

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

Regular Meeting of the Board of Directors
Hopkins Building, 300 N. Williams St.
January 14, 2025

AGENDA

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

Flag Salute

Consent Agenda

1. Minutes
2. Accounts Payable

Comments from Board Members

1. WSSDA Legislative Conference

Comments from Student Representatives

Comments from the Public

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

Presentations

1. [Hopkins Preschool Annual Report](#)
2. [Harbor Learning Center Annual Report](#)

Old Business

Superintendents' Report

1. School Board Appreciation
2. Portrait of a Graduate
3. Seismic Safety Planning Update
4. Transitional Kindergarten
5. School Safety Protocols
6. Student Focus Groups
7. WSSDA Guide

Board Meeting Agenda
January 14, 2025

Financial Services

1. [Fiscal Status Report](#)

New Business

1. [Policy 2255 Alternative Learning Experience Courses](#)
2. [Policy 3241 Student Discipline](#)
3. [Policy 6220 Bid Requirements](#)
4. [2026-2027 Calendar](#)
5. [Basics Northwest Agreement](#)
6. Next Meeting

Executive Session / Closed Session

1. [Personnel Report](#)
2. Real Estate
3. Superintendent Mid-Year Review

ADJOURN

ABERDEEN SCHOOL DISTRICT NO. 5
BOARD INFORMATION AND BACKGROUND
January 14, 2025

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

Flag Salute

Consent Agenda – [Enclosure 1](#)

1. Minutes – The minutes from the regular meeting on December 17, 2024, are enclosed for your review and approval.
2. Accounts Payable – The payroll and accounts payable for December are presented for your review and approval.

Comments from the Board

1. WSSDA Legislative Conference – Directors Jessica Jurasin and Suzy Ritter are scheduled to attend.

Comments from Student Representatives

Comments from the Public

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

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

Presentations

1. Hopkins Preschool Annual Report – Principal Darby Carroll will present the annual report and school improvement plan for Hopkins Preschool. [Enclosure 2](#)
2. Harbor Learning Center Annual Report – Principal Lisa Griebel will present the annual report and school improvement plan for the Harbor Learning Center. [Enclosure 3](#)

Old Business

Superintendents' Report

1. School Board Appreciation – January is School Board Appreciation Month and Superintendents Lynn Green and Traci Sandstrom will take a few moments to acknowledge the work of the board.
2. Portrait of a Graduate – Superintendents Lynn Green and Traci Sandstrom will provide an update on implementation of the Portrait of a Graduate. A work-study is recommended for 4:30 p.m. Tuesday, Feb. 18, prior to the regular meeting.
3. Seismic Safety Planning Update – Superintendents Green and Sandstrom will update the board on the land acquisition and pre-construction planning taking place in the district.
4. Transitional Kindergarten – Superintendent Sandstrom will provide an update on the Transitional Kindergarten pilot which got under way Jan. 6.
5. School Safety Protocols – Superintendents Green and Sandstrom will provide an update on school safety measures and discuss HearMeWA, a new state program to support teens and young adults and for reporting abuse.
6. Student Focus Groups – Superintendents Green and Sandstrom will discuss the work taking place with secondary principals on student focus groups.
7. WSSDA Guide – Superintendents Green and Sandstrom will share the new WSSDA guide for board members – Leading with Purpose.

Financial Services

1. Fiscal Status Report – Elyssa Louderback, executive director of business and operations, will present the Fiscal Status Report for December. [Enclosure 4](#)

New Business

1. Policy 2255 Alternative Learning Experience Courses – The superintendents will present an update to the policy governing alternative learning for first reading. [Enclosure 5](#)
2. Policy 3241 Student Discipline – The superintendents will present an update to the policy governing student discipline for first reading. [Enclosure 6](#)
3. Policy 6220 Bid Requirements – Elyssa Louderback, executive director of business and operations, will present an update to the policy governing bidding and requests for proposals for first reading. [Enclosure 7](#)
4. 2026-2027 Academic Calendar – A revision to the 2026-2027 calendar with a start date of Wednesday before Labor Day is presented for your review and approval. [Enclosure 8](#)
5. Basics Northwest Agreement – A memorandum of understanding with Basics Northwest for 2024-2025 is presented for your review and approval. [Enclosure 9](#)
6. Next Meeting – The next regular meeting of the Board is scheduled for 5:30 p.m. Tuesday, February 4, 2025, in the Community Room at Aberdeen High School.

Board Information
January 14, 2025

Executive Session / Closed Session

At this time the meeting will recess for an executive session expected to last 30 minutes under RCW 42.30.110 (b) and (g): To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price and to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

1. Personnel Report [Enclosure 10](#)
2. Real Estate Agreement
3. Superintendent Mid-Year Review

ADJOURN

ABERDEEN SCHOOL DISTRICT NO. 5

Minutes of the Regular Meeting of the Board of Directors – December 17, 2024

Vice President Jeremy Wright convened the regular meeting of the Aberdeen School District Board of Directors at 5:30 p.m. Tuesday, December 17, 2024, in the Community Room at Aberdeen High School. In attendance were Jessica Jurasin and Annica Mizin, along with Superintendents Lynn Green and Traci Sandstrom and 12 patrons and staff. Directors Jennifer Durney and Suzy Ritter were excused.

The meeting began with the flag salute.

On a motion by Director Jurasin and seconded by Director Mizin, the Board approved the consent agenda, which included the minutes from the regular meeting on December 3, 2024; November payroll vouchers 837267 through 837299 totaling \$4,206,683.31; General Fund vouchers 837316 through 837317 and 837321 through 837404 totaling \$880,724.42; ASB Fund vouchers 837301 through 837315 and 837318 through 837320 totaling \$81,9561.55, and a Capital Projects Fund voucher 837300 in the amount of \$213,505.70; a trip request for the AHS boys' wrestling team to travel to Port Angeles during the Winter Break, Jan. 3-4, to participate in a tournament, a trip request for the girls' wrestling team to travel to Kelso to participate in a tournament on Jan. 10-11, and a gift to the district from the Weyerhaeuser Co. in the amount of \$3,000 for the district to use in support of families during the holiday season.

Director Jessica Jurasin provided an update on the legislative advocacy work taking place and noted that she has been attending the monthly WSSDA advocacy meetings. The Board discussed attendance at Greater Grays Harbor's annual Legislative Sendoff on Friday, Jan. 10.

Director Annica Mizin shared an interaction she witnessed between a staff member and a student, and how impressed she was by the staff member's rapport with the student on a classroom behavior issue.

Aberdeen High School Principal Aaron Roiko and AHS school improvement team members Mary Mainio, Rachel Wenzel and Sal Abruscato presented the school's annual report and school improvement plan.

On a motion by Director Jurasin and seconded by Director Mizin, the board adopted a new policy, Policy No. 6701 – Recess and Physical Activity, acknowledging state requirements of 30 minutes of recess per day. Superintendent Sandstrom noted that the district is in compliance.

Following a presentation by Superintendent Traci Sandstrom, on a motion by Director Mizin and seconded by Director Jurasin, the Board adopted the school improvement plans for the 2024-2025 school year.

CALL TO ORDER

CONSENT AGENDA

COMMENTS FROM
THE BOARD

AHS ANNUAL
REPORT

POLICY 6701
RECESS

SCHOOL
IMPROVEMENT
PLANS

Aberdeen School Board Minutes
December 17, 2024

Superintendent Lynn Green reported on the town hall that took place on Dec. 10. The focus was school safety and the Portrait of a Graduate. The next town hall will take place in March.	TOWN HALL
Superintendent Green provided an update on the Seismic School Safety Planning process. She said the site evaluation and appraisal work is nearing completion on two potential sites to locate new schools out of the inundation zone.	SEISMIC SAFETY PLANNING UPDATE
Superintendents Green and Sandstrom reported that they will be joining Directors Jurasin and Ritter at the annual WSSDA Legislative Conference in January, and noted that registration is open for board members to attend Greater Grays Harbor's annual Legislative Sendoff on Jan. 10.	WSSDA LEGISLATIVE CONFERENCE
Elyssa Louderback, executive director of business and operations, presented the Fiscal Status Report for November. With 25 percent of the fiscal year elapsed, the district has received 23.34 percent of budgeted revenue and is at 25.94 percent of budgeted expenditures. Under enrollment, she reported the final count for December was only one FTE above budget, which is concerning given the longstanding tendency for enrollment to decrease between January and the end of the school year. She reported fund balances of \$3,092,735.28 in the General Fund, \$58,826.89 in the Capital Projects Fund, \$994,197.58 in the Debt Service Fund, \$401,530.84 in the Associated Student Body Fund and \$346,467.69 in the Transportation Vehicle Fund.	FISCAL STATUS REPORT
On a motion by Director Jurasin and seconded by Director Mizin, the board adopted the 180-day calendars for the next three school years, setting the first and last days of school for 2025-2026, 2026-2027 and 2027-2028.	180-DAY SCHOOL CALENDARS FOR 2025-2028
On a motion by Director Mizin and seconded by Director Jurasin, the board accepted a report from the Technology Department and declared various technology devices and supplies surplus as presented.	TECHNOLOGY SURPLUS
Vice President Wright announced that the next regular meeting is scheduled for 5:30 p.m. Tuesday, January 14, 2025, at the Hopkins Building.	NEXT MEETING
At 6:21 p.m., Vice President Wright recessed the meeting for an executive session expected to last 10 minutes under RCW 42.30.110 (b) and (g) (to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price and to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee). At 6:31 p.m. the session was extended for five minutes. The meeting reconvened in regular session at 6:36 p.m.	EXECUTIVE SESSION
On a motion by Director Jurasin and seconded by Director Mizin, the Board approved the Personnel Report. Under certificated matters, the board approved the hiring of Amber Larsen as a teacher at McDermoth Elementary School for the	PERSONNEL REPORT

current year effective Jan. 6, 2025; approved a supplemental contract for Cami Revel for oversight of the Twin Star Credit Union branch at Aberdeen High School; and approved the hiring of Kristy Haskey and James Pfeiffer as substitutes for the district.

CERTIFICATED

Under classified matters, the board approved the hiring of Rebecca Book as a registered behavior technician (RBT) for the district effective Dec. 2, 2024, and Lacey McMeekin as secretary for GEAR UP at Aberdeen High School effective Dec. 16; approved leaves of absence for Guadalupe Arias Morelia, an MTSS assistant at A.J. West Elementary School effective March 3 through May 30, 2025 and for Maria Garcia-Ruiz, an MTSS assistant at Stevens Elementary School, effective Jan. 6 through March 3, 2025; accepted the resignation of Amanda Thein as payroll specialist for the district, effective Dec. 20, 2024, and approved the hiring of Kathleen Burtch, Emma Green, Rebecca Smith and Elizabeth Tucker-Jardot as substitutes for the district.

CLASSIFIED

There being no further business, the regular meeting was adjourned at 6:37 p.m.

ADJOURN

Lynn Green, Secretary

Jeremy Wright, Vice President

Traci Sandstrom, Secretary

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

As of January 14, 2025, the board, by a _____ vote, approves payments, totaling \$314.12. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: COMP TAX
Warrant Numbers 837526 through 837526, totaling \$314.12

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

Check Nbr	Vendor Name	Check Date	Check Amount
837526	Bank Of The Pacific (use Tax)	01/14/2025	314.12
1	Computer	Check(s) For a Total of	314.12

ABERDEEN HIGH SCHOOL ASB

Accounts Payable January 2025

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

DATE	CLUB/ACCOUNT	PAYEE	DESCRIPTION	AMOUNT
12-09-2024	2140/WRE	Ocosta High School	Ocosta Invitational	\$ 150.00
12-10-2024	2015/Officials	Mettler-Toledo	Scale Configuration	\$ 762.54
12-17-2024	2090/Bswim	Mark Morris High School	Boys Swim Pentathlon	\$ 80.00
12-17-2024	2140/WRE	AHS CTE	Awards	\$ 30.00
01-06-2025	2140/WRE	Matthew Crumley	Wrestler Assessments	\$ 486.00
01-06-2025	1015/Reserve	Shelton High School	Evergreen Conference Fees	\$ 250.00
01-06-2025	4130/Flying	AHS CTE	Guest Speaker Share	\$ 500.00
01-06-2025	4020/Chess	World's Finest Chocolate	Vendor Share	\$ 1,970.00
01-06-2025	2130/VBL	Aberdeen School District	Volleyball Catering	\$ 250.00
01-06-2025	2140/WRE	WF West High School	Wrestling Tournament	\$ 360.00
01-06-2025	2015/Officials	WA Officials Association	Tournament Officials	\$ 1,777.50
01-06-2025	1015/Reserve	Aberdeen School District	December Postage	\$ 5.30
01-06-2025	Varies	Harbor Awards	Awards	\$ 2,868.37
01-06-2025	4080/HOSA	HOSA	Registration Fees	\$ 60.00
01-06-2025	Varies	U.S. Bank	VISA Procurement Card Purchases	\$ 2,634.09
01-06-2025	Varies	Weatherwax ASB Fund	Imprest Reimbursement	\$ 967.18
Total:				\$ 13,150.98

Motion / Tabled By:

Donovan H.

