

**SCHOOL BOARD MEETING
KENNEWICK SCHOOL DISTRICT NO. 17**

Meeting Date: Wednesday, February 12, 2025
Time: 5:30 p.m.
Location: District Administration Building
Remote Viewing Access: <https://bit.ly/40RYV1T>
Remote Public Comment Sign-Up Form: <https://bit.ly/3dn9dyk>
Interpretación al español estará disponible.

AGENDA

1. **Call to Order** – 5:30 PM **GABE GALBRAITH**
2. **Pledge of Allegiance**
3. **Special Recognition**
A. National School Counseling Week **DR. TRACI PIERCE**
B. National School Resource Officer Appreciation Day
4. **Communications from Parents, Staff, and District Residents**
5. **Consent Items**

Approval of Board Minutes

- A. Minutes of School Board Meeting January 22, 2025
- B. Minutes of Special School Board Meeting January 28, 2025
- C. Minutes of Special School Board Meeting January 30, 2025
- D. Minutes of Special School Board Meeting February 4, 2025
- E. Minutes of Special School Board Meeting February 5, 2025
- F. Minutes of Special School Board Meeting February 6, 2025

Human Resources Reports

- A. Personnel Actions – Certificated, Classified, and Extracurricular

Business Office Items

- A. Removal and Authorization of Account Signers
- B. Resolution No. 9, 2024 – 2025: Declaring Surplus Property and Authorizing the Conveyance of an Easement on School District Property
- C. Recommendation to Accept Scoreboard Donation

6. **Communications Follow-up**

7. **Superintendent/Board Member Report**

8. **Reports and Discussions**

A. Capital Projects Fund Update

DR. TOM BRILLHART

RYAN JONES

B. Annual Report: Special Education

MATT SCOTT

LEXIE BUSCHBACH

9. **Unfinished Business**

None

10. **New Business**

A. Superintendent of Schools Contract, July 1, 2025 – June 30, 2028

B. Policy No. 3206 STUDENTS: Sexual Harassment of Students Prohibited

C. Policy No. 5013 PERSONNEL: Sexual Harassment of District Staff Prohibited

DR. TRACI PIERCE

D. Board Discussion: Academic Excellence Banquet

11. **Next Meeting Agenda**

A. Study Session

1. State Board of Education Updates

2. Vision for Alternative Programs

B. Business Meeting

1. 2024 – 2025 Budget Update

12. **Other Business as Authorized by Law**

13. **Adjourn**

KENNEWICK SCHOOL DISTRICT NO. 17
SCHOOL BOARD MEETING
Administration Building
January 22, 2025

M I N U T E S

MEMBERS PRESENT

Board Members: Gabe Galbraith, President of the Board; Micah Valentine, Vice President of the Board; Brittany Gledhill, Legislative Representative of the Board; Dr. Josh Miller, Board Member; Mike Connors, Board Member; Annie Maltos, Student Representative to the Board; and Dr. Traci Pierce, Superintendent and Secretary of the Board.

Student Representative-Elect: Diego Anguiano

Cabinet Members: Matt Scott, Assistant Superintendent of K-12 Education; Alyssa St. Hilaire, Assistant Superintendent of Teaching & Learning; Dr. Thomas Brillhart, Assistant Superintendent of Operations; Robyn Chastain, Executive Director of Communications and Public Relations; and Eric Veach, Interim Executive Director of Information Technology.

Other Guest(s): Scott Bauer, Northwest Municipal Advisors
Lee Marchisio, Foster Garvey
Christine Benson, Sodexo Nutrition Services Director
Mollie Lutz, Safety & Loss Prevention Specialist

CALL TO ORDER

President Gabe Galbraith called the meeting to order at 5:31 p.m. and led the Pledge of Allegiance with approximately 41 online and in-person staff and guests.

RECOGNITION

School Board Recognition Month

Superintendent Dr. Traci Pierce read Governor Ferguson's proclamation naming January School Board Recognition Month. Dr. Pierce expressed her appreciation for the Board by handing out a certificate from the Washington State School Directors' Association and a gift of gratitude from the Kennewick School District and Washington Elementary School.

Fall Sports and Activities

Assistant Superintendent of K-12 Education Matt Scott introduced Rick Wells, Southridge High School Athletic Director, who introduced Esports Coach Jason Giancola. Coach Giancola shared that the Solar Flare Gaming Club placed second in the state.

Mr. Scott introduced Kennewick High School Principal Ron King, who introduced Swim Coach TL Tippet and Robotics Coach Joshua Eerkes. Coach Tippet recognized Eliana Urena-Arias, who placed second in the state in the 50-yard freestyle and 50-yard

backstroke adaptive races. Coach Eerkes recognized Jeffrey Noah, who won the 2024 Central Washington Congressional App Challenge with his innovative App concept, Canari.

COMMUNICATIONS FROM PARENTS, STAFF, AND RESIDENTS

Dottie Stevens commented that she is pleased that the Board wants more student recognition.

CONSENT ITEMS

Motion by Micah Valentine to approve the consent items as presented.

Roll call vote:	Mr. Galbraith	Yes
	Mr. Valentine	Yes
	Ms. Gledhill	Yes
	Dr. Miller	Yes
	Mr. Connors	Yes

Motion carried 5-0.

