMINS SALES AND SERVICE	2,726.55
10/08/2024	70150938	Check	DAIRY FRESH FARMS INC	17,757.45
10/08/2024	70150939	Check	DRAIN PRO	778.09
10/08/2024	70150940	Check	FIRST CITIZENS BANK & TRUST CO	10,152.57
10/08/2024	70150941	Check	FOSSUM, MICHELLE RENEE	45.16
10/08/2024	70150942	Check	FRANZ FAMILY BAKERIES	1,599.75
10/08/2024	70150943	Check	FRONTSTREAM	2,843.12
10/08/2024	70150944	Check	GORDON TRUCK CENTERS	689.61
10/08/2024	70150945	Check	GRAINGER INC	370.25
10/08/2024	70150946	Check	GREAT MINDS	17,436.67
10/08/2024	70150947	Check	HERMANSON CO LLP	657.00
10/08/2024	70150948	Check	HILL, ROBERT ANDREW	194.97
10/08/2024	70150949	Check	HONEY BUCKET	335.00

AP Check Register

AP Run: GENERAL 2 10-8-24 — Post Date: 2024-10-08 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
10/08/2024	70150950	Check	HULL, HILLARY RYANN	16.08
10/08/2024	70150951	Check	J AND I POWER EQUIPMENT INC	1,992.64
10/08/2024	70150952	Check	JERRYS COLOR CENTER	75.49
10/08/2024	70150953	Check	LINGUALINX INC	407.87
10/08/2024	70150954	Check	MATHIS, LINDSEY	60.23
10/08/2024	70150955	Check	MAXIM HEALTHCARE SERVICES INC	8,106.00
10/08/2024	70150956	Check	MCGRAW HILL LLC	15,527.21
10/08/2024	70150957	Check	MCINTIRE, ALEXANDER ALLAN	168.17
10/08/2024	70150958	Check	MELONE, TERESA KAY	101.71
10/08/2024	70150959	Check	MILLER, NANCY MICHELE	111.49
10/08/2024	70150960	Check	MOUNTAIN LUMBER & HARDWARE INC	894.78
10/08/2024	70150961	Check	NCS PEARSON INC	975.57
10/08/2024	70150962	Check	NOLAND, MINDY	37.79
10/08/2024	70150963	Check	PETROCARD	26,899.19
10/08/2024	70150964	Check	RAINIER LIGHTING & ELECTRICAL SUPPLY	1,178.30
10/08/2024	70150965	Check	RWC GROUP	266.76
10/08/2024	70150966	Check	SCHETKY NORTHWEST SALES INC	1,210.16
10/08/2024	70150967	Check	SCHEUERMAN, NICOLE VIVIAN	29.88
10/08/2024	70150968	Check	SPRAGUE PEST SOLUTIONS	743.89
10/08/2024	70150969	Check	SPROUT THERAPY SOLUTIONS LLC	13,472.50
10/08/2024	70150970	Check	SUPERINTENDENT OF PUBLIC INSTR	9,631.60

AP Check Register

AP Run: GENERAL 2 10-8-24 — Post Date: 2024-10-08 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
10/08/2024	70150971	Check	TSE, KA KI	50.18
10/08/2024	70150972	Check	TYLER TECHNOLOGIES	870.00
10/08/2024	70150973	Check	US FOODS	53,684.01
10/08/2024	70150974	Check	VAN VEEN, ARTHUR	42.88
10/08/2024	70150975	Check	WA CAREER & TECH SPORTS MED ASSOC	100.00
10/08/2024	70150976	Check	WONDER WORKSHOP INC	394.07
10/08/2024	70150977	Check	ZOOM VIDEO COMMUNICATIONS INC	8,496.88
			Total:	**$243,097.60**

GENERAL 2 10-8-24 Summary

Type	Count	Amount
Regular	49	243,097.60
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**49**	**$243,097.60**

AP Check Register

Fund	Total
10 - GENERAL FUND	243,097.60
	$243,097.60

AP Check Register

AP Run: GENERAL 10-9-24 — Post Date: 2024-10-09 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
10/09/2024	70150978	Check	US BANK - CORPORATE PAYMENT SYSTEMS	38,321.21
			Total:	**$38,321.21**

GENERAL 10-9-24 Summary

Type	Count	Amount
Regular	1	38,321.21
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**1**	**$38,321.21**

AP Check Register

Fund	Total
10 - GENERAL FUND	38,321.21
	$38,321.21

AP Check Register

AP Run: GENERAL 10-15-24 — Post Date: 2024-10-15 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
10/15/2024	70150980	Check	BRADY'S WELDING LLC	573.83
10/15/2024	70150981	Check	EVERGREEN TECHNOLOGIES INC	186.15
10/15/2024	70150982	Check	NCS PEARSON INC	2,317.16
10/15/2024	70150983	Check	PUGET SOUND ENERGY	180.39
			Total:	**$3,257.53**

GENERAL 10-15-24 Summary

Type	Count	Amount
Regular	4	3,257.53
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**4**	**$3,257.53**

Fund	Total
10 - GENERAL FUND	3,257.53
	$3,257.53

AP Check Register

AP Run: GENERAL 2 10-15-24 — Post Date: 2024-10-15 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
10/15/2024	70150984	Check	ASSOCIATION FOR MIDDLE LEVEL EDUCATION	74.98
10/15/2024	70150985	Check	BLAZERWORKS	13,794.66
10/15/2024	70150986	Check	CAPITAL BUSINESS MACHINES INC	107.31
10/15/2024	70150987	Check	CAVANAUGH, ELLEN	81.67
10/15/2024	70150988	Check	CENTRAL WELDING SUPPLY CO INC	1,998.75
10/15/2024	70150989	Check	CINTAS CORP	47.30
10/15/2024	70150990	Check	CLEVERINGA, CURTIS	64.19
10/15/2024	70150991	Check	COLE, SKYLAR S	15.88
10/15/2024	70150992	Check	COMMERCIAL FILTER SALES & SERVICE INC	9,797.78
10/15/2024	70150993	Check	COMPHEALTH MEDICAL STAFFING	29,395.48
10/15/2024	70150994	Check	CURRICULUM ASSOCIATES INC	7,665.00
10/15/2024	70150995	Check	DEPT OF LICENSING	270.00
10/15/2024	70150996	Check	DRAIN PRO	976.50
10/15/2024	70150997	Check	E3 DIAGNOSTICS INC	944.00
10/15/2024	70150998	Check	EVERGREEN TECHNOLOGIES INC	1,669.88
10/15/2024	70150999	Check	FIRST STUDENT	1,563.00
10/15/2024	70151000	Check	GREAT MINDS	271.16
10/15/2024	70151001	Check	GUBSER, SHANNON MARIE	47.24
10/15/2024	70151002	Check	HD SUPPLY INC	11,974.70
10/15/2024	70151003	Check	HOPSKIPDRIVE INC	1,243.18
10/15/2024	70151004	Check	JACKSON THERAPY PARTNERS	11,392.50