Seconded By:


Ryker S.

ASB Meeting Date:

January 7, 2025


Michaela Hoover, Comptroller

1/7/25
Date


Denny Linker, Treasurer

1/7/25
Date

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As of January 14, 2025, the board, by a _____ vote, approves payments, totaling \$10,984.37. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: ASB FUND
Warrant Numbers 837442 through 837457, totaling \$10,984.37

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

Check Nbr	Vendor Name	Check Date	Check Amount
837442	Aberdeen School District #5	01/14/2025	780.00
837443	Aberdeen School District #5	01/14/2025	135.00
837444	Aberdeen School District #5	01/14/2025	5.30
837445	CRUMLEY, MATTHEW LEE	01/14/2025	486.00
837446	Harbor Awards & Engraving	01/14/2025	2,868.37
837447	Harbor Pacific Bottling Co	01/14/2025	183.25
837448	HOSA	01/14/2025	60.00
837449	Jugum, Myka Selina Musick	01/14/2025	149.23
837450	Mark Morris High School	01/14/2025	80.00
837451	Mettler-Toledo	01/14/2025	762.54
837452	Ocosta School Dst #172	01/14/2025	150.00
837453	SHELTON HIGH SCHOOL	01/14/2025	250.00
837454	Washington Officials Associati	01/14/2025	1,777.50
837455	Weatherwax Asb Fund	01/14/2025	967.18
837456	WF WEST HIGH SCHOOL	01/14/2025	360.00
837457	World's Finest Chocolates	01/14/2025	1,970.00

16 Computer Check(s) For a Total of 10,984.37

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

As of January 14, 2025, the board, by a _____ vote, approves payments, totaling \$57,468.07. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: GENERAL FUND
Warrant Numbers 837440 through 837441, totaling \$57,468.07

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

Check Nbr	Vendor Name	Check Date	Check Amount
837440	1ST SECURITY BANK PC	01/14/2025	54,676.39
837441	1ST SECURITY BANK PC	01/14/2025	2,791.68

2	Computer	Check(s) For a Total of	57,468.07
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The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of January 14, 2025, the board, by a _____ vote, approves payments, totaling \$57,327.23. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: CAPITAL PROJECTS
Warrant Numbers 837438 through 837439, totaling \$57,327.23

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

Check Nbr	Vendor Name	Check Date	Check Amount
837438	FOSTER GARVEY PC	01/15/2025	5,475.50
837439	TCF Architecture	01/15/2025	51,851.73
2	Computer	Check(s) For a Total of	57,327.23

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

As of January 14, 2025, the board, by a _____ vote, approves payments, totaling \$2,013,254.99. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE:
Warrant Numbers 837407 through 837437, totaling \$2,013,254.99

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

Check Nbr	Vendor Name	Check Date	Check Amount
837407	1st Security Bank-Child Suppo	12/31/2024	1,392.80
837408	Aberdeen High School-AHS Schol	12/31/2024	70.00
837409	Aberdeen Sch Dist Kitchen Fund	12/31/2024	24.00
837410	Aberdeen School District-SERS	12/31/2024	168,206.00
837411	Aberdeen School District-TRS	12/31/2024	330,084.55
837412	Aberdeen School District Defer	12/31/2024	25,955.80
837413	ARMANDA CORP	12/31/2024	657.54
837414	Bank Of The Pacific	12/31/2024	711,147.05
837415	Cnty/city Mun Ees	12/31/2024	3,453.75
837416	Dynamic Collectors	12/31/2024	567.07
837417	E.S.D.#113 Unemployment Coop	12/31/2024	7,394.80
837418	Ed.Serv.Dist.#113	12/31/2024	30,057.74
837419	Employment Security	12/31/2024	21,627.52
837420	EMPLOYMENT SECURITY DEPT LTC	12/31/2024	9,851.35
837421	First Choice Health	12/31/2024	1,306.25
837422	GESA	12/31/2024	5,735.00
837423	HCA-SEBB BENEFITS-600D01	12/31/2024	625,128.00
837424	HCA-SEBB FLEX SPEND-600D01	12/31/2024	4,695.97
837425	Legal Shield	12/31/2024	63.80
837426	Pse Of Wa	12/31/2024	6,950.92
837427	The Standard Insurance Company	12/31/2024	6,805.68
837428	TODAY CASH	12/31/2024	306.48
837429	Tsa Consulting Group Inc	12/31/2024	11,572.00
837430	Twin Star Credit Union	12/31/2024	280.00
837431	Twin Star Scholarship Acct	12/31/2024	63.50
837432	Twinstar Pse Local Dues	12/31/2024	63.50
837433	United Way	12/31/2024	254.38
837434	Veba Contributions-Y1286.001	12/31/2024	15,645.54
837435	Wa State School Ret Assn	12/31/2024	63.00
837436	Wea Chinook	12/31/2024	133.92
837437	Wea Payroll Deductions	12/31/2024	23,697.08

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As of January 14, 2025, the board, by a _____ vote, approves payments, totaling \$2,077,741.83. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE:
Warrant Numbers 837406 through 837406, totaling \$2,077,741.83

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

Check Nbr	Vendor Name	Check Date	Check Amount
837406	1ST SECURITY BANK PAYROLL/PERS	12/30/2024	2,077,741.83
1	Computer	Check(s) For a Total of	2,077,741.83

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

As of January 14, 2025, the board, by a _____ vote, approves payments, totaling \$3,596.36. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: COMP TAX
Warrant Numbers 837405 through 837405, totaling \$3,596.36

Secretary _____

Board Member _____

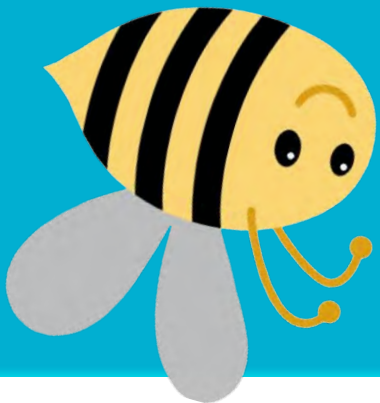
Board Member _____

Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
837405	Bank Of The Pacific (use Tax)	12/20/2024	3,596.36
1	Computer	Check(s) For a Total of	3,596.36



Growing and Learning Through Play



Hopkins Preschool

Welcome to



Demographics



Total students: Hopkins:102 Stevens: 41 Central Park: 11
Spanish speaking: Hopkins: 19 Stevens: 10 Central Park: 3

Program breakdown

Hopkins:	ECEAP: 69	Developmental: 8	ECEAP/DEV: 25
Stevens:	ECEAP: 32	Developmental: 0	ECEAP/DEV: 9
Central Park:	ECEAP: 8	Developmental: 1	ECEAP/DEV: 2
Total: 154	ECEAP: 109	Developmental: 9	ECEAP/DEV: 36



Attendance Data



Trends of attendance at Hopkins hold variable factors:

- Siblings ill
- Babysitters
- First time in school (Germs)

Students who were Absent:

September: 136

October: 166

November: 203

December: 205

*We also notify the nurse when more than 10% of students are out.

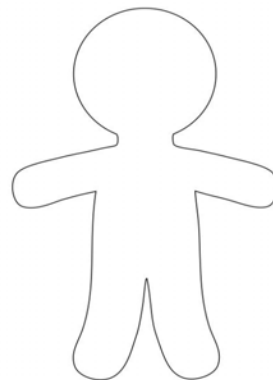
Family Support reach out to families to encourage students to come to school and reduce barriers



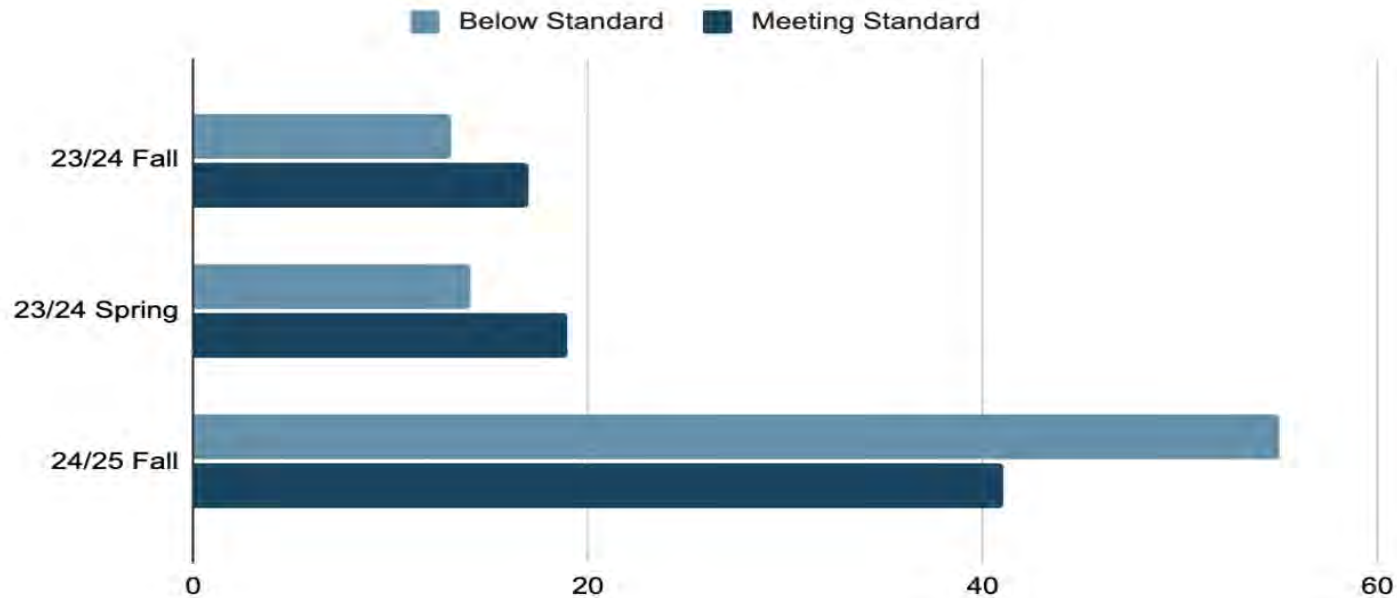
Discipline Data - Conscious Discipline Sessions

<u>CD Powers - Intention</u>	<u>CD Skills - Boundaries</u>	<u>CD Structures - Practice</u>
Perception	Composure	The Safe Place, Start the Day the Brain Smart Way
Attention	Assertiveness	Visual Routines, Class Books
Unity	Encouragement	Jobs, Connecting Rituals, Kindness Tree
Free Will	Choices	Visual Rules, Tracking Charts
Acceptance	Empathy	We Care Center
Love	Positive Intent	Wish Well, Celebrations
Intention	Consequences	Class Meetings, Time Machine
Regulates Adult	Regulates Child	Skill Building

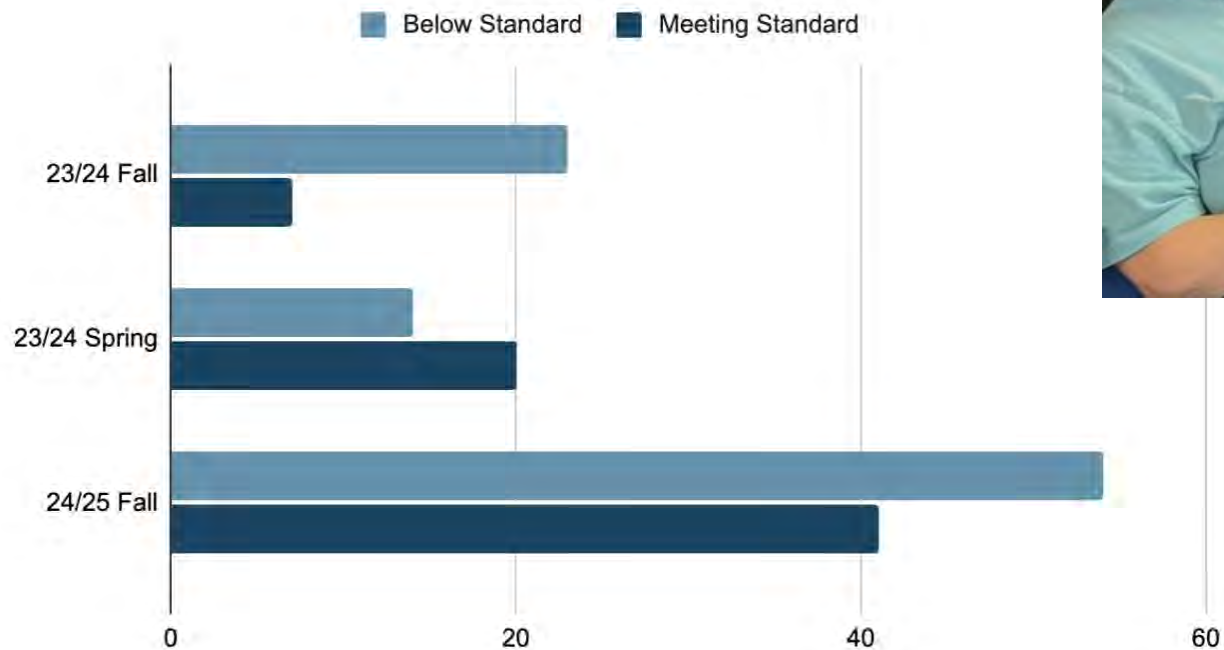
Sometimes a yucky feeling shows up in my body.
This is where I feel it...