The consent items were as follows:

- Minutes of School Board Study Session December 11, 2024
- Minutes of Regular Board Meeting December 11, 2024
- Minutes of School Board Retreat January 15, 2025
- Personnel Actions – Certificated, Classified, and Extracurricular
- Updated Minimum Wage Increase and classified Substitute Hourly Rates
- Budget Status Report Ending October 31, 2024
- Payroll and Vouchers Ending October 31, 2024
- Budget Status Report Ending November 30, 2024
- Payroll and Vouchers Ending November 30, 2024
- Resolution No. 8, 2024-2025: Authorize Sale of Surplus Property
- Foreign Exchange Agencies and Coordinators for the 2025-26 School Year
- Recommendation Instructional Material

COMMUNICATIONS FOLLOW UP

None

SUPERINTENDENT/BOARD MEMBER REPORT

Student Representative to the Board Annie Maltos reported attending the January 8 Superintendent Student Advisory Council (SSAC) meeting and visited Legacy High School.

Superintendent Dr. Traci Pierce recognized Southridge High School biology teacher Dr. Rama Devagupta for being awarded the Presidential Award for Excellence in Mathematics and Science Teaching. She also recognized Ron Cone for 23 years of service to Kennewick

School District as IT Executive Director. Dr. Pierce shared that she presented at the Tri-Cities Chamber, focusing on the work Kennewick School District is doing to prepare students for the future, and provided remote testimony on school funding bills to the Senate Early Learning and K-12 Education Committee.

Board Member Mike Connors thanked Sodexo for serving the Board dinner tonight before the Board meeting.

Board Member Dr. Josh Miller recognized Sodexo and thanked them for dinner. He encouraged all the high school students during this stressful time of finals and shared that he hoped they all did well on their tests. Dr. Miller shared that he has been looking into different types of award dinners to highlight some of the academic excellence that is going on in our schools.

Board Member Brittany Gledhill shared that she attended the 2025 SEWASA Annual Board Workshop, joined a Zoom session with WSSDA that gave an overview of what is happening in the legislature, and stated that she signed on to listen to a legislation session on the Early Learning and K-12 Education Committee Meeting.

Board Member Micah Valentine stated that he met with legislative representatives, Senator Boehnke and Representative Connors. He also shared that he and President Gabe Galbraith met with Dr. Pierce, Vic Roberts, and Dr. Brillhart on the budget, and he visited Amistad Elementary School.

President Gabe Galbraith shared that he visited Southgate Elementary, Cascade Elementary, Kamiakin High, and Park Middle Schools. He stated that Park Middle School students interviewed him, and he and all the Board members reviewed applications for the superintendent search. President Galbraith also shared that he applied to be a part of the WSSDA Interscholastic Activities Committee.

REPORTS AND DISCUSSIONS

Nutrition Services

Christine Benson, Sodexo Nutrition Services Director, provided an annual report that included information on meal count comparisons, summer school, the Community Eligibility Provision (CEP) program, and the upcoming Kennewick Future Chef competition. She also presented feedback from the student survey and shared revenue and expense information for the last five years.

Staff Safety

Mollie Lutz, Safety & Loss Prevention Specialist, presented an annual safety report focusing on Safe Schools training and Labor & Industries (L&I) claims.

UNFINISHED BUSINESS

Policy No. 2313 INSTRUCTION: Electronic Information System

Assistant Superintendent of Teaching and Learning Alyssa St. Hilaire, per the Board's request in November, shared the updates to Policy No. 2313 INSTRUCTION: Electronic Information System and noted updates to administrative procedure R 2313.

Motion by Micah Valentine to approve Policy No. 2313 INSTRUCTION: Electronic Information System for first and second reading, with the changes identified by the Board.

Advisory Vote:	Annie Maltos	Yes
Roll call vote:	Mr. Galbraith	Yes
	Mr. Valentine	Yes
	Ms. Gledhill	Yes
	Dr. Miller	Yes
	Mr. Connors	Yes

Motion carried 5-0.

NEW BUSINESS

Resolution No. 6, 2024-25 Authorizing the Application to the State's Guarantee Program

Assistant Superintendent of Operations, Dr. Tom Brillhart, along with representatives from Foster Garvey and Northwest Municipal Advisors, presented a plan to refinance existing district bonds and issue new ones at lower interest rates—ultimately reducing costs for taxpayers.

Motion by Dr. Miller to approve Resolution No. 6, 2024-2025: Authorizing the Application to the State's Guarantee Program.

Roll call vote:	Mr. Galbraith	Yes
	Mr. Valentine	Yes
	Ms. Gledhill	Yes
	Dr. Miller	Yes
	Mr. Connors	Yes

Motion carried 5-0.

Resolution No. 7, 2024-25 Authorizing the Sale and Issuance of the 2025 Refunding Bonds

Motion by Dr. Miller to approve Resolution No. 7, 2024-2025: Authorizing the Sale and Issuance of the 2025 Refunding Bonds.

Roll call vote:	Mr. Galbraith	Yes
	Mr. Valentine	Yes
	Ms. Gledhill	Yes
	Dr. Miller	Yes
	Mr. Connors	Yes

Motion carried 5-0.

NEXT MEETING AGENDA

The Board reviewed items for the next meeting agenda:

- A. Capital Budget Update
- B. Special Education

EXECUTIVE SESSION

President Gabe Galbraith announced an end to the business portion of the meeting at 6:50 p.m. He moved the Board into executive session at 7:00 p.m. per RCW 42.30.110 (1) (g) to discuss Superintendent and Cabinet Performance for approximately 45 minutes. Mr. Galbraith noted that no further formal action would be taken. At 7:45 p.m. Mr. Galbraith extended the executive session for an additional 30 minutes.