AP Check Register

AP Run: GENERAL 2 10-15-24 — Post Date: 2024-10-15 — AP Run Type: R | YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
10/15/2024	70151005	Check	LINGUALINX INC	87.12
10/15/2024	70151006	Check	MAXIM HEALTHCARE SERVICES INC	8,622.00
10/15/2024	70151007	Check	MCMURRAY, KIMBERLY BRELAND	33.03
10/15/2024	70151008	Check	MILLER, NANCY MICHELE	20.17
10/15/2024	70151009	Check	MUVZ, Inc	205.13
10/15/2024	70151010	Check	NAPA AUTO PARTS	2,572.76
10/15/2024	70151011	Check	NCS PEARSON INC	1,799.48
10/15/2024	70151012	Check	OCCUPATIONAL HEALTH CENTERS OF WA	272.00
10/15/2024	70151013	Check	OFFICE DEPOT BUSINESS SOLUTIONS	638.29
10/15/2024	70151014	Check	PETROCARD	31,572.30
10/15/2024	70151015	Check	PORTER FOSTER RORICK LLP	4,050.00
10/15/2024	70151016	Check	POWELL, SHANNON CORBY	73.03
10/15/2024	70151017	Check	PUGET SOUND ESD	37,244.00
10/15/2024	70151018	Check	TED BROWN MUSIC CO	6,453.90
10/15/2024	70151019	Check	THURSTON COUNTY HEALTH DEPT	12,400.00
10/15/2024	70151020	Check	US FOODS	22,972.25
10/15/2024	70151021	Check	WASHINGTON FLORAL SERVICE INC	176.10
10/15/2024	70151022	Check	WATER MANAGEMENT LAB INC	2,760.00

AP Check Register

AP Run: GENERAL 2 10-15-24 — Post Date: 2024-10-15 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
10/15/2024	70151023	Check	YELM PHYSICAL THERAPY	4,000.00
			Total:	**$229,346.72**

GENERAL 2 10-15-24 Summary

Type	Count	Amount
Regular	40	229,346.72
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**40**	**$229,346.72**

Fund	Total
10 - GENERAL FUND	229,346.72
	$229,346.72

AP Check Register

AP Run: GENERAL 10-16-24 — Post Date: 2024-10-16 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
10/16/2024	70151024	Check	US BANK - CORPORATE PAYMENT SYSTEMS	12,631.66
			Total:	**$12,631.66**

GENERAL 10-16-24 Summary

Type	Count	Amount
Regular	1	12,631.66
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**1**	**$12,631.66**

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
10 - GENERAL FUND	12,631.66
	$12,631.66

AP Check Register

AP Run: GENERAL 10-22-24 — Post Date: 2024-10-22 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
10/22/2024	70151025	Check	AMERICAN PRINTING HOUSE FOR THE BLIND INC	3,662.08
10/22/2024	70151026	Check	AMUNDSEN, KRISTINE KAY	165.32
10/22/2024	70151027	Check	AUTO GLASS PROFESSIONALS	312.93
10/22/2024	70151028	Check	BAKER, WESTON JOHN	34.00
10/22/2024	70151029	Check	BISHOP, JUSTIN F	155.94
10/22/2024	70151030	Check	BLAZERWORKS	18,128.42
10/22/2024	70151031	Check	CADERO-SMITH, LISA ANN	569.00
10/22/2024	70151032	Check	CAPITAL BUSINESS MACHINES INC	7,337.57
10/22/2024	70151033	Check	CENTRAL WELDING SUPPLY CO INC	1,111.87
10/22/2024	70151034	Check	CINTAS CORP	74.16
10/22/2024	70151035	Check	DEPT OF NATURAL RESOURCES	48.95
10/22/2024	70151036	Check	DRAIN PRO	665.76
10/22/2024	70151037	Check	ESD #113	59,765.06
10/22/2024	70151038	Check	FRANZ FAMILY BAKERIES	1,295.90
10/22/2024	70151039	Check	GORDON TRUCK CENTERS	444.40
10/22/2024	70151040	Check	HD SUPPLY INC	3,767.07
10/22/2024	70151041	Check	HEARTSPRING INC	36,588.00
10/22/2024	70151042	Check	HONEY BUCKET	335.00
10/22/2024	70151043	Check	K C D A	4,638.07
10/22/2024	70151044	Check	MAXIM HEALTHCARE SERVICES INC	9,120.00
10/22/2024	70151045	Check	MCLAREN, KEITH	30.69

AP Check Register

AP Run: GENERAL 10-22-24 — Post Date: 2024-10-22 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
10/22/2024	70151046	Check	MENDEL, ZACHARY REMINGTON	34.00
10/22/2024	70151047	Check	MICRO COMPUTER SYSTEMS INC	3,582.84
10/22/2024	70151048	Check	MULLINAX FORD OF OLYMPIA	267.82
10/22/2024	70151049	Check	POMP'S TIRE SERVICE INC	1,092.72
10/22/2024	70151050	Check	PUGET SOUND ENERGY	12,093.32
10/22/2024	70151051	Check	RAINIER LIGHTING & ELECTRICAL SUPPLY	305.19
10/22/2024	70151052	Check	RIVERSIDE INSIGHTS	107.76
10/22/2024	70151053	Check	SCHETKY NORTHWEST SALES INC	426.50
10/22/2024	70151054	Check	SECURITY SOLUTIONS NW INC	871.89
10/22/2024	70151055	Check	TED BROWN MUSIC CO	847.86
10/22/2024	70151056	Check	THE MARKERBOARD PEOPLE	195.00
10/22/2024	70151057	Check	TYLER TECHNOLOGIES	340.00
10/22/2024	70151058	Check	US FOODS	21,843.57
10/22/2024	70151059	Check	VAUGHAN, JACOB H	34.00
10/22/2024	70151060	Check	WA SCHOOL PERSONNEL ASSN/WSPA	700.00
10/22/2024	70151061	Check	WASA REGION 113	700.00
10/22/2024	70151062	Check	WASHINGTON FLORAL SERVICE INC	1,123.11
10/22/2024	70151063	Check	WATCH D.O.G.S.	54.97

AP Check Register

AP Run: GENERAL 10-22-24 — Post Date: 2024-10-22 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
10/22/2024	70151064	Check	YELM SCHOOLS REVOLVING FUND	2,788.59
			Total:	**$195,659.33**

GENERAL 10-22-24 Summary

Type	Count	Amount
Regular	40	195,659.33
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**40**	**$195,659.33**

Fund	Total
10 - GENERAL FUND	195,659.33
	$195,659.33

AP Check Register

AP Run: GENERAL 2 10-22-24 — Post Date: 2024-10-22 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
10/22/2024	70151065	Check	US BANK - CORPORATE PAYMENT SYSTEMS	7,620.57
			Total:	**$7,620.57**

GENERAL 2 10-22-24 Summary

Type	Count	Amount
Regular	1	7,620.57
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**1**	**$7,620.57**

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
10 - GENERAL FUND	7,620.57
	$7,620.57

AP Check Register

AP Run: GENERAL 10-29-24 — Post Date: 2024-10-29 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
10/29/2024	70151086	Check	AMPLIFY EDUCATION INC	12,329.70
10/29/2024	70151087	Check	ANDERSON, KAREN	2,428.23
10/29/2024	70151088	Check	BLAZERWORKS	20,103.20
10/29/2024	70151089	Check	BRYSON SALES & SERVICE	1,402.13
10/29/2024	70151090	Check	CAPITAL BUSINESS MACHINES INC	648.23
10/29/2024	70151091	Check	COMMERCIAL BRAKE CLUTCH INC	724.12
10/29/2024	70151092	Check	FIRST CITIZENS BANK & TRUST CO	10,152.57
10/29/2024	70151093	Check	FRANZ FAMILY BAKERIES	463.20
10/29/2024	70151094	Check	HD SUPPLY INC	151.03
10/29/2024	70151095	Check	JACKSON THERAPY PARTNERS	3,937.50
10/29/2024	70151096	Check	K C D A	258.84
10/29/2024	70151097	Check	LANGUAGE LINE SERVICES	177.89
10/29/2024	70151098	Check	LINGUALINX INC	269.35
10/29/2024	70151099	Check	MELONE, TERESA KAY	256.96
10/29/2024	70151100	Check	MICRO COMPUTER SYSTEMS INC	20,390.66
10/29/2024	70151101	Check	NCS PEARSON INC	438.00
10/29/2024	70151102	Check	NORTHWEST ESD 189	135.56
10/29/2024	70151103	Check	NORTHWEST WATER SYSTEMS INC	786.80
10/29/2024	70151104	Check	SCHETKY NORTHWEST SALES INC	1,607.63
10/29/2024	70151105	Check	SCHEUERMAN, NICOLE VIVIAN	62.98
10/29/2024	70151106	Check	SNAP-ON INDUSTRIAL	961.85