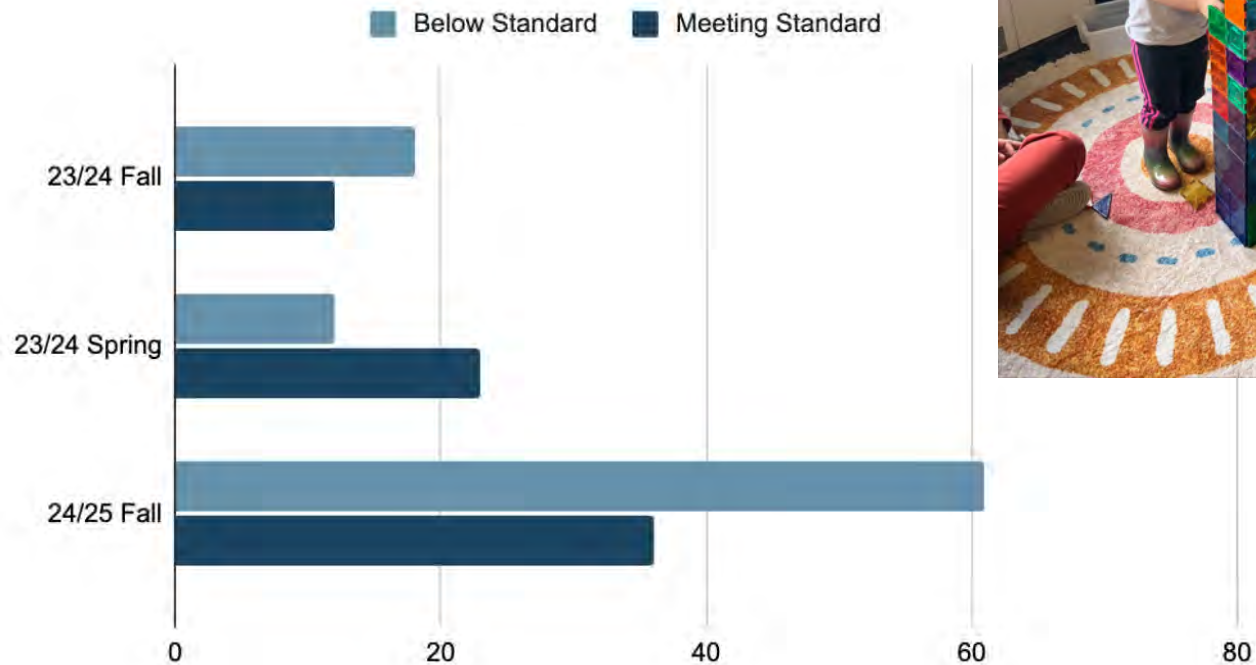
TS Gold Data Social Emotional



TS Gold Data Literacy



TS Gold Data Math



School Improvement Goals

Goal #1:

80 % of students will show improvement in regulating their own emotions and behaviors, as measured by TS Gold data and Conscious Discipline, from September to March.

Goal #2:

80 % of students will show improvement in their behavior as measured by TS Gold data and Conscious Discipline from September to March.

Goal #3:

80 % of students will show improvement in following directions measured by TS Gold data from September to March by TS Gold data and Conscious Discipline.



Student, Family and Community Engagement

- Safety Policy Council
- Pumpkin Patch
- Fall Make it and Take it
- Fatherhood Council
- Elf visit

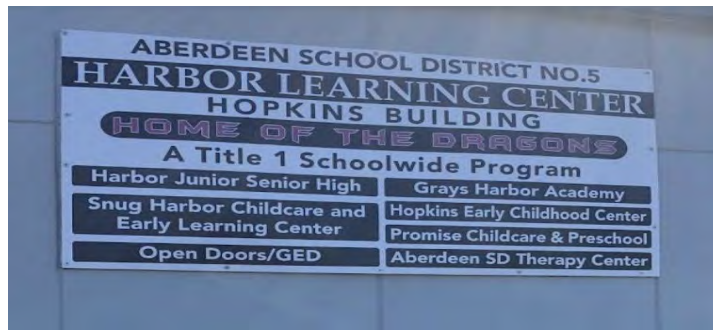


Do you have any questions?



Please come visit us!





HARBOR LEARNING CENTER



HARBOR LEARNING CENTER

2024-2025

January 14, 2025





HARBOR LEARNING CENTER

What makes our school special?

- Offers non traditional educational options for Aberdeen families
- Supports an “all ages” environment- 0 to 21
- Provides a resource center for teen parents and their children
- Adapts our three programs to find the “best fit” or combine services
 - Harbor High School
 - Harbor Junior High School
 - OPEN Doors- GED and Diploma
 - Grays Harbor Academy
 - Snug Harbor





HARBOR LEARNING CENTER

What makes our school special?

All three of our school/programs offer a high school diploma!





HARBOR LEARNING CENTER STAFF-

- Kris Bitar, IEP Case Manager
- Alison Cline, IEP Case Manager, Open Doors support, GHA teacher
- Robert Sutlovich, GHA teacher
- Larry Fleming, PE and Art
- Stephanie Hoffman CTE teacher
- Jason Dore, ELA
- Chris Howell, Science
- Jesse Winter, Math
- Kayla Sturm, Snug/Health/CTE Electives
- Cordell Trusty, Social Studies Teacher
- Brian Allen, Detention Center Teacher
- Bridgette Vercoutere, Detention Center Teacher
- Jeff Steuben, Custodian
- Kasi Turner, HLC Counselor
- Lisa Griebel, HLC Principal
- Gayle Anderson, Office Coordinator
- Amy Rasler, Attendance Secretary
- Maria Garcia-Lopez, SFSA
- Amy Moyer, HLC MTSS Assistant
- Bryce Fitzpatrick, GH Detention
- Emma Wimberley, Open Doors
- Michele Nipper, IEP Paraeducator
- Cassandra Chesterman, IEP Paraeducator
- Amanda Stamper, Snug Harbor Director
- Pam Wilson, Snug Harbor
- Teresa Simpson, Snug Harbor
- Sol Gonzalez, Snug Harbor
- David Bennett MTSS Para GHA
- Aaron Doull, MTSS Para GHA/Harbor Jr/Sr
- Ken Ashlock, GED tester
- Amy Moyer, MTSS Assistant
- Brandi Creviston, EL Teacher (shared)
- Sal Abruscato, MTSS coach (shared)



ENROLLMENT DATA - STUDENTS (1/6/25)

Harbor Jr/Sr High

Total Enrollment: 124

Choice: 14

SWD: 33

504: 13

English Learner: 6

SpEd & EL: 1

Hi-Cap: 2

Grays Harbor Academy

Total Enrollment: 87

Choice: 6

SWD 12

504: 7

English Learner: 5

SpEd & EL: 0

Hi-Cap: 0

Open Doors

Total Enrollment: 61

Choice: 9

SWD: 12

504: 5

English Learner: 5

SpEd & EL: 15

Hi-Cap: 0

GRAYS HARBOR ACADEMY



- An OSPI approved ALE school
- Serving students in Grades K-12
- Online, asynchronous instruction
- Edgenuity and Imagine Edgenuity (SWD students) coursework
- May be part-time or full-time status
- Must meet the same graduation requirements as AHS/HH students
- Funded at 90% Basic Education FTE Level

Grays Harbor Academy Student Outcomes:

- High School Diploma
- “At home” option for families with concerns about in person learning or seeking more flexibility for household

GRAYS HARBOR ACADEMY



ENROLLMENT DATA

2020-2021, 53 students

2021-2022, 97 students

2022-2023, 75 average

2023-2024. 77 average

2024-2025

September 2024, 50 students

January 6, 2025 87 students

Jan 6, 2025

K - 1

1st - 0

2nd - 0

3rd - 0

4th - 3

5th - 3

6th - 5

7th - 7

8th - 5

9th - 19

10th - 18

11th - 15

12th - 11

GRAYS HARBOR ACADEMY SCHOOL IMPROVEMENT PLAN



Goal One: Overall graduates will increase by at least 5%. (In 23-24, 62.5% of seniors graduated.) ***GHA is on track to graduate at least 7 of our 10 seniors in 2025; that would be a 70% grad rate.***

Goal Two: Our 9-12 GHA SWD students enrolled in September of 2024 should earn at least 3 credits by the first of February 2025. ***We won't know until final grades for first semester are finalized and posted.***

Goal Three: Students placed on line as a result of discipline, or choosing online while in the truancy process at their home school, will participate in weekly two way check-ins on Zoom or in person at least 3 times a month. ***GHA has only had **One** student placed online due to discipline, and the GHA staff has been working with them on their accountability project so they that they may return to Miller.***



GRAYS HARBOR ACADEMY SCHOOL IMPROVEMENT PLAN

Grant amount \$55,000

- Staff attending ALE conference
- Devices
- Support in After School Program
- Funding of Student Family

Support Assistant (partial)

- Additional time for staff to meet with students and families prior to start of school year



OPEN DOORS YOUTH REENGAGEMENT

GED Success

2020-2021: No Program

- 66 students from Aberdeen enrolled in Gravity

2021-2022:

August 2021, 0 students → February 2022, 28 students

39 GED completions

- 29 Harbor Learning Center
- 5 Detention Center
- 5 Community Members

2022-2023:

56 HLC GED students

48 GED completions

Open to AHS and Community Members

2023-2024:

50 HLC GED students

27 GED completions



OPEN DOORS YOUTH REENGAGEMENT

GED Success

2024-2025

61 students enrolled

13 GED completions as of 1/6/25

We are now only open to Aberdeen School District students.



OPEN DOORS- YOUTH REENGAGEMENT



- An OSPI approved program/school
- Serving students ages 16-21 who are credit deficient or have other circumstances
- Provide support and preparation for GED exams and/or a pathway to diploma
- Case management for each student
- Weekly status checks and attendance requirements must be met!
- Funded at 40% Basic Education FTE Level
- Support for SWD students or EL students
- An official GED testing site for our district students
- Students may co-enroll in Running Start or a Skills Center program only

Open Doors Student Outcome: GED and/or High School Diploma & support for post high school plans

HLC Diploma Students	18
Undecided but working towards GED	43
GED Graduates	13
GED Graduates working towards HS Diploma	6

OPEN DOORS SCHOOL IMPROVEMENT PLAN



- 1** In the 24-25 School Year, the number of GED completions will increase from 25 in the 23-24 school year to 35.
- 2** Of the SWD students enrolled in Open Doors in September of 2024, 100% will pass at least one GED test and/or earn at least 2 high school credits by February 2025.
- 3** HLC Open Doors will finalize all components of the diploma pathway and at least 4 students will complete their high school diploma through this new option.



OPEN DOORS SCHOOL IMPROVEMENT PLAN

Grant amount \$55,000

- After School Support
- Supplies and Materials
- Compensation for certificated staff working with students on completing credits for courses
- Staff attendance at ALE conference





HARBOR JUNIOR SENIOR HIGH SCHOOL

ENROLLMENT DATA

7th Grade - 7

8th Grade - 15

9th Grade - 26

10th Grade - 20

11th Grade - 26

12th Grade - 30



HARBOR JUNIOR/SENIOR HIGH SCHOOL



- A “non-traditional” high school
- Small school environment
- Contract, mastery based learning which allows for catching up OR working ahead
- Individualized advising and graduation plans
- Parenting program and childcare provided for teen parents offered (Snug Harbor)
- Same high school graduation requirements as AHS/GHA students
- Legacies abound, **as well as 43 of our in-person students have siblings at our school!**
- Co-enrollment in other programs (Running Start, GHA, Skills Center, AHS) possible
- Expanded to students in grades 7-8, Fall 2021

Harbor High School Student Outcome:

High School diploma with post high school plan!





HARBOR JUNIOR SENIOR HIGH SCHOOL- PBIS ACTIVITIES

- After School Program
- Student of the Month Recognition Ceremonies
- Friday “Scale” Ceremonies
- Daily PBIS drawings
- Spirit Weeks
- Dances
- Advisory and Attendance Contests
- Student store and activities
- Lunchtime intramurals
- Student created yearbook
- ASB is thriving!
- Seasonal Activities- Gratitude Challenge, Turkey Grams, Winter Wishes, Day of Service, Etc.



SNUG HARBOR - COPE

Adolescent parents often experience difficulty in completing their education, finding employment, and maintaining a stable living environment.

COPE reaches out to teen parents and their children by involving them in opportunities to take positive control of their lives.