OTHER BUSINESS AS AUTHORIZED BY LAW.

Mr. Galbraith reconvened the regular session of the Board at 8:15 p.m. There being no further business, the Board adjourned at 8:15 p.m.

RECORDING SECRETARY

PRESIDENT OF THE BOARD

SECRETARY OF THE BOARD

Approved: February 12, 2025

KENNEWICK SCHOOL DISTRICT NO. 17
SPECIAL SCHOOL BOARD MEETING
DISTRICT ADMINISTRATION CENTER
January 28, 2025

M I N U T E S

MEMBERS PRESENT

Board Members: Gabe Galbraith, President of the Board; Micah Valentine, Vice President of the Board; Brittany Gledhill, Legislative Representative of the Board; Dr. Josh Miller, Board Member; Michael Connors, Board Member.

Other Guests: William Jordan and Kevin Chase, Northwest Leadership Associates

CALL TO ORDER

President Gabe Galbraith called the meeting to order at 5:30 p.m. and led the Pledge of Allegiance with approximately 160 online and in-person staff and guests.

NEW BUSINESS

Preliminary Superintendent Interviews:

- A. Joseph Castilleja
- B. Matt Mallery
- C. Chris Nesmith

OTHER BUSINESS AS AUTHORIZED BY LAW

There being no further business, the Board adjourned at 8:20 p.m.

PRESIDENT OF THE BOARD

SECRETARY OF THE BOARD

Approved: February 12, 2025

KENNEWICK SCHOOL DISTRICT NO. 17
SPECIAL SCHOOL BOARD MEETING
DISTRICT ADMINISTRATION CENTER
January 30, 2025

M I N U T E S

MEMBERS PRESENT

Board Members: Gabe Galbraith, President of the Board; Micah Valentine, Vice President of the Board; Brittany Gledhill, Legislative Representative of the Board; Dr. Josh Miller, Board Member; Michael Connors, Board Member.

Other Guest: William Jordan and Kevin Chase, Northwest Leadership Associates

CALL TO ORDER

President Gabe Galbraith called the meeting to order at 5:30 p.m. and led the Pledge of Allegiance with approximately 117 online and in-person staff and guests.

NEW BUSINESS

Preliminary Superintendent Interviews:

- A. Davion Lewis
- B. Bill Fritz
- C. Lance Hansen

EXECUTIVE SESSION

President Gabe Galbraith announced an end to the business portion of the meeting at 8:55 p.m. and moved the Board into executive session at 9:05 p.m. per RCW 42.30.110 (1) (g) Superintendent Applicant Evaluation for approximately 30 minutes. Mr. Galbraith noted that no further formal action would be taken.

OTHER BUSINESS AS AUTHORIZED BY LAW

There being no further business, the Board adjourned at 9:35 p.m.

PRESIDENT OF THE BOARD

SECRETARY OF THE BOARD

Approved: February 12, 2025

KENNEWICK SCHOOL DISTRICT NO. 17
SPECIAL SCHOOL BOARD MEETING
DISTRICT ADMINISTRATION CENTER
February 4, 2025

M I N U T E S

MEMBERS PRESENT

Board Members: Gabe Galbraith, President of the Board; Micah Valentine, Vice President of the Board; Brittany Gledhill, Legislative Representative of the Board; Dr. Josh Miller, Board Member; and Michael Connors, Board Member.

Other Guests: Bill Jordan and Kevin Chase, Northwest Leadership Associates

CALL TO ORDER

President Gabe Galbraith called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance with approximately 17 online and in-person staff and guests.

EXECUTIVE SESSION

President Gabe Galbraith moved the Board into executive session at 6:02 p.m. to discuss the qualifications of an applicant for public employment or review of the performance of a public employee (final actions must be taken in public, and discussions affecting employees generally must be held in public). RCW 42.30.110 (1) (g). The executive session was projected to last two and a half hours, with no action expected.

President Galbraith extended the executive session for an additional 25 minutes.

OTHER BUSINESS AS AUTHORIZED BY LAW

President Galbraith reconvened the regular session of the Board at 8:57 p.m. There being no further business, the Board adjourned at 8:57 p.m.

PRESIDENT OF THE BOARD

SECRETARY OF THE BOARD

Approved: February 12, 2025

KENNEWICK SCHOOL DISTRICT NO. 17
SPECIAL SCHOOL BOARD MEETING
DISTRICT ADMINISTRATION CENTER
February 5, 2025

M I N U T E S

MEMBERS PRESENT

Board Members: Gabe Galbraith, President of the Board; Micah Valentine, Vice President of the Board; Brittany Gledhill, Legislative Representative of the Board; Dr. Josh Miller, Board Member; and Michael Connors, Board Member.;

Other Guests: Bill Jordan and Kevin Chase, Northwest Leadership Associates

CALL TO ORDER

President Gabe Galbraith called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance with approximately 19 online and in-person staff and guests.

EXECUTIVE SESSION

President Gabe Galbraith moved the Board into executive session at 6:02 p.m. to discuss the qualifications of an applicant for public employment or review of the performance of a public employee (final actions must be taken in public, and discussions affecting employees generally must be held in public). RCW 42.30.110 (1) (g). The executive session was projected to last two and a half hours, with no action expected.

President Galbraith extended the executive session for an additional 10 minutes.