AP Check Register

AP Run: GENERAL 10-29-24 — Post Date: 2024-10-29 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
10/29/2024	70151107	Check	SOTER TECHNOLOGIES LLC	900.00
10/29/2024	70151108	Check	SPRAGUE PEST SOLUTIONS	631.62
10/29/2024	70151109	Check	US FOODS	25,477.21
10/29/2024	70151110	Check	USPS-QUADIENT	5,000.00
10/29/2024	70151111	Check	WA SCHOOL INFO PROCESSING COOP	12,368.52
10/29/2024	70151112	Check	WASHINGTON FLORAL SERVICE INC	598.45
			Total:	**$122,662.23**

GENERAL 10-29-24 Summary

Type	Count	Amount
Regular	27	122,662.23
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**27**	**$122,662.23**

AP Check Register

Fund	Total
10 - GENERAL FUND	122,662.23
	$122,662.23

AP Check Register

AP Run: GENERAL 10-30-24 — Post Date: 2024-10-30 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
10/30/2024	70151113	Check	US BANK - CORPORATE PAYMENT SYSTEMS	40,153.11
			Total:	**$40,153.11**

GENERAL 10-30-24 Summary

Type	Count	Amount
Regular	1	40,153.11
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**1**	**$40,153.11**

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
10 - GENERAL FUND	40,153.11
	$40,153.11

AP Check Register

AP Run: GENERAL 10-31-24 — Post Date: 2024-10-31 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
10/31/2024	70151114	Check	NORTHWEST CHEVROLET	75,413.14
			Total:	**$75,413.14**

GENERAL 10-31-24 Summary

Type	Count	Amount
Regular	1	75,413.14
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**1**	**$75,413.14**

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
10 - GENERAL FUND	75,413.14
	$75,413.14

YELM COMMUNITY SCHOOLS

Board Date: NOVEMBER 21, 2024

Fund: ASB

Vouchers audited and certified by the auditing officer as required by R.C.W. 42.24.080 and those expense reimbursement claims certified as required by R.C.W. 42.24.090, have been recorded on a listing which has been made available to the board.

As of NOVEMBER 21, 2024 the Board does approve for payment those vouchers included in the following list and further described as follows:

VOUCHER NUMBER 70409681 THROUGH 70409710

IN THE TOTAL AMOUNT OF $ 57,350.93

SECRETARY _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

Voucher Auditor's Statement

I, the undersigned do hereby certify that I have reviewed each of the vouchers listed above, and that the claims are just, due and unpaid obligations against the school district, and that I am authorized to authenticate and certify to said claim.

SIGNATURE OF AUDITING OFFICER _____

AP Check Register

AP Run: ASB 10-1-24 — Post Date: 2024-10-01 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
10/01/2024	70409681	Check	DRAIN PRO	244.48
10/01/2024	70409682	Check	HARRIS, GARY	170.82
10/01/2024	70409683	Check	TIMBERLINE HIGH SCHOOL	300.00
			Total:	**$715.30**

ASB 10-1-24 Summary

Type	Count	Amount
Regular	3	715.30
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**3**	**$715.30**

Fund	Total
40 - ASSOCIATED STUDENT BODY FUND	715.30
	$715.30

AP Check Register

AP Run: ASB 10-3-24 — Post Date: 2024-10-03 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
10/03/2024	70409684	Check	US BANK - CORPORATE PAYMENT SYSTEMS	1,472.68
			Total:	**$1,472.68**

ASB 10-3-24 Summary

Type	Count	Amount
Regular	1	1,472.68
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**1**	**$1,472.68**

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
40 - ASSOCIATED STUDENT BODY FUND	1,472.68
	$1,472.68

AP Check Register

AP Run: ASB 10-8-24 — Post Date: 2024-10-08 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
10/08/2024	70409685	Check	BSN SPORTS	989.49
10/08/2024	70409686	Check	HARRIS, GARY	551.88
10/08/2024	70409687	Check	ROYALE MANAGEMENT GROUP LLC	1,997.00
10/08/2024	70409688	Check	US BANK - CORPORATE PAYMENT SYSTEMS	1,886.59
10/08/2024	70409689	Check	WA CAREER & TECH SPORTS MED ASSOC	100.00
			Total:	**$5,524.96**

ASB 10-8-24 Summary

Type	Count	Amount
Regular	5	5,524.96
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**5**	**$5,524.96**

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
40 - ASSOCIATED STUDENT BODY FUND	5,524.96
	$5,524.96

AP Check Register

AP Run: ASB 10-15-24 — Post Date: 2024-10-15 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
10/15/2024	70409690	Check	DRAIN PRO	279.00
10/15/2024	70409691	Check	HARRIS, GARY	3,234.60
10/15/2024	70409692	Check	L AND E BOTTLING CO INC	419.82
10/15/2024	70409693	Check	POWERHOUSE FUNDRAISING	3,509.56
10/15/2024	70409694	Check	RUIZ, RICARDO OWEN	2,246.04
10/15/2024	70409695	Check	SOUTH PUGET SOUND LEAGUE 4A	1,000.00
10/15/2024	70409696	Check	US BANK - CORPORATE PAYMENT SYSTEMS	2,741.30
			Total:	**$13,430.32**

ASB 10-15-24 Summary

Type	Count	Amount
Regular	7	13,430.32
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**7**	**$13,430.32**

Fund	Total
40 - ASSOCIATED STUDENT BODY FUND	13,430.32
	$13,430.32

AP Check Register

AP Run: ASB 10-22-24 — Post Date: 2024-10-22 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
10/22/2024	70409697	Check	ASSN OF WA STUDENT LEADERS	200.00
10/22/2024	70409698	Check	IMPREST YELM HIGH	3,225.00
10/22/2024	70409699	Check	JENKINS-HANTZE, TRISTAN KANE	700.00
10/22/2024	70409700	Check	POWERHOUSE FUNDRAISING	10,619.00
10/22/2024	70409701	Check	US BANK - CORPORATE PAYMENT SYSTEMS	2,288.10
10/22/2024	70409702	Check	WASHINGTON STATE FFA	12,691.10
10/22/2024	70409703	Check	WEST CENTRAL DISTRICT II FFA	75.00
10/22/2024	70409704	Check	YELM SCHOOLS ASB REVOLVING	575.00
			Total:	**$30,373.20**

ASB 10-22-24 Summary

Type	Count	Amount
Regular	8	30,373.20
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**8**	**$30,373.20**

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
40 - ASSOCIATED STUDENT BODY FUND	30,373.20
	$30,373.20