At COPE, these young parents are provided with an environment of respect and an opportunity to develop their strengths while moving toward independence.

Serve our HLC students in Running Start, Open Doors, GHA, or Harbor Jr/Sr High (Now open to district staff)

- Enrollment: Currently we have 5 infants and 3 toddlers.

One of our students is the featured speaker at the United Way Black and White Ball!



HARBOR JUNIOR HIGH SCHOOL

An alternative Junior High Option for our
District students

Multi age Grades 7 and 8 classroom

Family feel!

Core subjects- Math/Science/ELA/History
and PE

SWD teacher and para support as needed

Option for high school classes as needed

Sept 2021- 2 students

2024-2025 - 23 students

HARBOR LEARNING CENTER



Harbor Junior High School Student Outcome: Ready for AHS or HH!



HARBOR HIGH SCHOOL IMPROVEMENT PLAN

- 1) Sixty percent of the seniors we start with in September will graduate by the end of the 24-25 school year.
- 2) Seventy-five percent of the English Learners and SWD students registered in September of 2024 will earn at least 6 credits by the end of June.
- 3) Seventy five percent of the Grade 9 students who are enrolled in our school in September of 2024 will have earned 3 credits by February 1st.





HARBOR HIGH SCHOOL IMPROVEMENT PLAN

Grant amount \$55,000

- Support for staff working on contracts for students before school starts
- Supplies and materials for our project based learning
- Devices
- Some after school support
- Partial support for our Student

Family Support Assistant



SENIOR DATA

2021-2022

Harbor Jr/Sr High- 20 graduates

2022-2023

Harbor Jr/Sr High- 30 Graduates

2023- 2024

Harbor Jr/Sr High- 17 Graduates

2024- 2025

Currently have 30 seniors

Class of 2024- 6 students

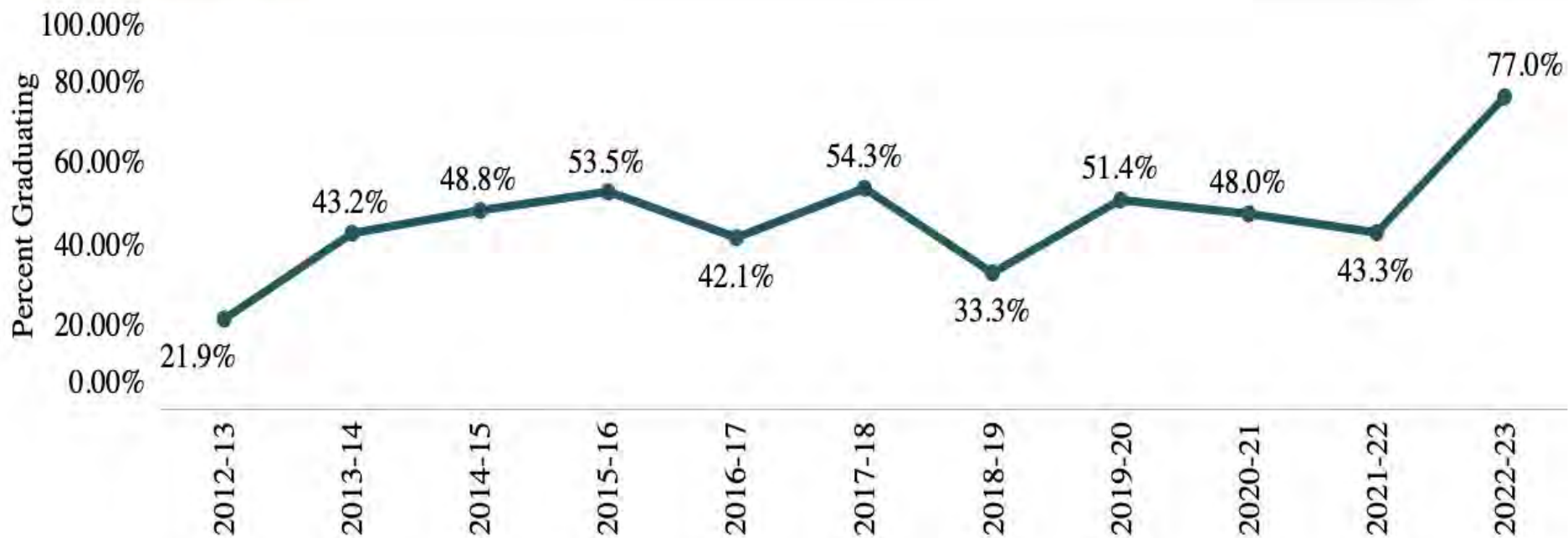
Class of 2025- 24 students





GRADUATION DATA TRENDS

All Students





SEISMIC GRANT

The HLC community is excited about our board's support for a new facility for HLC!

- 1) Proximity to AHS for transportation and shared students
- 2) Designed campus for our Open Doors Program and other program specific facility needs
- 3) New “safe” facility that matches our amazing students and staff



WHAT'S NEW AT HLC?

- ASB continues to grow and strengthen
- PBIS “refresh”- revised expectations and a new “catch phrase”

That's what Dragons do!

- Advisory Projects/Clubs twice a week
- Restorative/Accountability Projects for students who are placed on line due to discipline
- Open Doors expanded to offer a diploma pathway and more after school support
- Graduation moved to Stewart Field



HARBOR LEARNING CENTER - CONTINUING OUR WORK

- Planning Summer Support for HLC, including Open Doors
- Continuing to improve the middle school program
- Increasing academic support for our online students
- Increasing student engagement through activities and projects
- Expanding our post GED support for Open Doors students
- Studying other ways to support Open Doors students in the area of career readiness
- Strengthening our PBIS team to provide more support for a positive school culture and work to change our community's "perception" of Harbor High students
- Exploring Project Based Learning
- Providing college prep courses for all students as needed through on line



TO: Lynn Green and Traci Sandstrom, Superintendents
 FROM: Elyssa Louderback, Executive Director of Business & Operations
 SUBJECT: Monthly Budget Report for December, 2024
 DATE: January 14, 2025

GENERAL FUND SUMMARY:

Revenue--Receipts were \$ 4,672,373.88.

Expenditures-- Expenditures were made in the total of \$ 4,967,465.46. Expenditures for staff salary and benefits account for 82% of all expenditures for the month and 78% of year to date total expenditures.

Fund Balance— Current month ending fund balance is \$ 2,834,688.08. We had a negative cash flow of \$ 257,047.20 for the month. We will be managing our cash flow very carefully and making adjustments through the year.

Additional General Fund Information

Revenue by Major Category:

<u>Revenue Source</u>	<u>Budgeted</u>	<u>Actual YTD</u>	<u>% Actual</u>	<u>Largely Comprised of:</u>
Local Taxes	\$ 5,579,124	\$ 2,096,631	37.58%	Prop taxes - received Oct/Nov and April/May
Local Nontax	\$ 397,010	\$ 179,514	45.22%	Donations, Traffic Safety, Food Service, Misc
State, General	\$ 33,580,700	\$ 10,413,816	31.01%	Apportionment and LEA
State, Special	\$ 14,497,538	\$ 4,551,059	31.39%	Spec Ed, Detention, LAP, Bilingual, Hi Cap, Transport
Federal, General	\$ 45,000	\$ -	0.00%	Federal Forest; deducted from apportionment
Federal, Special	\$ 6,843,748	\$ 1,721,381	25.15%	Food Service, Fed Grants (Title I, Title 2, ESSER, etc)
Other Districts	\$ 226,867	\$ 215	0.09%	Non high payments from Cosmopolis SD
Other Agencies	\$ 29,000	\$ 29,854	102.95%	Private Foundations, ESD 113
Other Fin Sources	\$ -	\$ -		
Totals	\$ 61,198,987	\$ 18,992,471	31.03%	
			33.33%	% of fiscal year elapsed

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

Board of Directors	\$ 99,000	\$ 18,249	18.43%	Dues, audits, elections, legal svcs, travel, etc
Superintendent's Office	\$ 449,866	\$ 142,356	31.64%	General Admin/ Supt Office
Business Office	\$ 698,521	\$ 217,374	31.12%	Fiscal operations
Human Resources	\$ 449,997	\$ 145,474	32.33%	Personnel & recruitment, labor relations
Public Relations	\$ 50,250	\$ 5,072	10.09%	Educational/admin info to public
Supervision of Instruction	\$ 1,448,318	\$ 460,226	31.78%	includes secretarial support
Learning Resources	\$ 229,969	\$ 86,708	37.70%	Library resources & staffing
Principal's Office	\$ 3,366,069	\$ 1,156,426	34.36%	includes Secretarial support
Guidance/Counseling	\$ 2,339,697	\$ 722,850	30.90%	Counselors/support services
Pupil Management	\$ 4,000	\$ 9,045	100.00%	Bus & playground management, etc
Health Services	\$ 3,050,486	\$ 1,027,009	33.67%	Health including: nursing, OT/PT/SLP, etc
Teaching	\$ 35,709,198	\$ 11,067,157	30.99%	classroom teachers/para support
Extra-curricular	\$ 1,470,719	\$ 525,203	35.71%	Coaching, advising, ASB supervision
Payments to other district	\$ 701,000	\$ 104,289	0.00%	CTE/Skills Center fees/pmts to other schools
Instructional Prof Dev	\$ 1,210,682	\$ 567,889	46.91%	Prof development; instructional staff
Instructional Technology	\$ 91,631	\$ 258,512	282.12%	classroom technology
Curriculum	\$ 974,495	\$ 309,947	31.81%	District materials adoptions/purchases; staff
Food Services	\$ 2,953,399	\$ 1,076,153	36.44%	Mgmt of food service for district
Transportation	\$ 1,325,881	\$ 471,978	35.60%	Co-op payments, fuel, insurance
Maint & Operations	\$ 3,660,050	\$ 1,302,654	35.59%	cust/maint/grounds, security, warehouse
Other Services	\$ 2,920,171	\$ 1,715,691	58.75%	Insurance, utilities, tech, print, motor pool, Erato
Transfers	\$ (261,250)	\$ (96,795)	37.05%	in district use of buses, vehicles, food service
Interfund Transfers	\$ -	\$ -	0.00%	Transfers (to Cap Proj/ Debt Service)
Totals	\$ 62,942,149	\$ 21,293,469	33.83%	
			33.33%	% of fiscal year elapsed

CAPITAL PROJECTS FUND SUMMARY:

Revenue -- Total receipts were \$ 459,730.41 and consist of grants, rental fees and interest.

Expenditures —Expenditures were made in the amount of \$ 213,505.70 for the month.

Fund Balance — Current monthly ending fund balance is \$ 305,051.60.

DEBT SERVICE FUND SUMMARY:

Revenue -- Total receipts were \$ 8,592.44 and consists of tax payments and transfers.

Expenditures — Expenditures were made in the amount of \$ 268,086.25 for the month.

Fund Balance — Current month ending fund balance is \$ 734,703.77. Funds in this account are held for bond principal and interest payments.

ASSOCIATED STUDENT BODY FUND SUMMARY:

Revenue — There was \$ 24,919.79 revenue for the month.

Expenditures -- Expenditures total 32.4% of the budgeted expenditures for this fiscal year.

Fund Balance — Current month ending fund balance is \$ 333,307.15.

TRANSPORTATION VEHICLE FUND SUMMARY:

Revenue – There was \$ 286.42 revenue for the month and consisted of interest and depreciation.

Expenditures — There were no expenditures for the month.

Fund Balance — Current month ending fund balance is \$ 346,754.11.