OTHER BUSINESS AS AUTHORIZED BY LAW

President Galbraith reconvened the regular session of the Board at 8:42 p.m. There being no further business, the Board adjourned at 8:42 p.m.

PRESIDENT OF THE BOARD

SECRETARY OF THE BOARD

Approved: February 12, 2025

KENNEWICK SCHOOL DISTRICT NO. 17
SPECIAL SCHOOL BOARD MEETING
DISTRICT ADMINISTRATION CENTER
February 6, 2025

M I N U T E S

MEMBERS PRESENT

Board Members: Gabe Galbraith, President of the Board; Micah Valentine, Vice President of the Board; Brittany Gledhill, Legislative Representative of the Board; Dr. Josh Miller, Board Member; and Michael Connors, Board Member.

Other Guests: Bill Jordan and Kevin Chase, Northwest Leadership Associates

CALL TO ORDER

President Gabe Galbraith called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance with approximately 28 online and in-person staff and guests.

EXECUTIVE SESSION

President Gabe Galbraith moved the Board into executive session at 6:02 p.m. to discuss the qualifications of an applicant for public employment or review of the performance of a public employee (final actions must be taken in public, and discussions affecting employees generally must be held in public). RCW 42.30.110 (1) (g). The executive session was projected to last two and a half hours, with no action expected.

President Galbraith extended the executive session for an additional 45 minutes.

OTHER BUSINESS AS AUTHORIZED BY LAW

President Galbraith reconvened the regular session of the Board at 9:17 p.m. There being no further business, the Board adjourned at 9:17 p.m.

PRESIDENT OF THE BOARD

SECRETARY OF THE BOARD

Approved: February 12, 2025

**CERTIFICATED PERSONNEL
ELECTIONS, LEAVES OF ABSENCE, TRANSFERS AND TERMINATIONS**

Exhibit A: Lists new employment contracts, requests for leaves of absence, and terminations which have occurred for certificated employees since the last meeting of the Board of Directors.

DATE: Wednesday, February 12, 2025

EXHIBIT A

	<i>Name</i>	<i>School</i>	<i>Position</i>	<i>Justification</i>	<i>FTE</i>	<i>Date</i>
NEW POSITIONS						
REHIRE						
REPLACEMENT						
LEAVE OF ABSENCE	Marianne Foeppel	Keewaydin DC	Teacher - PS Sped	Requesting LOA	1.0	Eff. 5/7 - 6/12/25
LEAVE OF ABSENCE REPLACEMENT						
RETIREMENTS	Sue Phillips	Cottonwood	Teacher - Elem		1.0	8/20/2025
	Kara Del Mar	Canyon View	Assistant Principal		1.0	6/30/2025
RESIGNATIONS	Ryan Williamson	HHHMS	Teacher - MS		1.0	8/20/2025
IN DISTRICT TRANSFERS	Amanda Haan	Westgate	Teacher - Elem	Merk retirement - Correction	1.0	1/6/2025

CLASSIFIED PERSONNEL ELECTIONS, LEAVES OF ABSENCE AND TERMINATIONS

EXHIBIT B: Lists new employment personnel actions and terminations for classified employees that have occurred since the last meeting of the Board of Directors

DATE: February 12, 2025

EXHIBIT B

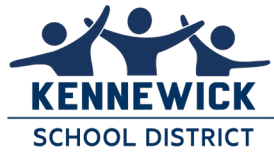
	<i>Name</i>	<i>School</i>	<i>Position</i>	<i>Justification</i>	<i>Hours</i>	<i>Date</i>
NEW POSITONS	Ariel Weaver	Canyon View	Para/SS/Tier II Behavior	Program Need	6.0	1/30/2025
	Deanna Stancil	Desert Hills	Cook	Program Need	6.0	2/3/2025
	Jennifer Joshua	Kamiakin	Para/SS/Resource Room	Program Need	6.0	2/7/2025
	Samantha Search	Vista	Para/SS/Tier II Behavior	Program Need	6.0	2/3/2025
	Vanessa Ceballos	Washington	Para/SS/Tier III Autism	Program Need	6.5	2/3/2025
	Cali Thornton	Kamiakin	Para/SS/Tier II Autism	Program Need	6.0	2/4/2025
REPLACEMENT	Kristen Sahli	Transportation	Bus Attendant		3.83	1/21/2015
	Carrie Damstedt	Horse Heaven Hills	Para/SS/LifeSkills 1-1	Replaces Rosemary Harris	3.25	1/24/2025
	Alejandro Espinoza	Edison	Para/Ss/Tier II Behavior/Resource Room	Replaces Kimberly Evans	6.0	1/24/2025
	Korin Clark	Kennewick	Para/FP/LAP	Replaces Hong Mei Crisp	6.0	2/13/2025
	Reyna Gonzales	Amistad	Para/SS/LifeSkills	Replaces Amy Edwards	6.5	1/27/2025
	Marisol Romero	ECEAP	Para/ECEAP	Replaces Hanadi Zayed	8.0	2/10/2025
	Gabriela Marquina Hernandez	K-12	Health Room Personnel	Replaces Marisol Hernandez	6.0	2/10/2025
	Maleena Clark	Desert Hills	Para/SS/Tier III Autism	Replaces Alexie Watkins	6.5	2/18/2025
	Rosa Pacheco	Amistad	Para/FP/Bilingual	Replaces Maria Saucedo	6.0	2/11/2025
	Elizabeth Torres Gascon	Eastgate	Cook	Replaces Vicki Westphal	6.0	1/27/2025
	Nancy Macias	Park	Cook	Replaces Jessica Hahn	6.0	2/6/2025
	Sheila Weber	Horse Heaven Hills	Cook	Replaces Brittany Baldwin	6.0	2/3/2025
	Maraiah Bartley	Washington	Para/SS/Resource Room	Replaces Don Harless	6.0	1/29/2025
	Kelly Stoltz	Southgate	Para/SS/Tier II Autism	Replaces Don Harless	6.0	2/3/2025
	Ajla Delic	Hawthorne	Para/FP/ELL/ESL	Replaces Jill Shelby	6.0	2/4/2025