AP Check Register

AP Run: ASB 10-29-24 — Post Date: 2024-10-29 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
10/29/2024	70409705	Check	BSN SPORTS	1,124.15
10/29/2024	70409706	Check	CLOUD 9 SPORTS	3,437.64
10/29/2024	70409707	Check	L AND E BOTTLING CO INC	189.44
10/29/2024	70409708	Check	RIDDELL/ALL AMERICAN	486.67
10/29/2024	70409709	Check	US BANK - CORPORATE PAYMENT SYSTEMS	428.27
10/29/2024	70409710	Check	VARSITY PIZZA	168.30
			Total:	**$5,834.47**

ASB 10-29-24 Summary

Type	Count	Amount
Regular	6	5,834.47
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**6**	**$5,834.47**

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
40 - ASSOCIATED STUDENT BODY FUND	5,834.47
	$5,834.47

YELM COMMUNITY SCHOOLS

Board Date: NOVEMBER 21, 2024

Fund: CAP PROJ

Vouchers audited and certified by the auditing officer as required by R.C.W. 42.24.080 and those expense reimbursement claims certified as required by R.C.W. 42.24.090, have been recorded on a listing which has been made available to the board.

As of NOVEMBER 21, 2024 the Board does approve for payment those vouchers included in the following list and further described as follows:

VOUCHER NUMBER 70501766 THROUGH 70501779

IN THE TOTAL AMOUNT OF $ 79,055.75

SECRETARY _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

Voucher Auditor's Statement

I, the undersigned do hereby certify that I have reviewed each of the vouchers listed above, and that the claims are just, due and unpaid obligations against the school district, and that I am authorized to authenticate and certify to said claim.

SIGNATURE OF AUDITING OFFICER _____

AP Check Register

AP Run: CAP PROJ 10-1-24 — Post Date: 2024-10-01 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
10/01/2024	70501766	Check	CI SOLUTIONS	5,409.30
10/01/2024	70501767	Check	CUNNINGHAM ELECTRIC COMPANY	30,163.96
			Total:	**$35,573.26**

CAP PROJ 10-1-24 Summary

Type	Count	Amount
Regular	2	35,573.26
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**2**	**$35,573.26**

AP Check Register

Fund	Total
20 - CAPITAL PROJECTS FUND	35,573.26
	$35,573.26

AP Check Register

AP Run: CAP PROJ 10-8-24 — Post Date: 2024-10-08 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
10/08/2024	70501768	Check	CUNNINGHAM ELECTRIC COMPANY	1,444.89
10/08/2024	70501769	Check	EAGLE ASPHALT SEALCOATING COMPANY	2,828.63
10/08/2024	70501770	Check	TYLER TECHNOLOGIES	9,822.15
			Total:	**$14,095.67**

CAP PROJ 10-8-24 Summary

Type	Count	Amount
Regular	3	14,095.67
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**3**	**$14,095.67**

AP Check Register

Fund	Total
20 - CAPITAL PROJECTS FUND	14,095.67
	$14,095.67

AP Check Register

AP Run: CAP PROJ 10-9-24 — Post Date: 2024-10-09 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
10/09/2024	70501771	Check	US BANK - CORPORATE PAYMENT SYSTEMS	210.28
			Total:	**$210.28**

CAP PROJ 10-9-24 Summary

Type	Count	Amount
Regular	1	210.28
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**1**	**$210.28**

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
20 - CAPITAL PROJECTS FUND	210.28
	$210.28

AP Check Register

AP Run: CAP PROJ 10-15-24 — Post Date: 2024-10-15 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
10/15/2024	70501772	Check	LCO COMPANY	4,161.00
10/15/2024	70501773	Check	PERKINS COIE	7,599.00
10/15/2024	70501774	Check	SAFE HAVEN DEFENSE WA LLC	5,051.10
10/15/2024	70501775	Check	US BANK - CORPORATE PAYMENT SYSTEMS	577.38
			Total:	**$17,388.48**

CAP PROJ 10-15-24 Summary

Type	Count	Amount
Regular	4	17,388.48
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**4**	**$17,388.48**

Fund	Total
20 - CAPITAL PROJECTS FUND	17,388.48
	$17,388.48

AP Check Register

AP Run: CAP PROJ 10-22-24 — Post Date: 2024-10-22 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
10/22/2024	70501776	Check	BUILDERS EXCHANGE OF WASHINGTON INC	146.90
10/22/2024	70501777	Check	TOVANI HART	9,651.15
			Total:	**$9,798.05**

CAP PROJ 10-22-24 Summary

Type	Count	Amount
Regular	2	9,798.05
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**2**	**$9,798.05**

Fund	Total
20 - CAPITAL PROJECTS FUND	9,798.05
	$9,798.05

AP Check Register

AP Run: CAP PROJ 10-29-24 — Post Date: 2024-10-29 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
10/29/2024	70501778	Check	CI SOLUTIONS	1,265.51
10/29/2024	70501779	Check	US BANK - CORPORATE PAYMENT SYSTEMS	724.50
			Total:	**$1,990.01**

CAP PROJ 10-29-24 Summary

Type	Count	Amount
Regular	2	1,990.01
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**2**	**$1,990.01**

Fund	Total
20 - CAPITAL PROJECTS FUND	1,990.01
	$1,990.01

YELM COMMUNITY SCHOOLS

Board Date: NOVEMBER 21, 2024

Fund: COMP TAX

Vouchers audited and certified by the auditing officer as required by R.C.W. 42.24.080 and those expense reimbursement claims certified as required by R.C.W. 42.24.090, have been recorded on a listing which has been made available to the board.

As of NOVEMBER 21, 2024 the Board does approve for payment those vouchers included in the following list and further described as follows:

VOUCHER NUMBER 11230011 GENERAL THROUGH 202100161 ASB 20230001 CAP PROJ

IN THE TOTAL AMOUNT OF $ 3,250.27

SECRETARY _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

Voucher Auditor's Statement

I, the undersigned do hereby certify that I have reviewed each of the vouchers listed above, and that the claims are just, due and unpaid obligations against the school district, and that I am authorized to authenticate and certify to said claim.

SIGNATURE OF AUDITING OFFICER _____

AP Check Register

AP Run: COMP TAX GENERAL 11-1-24 — Post Date: 2024-11-01 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
11/01/2024	11230011	Wire Transfer	DEPARTMENT OF REVENUE	3,154.90
			Total:	**$3,154.90**

COMP TAX GENERAL 11-1-24 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	3,154.90
Epayables:	0	0.00
Total:	**1**	**$3,154.90**

AP Check Register

Fund	Total
10 - GENERAL FUND	3,154.90
	$3,154.90

AP Check Register

AP Run: COMP TAX ASB 11-1-24 — Post Date: 2024-11-01 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
11/01/2024	202100161	Wire Transfer	DEPARTMENT OF REVENUE	133.37
			Total:	**$133.37**

COMP TAX ASB 11-1-24 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	133.37
Epayables:	0	0.00
Total:	**1**	**$133.37**

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
40 - ASSOCIATED STUDENT BODY FUND	133.37
	$133.37

AP Check Register

AP Run: COMP TAX CAP PROJ 11-1-24 — Post Date: 2024-11-01 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
11/01/2024	20230001	Wire Transfer	DEPARTMENT OF REVENUE	-38.00
			Total:	**-$38.00**

COMP TAX CAP PROJ 11-1-24 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	-38.00
Epayables:	0	0.00
Total:	**1**	**-$38.00**