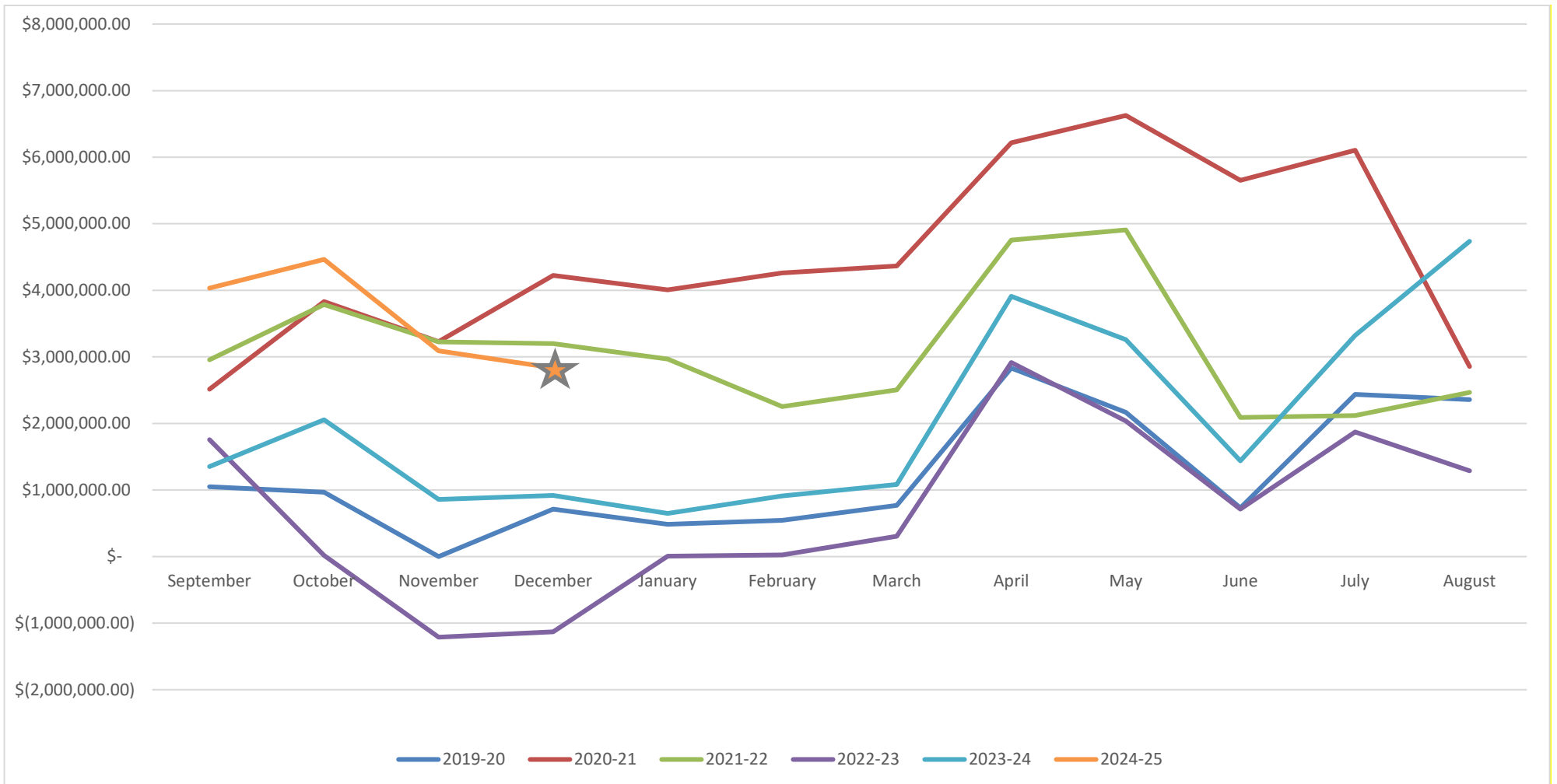
SUMMARY OF BUDGET EXPENDITURE CAPACITY**Budget Capacity as of December, 2024:**

Fund	Budget	Expenditures YTD	Balance	% Expenditures	% Remaining
General	\$ 62,942,149	\$ 21,293,469	\$ 41,648,680	33.83%	66.17%
Capital Projects	\$ 6,300,000	\$ 806,319	\$ 5,493,681	12.80%	87.20%
Debt Service	\$ 295,000	\$ 268,086	\$ 26,914	90.88%	9.12%
ASB	\$ 540,797	\$ 175,342	\$ 365,455	32.42%	67.58%
Trans Vehicle	\$ 200,000	\$ -	\$ 200,000	0.00%	100.00%

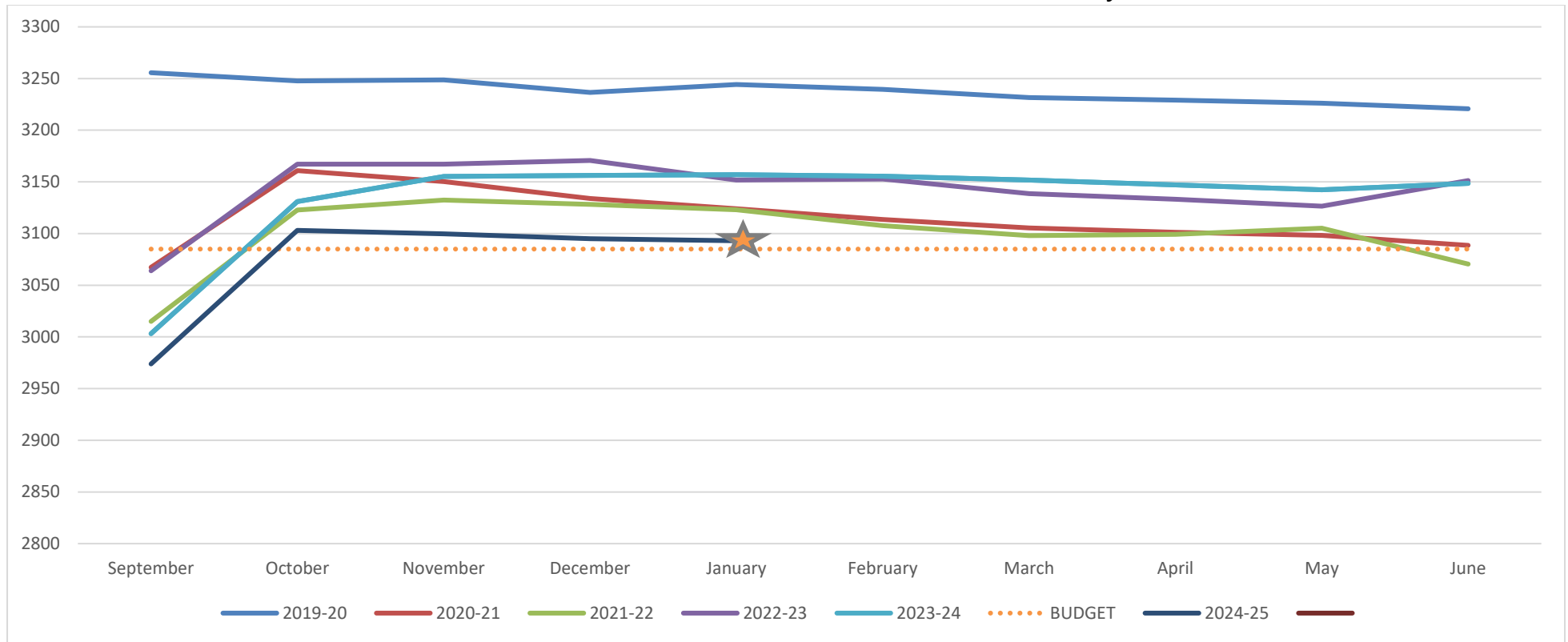
GENERAL FUND

FUND BALANCE TRENDS

End of December, 2024



ENROLLMENT TRENDS as of January, 2025



AAFTE	Grades K – 5	Gr. 6 – 8	HS	Subtotal	Run Start/ Open Door	+/- (Budget)
2024-25 Budget	1,231	728	983	2,942	143	3,085
2024-25 Actual	1,206.92	698.92	1,033.87	2,939.71	153.40	+ 8.11 (3,093.11)
2023-24 Actual	1,276.92	720.04	990.32 *	2,987.30	161.22 *	+ 78.52 (3,070)
2022-23 Actual	1,292.06	759.62	982.59	3,034.27	127.93	+ 77.20 (3,085)
2021-22 Actual	1,299.38	775.67	963.66	3,038.71	75.13	+ 13.84 (3,100)
2020-21 Actual	1,287.98	777.52	943.61	3,015.97	85.44	+ 1.41 (3,100)
2019-20 Actual	1,445.35	805.48	980.66	3,231.49	98.98	+ 40.47 (3,290)

* Includes summer school enrollment

10--General Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2024 (September 1, 2024 - August 31, 2025)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of December , 2024

	ANNUAL	ACTUAL	ACTUAL			
<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>BUDGET</u>	<u>FOR MONTH</u>	<u>FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 LOCAL TAXES	5,579,124	34,205.91	2,096,631.24		3,482,492.76	37.58
2000 LOCAL SUPPORT NONTAX	397,010	30,129.39	179,514.05		217,495.95	45.22
3000 STATE, GENERAL PURPOSE	33,580,700	2,868,294.74	10,413,816.11		23,166,883.89	31.01
4000 STATE, SPECIAL PURPOSE	14,497,538	1,287,758.18	4,551,058.82		9,946,479.18	31.39
5000 FEDERAL, GENERAL PURPOSE	45,000	.00	.00		45,000.00	0.00
6000 FEDERAL, SPECIAL PURPOSE	6,843,748	483,843.19	1,721,381.27		5,122,366.73	25.15
7000 REVENUES FR OTH SCH DIST	226,867	66.25	214.75		226,652.25	0.09
8000 OTHER AGENCIES AND ASSOCIATES	29,000	6,120.60	29,854.12		854.12-	102.95
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	61,198,987	4,710,418.26	18,992,470.36		42,206,516.64	31.03
<u>B. EXPENDITURES</u>						
00 Regular Instruction	26,618,322	2,012,556.17	8,829,432.08	53,556.22	17,735,333.70	33.37
10 Federal Stimulus	0	.00	2,257.36	5,454.00-	3,196.64	0.00
20 Special Ed Instruction	9,924,586	931,416.68	3,291,674.55	1,114,828.87	5,518,082.58	44.40
30 Voc. Ed Instruction	2,979,151	260,753.10	1,059,066.51	25,604.05	1,894,480.44	36.41
40 Skills Center Instruction	257,644	28,896.28	129,206.49	0.00	128,437.51	50.15
50+60 Compensatory Ed Instruct.	6,817,224	440,695.80	2,002,209.71	11,819.91	4,803,194.38	29.54
70 Other Instructional Pgms	864,441	68,513.30	241,823.61	52,167.53	570,449.86	34.01
80 Community Services	2,463,897	201,568.77	713,173.03	15,188.74	1,735,535.23	29.56
90 Support Services	13,016,885	1,023,065.36	5,024,625.42	180,713.23	7,811,546.35	39.99
<u>Total EXPENDITURES</u>	62,942,150	4,967,465.46	21,293,468.76	1,448,424.55	40,200,256.69	36.13
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
<u>D. OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	1,743,163-	257,047.20-	2,300,998.40-		557,835.40-	32.00
<u>F. TOTAL BEGINNING FUND BALANCE</u>	4,889,319		5,135,686.48			
<u>G. GLS 896, 897, 898 ACCOUNTING</u>	XXXXXXXXX		.00			
<u>CHANGES AND ERROR CORRECTIONS (+OR-)</u>						
<u>H. TOTAL ENDING FUND BALANCE</u>	3,146,156		2,834,688.08			
<u>(E+F + OR - G)</u>						

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	14,070.00
G/L 815 Restrict Unequalized Deduct Rev	0	.00
G/L 821 Restrictd for Carryover	420,331	676,579.59
G/L 823 Restricted for Carryover of Tra	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 828 Restricted for C/O of FS Rev	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	81,543	102,021.00
G/L 845 Restricted for Self-Insurance	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 870 Committed to Other Purposes	14,070	.00
G/L 872 Committed to Econmc Stabilizatn	0	.00
G/L 873 Committed to Depreciation Sub-F	0	.00
G/L 875 Assigned Contingencies	0	.00
G/L 884 Assigned to Other Cap Projects	0	.00
G/L 888 Assigned to Other Purposes	0	.00
G/L 890 Unassigned Fund Balance	538,205-	1,119,098.29-
G/L 891 Unassigned Min Fnd Bal Policy	3,168,417	3,161,115.78
<u>TOTAL</u>	3,146,156	2,834,688.08

20--Capital Projects-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2024 (September 1, 2024 - August 31, 2025)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of December , 2024

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	1,302,008	.00	.00		1,302,008.00	0.00
2000 Local Support Nontax	19,500	1,797.54	47,727.24		28,227.24-	244.76
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	4,800,000	457,932.87	644,242.32		4,155,757.68	13.42
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
7000 Revenues Fr Oth Sch Dist	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
 <u>Total REVENUES/OTHER FIN. SOURCES</u>	 6,121,508	 459,730.41	 691,969.56		 5,429,538.44	 11.30
 <u>B. EXPENDITURES</u>						
10 Sites	0	.00	186,309.45	8,950.29	195,259.74-	0.00
20 Buildings	6,300,000	213,505.70	620,009.38	0.00	5,679,990.62	9.84
30 Equipment	0	.00	.00	0.00	.00	0.00
40 Energy	0	.00	.00	0.00	.00	0.00
50 Sales & Lease Expenditure	0	.00	.00	0.00	.00	0.00
60 Bond Issuance Expenditure	0	.00	.00	0.00	.00	0.00
90 Debt	0	.00	.00	0.00	.00	0.00
 <u>Total EXPENDITURES</u>	 6,300,000	 213,505.70	 806,318.83	 8,950.29	 5,484,730.88	 12.94
 <u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	 0	 .00	 .00			
 <u>D. OTHER FINANCING USES (GL 535)</u>	 0	 .00	 .00			
 <u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	 178,492-	 246,224.71	 114,349.27-		 64,142.73	 35.94-
 <u>F. TOTAL BEGINNING FUND BALANCE</u>	 343,731		 419,400.87			
 <u>G. GLS 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)</u>	 XXXXXXXXX		 .00			
 <u>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</u>	 165,239		 305,051.60			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 861 Restricted from Bond Proceeds	0	.00
G/L 862 Committed from Levy Proceeds	0	.00
G/L 863 Restricted from State Proceeds	0	184,784.96-
G/L 864 Restricted from Fed Proceeds	111,714	.00
G/L 865 Restricted from Other Proceeds	5,300,000-	126,676.00-
G/L 866 Restrictd from Impact Proceeds	0	.00
G/L 867 Restricted from Mitigation Fees	0	.00
G/L 869 Restricted fr Undistr Proceeds	0	.00
G/L 870 Committed to Other Purposes	0	.00
G/L 889 Assigned to Fund Purposes	5,353,525	616,512.56
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	165,239	305,051.60