**CLASSIFIED PERSONNEL
ELECTIONS, LEAVES OF ABSENCE AND TERMINATIONS**

REPLACEMENT CONT.	Kaylee Harmon	Washington	Para/SS/Tier III Autism	Replaces Amanda Gervais	6.5	2/3/2025
	Luzbella Trejo	Transportation	Bus Attendant		4.0	2/11/2025
	Kali Perali	Park	Cook	Replaces Nihada Mustafic	6.0	2/3/2025
	Erica Nalbach	Amistad	Para/SS/LifeSkills	Replaces Mckenzie Kania	6.5	2/3/2025
	Bailey Vandervert	Westgate	Para/FP/LAP	Replaces Hannah Goff	6.0	2/3/2025
REHIRE						
RESIGNATION	Jessica Espinoza	Transportation	Bus Attendant		4.0	1/28/2025
	Jessica Hahn	Park	Cook	To sub NS worker	6.0	1/27/2025
	Hunter Perez	ECEAP	Para/ECEAP		8.0	2/17/2025
	Kendall Koch	Special Services	Para/SS/SLP Assistant		6.0	2/27/2025
	Reyna Gonzales	Amistad	Para/SS/LifeSkills	To sub para	6.5	2/11/2025
	Rosa Pacheco	Amistad	Para/FP/Bilingual		6.0	2/11/2025
	Emily Schroder	Horse Heaven Hills	Cook		6.5	2/14/2025
	Jessica Harper	Amon Creek	Para/SS/Resource Room		6.0	2/12/2025
	Kayla Hull	KDC	Para/SS/Preschool		5.0	2/12/2025
LEAVE OF ABSENCE	Renea Bowman	Desert Hills	Para/SS/1-1 for student with Disability	Until 3/4/25	6.0	2/10/2025
	Lili Barajas	Chinook	Para/SS/Resource Room	Until 8/27/25	6.0	5/20/2025
RESIGNED FROM LOA	Eva Solis	N/A	Cook		N/A	2/11/2025
RETIREMENT						
RETURN FROM LOA						
TERMINATION	Rita DeLuca-Sarnoff	Edison	Para/SS/Tier II Structured Learning		6.5	2/7/2025

CHANGES IN ASSIGNMENT

<i>Name</i>	<i>Department</i>	<i>New Assignment</i>	<i>Old Assignment</i>	<i>Date</i>
Sofia Mellish-Garcia	Southridge	Main Office Secretary/Receptionist/Bil	Para/Bilingual	2/10/2025



SCHOOL BOARD MEMORANDUM

Date: February 12, 2025
To: Board of Directors
From: Dr. Traci Pierce
RE: Removal and Authorization of Account Signers

The authorized signers on Kennewick School District #17 InvestED account (2606091918) at Banner Bank requires updating. Current signers are Dave Bond, Vic Roberts, and Marty Rose.

Board authorization is required to remove current signers and authorize the following new signers:
Dr. Thomas Brillhart and Brandon Lord.

Recommendation:

The Board authorizes removal of signers Dave Bond, Vic Roberts, and Marty Rose from InvestED account (2606091918) at Banner Bank and authorizes new signers Dr. Thomas Brillhart and Brandon Lord.



**A RESOLUTION OF THE BOARD OF THE KENNEWICK SCHOOL DISTRICT
NO. 17 DECLARING SURPLUS PROPERTY AND AUTHORIZING THE
CONVEYANCE OF AN EASEMENT ON SCHOOL DISTRICT PROPERTY.**

WHEREAS, the Kennewick School District No. 17 (“District”) Board of Directors has determined that certain real property owned by the District is no longer needed for school purposes; and,

WHEREAS, the District has received a request from its adjacent property owner, AutoZone, for the grant of an easement over a portion of the real property described below in attachment “A,” and depicted further in Attachment “B,” both of which are fully incorporated herein; and,

WHEREAS, the easement is necessary for further development, occupancy and use of the adjacent property;

WHEREAS, it is in the best interests of the District to grant an easement over a portion of the surplus property for the purpose of installing a water service line in order to provide water service to the adjacent property; and,

WHEREAS, the District has followed the applicable policy and state law, including District Policy 9239 and the RCW 28A.335.120, in declaring the property surplus; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Kennewick School District No. 17 as follows:

1. **Surplus Property:** The Board of Directors declares that the real property described in Attachment “A” and Attachment “B” and is no longer necessary for school purposes:
2. **Authorization to Convey Easement:** The Board of Directors hereby authorizes the Superintendent or their designee to convey an easement over the property described in Exhibit “A” and depicted in Exhibit “B”, for the purpose of conveying a water utility easement in accordance with the terms and conditions as determined by the Superintendent and legal counsel.
3. **Conditions of Conveyance:** The conveyance of the easement shall be subject to the following conditions:
 - The easement shall be for the benefit of the owner of the parcel described in Exhibit “A” which is occupied and currently doing business as “AutoZone.”
 - The easement shall be recorded in the County Auditor’s Office of the landowner’s name.
 - Any other conditions deemed necessary by the Superintendent or legal counsel.
 - The Kennewick School District No. 17 shall receive \$ 600.58 in consideration for the conveyance of the easement, which is the market rate for such an easement as determined by staff.
4. **Effective Date:** This resolution shall be effective immediately upon adoption.