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
20 - CAPITAL PROJECTS FUND	-38.00
	($38.00)

YELM Community Schools

360.458.1900
FAX: 360.458.6178
107 First Street North
PO Box 476
Yelm, WA 98597-0476
www.ycs.wednet.edu

MEMORANDUM

TO: Board of Directors

FROM: Chris Hansen, Director of Facilities

DATE: November 21, 2024

SUBJECT: Recommendation to Approve Public Works Projects

The following Public Works Projects were completed for acceptance by the Board:

Project #	Amount	Vendor / Reason
150.23	$8,780.96	Drain Pro – Septic Line Repairs – MK
03.24	$936.98	South Sound Fire & Security – Panic Button System Repair – MK
04.24	$511.72	South Sound Fire & Security – Panic Button System Repair – LK
06.24	$505.64	South Sound Fire & Security – Emergency Panic Alarm Horn Replacement – RMS
07.24	$396.19	South Sound Fire & Security – Emergency Panic Alarm Wireless Remote Button Replacement – YES
20.24	$871.89	Security Solutions NW Inc. – Camera System Repair – MP
21.24	$2,836.05	Security Solutions NW Inc. – Camera System Repair – YHS
26.24	$665.76	Drain Pro – Emergency Septic Service Call – YHS 500 BLDG

I will be available to answer any questions you may have.

YELM Community Schools

360.458.1900
FAX: 360.458.6178
107 First Street North
PO Box 476
Yelm, WA 98597-0476
www.ycs.wednet.edu

TO: Chris Woods, Superintendent

FROM: Jennifer Carrougher, Chief of Finance and Operations

RE: **Monthly Budget Report for August 2024**

DATE: November 21, 2024

A Budget Status Report for each fund is also provided as supporting documentation.

General Fund

	Budget	Actual	% To Date
Beginning Fund Balance	$ 6,400,000	$ 7,037,900	
Revenues	$ 98,802,293	$ 98,465,628	99.7%
Expenditures	$ 99,019,443	$ 100,242,474	101.2%
Transfer to Other Funds	$ 281,940	$ 281,940	100%
Ending Fund Balance	$ 5,900,910	$ 4,979,114	

Revenues by Major Source	Annual Budget	2023-2024 Revenues to Date	% Collected	Prior Year Comparison
Local Taxes	$ 12,093,107	$ 12,064,100	99.8%	$ 11,300,044
Local Nontax (e.g. lunch receipts, donations, investments)	$ 1,119,150	$ 899,040	80.3%	$ 1,197,518
Apportionment, Levy Equalization	$ 58,662,679	$ 58,609,270	99.9%	$ 54,453,667
State Special Purpose (e.g. SPED)	$ 19,289,330	$ 19,334,207	100.2%	$ 16,000,317
Federal	$ 7,638,027	$ 7,559,012	99.0%	$ 10,856,731
Total	$ 98,802,293	$ 98,465,628	99.7%	$ 93,808,277

Expenditures by Program	Annual Budget	2023-2024 Expenditures to Date	% Expended	Prior Year Comparison
Regular Instruction	$ 50,426,381	$ 51,964,785	103.1%	$ 47,401,191
Federal Stimulus	$ 726,897	$ 556,380	76.5%	$ 4,115,530
Special Ed	$ 15,621,902	$ 17,255,164	110.5%	$ 15,081,361
Vocational	$ 4,625,255	$ 4,882,525	105.6%	$ 4,188,377
Compensatory	$ 3,751,158	$ 4,696,712	125.2%	$ 3,933,425
Other Instructional	$ 540,207	$ 338,553	62.7%	$ 529,779
Support Services	$ 23,327,643	$ 20,548,355	88.1%	$ 19,855,061
Total	$ 99,019,443	$ 100,242,474	101.2%	$ 95,104,724

Capital Projects Fund

	Budget	Actual	% To Date
Beginning Fund Balance	$ 21,000,000	$ 18,486,635	
Revenues			
Investment Earnings	$ 150,000	$ 473,410	315.6%
Impact & Mitigation Fees	$ 350,000	$ 700,816	200.2%
School Construction State Funds	$ 1,500,000	$ 1,666,935	111.1%
Other	$ -	$ 950	
Total Revenues	$ 2,000,000	$ 2,842,111	142.1%
Expenditures			
Yelm Middle School	$ 200,000	$ 142,680	71.3%
Southworth Elementary	$ 2,000,000	$ 229,678	11.5%
Safety & Security Projects	$ 242,000	$ 308,834	127.6%
YHS Stadium Visitor Seating	$ 225,000	$ 4,440	2.0%
Yelm High School Roof	$ 1,375,000	$ 1,023,299	74.4%
Protective Window Film	$ 1,400,000	$ 865,401	61.8%
YHS Soccer Turf/Tennis Courts	$ 3,305,000	$ 601,487	18.2%
Technology Upgrades	$ 575,000	$ 148,064	25.8%
HVAC Updates	$ 600,000	$ 189,619	31.6%
Districtwide Rekey	$ 300,000	$ 68,511	22.8%
HB 1257 - Energy Efficiency	$ 525,000	$ 29,000	5.5%
Capital Projects - Unassigned	$ 4,088,000	$ 610,113	14.9%
Transportation Bldg Remodel	$ 1,500,000	$ 190,971	12.7%
Total Expenditures	$ 16,335,000	$ 4,412,096	27.0%
Ending Fund Balance	$ 6,665,000	$ 16,916,650	

Transportation Vehicle Fund

	Budget	Actual	% To Date
Beginning Fund Balance	$ 679,748	$ 692,219	
Revenues			
Investment Earnings	$ 1,500	$ 15,755	1050.3%
Bus Depreciation (received in August)	$ 618,369	$ 761,083	
Total Revenues	$ 619,869	$ 776,838	
Expenditures			
New Buses	$ 570,000	$ 447,780	78.6%
Total Expenditures	$ 570,000	$ 447,780	
Ending Fund Balance	$ 729,617	$ 1,021,277	

Associated Student Body Fund

	Budget	Actual	% To Date
Beginning Fund Balance	$ 310,822	$ 488,846	
Revenues	$ 924,510	$ 769,228	83.2%
Expenditures	$ 909,977	$ 682,620	75.0%
Ending Fund Balance	$ 325,355	$ 575,454	

Debt Service Fund

	Budget	Actual	% To Date
Beginning Fund Balance	$ 3,259,046	$ 3,374,103	
Revenues			
Local Taxes	$ 6,757,308	$ 7,048,980	104.3%
Investment Earnings	$ 30,000	$ 78,408	261.4%
General Fund Transfer (Non-Voted Debt)	$ 281,940	$ 281,940	100.0%
Total Revenues	$ 7,069,248	$ 7,409,328	
Expenditures			
Voted Debt	$ 2,845,000	$ 2,845,000	100.0%
Non-Voted Debt	$ 255,000	$ 255,000	100.0%
Interest Payments	$ 3,862,965	$ 3,862,965	100.0%
Underwriter & Bond Transfer Fees	$ 200,000	$ 750	0.4%
Total Expenditures/Financing Uses	$ 7,162,965	$ 6,963,715	
Ending Fund Balance	$ 3,165,329	$ 3,819,716	