30--Debt Service Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2024 (September 1, 2024 - August 31, 2025)For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of December , 2024

	ANNUAL	ACTUAL	ACTUAL			
<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>BUDGET</u>	<u>FOR MONTH</u>	<u>FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 Local Taxes	0	4,965.91	12,125.39		12,125.39-	0.00
2000 Local Support Nontax	25,000	3,626.53	16,192.69		8,807.31	64.77
3000 State, General Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
 <u>Total REVENUES/OTHER FIN. SOURCES</u>	 25,000	 8,592.44	 28,318.08		 3,318.08-	 113.27
 <u>B. EXPENDITURES</u>						
Matured Bond Expenditures	250,000	250,000.00	250,000.00	0.00	.00	100.00
Interest On Bonds	44,100	18,086.25	18,086.25	0.00	26,013.75	41.01
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	900	.00	.00	0.00	900.00	0.00
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
 <u>Total EXPENDITURES</u>	 295,000	 268,086.25	 268,086.25	 0.00	 26,913.75	 90.88
 <u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	 0	 .00	 .00			
 <u>D. OTHER FINANCING USES (GL 535)</u>	 0	 .00	 .00			
 <u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER(UNDER) EXPENDITURES</u> <u>(A-B-C-D)</u>	270,000-	259,493.81-	239,768.17-		30,231.83	11.20-
 <u>F. TOTAL BEGINNING FUND BALANCE</u>	 969,260		 974,471.94			
 <u>G. GLS 896, 897, 898 ACCOUNTING</u>	 XXXXXXXXXX		 .00			
<u>CHANGES AND ERROR CORRECTIONS (+OR-)</u>						
 <u>H. TOTAL ENDING FUND BALANCE</u>	 699,260		 734,703.77			
<u>(E+F + OR - G)</u>						
 <u>I. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted for Other Items	0		.00			
G/L 830 Restricted for Debt Service	699,260		734,703.77			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
 <u>TOTAL</u>	 699,260		 734,703.77			

40--Associated Student Body Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2024 (September 1, 2024 - August 31, 2025)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of December , 2024

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES</u>						
1000 General Student Body	68,425	5,429.78	43,497.71		24,927.29	63.57
2000 Athletics	124,750	9,028.00	70,335.40		54,414.60	56.38
3000 Classes	2,500	.00	250.00		2,250.00	10.00
4000 Clubs	168,570	6,764.32	27,010.73		141,559.27	16.02
6000 Private Moneys	80,700	3,697.69	74,204.68		6,495.32	91.95
 Total REVENUES	444,945	24,919.79	215,298.52		229,646.48	48.39
 <u>B. EXPENDITURES</u>						
1000 General Student Body	32,646	3,504.90	22,990.23	0.00	9,655.77	70.42
2000 Athletics	248,971	13,354.09	54,550.30	0.00	194,420.70	21.91
3000 Classes	2,500	.00	.00	0.00	2,500.00	0.00
4000 Clubs	175,890	2,362.66	22,932.44	0.00	152,957.56	13.04
6000 Private Moneys	80,790	73,921.83	74,869.45	0.00	5,920.55	92.67
 Total EXPENDITURES	540,797	93,143.48	175,342.42	0.00	365,454.58	32.42
 <u>C. EXCESS OF REVENUES</u>						
OVER(UNDER) EXPENDITURES (A-B)	95,852-	68,223.69-	39,956.10		135,808.10	141.69-
 <u>D. TOTAL BEGINNING FUND BALANCE</u>	280,036		293,351.05			
 <u>E. GLS 896, 897, 898 ACCOUNTING</u>	XXXXXXXXXX		.00			
CHANGES AND ERROR CORRECTIONS (+OR-)						
 <u>F. TOTAL ENDING FUND BALANCE</u>	184,184		333,307.15			
C+D + OR - E)						
 <u>G. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted for Other Items	7,500		7,500.00			
G/L 819 Restricted for Fund Purposes	176,684		325,807.15			
G/L 840 Nonspnd FB - Invent/Prepd Itms	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
 TOTAL	184,184		333,307.15			

90--Transportation Vehicle Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2024 (September 1, 2024 - August 31, 2025)

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of December, 2024

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	15,000	286.42	1,984.41		13,015.59	13.23
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	368,914	.00	.00		368,914.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
A. <u>TOTAL REV/OTHER FIN.SRCS(LESS TRANS)</u>	383,914	286.42	1,984.41		381,929.59	0.52
B. <u>9900 TRANSFERS IN FROM GF</u>	0	.00	.00		.00	0.00
C. <u>Total REV./OTHER FIN. SOURCES</u>	383,914	286.42	1,984.41		381,929.59	0.52
D. EXPENDITURES						
Type 30 Equipment	200,000	.00	.00	0.00	200,000.00	0.00
Type 40 Energy	0	.00	.00	0.00	.00	0.00
Type 60 Bond Levy Issuance	0	.00	.00	0.00	.00	0.00
Type 90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	200,000	.00	.00	0.00	200,000.00	0.00
E. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
F. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
G. <u>EXCESS OF REVENUES/OTHER FIN SOURCES</u> <u>OVER(UNDER) EXP/OTH FIN USES (C-D-E-F)</u>	183,914	286.42	1,984.41		181,929.59-	98.92-
H. <u>TOTAL BEGINNING FUND BALANCE</u>	289,788		344,769.70			
I. <u>GLS 896, 897, 898 ACCOUNTING</u> <u>CHANGES AND ERROR CORRECTIONS (+OR-)</u>	XXXXXXXXX		.00			
J. <u>TOTAL ENDING FUND BALANCE</u> <u>(G+H + OR - I)</u>	473,702		346,754.11			

K. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 819 Restricted for Fund Purposes	473,702	346,754.11
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 889 Assigned to Fund Purposes	0	.00
G/L 890 Unassigned Fund Balance	0	.00
 <u>TOTAL</u>	 473,702	 346,754.11

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

ALTERNATIVE LEARNING EXPERIENCE PROGRAMS

The board authorizes the creation of an alternative learning experience (ALE) program. The district will make available to students enrolled in an alternative learning experience program educational opportunities designed to meet their individual needs. The district will comply with all program requirements necessary to count an ALE as a course of study and ensure state funding for ALE students.

ALE programs may include, the following types of courses as defined in RCW 28A.232.010: ~~but are not limited to:~~

1. On-line courses (See Policy 2024 Online Learning) ~~programs as defined in RCW 28A.150.262;~~
2. Remote courses ~~Parent partnership programs that include significant participation and partnership by parents and families in the design and implementation of a student's learning experience;~~ and
3. Site-based courses ~~Contract-based learning programs.~~

The board will adopt and annually review written policies authorizing ALE courses ~~alternative learning experiences~~, including each ALE course ~~alternative learning experience program~~ and course program provider. The policy must designate, by title, one or more school district official(s) responsible for overseeing the district's ALE courses.

The district establishes the following ~~alternative program~~ course(s) provided on site, remote, or online ~~or over the internet or by other electronic means~~, as defined in WAC 392-550-020121-182:

1. ~~A³—Aberdeen Academic Alternatives, using APEX, ALEKS or other board-~~ ALE courses are offered using Imagine Learning courses or other state-approved online providers; and contract-based learning.

The school district officials responsible for these courses ~~this program~~ are the superintendents and their ~~his/her~~ designees.

Reporting Requirements

A. Annual Report to the Board of Directors

The school district official responsible for overseeing each ALE program will report at least annually to the board. This annual report will include at least the following:

1. Documentation of ALE student headcount and full-time equivalent enrollment claimed for basic education funding;

2. Identification of the overall ratio of certificated instructional staff to full-time equivalent students enrolled in each ALE course; the number of certificated staff in each ALE course program; and
3. A description of how the program supports the district's overall goals and objectives for student academic achievement; ~~and~~
4. ~~Results of any self-evaluations.~~

B. Monthly Report to the Superintendent of Public Instruction

The district must report monthly to the Superintendent of Public Instruction:

1. Accurate monthly headcount and full-time equivalent enrollment for students enrolled in alternative learning experiences; and
2. Information about the resident and serving districts of such students.

C. Annual Report to the Superintendent of Public Instruction

The district must report annually to the Superintendent of Public Instruction:

1. The number of certificated instructional staff full-time equivalent assigned to each alternative learning experience program; and
2. Enrollment of students (separately identified) where ALE instruction is provided entirely under contract pursuant to RCW 28A.150.305 and WAC 392121-188, and
3. The costs and purposes of any expenditures made to purchase or contract for instructional or co-curricular experiences and services that are included in an ALE written student learning plan, along with the substantially similar experiences or services made available to students enrolled in the district's regular instructional program.

D. Assessment Requirements

All students enrolled in alternative learning experience courses or course work must be assessed at least annually, using, for full-time students, the state assessment for the student's grade level and using any other annual assessments required by the district.

Part-time students whose ALE enrollment is claimed as greater than 0.8 FTE in any one month through the January count date must be included by the district in any required state or federal accountability reporting for that school year. However, part-time students who are either receiving home-based instruction under RCW 28A.200, or who are enrolled in an approved private school under RCW 28A.195 are not required to participate in the assessments required under RCW 28A.655.

Students enrolled in nonresident district alternative learning experience courses or course work who are unable to participate in required annual state assessments at the nonresident district must have the opportunity to participate in such required annual state assessments at the district of physical residence, subject to that district's planned testing schedule. It is

the responsibility of the nonresident enrolling district to establish a written agreement with the district of physical residence that facilitates all necessary coordination between the districts and with the student and, where appropriate, the student's parent(s) to fulfill this requirement. Such coordination may include:

- a. arranging for appropriate assessment materials;
- b. notifying the student of assessment administration schedules;
- c. arranging for the forwarding of completed assessment materials to the enrolling district for submission for scoring and reporting; and
- d. arranging for any allowable testing accommodations, and other steps as may be necessary.

The agreement may include rates and terms for payment of reasonable fees by the enrolling district to the district of physical residence to cover costs associated with planning for and administering the assessments to students not enrolled in the district of physical residence. Assessment results for students assessed according to these provisions must be included in the enrolling district's accountability measurements, and not in the district of physical residence's accountability measurements.

E. Valid Justification for Missed Contact

Valid justifications why a student may miss the weekly contact requirements of ALE for the purpose of truancy included those outlined in Excused Absences WAC 392-401-020 and in Policy 3122.

F. Students Who Drop Out of ALE Courses

A school district offering or contracting to offer an alternative learning experience course to a nonresident student must inform the resident school district if the student un-enrolls from the course or is otherwise no longer enrolled.

G. Procedures

The superintendent is directed to develop procedures consistent with WAC 392-550 to govern the administration of the district's ALE courses.

Cross Reference:	Board Policy 2020	Course Design, Selection and Adoption of Instructional Materials
	2024	Online Learning
	<u>3122</u>	<u>Excused and Unexcused Absences</u>
	<u>3141</u>	<u>Nonresident Students</u>
Legal Reference:	WAC 392-121-107	Definition – Course of study

WAC 392- 550 121 -182	Alternative Learning Experience
WAC 392-121-188	Instruction Provided Under Contract
WAC 392-137-230	Length of Acceptance
RCW 28A.150.305	Alternative educational service providers – Student eligibility
RCW 28A.232.010	Alternative learning experience courses – Generally – Rules – Reports.
RCW 28A.225	Compulsory school attendance and admission

Adoption date: 02/06/96
Revised: 07/23/96, 02/10/98, 12/06/05, 03/06/07
Replaced: 08/21/12
Revised: _____

STUDENT DISCIPLINE

Introduction/Philosophy/Purpose

The Aberdeen School District Board of Directors focuses on the educational achievement of ~~each and~~ every student. The district holds high expectations for all students and gives all students the opportunity to achieve personal and academic success. ~~“Discipline” means any action taken by the school district in response to behavioral violations, including exclusionary as well as positive and supportive forms of discipline.~~ The board intends that this policy and procedure be implemented in a manner that supports **a** positive school climate, maximizes instructional time, and increases equitable educational opportunities.

The purposes of this policy and accompanying procedure include:

1. Engaging with school personnel, students, parents, families, and the community in decisions related to the development and implementation of discipline policies and procedures;
2. Supporting students in meeting behavioral expectations, including providing for early involvement of parents and families;
3. Administering discipline in ways that respond to the needs and strengths of students and keep students in the classroom to the maximum extent possible;
4. Providing educational services that students need to complete their education without disruption;
5. Facilitating collaboration between school personnel, students, parents, and families to support successful reentry into the classroom following a suspension or expulsion;
6. Ensuring fairness, equity, and due process in the administration of discipline;
7. Implementing culturally responsive discipline that provides every student the opportunity to achieve personal and academic success, and
8. Providing a safe environment for all students and for district employees.