ADOPTED by the Board of Directors of the Kennewick School District No. 17 at a duly noticed meeting held on February 12, 2025.

ATTEST _____
Secretary, Board of Directors

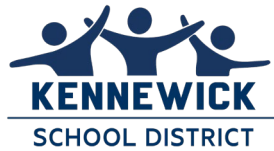
President, Board of Directors

Vice President, Board of Directors

Member of the Board of Directors

Member of the Board of Directors

Member of the Board of Directors



SCHOOL BOARD MEMORANDUM

Date: February 12, 2025
To: Board of Directors
Cc: Dr. Traci Pierce
From: BJ Wilson, Director of Student Services
RE: Acceptance of Donation

In December of 2024, the district completed a request for proposal (RFP) for sponsorship to replace the scoreboard at Lampson Stadium. The current scoreboard was installed in 1994 and is in need of updating.

One proposal from Idaho Central Credit Union (ICCU) was submitted and reviewed. The proposal review committee included Dr. Tom Brillhart, three high school athletic directors, and myself. The committee reviewed the proposal and interviewed ICCU to ensure their proposal met our expectations and aligned with Board Policy.

The proposal was accepted, and the sponsorship will provide an 18x32 static and video scoreboard, replacement of the small static board on the building, play clocks, game clocks in all four locker rooms, and installation. ICCU is also replacing the wind shield on the east fence. The donation has an estimated value of \$350,000, and the district will own and manage the scoreboard and equipment. Within our agreement, ICCU will maintain naming rights not to exceed 20 years and/or the life of the structure, and naming rights on the sign in the form of banner-style brand at the bottom of the display, as allowable under Board Policy 9325, Advertising on District Property.

Recommendation:

The Board approves the receipt of the ICCU donation as detailed above.

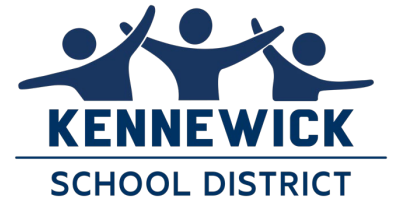
Board Meeting Presentation Overview

Date: February 12, 2025

Topic	Capital Project Fund Update	
Strategic Goal Focus		1. All students are safe, known and valued
		2. All students are engaged learners
		3. All students are ready for their future
		4. All staff members are safe, respected and valued professionals
		5. All community members are important collaborators
		6. All families are key partners
	X	7. The district is innovative, proactive and accountable
Rationale for Topic/Purpose of Agenda Item	Our performance indicator reporting calendar includes a December report to the Board to share graduation rates, completion of dual credit college level courses, and percent of 8 th grade students earning high school algebra credit. This presentation includes data from the 2023-2024 school year, actions taken that are contributing to the results as well as “bright spots” in the district and schools.	
Board Meeting Focus	X	Review Information
	X	Hold discussion
		Provide direction
		Make decision
Relevance to Board’s Role		Policy
	X	System accountability
		Fiscal oversight
		Communication
		Advocacy
Key Considerations for Board Discussion	<ul style="list-style-type: none">Are there particular strengths or areas of growth about which the Board has questions or strategies/actions about which the Board would like more information?	
Next Steps	<ul style="list-style-type: none">N/A	

Capital Project Fund Update

February 12, 2025



Topic Overview

Topic	Capital Project Fund Update															
Strategic Goal Focus	<table><tr><td>X</td><td>1. All students are safe, known and valued</td></tr><tr><td></td><td>2. All students are engaged learners</td></tr><tr><td></td><td>3. All students are ready for their future</td></tr><tr><td></td><td>4. All staff members are safe, respected and valued professionals</td></tr><tr><td>X</td><td>5. All community members are important collaborators</td></tr><tr><td></td><td>6. All families are key partners</td></tr><tr><td>X</td><td>7. The district is innovative, proactive and accountable</td></tr></table>		X	1. All students are safe, known and valued		2. All students are engaged learners		3. All students are ready for their future		4. All staff members are safe, respected and valued professionals	X	5. All community members are important collaborators		6. All families are key partners	X	7. The district is innovative, proactive and accountable
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X	5. All community members are important collaborators															
	6. All families are key partners															
X	7. The district is innovative, proactive and accountable															
Rationale for Topic/Purpose of Agenda Item	The Capital Project Fund update is part of cycle of annual budget updates/presentations for the Board. The goal is to inform the Board of the status of the Capital Fund and provide a list of capital project priorities that staff have identified as needing to be addressed.															
Board Meeting Focus	<table><tr><td>X</td><td>Review Information</td></tr><tr><td>X</td><td>Hold discussion</td></tr><tr><td></td><td>Provide direction</td></tr><tr><td></td><td>Make decision</td></tr></table>		X	Review Information	X	Hold discussion		Provide direction		Make decision						
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	Policy															
X	System accountability															
X	Fiscal oversight															
	Communication															
	Advocacy															
Key Considerations for Board Discussion	<ul style="list-style-type: none">Are there concerns or questions regarding capital project funds or priorities?															
Next Steps	<ul style="list-style-type: none">N/A															

Funding Large Capital Projects

- Generally, projects costing >\$250K are funded out of the Capital Fund.
- If the General Fund is in good financial position, projects with costs <\$500K are evaluated and possibly funded from the General Fund.
- Property purchases are funded out of the Capital Fund, unless a program has specific funding in General Fund to use.
- The budget outlook for the next few years means limited use of General Fund for capital projects.