Series	Purpose	Original Issue	Current Balance	Final Payment
Voted Debt				
2019	Replace YMS & Southworth / Safety Security Projects	$ 88,400,000	$ 85,555,000	12/01/2038
Non Voted Debt				
2009B	Purchase & Renovate Transportation Facility	$ 2,000,000	$ 285,000	12/16/2025
2009A / 2015 Refunding	Replace Roofs at Mill Pond & Fort Stevens / Repair YHS Stadium Roof	$ 1,685,000	$ 740,000	12/01/2029
		Total Outstanding Debt	$ 86,580,000	

Budget Status Report

2023-2024 | **YELM COMMUNITY SCHOOLS**

Basis of Accounting: Fund Balance | **Account Codes:** State | **Fund Code:** 10

Reporting Month: August | **Budget Type:** Revised | **Fund Description:** General Fund - LEA

A. REVENUES/OTHER FIN. SOURCE	Annual Budget	Actual for Month	Actual for Year	Encumbrances	Balance	Percent
1000 LOCAL TAXES	12,093,107	65,807.59	12,064,099.74		29,007.26	99.76
2000 LOCAL SUPPORT NONTAX	1,119,150	117,279.22	899,039.78		220,110.22	80.33
3000 STATE - GENERAL PURPOSE	58,662,679	6,105,012.41	58,609,269.50		53,409.50	99.91
4000 STATE - SPECIAL PURPOSE	19,289,330	2,835,442.89	19,334,206.62		(44,876.62)	100.23
5000 FEDERAL - GENERAL PURPOSE	125,000	0.00	198,247.73		(73,247.73)	158.60
6000 FEDERAL - SPECIAL PURPOSE	7,513,027	1,007,113.15	7,360,764.28		152,262.72	97.97
7000 REVENUES FR OTH SCH DIST	0	0.00	0.00		0.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	0	0.00	0.00		0.00	0.00
9000 OTHER FINANCING SOURCES	0	0.00	0.00		0.00	0.00
Total	**98,802,293**	**10,130,655.26**	**98,465,627.65**		**336,665.35**	**99.66**

B. EXPENDITURES						
00 Regular Instruction	50,426,381	5,803,715.22	51,964,785.03	1,840.12	(1,540,244.15)	103.05
10 Federal Stimulus	726,897	(410,937.46)	556,380.40	0.00	170,516.60	76.54
20 Special Ed Instruction	15,621,902	1,615,460.15	17,255,163.62	0.00	(1,633,261.62)	110.45
30 Voc. Ed Instruction	4,625,255	883,264.93	4,882,524.99	547.50	(257,817.49)	105.57
40 Skills Center Instruction	0	0.00	0.00	0.00	0.00	0.00
50+60 Compensatory Ed Instruct.	3,751,158	691,592.20	4,696,711.84	0.00	(945,553.84)	125.21
70 Other Instructional Pgms	540,207	(41,499.91)	338,552.63	0.00	201,654.37	62.67
80 Community Services	0	0.00	0.00	0.00	0.00	0.00
90 Support Services	23,327,643	1,677,473.01	20,548,354.99	7,231.38	2,772,056.63	88.12
Total	**99,019,443**	**10,219,068.14**	**100,242,473.50**	**9,619.00**	**(1,232,649.50)**	**101.24**

C. OTHER FIN. USES TRANS. OUT (GL 536)	**281,940**	**0.00**	**281,940.00**			
D. OTHER FINANCING USES (GL 535)	**0**	**0.00**	**0.00**			
E. EXCESS OF REVENUES/OTHER FIN. SOURCES OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)	**(499,090)**	**(88,412.88)**	**(2,058,785.85)**		**(1,559,695.85)**	**312.51**
F. TOTAL BEGINNING FUND BALANCE	**6,400,000**		**7,037,899.78**			
G. GLs 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)			**0.00**			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)	**5,900,910**		**4,979,113.93**			

Budget Status Report

Basis of Accounting: Fund Balance | **Account Codes:** State | **Fund Code:** 10

Reporting Month: August | **Budget Type:** Revised | **Fund Description:** General Fund - LEA

I. ENDING FUND BALANCE ACCOUNTS

G/L 810 Restricted For Other Items	0	8,000.00
G/L 815 Restric Unequalized Deduct Rev	0	0.00
G/L 821 Restrictd for Carryover	600,000	477,101.91
G/L 823 Restricted for Carryover of Transition to Kindergarten	0	39,557.17
G/L 825 Restricted for Skills Center	0	0.00
G/L 828 Restricted for C/O of FS Rev	0	0.00
G/L 830 Restricted for Debt Service	281,940	281,940.00
G/L 835 Restrictd For Arbitrage Rebate	0	0.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	450,000	381,079.83
G/L 845 Restricted for Self-Insurance	0	0.00
G/L 850 Restricted for Uninsured Risks	0	0.00
G/L 870 Committed to Other Purposes	0	0.00
G/L 872 Committd to Econmc Stabilizatn	0	0.00
G/L 873 Committed to Depreciation Sub-Fund for Facility Maintenance	0	0.00
G/L 875 Assigned Contingencies	0	0.00
G/L 884 Assigned to Other Cap Projects	0	0.00
G/L 888 Assigned to Other Purposes	8,000	0.00
G/L 890 Unassigned Fund Balance	(204,100)	0.00
G/L 891 Unassigned Min Fnd Bal Policy	4,765,070	3,791,435.02
Total	**5,900,910**	**4,979,113.93**

Differences	**0**	**0.00**

Budget Status Report

2023-2024 | **YELM COMMUNITY SCHOOLS**

Basis of Accounting: Fund Balance | **Account Codes:** State | **Fund Code:** 20

Reporting Month: August | **Budget Type:** Revised | **Fund Description:** Capital Projects Fund

A. REVENUES/OTHER FIN. SOURCE	Annual Budget	Actual for Month	Actual for Year	Encumbrances	Balance	Percent
1000 Local Taxes	0	0.00	0.00		0.00	0.00
2000 Local Support Nontax	500,000	104,407.96	1,175,176.47		(675,176.47)	235.04
3000 State - General Purpose	0	0.00	0.00		0.00	0.00
4000 State - Special Purpose	1,500,000	0.00	1,666,935.33		(166,935.33)	111.13
5000 Federal - General Purpose	0	0.00	0.00		0.00	0.00
6000 Federal - Special Purpose	0	0.00	0.00		0.00	0.00
7000 Revenues Fr Oth Sch Dist	0	0.00	0.00		0.00	0.00
8000 Other Agencies and Associates	0	0.00	0.00		0.00	0.00
9000 Other Financing Sources	0	0.00	0.00		0.00	0.00
Total	**2,000,000**	**104,407.96**	**2,842,111.80**		**(842,111.80)**	**142.11**

B. EXPENDITURES						
10 Sites	3,145,000	159,438.81	741,690.34	0.00	2,403,309.66	23.58
20 Buildings	10,940,000	1,140,038.88	2,997,863.17	218,395.28	7,723,741.55	29.40
30 Equipment	2,175,000	371,066.34	643,542.39	164,395.38	1,367,062.23	37.15
40 Energy	75,000	9,500.00	29,000.00	18,040.00	27,960.00	62.72
50 Sales & Lease Expenditure	0	0.00	0.00	0.00	0.00	0.00
60 Bond Issuance Expenditure	0	0.00	0.00	0.00	0.00	0.00
90 Debt	0	0.00	0.00	0.00	0.00	0.00
Total	**16,335,000**	**1,680,044.03**	**4,412,095.90**	**400,830.66**	**11,522,073.44**	**29.46**