Rights and Responsibilities/District Commitment

The board recognizes the negative and disproportionate impact of exclusionary discipline practices and is committed to:

1. Identifying and addressing discipline policies and practices that perpetuate educational opportunity gaps, and
2. Proactively implementing discipline practices that support students in meeting behavioral expectations without losing access to instruction.

The district will observe students' fundamental rights and will administer discipline in a manner that does not:

1. Unlawfully discriminate against a student on the basis of sex, race, creed, religion, color, national origin, sexual orientation, gender expression, gender identity, disability, or the use of a trained dog guide or service animal;
2. Deprive a student of the student's constitutional right to freedom of speech and press, the constitutional right to peaceably assemble and to petition the government and its representatives for a redress of grievances, the constitutional right to the free exercise of religion and to have the student's school free from sectarian control or influence, subject to reasonable limitations upon the time, place, and manner of exercising the right;
3. Deprive a student of the student's constitutional right to be secure in the student's person, papers, and effects against unreasonable searches and seizures;
4. Unlawfully interfere in a student's pursuit of an education while in the custody of the school district; or
5. Deprive a student of the student's right to an equal educational opportunity, in whole or in part, by a school district without due process of law.

This district's student discipline policy and procedure is designed to provide students with a safe, healthy, and educationally sound environment. Students are expected to be aware of and comply with this policy and procedure, including behavioral expectations that respect the rights, person, and property of others. Students are also expected to pursue the required course of studies. Students and staff are expected to work together to develop a positive social and emotional climate for learning, consistent with Board Policy 3112 – Social Emotional Climate.

Development and review

Accurate and complete reporting of all disciplinary actions, including the associated student-level information, and behavioral violations, ~~and other forms of discipline the district considered or attempted~~, is essential for effective review of this policy; therefore, the district will ensure such reporting.

The district will collect data on disciplinary actions administered in each school, as required by RCW [28A.300.042](#), and any additional data required under other district policies and procedures.

The district will ensure that school principals confer with certificated building employees at least annually to ~~develop and/or review~~ building the district's discipline standards and review the fidelity of implementation of those standards. ~~At each district school, principals and certificated staff will develop written school procedures for administering discipline at their school with the participation of other school personnel, students, parents, families, and the community. Each school will:~~

- ~~1. Establish behavioral expectations with students and proactively teach expectations across various school settings.~~
- ~~2. Develop precise definitions for problem behaviors and behavioral violations to address differences in perceptions of subjective behaviors and reduce the effect of implicit bias.~~
- ~~3. Define the differences between minor and major behavior incidents to clarify the types of behaviors that may or may not result in classroom exclusion or are severe enough that an administrator needs to be involved.~~
- ~~4. Identify a continuum of best practices and strategies for classroom-based responses that building staff should administer before or instead of classroom exclusion to support students in meeting behavioral expectations.~~

~~Schools handbooks, codes of conduct, and building discipline standards must not conflict with this policy, accompanying procedures, or other Board policies. A school's building discipline standards must be annually approved by the superintendent or designee.~~

School principals will ensure teachers and other school personnel receive adequate support to effectively implement a continuum of identified best practices and strategies that:

1. Focus on prevention to reduce the use of exclusionary discipline practices;
2. Allow the exercise of professional judgment and skill sets, and
3. May be adapted to individual student needs in a culturally responsive manner.

School principals will confer with certificated building employees at least annually to establish criteria for when certificated employees must complete classes to improve classroom management skills. ~~In the Aberdeen School District, professional learning opportunities are provided regarding PBIS, SEL, restorative justice practices and the use of data to identify training needs to support district policy implementation.~~

The district will periodically review and further develop this policy and procedure with the participation of school personnel, students, parents, families, and the community. As part of this development and review process, the district will use disaggregated data collected under RCW [28A.300.042](#) to monitor the impact of student discipline practices as well as to improve fairness and equity in the administration of student discipline. Discipline data must be disaggregated by:

1. School.
2. Student groups, including by gender, grade level, race/ethnicity (including further disaggregation of federal race and ethnicity categories in accordance with RCW [28A.300.042](#)(1) and [CEDARS](#) Appendices Y and Z), low-income, English language learner, migrant, special education, Section 504, foster care, and homeless.
3. Behavioral violation.
4. Discipline types, including classroom exclusion, in-school suspension, short-term suspension, long-term suspension, emergency expulsion, and expulsion.

The District will follow the practices outlined in guidance from the [Race and Ethnicity Student Data Task Force](#) when disaggregating broader racial categories into subracial and subethnic categories. The District will consider student program status and demographic information (i.e. gender, grade-level, low-income, English language learner, migrant, special education, Section 504, foster care, and homeless) when disaggregating student race and ethnicity data to identify any within-group variation in school discipline experiences and outcomes of diverse student groups. This process may include reviewing data to prevent and address discrimination against students in protected classes identified in chapters [28A.640](#) and [28A.642](#) of the RCW, however, the District will ensure it reviews disaggregated discipline data in accordance with WAC 392-190-048 at least annually.

~~The District will support each school to:~~

- ~~• Set at least one goal annually for improving equitable student outcomes;~~
- ~~• Create an actions plan or plans;~~
- ~~• Evaluate previous goals and action plans; and~~
- ~~• Revise goals and action plans, based on evaluations.~~

~~Schools will share identified goals and action plans with all staff, students, parents, families, and the community.~~

Distribution of policies and procedures

The district will make the current version of this policy and procedure available to families and the community. The district will annually provide this policy and procedure to all district personnel, students, parents, and families, which may require language assistance for students and parents with limited-English proficiency under Title VI of the Civil Rights Act of 1964.

The district will ensure district employees and contractors are knowledgeable of this student discipline policy and procedure. ~~At the building level, schools will annually provide the current building discipline standards, developed as stated above, to all school personnel, students, parents, and families, which may require language assistance for students and parents with limited English proficiency under Title VI of the Civil Rights Act of 1964. Schools will ensure all school personnel are knowledgeable of the school building discipline standards. Schools are encouraged to provide discipline training developed under RCW [28A.415.410](#) to support implementation of this policy and procedure to all school staff as feasible.~~

Application

This policy and accompanying procedure will be construed in a manner consistent with Washington law as stated in WAC 392-400-020.

Cross References:

Policy 2121	Substance Abuse Program
2161	Special Education and Related Services for Eligible Students

- 2162 Education of Students With Disabilities Under Section 504 of the Rehabilitation Act of 1973
- 3122 Excused and Unexcused Absences
- 3210 Nondiscrimination
- 3244 Prohibition of Corporal Punishment
- 3520 Student Fees, Fines, or Charges
- 4210 Regulation of Dangerous Weapons on School Premises
- 4218 Language Access Plan

Legal References:	42 U.S.C. 2000d et seq.	Civil Rights Act of 1964
	34 CFR Part 100.3	Regulations implementing Civil Rights Act of 1964
	WAC Chapter 392-400	Pupils
	WAC 392-190-048	Access to course offerings – Student discipline
	RCW Chapter 28A.320	Provisions applicable to all districts
	RCW Chapter 28A.600	Students
	RCW 28A.400.110	Principal to assure appropriate student discipline — Building discipline standards — Classes to improve classroom management skills
	RCW 28A.400.100	Principals and vice principals — Employment of — Qualifications — Duties
	RCW Chapter 28A.225	Compulsory school attendance and admission
	RCW 28A.150.240	Certificated teaching and administrative staff as accountable for classroom teaching — Scope — Responsibilities — Penalty
	RCW 9A.41.280	Possessing dangerous weapons on school facilities — Penalty — Exceptions

Adopted: 01/07/20 (Replacing 3200)
Revised: 09/07/21; _____

BID OR REQUEST FOR PROPOSAL REQUIREMENTS

The board 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 and public works; the importance of standardized purchasing regulations, and the need for clear documentation.

I. Procurement and Public Works Using 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 its informal competitive bidding procedures; and
- Over \$75,000, the board will follow 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. ensuring that the district takes steps to assure that when possible, the district will use small and minority businesses, women's business enterprises and labor surplus firms;
 4. providing the clear and definite plans and specifications to those interested in submitting a bid;
 5. requiring that bids be in writing;
 6. opening and reading bids in public on the date and in the place named in the notice; and
 7. 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:

1. Using its small works roster process, under RCW 39.04.151 through 39.04.154;
2. 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
3. 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:

1. Clearly and legitimately limited to a single source of supply;
2. Involving special facilities or market conditions;
3. In the event of an emergency;
4. Of insurance or bonds, and
5. 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

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 any contract for services with an entity or individual other than an employee of the district a provision requiring the contractor to prohibit any employee of the contractor from working at a public school who has contact with children at a public school during the course of his or her employment and who has pleaded guilty to or been convicted of any felony crime specified under RCW 28A.400.322. 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.

H. Women and Minority Owned Businesses

The district will ensure that it is providing 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.

II. Procurement Using Federal Funds

A. Goods

When the district uses federal funds for procurement of textbooks, the allowable self-certification is \$50,000. When the district uses federal funds for procurement of **goods, including** furniture, supplies, and equipment:

1. Purchases of \$10,000 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, purchases must be distributed equitably among suppliers.

2. Purchases between \$10,000 and \$75,000 must be procured using price or rate quotations from three or more qualified sources.
3. Purchases of \$75,000 or more must be publicly solicited using 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. § 200.520, 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 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:

1. 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, to the extent practical, purchases should be distributed equitably among suppliers.
2. Purchases between \$10,000 and \$250,000 must be procured using price or rate quotations from a reasonable number of qualified sources.
3. Purchases of \$250,000 or more must be publicly solicited using the district's 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. § 200.520, 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:

1. 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, purchases should be distributed equitably among suppliers.
2. Purchases between \$50,000 and \$250,000 must be procured using price or rate quotations from a reasonable number of qualified sources.
3. 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. Noncompetitive Procurement

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

1. Acquiring property or services that do not exceed \$10,000 [or in the case of a school district that qualifies as a low-risk auditee in accordance with criteria in 2 C.F.R. § 200.520 or has documentation of an annual internal institutional risk assessment to identify, mitigate, and manage financial risks, \$40,000];
2. The item is only available from a single source;
3. The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
4. The awarding agency (e.g., OSPI) authorizes noncompetitive procurement in response to a written request from the district; or
5. After solicitation of a number of sources, competition is determined inadequate.

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

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.

E. 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.

F. Conflict of Interest

No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by federal funds if he or she has a real or apparent conflict of interest. Such a conflict would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization that 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 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.400.330	Crimes against children – Contractor Employees -- Termination of Contract-- Termination of Contract
	28A.335.190	Advertising for bids Competitive bid

- procedures – Purchases from inmate work programs – Telephone or written quotation solicitation, limitations -- Emergencies
- 39.04.155 Small work roster contract procedures Limited public works process Definition—
- 39.26.160 Bid awards – Considerations – Requirements and criteria to be set forth – Negotiations – Use of enterprise vendor registrations and bid notification system
- 39.04.280 Competitive bidding requirements— Exemptions
- 39.26.160 Bid Awards - Considerations - Requirements and criteria to be set forth - Negotiations - Use of enterprise vendor registrations and bid notification system
- 39.30.060 Bids on public works – Identification, substitution of contractors
- 39.34 RCW Interlocal Cooperation Act
- 43.19.1911 Letting contract--Lowest responsible bidder, determination--Public inspection of bids
- 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
- 2 CFR 200.67 Micro-purchase
- 2CFR 200.88 Simplified Acquisition Threshold
- 2 CFR 200.318 General Procurement Standards
- 2 CFR 200.320 Methods of Procurement to be Followed
- 2 CFR 3485 Nonprocurement Debarment and Suspension
- 2 CFR 200.520 Criteria for a low-risk auditee
- 2 CFR 200.324 Contract Cost and Price
- 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.

Adoption Date: 02/06/96

Revised: 12/19/00, 09/05/01, 08/17/04, 02/21/06; 05/06/14; 02/19/19; _____

BID REQUIREMENTS

The board of directors of the Aberdeen School District 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 laws governing purchasing and public works, the importance of standardized purchasing regulations, and the need for clear documentation.

I. Procurement and Public Works Using State Funds

A. Furniture, Supplies, or Equipment

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

1. Less than \$40,000, no competitive bidding process is required to make the purchase;
2. Between \$40,000 and \$75,000, the board will follow the informal competitive bidding process by requiring quotes from at least three different sources to be obtained in writing or by telephone and recorded for the public to review;
3. Over \$75,000, the Board will follow the formal competitive bidding process by:
 - a) Preparing clear and definite plans and specifications for such purchases;
 - b) 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;
 - c) Ensuring that the district takes steps to assure that when possible, the district will use small and minority businesses, women's business enterprises and labor surplus firms;
 - d) Providing the clear and definite plans and specifications to those interested in submitting a bid;
 - e) Requiring that bids be in writing;
 - f) Opening and reading bids in public on the date and in the place named in the notice; and
 - g) Filing all bids for public inspection after opening.