Capital Fund

- Funding comes from voter-approved bond proceeds, school construction assistance program (SCAP) funding, investment interest earnings, and any funding transferred in from the General Fund.
 - Voters approved a Capital Technology Levy to fund instructional technology (student devices and other curriculum technology related to instruction).
 - Annual funds collected from the Technology Levy for years 2024, 2025, 2026 are \$4.5M, \$4.75M, and \$5.0M respectively. These funds are deposited in the Capital Fund.

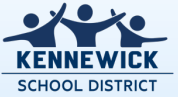
SCAP

(School Construction Assistance Program)

- The School Construction Assistance Program (SCAP) provides funding assistance to school districts that are undertaking a major new construction or modernization project.
- Projects must meet eligibility requirements.
- Generally, 50% - 60% of a school project is matched if the state formula shows the district needs additional square footage based on enrollment. (See Slide 11)
 - If school is 90,000 square feet and plans to make it 110,000 square feet, there would be no SCAP funding to offset the cost of the additional 20,000 square feet to be added.
- To date, the state SCAP formula indicates the district is not eligible for SCAP funding for K-12 construction of additional square footage.
- Must go through OSPI Regional Coordinator for an eligibility estimate calculation...all based on ICOS (Information and Condition of Schools)

Kennewick School District

Capital Project Fund 2024-25 to 2028-29



	Budget 24/25	Projected 25/26	Projected 26/27	Projected 27/28	Projected 28/29
Beginning Fund Balance	\$ 37,120,507	\$ 29,320,607	\$ 30,320,607	\$ 28,570,607	\$ 26,820,607
Revenue					
Investment Earnings	600,000	500,000	500,000	500,000	500,000
State Match KeHS/Amistad/SHS/KaHS/R-View	400,000	-			
Bond Sale Proceeds	<i>Bond - ?Target Feb 2027 - 2030?</i>			????	????
IT Network E-Rate Reimbursement/Other	-	-	-		
Technology Levy	4,600,100	4,850,000	5,000,000	5,500,000	5,500,000
Tri Tech Other & Small Capital Projects	150,000	150,000	150,000	150,000	150,000
Tri Tech Core Modernization Project (2023-27)	8,500,000	26,400,000	9,250,000	-	-
Tri-Tech East Bldg State Project Funding	-				
Total Revenues	\$ 14,250,100	\$ 31,900,000	\$ 14,900,000	\$ 6,150,000	\$ 6,150,000
Expenditure					
Bond Sale Issue Costs	-	-			
Land/Property Acquisition/Site Work	2,000,000	District share of Reata/Ridgeline/Iron Horse			
Ridgeview Renovation Est \$32.5M	300,000	-	-	-	-
Preliminary Design/Architect - One Bond Project = \$1.5M	-	-	750,000	750,000	750,000
Asset Preservation/Upgrades (Flooring/Roofing/Paving/Etc)	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Portable Costs/Moving/Etc	-	-	-	-	-
Other Upgrades & Improvements	-	-			
Other - Contingency	5,000,000	<i>Budget \$5.0M placeholder every year</i>			
Information Tech Upgrades/Tech Levy	4,600,000	4,850,000	5,000,000	5,500,000	5,500,000
Tri Tech Other/Small Project Grant	150,000	150,000	150,000	150,000	150,000
Tri Tech Core Modernization Project (2023-27)	10,500,000	24,400,000	9,250,000	-	-
Total Expenditures	\$ 24,050,000	\$ 30,900,000	\$ 16,650,000	\$ 7,900,000	\$ 7,900,000
Change In Fund Balance Prior To Transfers	\$ (9,799,900)	\$ 1,000,000	\$ (1,750,000)	\$ (1,750,000)	\$ (1,750,000)
Transfer In From General Fund (Tri Tech)	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -
Funds Held For Tri Tech & Tech Levy					
Ending Fund Balance	\$ 29,320,607	\$ 30,320,607	\$ 28,570,607	\$ 26,820,607	\$ 25,070,607
Ending Fund Balance For Tech Levy & Tri Tech					
Ending Fund Balance Project/Local Funds					

District Funding Measures

Education/Programs & Operations (EP&O) and Technology Levies

- The current Technology Levy & EP&O Levy expire in 2026.
- Renewal of these levies are proposed for a February 2026 ballot measure.
- Significant increases to levy amounts are needed in future proposal to voters.