C. OTHER FIN. USES TRANS. OUT (GL 536)	**0**	**0.00**	**0.00**			
D. OTHER FINANCING USES (GL 535)	**0**	**0.00**	**0.00**			
E. EXCESS OF REVENUES/OTHER FIN. SOURCES OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)	**(14,335,000)**	**(1,575,636.07)**	**(1,569,984.10)**		**12,765,015.90**	**(89.05)**
F. TOTAL BEGINNING FUND BALANCE	**21,000,000**		**18,486,635.44**			
G. GLs 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)			**0.00**			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)	**6,665,000**		**16,916,651.34**			

Budget Status Report

Basis of Accounting: Fund Balance **Account Codes:** State **Fund Code:** 20

Reporting Month: August **Budget Type:** Revised **Fund Description:** Capital Projects Fund

I. ENDING FUND BALANCE ACCOUNTS

G/L 810 Restricted For Other Items	0	0.00
G/L 825 Restricted for Skills Center	0	0.00
G/L 830 Restricted for Debt Service	0	0.00
G/L 835 Restrictd For Arbitrage Rebate	0	0.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	0.00
G/L 850 Restricted for Uninsured Risks	0	0.00
G/L 861 Restricted from Bond Proceeds	0	0.00
G/L 862 Committed from Levy Proceeds	0	0.00
G/L 863 Restricted from State Proceeds	3,880,000	12,531,010.05
G/L 864 Restricted from Fed Proceeds	0	0.00
G/L 865 Restricted from Other Proceeds	0	0.00
G/L 866 Restrictd from Impact Proceeds	1,667,887	2,765,307.60
G/L 867 Restricted from Mitigation Fees	0	0.00
G/L 869 Restricted fr Undistr Proceeds	0	0.00
G/L 870 Committed to Other Purposes	0	0.00
G/L 889 Assigned to Fund Purposes	1,117,113	1,620,333.69
G/L 890 Unassigned Fund Balance	0	0.00
Total	**6,665,000**	**16,916,651.34**

Differences	**0**	**0.00**

Budget Status Report

2023-2024 **YELM COMMUNITY SCHOOLS**

Basis of Accounting: Fund Balance **Account Codes:** State **Fund Code:** 30

Reporting Month: August **Budget Type:** Revised **Fund Description:** Debt Service Fund

A. REVENUES/OTHER FIN. SOURCE	Annual Budget	Actual for Month	Actual for Year	Encumbrances	Balance	Percent
1000 Local Taxes	6,757,308	51,298.39	7,048,979.56		(291,671.56)	104.32
2000 Local Support Nontax	30,000	8,198.44	78,408.56		(48,408.56)	261.36
3000 State - General Purpose	0	0.00	0.00		0.00	0.00
5000 Federal - General Purpose	0	0.00	0.00		0.00	0.00
9000 Other Financing Sources	281,940	0.00	281,940.00		0.00	100.00
Total	**7,069,248**	**59,496.83**	**7,409,328.12**		**(340,080.12)**	**104.81**
B. EXPENDITURES						
Matured Bond Expenditures	3,100,000	0.00	3,100,000.00	0.00	0.00	100.00
Interest On Bonds	3,862,965	0.00	3,862,964.75	0.00	0.25	100.00
Interfund Loan Interest	0	0.00	0.00	0.00	0.00	0.00
Bond Transfer Fees	200,000	0.00	750.00	0.00	199,250.00	0.38
Arbitrage Rebate	0	0.00	0.00	0.00	0.00	0.00
Underwriter's Fees	0	0.00	0.00	0.00	0.00	0.00
Total	**7,162,965**	**0.00**	**6,963,714.75**	**0.00**	**199,250.25**	**97.22**
C. OTHER FIN. USES TRANS. OUT (GL 536)	**0**	**0.00**	**0.00**			
D. OTHER FINANCING USES (GL 535)	**0**	**0.00**	**0.00**			
E. EXCESS OF REVENUES/OTHER FIN. SOURCES OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)	**(93,717)**	**59,496.83**	**445,613.37**		**539,330.37**	**(575.**
F. TOTAL BEGINNING FUND BALANCE	**3,259,046**		**3,374,103.23**			
G. GLs 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)			**0.00**			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)	**3,165,329**		**3,819,716.60**			
I. ENDING FUND BALANCE ACCOUNTS						
G/L 810 Restricted for Other Items	0		0.00			
G/L 830 Restricted for Debt Service	3,165,329		3,819,716.60			
G/L 835 Restrictd For Arbitrage Rebate	0		0.00			
G/L 870 Committed to Other Purposes	0		0.00			
G/L 889 Assigned to Fund Purposes	0		0.00			
G/L 890 Unassigned Fund Balance	0		0.00			
Total	**3,165,329**		**3,819,716.60**			
Differences	**0**		**0.00**			

Budget Status Report

2023-2024 **YELM COMMUNITY SCHOOLS**

Basis of Accounting: Fund Balance **Account Codes:** State **Fund Code:** 40

Reporting Month: August **Budget Type:** Revised **Fund Description:** Associated Student Body Fund

A. REVENUES	Annual Budget	Actual for Month	Actual for Year	Encumbrances	Balance	Percent
1000 General Student Body	335,652	37,036.97	280,587.03		55,064.97	83.59
2000 Athletics	389,621	32,798.89	317,679.05		71,941.95	81.54
3000 Classes	54,150	0.00	35,154.00		18,996.00	64.92
4000 Clubs	136,037	260.00	133,183.92		2,853.08	97.90
6000 Private Moneys	9,050	0.00	2,624.38		6,425.62	29.00
Total	**924,510**	**70,095.86**	**769,228.38**		**155,281.62**	**83.20**
B. EXPENDITURES						
1000 General Student Body	324,951	1,910.99	248,587.19	0.00	76,363.81	76.50
2000 Athletics	400,687	43,545.92	296,438.93	0.00	104,248.07	73.98
3000 Classes	44,810	0.00	14,131.33	0.00	30,678.67	31.54
4000 Clubs	130,429	830.41	120,714.54	3,192.88	6,521.58	95.00
6000 Private Moneys	9,100	0.00	2,747.52	0.00	6,352.48	30.19
Total	**909,977**	**46,287.32**	**682,619.51**	**3,192.88**	**224,164.61**	**75.37**
C. EXCESS OF REVENUES OVER (UNDER) EXPENDITURES (A-B)	**14,533**	**23,808.54**	**86,608.87**		**72,075.87**	**495.95**
D. TOTAL BEGINNING FUND BALANCE	**310,822**		**488,845.66**			
E. GLs 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)			**0.00**			
F. TOTAL ENDING FUND BALANCE (C+D + OR - E)	**325,355**		**575,454.53**			
G. ENDING FUND BALANCE ACCOUNTS						
G/L 810 Restricted for Other Items	9,000		9,000.00			
G/L 819 Restricted for Fund Purposes	316,355		566,454.53			
G/L 840 Nonspnd FB - Invent/Prepd Itms	0		0.00			
G/L 850 Restricted for Uninsured Risks	0		0.00			
G/L 870 Committed to Other Purposes	0		0.00			
G/L 889 Assigned to Fund Purposes	0		0.00			
G/L 890 Unassigned Fund Balance	0		0.00			
Total	**325,355**		**575,454.53**			
Differences	**0**		**0.00**			

Budget Status Report

Basis of Accounting: Fund Balance **Account Codes:** State **Fund Code:** 90

Reporting Month: August **Budget Type:** Revised **Fund Description:** Transportation Vehicle Fund