B. Exemptions

The board may waive bid requirements for purchases:

1. Clearly and legitimately limited to a single source of supply;
2. Involving special facilities or market conditions;
3. In the event of an emergency;
4. Of insurance or bonds; and

5. 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.

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.

C. 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.

D. Interlocal Cooperation Act

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

E. Crimes Against Children

The board will include in any contract for services with an entity or individual other than an employee of the district a provision requiring the contractor to prohibit any employee of the contractor from working at a public school who has contact with children at a public school during the course of his or her employment and who has pled guilty to or been convicted of any felony crime specified under RCW 28A.400.322. 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.

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

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. There are no statutory bidding requirements for public works projects involving improvements or

repairs that are within the \$75,000 to \$100,000 range. For projects in this range, the district may consider: using its small works roster process, under RCW 39.04.155; 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.

II. Procurement Using Federal Funds

A. Goods

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

1. Purchases of \$10,000 or less do not require quotes. However, the district must consider price to be reasonable, and, to the extent practical, distribute purchases equitably among suppliers.
2. Purchases between \$10,000 and \$75,000 must be procured using price or rate quotations from three or more qualified sources.
3. Purchases of \$75,000 or more must be publicly solicited using sealed bids or requests for proposals.

B. Services

When the district uses federal funds for procurement of services:

1. Purchases of \$10,000 or less do not require quotes. However, the district must consider price to be reasonable, and, to the extent practical, distribute purchases equitably among suppliers.
2. Purchases between \$10,000 and \$250,000 must be procured using price or rate quotations from a reasonable number of qualified sources.
3. Purchases of \$250,000 or more must be publicly solicited using sealed bids or requests for proposals.

C. Noncompetitive Procurement

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

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

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

D. 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 he or she has a real or apparent conflict of interest. Such a conflict would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization that 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.

III. Procedures

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

Legal References:	RCW 28A.400.330	Crimes against children – Contractor employees -- Termination of Contract-- Termination of Contract
	28A.335.190	Advertising for bids Competitive bid procedures – Purchases from inmate work programs –Telephone or written quotation solicitation, limitations -- Emergencies
	39.04.155	Small work roster contract procedures Limited public works process Definition—39.26.160 Bid awards – Considerations – Requirements and criteria to be set forth – Negotiations – Use of enterprise vendor registrations and bid notification system
	39.04.280	Competitive bidding requirements— Exemptions
	39.30.060	Bids on public works – Identification, substitution of contractors
	39.34	RCW Interlocal Cooperation Act

43.19.1911	Letting contract--Lowest responsible bidder, determination--Public inspection of bids
2 CFR Part 200	Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
2 CFR 200.67	Micro-purchase
2CFR 200.88	Simplified Acquisition Threshold
2 CFR 200.318	General Procurement Standards
2 CFR 200.320	Methods of Procurement to be Followed
2 CFR 3485	Nonprocurement Debarment and Suspension

Adoption Date: 02/06/96

Revised: 12/19/00, 09/05/01, 08/17/04, 02/21/06, 05/06/14, 02/19/19

2026-2027 Aberdeen School District Calendar

August 2026				
M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				
00/180				
September 2026				
M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		
20/180				
October 2026				
M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
42/180				
November 2026				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				
59/180				
December 2026				
M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	
73/180				
January 2027				
M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29
92/180				

August 2026

31 Professional Development

September 2026

1 Professional Development

2 First Day of School

7 Labor Day - No School

November 2026

11 Veterans Day-No School

25-27 Thanksgiving Holiday

December 2026

18 Early Release

20-31 Winter Break

January 2027

1 Winter Break cont's

4 School Resumes

18 Martin Luther King, Jr
Holiday-No School

February 2027

15 Presidents Day Holiday
-No School

16 Professional Development-
No School

March 2027

19 Weather Makeup Day,
if needed

April 2027

5-9 Spring Break

May 2027

28 Weather Makeup Day,
if needed

31 Memorial Day Holiday

June 2027

16 Last Day of School / Early
Release

18 Juneteenth Holiday

* Denotes Board meeting

Collaboration Days/Early Release

- TBD

February 2027				
M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
110/180				
March 2027				
M	T	W	TH	F
1	2	3	4	5
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15	16	17	18	19
22	23	24	25	26
29	30	31		
132 /180				
April 2027				
M	T	W	TH	F
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5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
149/180				
May 2027				
M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				
168/180				
June 2027				
M	T	W	TH	F
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7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		
180/180				
July 2027				
M	T	W	TH	F
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MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“**MOU**”) is between the Aberdeen School District (“**District**”) and BASICS NW, LLC (“**Agency**”) and is effective upon execution by both parties.

1. **Purpose.** The purpose of this MOU is to enable Agency to provide necessary treatment funded through outside sources to students at District facilities to allow greater access to treatment across different settings or environments.
2. **Duration.** This MOU is effective for the 2024-2025 school year, unless terminated earlier in accordance with this MOU.
3. **Services.** Agency may provide the following necessary treatment or services for students who Agency has determined are eligible for such treatment or services at District facilities:
 - a. Applied Behavior Analysis
4. **Service Delivery.** All services provided by Agency under this MOU will be performed under the direction and supervision of Agency. Agency agrees to ensure that the delivery of services authorized by this MOU does not interfere with the District’s educational program or provision of instruction and services to students, including the provision of a free, appropriate public education under the Individuals with Disabilities Education Act (“**IDEA**”) to eligible students with disabilities.
5. **Educational Services.** The District maintains full responsibility and authority for the educational programs of its students. Treatment or services authorized by this MOU are not educational services and may not be construed as a component of a student’s educational program.
6. **Parent Consent.** Before providing services to a student at a District facility, Agency must provide the District with evidence that the student’s parent/guardian has provided written consent for the student to receive the services. The student’s parent/guardian must also sign a release of information form authorizing the District and Agency to exchange information and records related to the student.
7. **Compensation.** Agency is responsible for all costs and expenses associated with the services authorized by this MOU. The District will not provide Agency with any compensation for services authorized by this MOU.
8. **Compliance with Laws.** Agency and its employees must comply with all laws, rules, regulations, and other requirements applicable to the treatment or services provided by Agency at District facilities.
9. **Proof of Vaccination.** Agency and any of its employees, agents, volunteers, and contractors who will provide services at a District facility attests that the Agency has verified proof of full vaccination against COVID-19, or an applicable exemption before initiating services.
10. **Health and Safety Measures.** When providing services at a District facility, Agency and its employees must comply with all COVID-19 health and safety measures required by the Department of Health, the Governor, and the District, including wearing a mask/face covering.

MEMORANDUM OF UNDERSTANDING

11. **Criminal Background Check.** Agency and any of its employees, agents, volunteers, and contractors who will provide services at a District facility must complete and pass a background check through the Washington state patrol criminal identification system, including a fingerprint check, and through the Federal Bureau of Investigation criminal justice information systems. Background checks must be completed at Agency's expense prior to the start of services. Agency will maintain record reports and make them available to the District upon request.
 - a. **Disqualifying Criminal Records.** Agency and any of its employees, agents, volunteers, and contractors who have pled guilty to or been convicted of any felony crime specified under RCW 28A.400.322 are prohibited from providing services at a District facility.
12. **Confidentiality.** Agency and all of its employees, agents, volunteers, and contractors must comply with the Family Educational Rights and Privacy Act, 20 U.S.C. Section 1232g, 34 C.F.R. Part 99; WAC 392-172A- 05180 through 392-172A-05245; and the Health Insurance Portability and Accountability Act of 1996 with respect to the confidentiality of personally identifiable information and education, health, and medical records.
13. **License and Certification Requirements.** Agency must ensure that it and any of its employees, agents, volunteers, and contractors who provide services at District facilities comply with all Washington state licensing, accreditation, and/or certification requirements applicable to the services.
14. **Insurance.** Agency will provide the District with evidence of Professional Liability insurance in the amount of at least one million dollars (\$1,000,000.00).
15. **Independent Contractor.** This MOU may not be construed to create a partnership, agency relationship, or employer-employee relationship between the District and Agency or any of its employees, agents, volunteers, and contractors.
16. **Workers' Compensation.** Agency expressly waives any immunity or limitations (e.g., on the type or amount of damages, compensation, benefits, or liability payable by Agency) under any industrial insurance, workers' compensation, disability benefit or similar law, rule, regulation or order of any governmental authority having jurisdiction (including, but not limited to, the Washington Industrial Insurance Act, Title 51 of the Revised Code of Washington).
17. **Indemnification.** All activities performed by Agency and its employees, agents, volunteers, and contractors are done under Agency's supervision at its own risk. Agency agrees to indemnify, defend, and hold the District harmless from any liability, claim, loss, damages, injuries, or expenses arising out of Agency's provision of services authorized by this MOU.
18. **Termination.** Either party may terminate this MOU for any reason by providing written notice 30 days prior to the termination. The District may terminate this MOU effective immediately if the District determines that termination is necessary for the health, safety, welfare, or education of students or staff members.
19. **Governing Law.** This MOU shall be construed and interpreted in accordance with the laws of the State of Washington and the United States.



MEMORANDUM OF UNDERSTANDING

By signing below, each party certifies its agreement to the terms of this MOU.

ABERDEEN SCHOOL DISTRICT

Signature

Date

Name

Title

BASICS NW, LLC

Matthew J. Woodard, BCBA, LBA, CEO
Signature

12/13/24
Date

Matthew J. Woodard, BCBA, LBA, CEO
Name

CEO
Title

CERTIFICATED

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Rob Burns	Aberdeen High School	AVID/CTE Teacher .5 FTE – CYO	01/09/25
Nicholas McConnachie	Aberdeen High School	Teacher – SpEd	02/18/25

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Sarah Teveliet Channel	Central Park Elementary	Teacher	01/06/25-04/02/25

RETIREMENT: We recommend the Board approve the following certificated retirement:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Shari Hyde	Hopkins	Teacher	08/15/25

Certificated Substitute Hire:

Brittany Sharp

CLASSIFIED

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Nichole Beck	Miller Jr. High	Paraeducator – Transitions – CYO	12/16/24
Tyson Supina	Miller Jr. High	Custodian	01/06/25
Alyssa Robinson	AJ West Elementary	Paraeducator	01/13/25
Geneveve Sawyer	AJ West Elementary	Paraeducator – CYO	01/06/25

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Basil Lee	Miller Jr. High	Custodian	12/03/24-12/31/24
Mercades Fox	Transportation	Bus Driver	01/20/25-02/22/25

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Marianne Medina-Robles	AJ West Elementary	Paraeducator – CYO	01/06/25

EXTRA-CURRICULAR HIRES: We recommend the Board approve the following extra-curricular hires:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Johnanas Johnson	Aberdeen High School	Assistant Girls' Wrestling Coach – CYO	12/13/24
Ally Ancich	Miller Jr. High	Head 6 th Grade Boys' Basketball Coach	01/06/25
Wendy Clevinger	Miller Jr. High	Head Volleyball Coach	02/10/25
Stacy Devall	Miller Jr. High	Head Volleyball Coach	02/10/25
Stacy Devall	Miller Jr. High	Head Boys' Basketball Coach	01/06/25
Annette Duvall	Miller Jr. High	Head Boys' Soccer Coach	02/13/25
Samantha Deugan-Leverett	Miller Jr. High	Head Volleyball Coach	02/10/25
Samantha Deugan-Leverett	Miller Jr. High	Head 6 th Grade Boys' Basketball Coach	01/06/25
Larry Fleming	Miller Jr. High	Head Boys' Basketball Coach	01/06/25
Breanna Gentry	Miller Jr. High	Head Volleyball Coach	02/10/25

CLASSIFIED (Cont'd)

EXTRA-CURRICULAR HIRES: We recommend the Board approve the following extra-curricular hires:

Breanna Gentry	Miller Jr. High	Head Boys' Basketball Coach	01/06/25
Marissa Kealoha	Miller Jr. High	Head Volleyball Coach	02/10/25
Jimmy McDaniel	Miller Jr. High	Head Boys' Basketball Coach	01/06/25
Lindsey Scott	Miller Jr. High	Head Boys' Soccer Coach	02/13/25
Charles Stover	Miller Jr. High	Head Boys' Basketball Coach	01/06/25
Rees Sturm	Miller Jr. High	Head Volleyball Coach	01/06/25
Ashley Aschim Oldham	Elementary	Head 5 th Grade Boys' Basketball	01/13/25
Sam Schneider	Elementary	Head 5 th Grade Boys' Basketball	01/13/25
Isaiah Watson	Elementary	Head 5 th Grade Boys' Basketball	01/13/25

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Jason Garman	Miller Jr. High	Assistant Boys' Soccer Coach	12/11/24

Classified Substitute Hires:

James Messer
Tammy Nyman