A. REVENUES/OTHER FIN. SOURCE	Annual Budget	Actual for Month	Actual for Year	Encumbrances	Balance	Percent
1000 Local Taxes	0	0.00	0.00		0.00	0.00
2000 Local Nontax	0	1,420.73	15,754.66		(15,754.66)	0.00
3000 State - General Purpose	0	0.00	0.00		0.00	0.00
4000 State - Special Purpose	618,369	761,082.93	761,082.93		(142,713.93)	123.08
5000 Federal - General Purpose	0	0.00	0.00		0.00	0.00
6000 Federal - Special Purpose	0	0.00	0.00		0.00	0.00
8000 Other Agencies and Associates	0	0.00	0.00		0.00	0.00
9000 Other Financing Sources	1,500	0.00	0.00		1,500.00	0.00
Total	**619,869**	**762,503.66**	**776,837.59**		**(156,968.59)**	**125.32**
B. 9900 TRANSFERS IN FROM GF	**0**	**0.00**	**0.00**		**0.00**	**0.00**
C. Total REV./OTHER FIN. SOURCES	**619,869**	**762,503.66**	**776,837.59**		**(156,968.59)**	**125.32**
D. EXPENDITURES						
Type 30 Equipment	570,000	327,540.72	447,779.92	267,347.79	(145,127.71)	125.46
Type 40 Energy	0	0.00	0.00	0.00	0.00	0.00
Type 60 Bond Levy Issuance	0	0.00	0.00	0.00	0.00	0.00
Type 90 Debt	0	0.00	0.00	0.00	0.00	0.00
Total	**570,000**	**327,540.72**	**447,779.92**	**267,347.79**	**(145,127.71)**	**125.46**
E. OTHER FIN. USES TRANS. OUT (GL 536)	**0**	**0.00**	**0.00**			
F. OTHER FINANCING USES (GL 535)	**0**	**0.00**	**0.00**			
G. EXCESS OF REVENUES/OTHER FIN. SOURCES OVER (UNDER) EXP/OTH FIN USES (C-D-E-F)	**49,869**	**434,962.94**	**329,057.67**		**279,188.67**	**559.84**
H. TOTAL BEGINNING FUND BALANCE	**679,748**		**692,219.46**			
I. GLs 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)			**0.00**			
J. TOTAL ENDING FUND BALANCE (G+H + OR - I)	**729,617**		**1,021,277.13**			

Budget Status Report

Basis of Accounting: Fund Balance **Account Codes:** State **Fund Code:** 90

Reporting Month: August **Budget Type:** Revised **Fund Description:** Transportation Vehicle Fund

K. ENDING FUND BALANCE ACCOUNTS

G/L 810 Restricted For Other Items	0	0.00
G/L 819 Restricted for Fund Purposes	729,617	1,021,277.13
G/L 830 Restricted for Debt Service	0	0.00
G/L 835 Restrictd For Arbitrage Rebate	0	0.00
G/L 850 Restricted for Uninsured Risks	0	0.00
G/L 889 Assigned to Fund Purposes	0	0.00
G/L 890 Unassigned Fund Balance	0	0.00
Total	**729,617**	**1,021,277.13**

Differences	**0**	**0.00**

November 2024

Yelm Community Schools Monthly Enrollment Report (P223)

	Southworth		McKenna		Prairie		Fort Stevens		Mill Pond		Lackamas		YMS		RMS		YHS		YES/ALE		DISTRICT TOTAL		
	HC	FTE	HC	FTE	HC	FTE	HC	FTE	HC	FTE	HC	FTE	HC	FTE	HC	FTE	HC	FTE	HC	FTE	HC	FTE	
TK							17	17.00	17	17.00											34	34.00	TK
K	101	101.00	70	69.49	66	63.92	62	61.68	46	46.00	38	38.00									383	380.09	K
1	108	104.54	62	62.00	59	58.49	74	74.00	67	66.02	41	40.08									411	405.13	1
2	110	110.00	71	71.00	73	72.68	68	67.65	57	57.00	44	44.00									423	422.33	2
3	116	115.06	57	57.00	82	82.00	75	74.45	57	57.00	56	56.00									443	441.51	3
4	121	121.00	71	71.00	61	61.00	75	74.40	57	57.00	47	46.02									432	430.42	4
5	111	108.11	74	74.00	80	80.00	85	84.66	56	56.00	49	49.00									455	451.77	5
6													230	229.17	187	187.00					417	416.17	6
7													224	223.17	198	196.51					422	419.68	7
8													203	203.00	184	184.00					387	387.00	8
9																	451	449.70	3	3.00	454	452.70	9
10																	419	418.17	10	10.00	429	428.17	10
11																	411	358.47	35	34.49	446	392.96	11
12																	374	320.15	69	68.32	443	388.47	12
TTL	667	659.71	405	404.49	421	418.09	456	453.84	357	356.02	275	273.10	657	655.34	569	567.51	1655	1546.49	117	115.81	5579	5450.40	TTL
																		*TOTAL W/RUNNING START:			5773	5578.19	+RS

TBIP TK												
TBIP K-6	32	28	20	25	9	5	12	11				
TBIP 7-12							23	8	53	7		
Transitioned	2	1	2	1	1		3	3	1			

Bilingual TBIP	
TBIP TK	0
TBIP K-6	142
TBIP7-12	91
Transitioned/Monitoring	14

RUNNING START / VOCATIONAL / PRE-K					
	YES	YHS	RMS	YMS	TTL
RUNNING START HC		149			149
College Only RS HC		45			45
Non Voc RS FTE		114.59			114.59
Voc RS FTE		13.2			13.20
VOC 9TH-12TH FTE		405.96			405.96
VOC 7TH-8TH FTE					0.00
Gravity					21.00

Budgeted vs. Actual FTE (excluding RS, SC, OD)	
BUDGETED FTE*	5510.00
ACTUAL FTE	5450.40
DIFFERENCE	(59.60)

*NOTE: NO RUNNING START REPORTED IN SEPTEMBER

MONTHLY ACTUAL & ANNUAL AVERAGE											
	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	AVG
HC	5582	5599	5579								5587
FTE	5457.11	5467.56	5450.40								5458.36

ENROLLMENT COMPARED TO LAST MONTH

	HEAD COUNT				FTE COUNT		
	Oct-24	Oct-24	Difference		Oct-24	Oct-24	Difference
Southworth	670	667	(3.00)		664.21	659.71	(4.50)
McKenna	403	405.00	2.00		402.49	404.49	2.00
Prairie	424	421	(3.00)		422.19	418.09	(4.10)
Fort Stevens	459	456.00	(3.00)		456.84	453.84	(3.00)
Mill Pond	348	357	9.00		347.02	356.02	9.00
Lackamas	280	275.00	(5.00)		277.49	273.10	(4.39)
YMS	655	657	2.00		653.34	655.34	2.00
RMS	573	569.00	(4.00)		569.85	567.51	(2.34)
YHS	1669	1655	(14.00)		1557.38	1546.49	(10.89)
YES	117	117.00	0.00		116.15	115.81	(0.34)
SUB TOTAL	5598	5579	(19.00)		5466.96	5450.40	(16.56)
Running Start	45	45	0.00		130.87	127.79	(3.08)
TOTAL	5643	5624	(19.00)		5597.83	5578.19	(19.64)

ENROLLMENT COMPARED TO LAST YEAR

	HEAD COUNT				FTE COUNT		
	November-23	November-24	Difference		November-23	November-24	Difference
	5875	5773	(102.00)		5687.47	5578.19	(109.28)