Bond

- The last Bond was in 2019. Funded projects are complete.
- In summer 2023, the Facility Executive Committee walked through buildings becoming eligible for SCAP funding within next 10 years.
 - (Highlands/Washington/Hawthorne/Vista/Park/Horse Heaven Hills/Edison).
- We are in the process of the annual update of the 10-Year Capital Plan
 - Facility Executive Committee Meets: February/April
 - Present Plan to Board – Spring 2025

Propose Timing of Next District Funding Measures

EP&O/Tech Levy Timeline For Four-Year Levy Cycle								
2024	2025	2026	2027	2028	2029	2030	2031	2032
		EP&O Levy Tech Levy	Bond?			EP&O Levy Tech Levy		

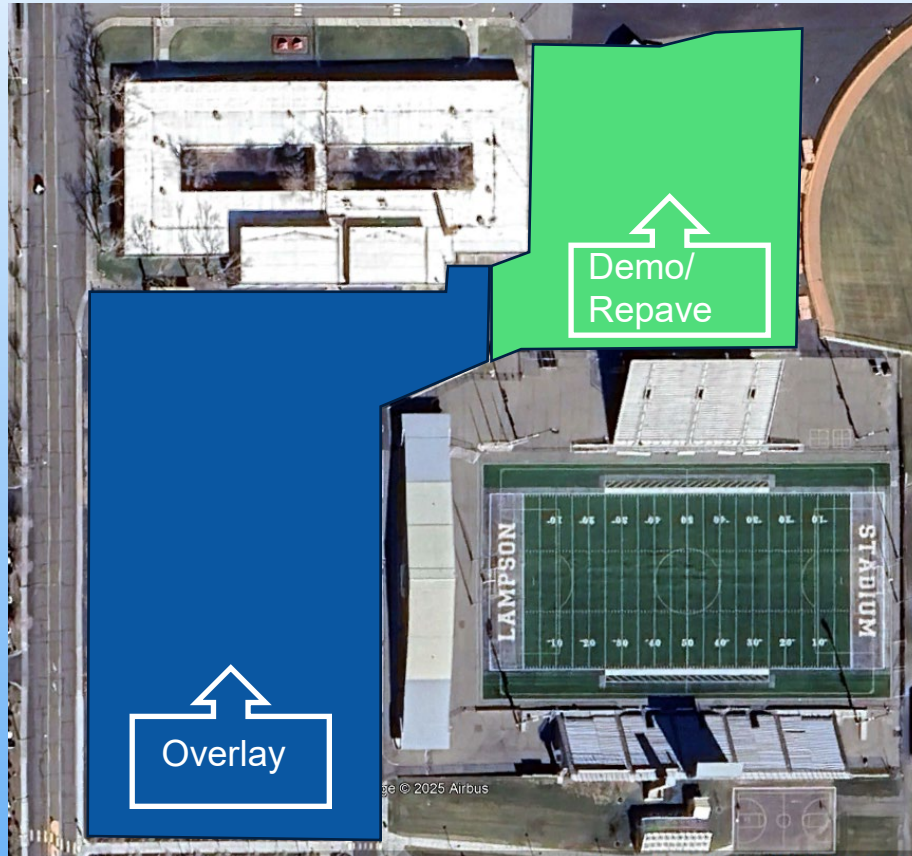
2026: Renewal of 4-year EP&O and Technology Levies
2027, 2028, 2029: Proposed timing for next Bond measure
2030: Renewal of 4-year EP&O and Technology Levies

Capital Projects 2024-25

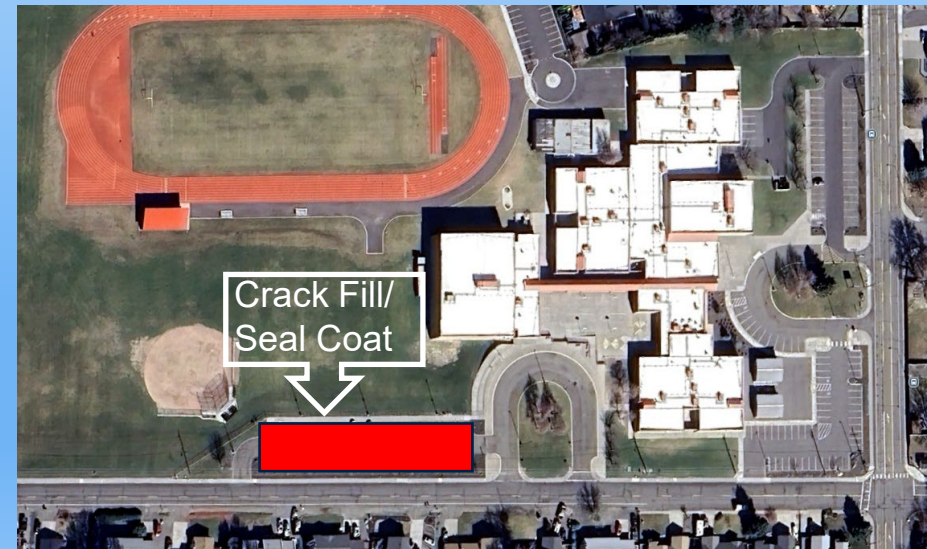
Project	Description	Estimated Cost
School Site Infrastructure	Development around district properties (Reata school sites & Ridgeline Drive adjacent to D-Hills) – district to pay share of infrastructure costs (roads & utilities).	Earmark \$2.0M - \$3.0M for these costs. Unsure when projects will be completed/district to be billed.
Paving/Sealcoating/Crack Fill	<p><u>Phase I – Summer 2024 (COMPLETE)</u> Kamiakin Bus Loop-sub base/asphalt failing. Kamiakin Parking Lot Off Gym across from tennis courts– Sealcoat Southridge Parking Lots – Overlay/Sealcoat Fuerza Playground – Replace grass area with asphalt play area.</p> <p><u>Phase II – Summer 2025</u> Horse Heaven Hills Parking Lot – Off 36th Ave Lampson Parking Lot</p> <p><u>Evaluating</u> ECEAP Parking Lot Expansion</p>	<p>Summer 2024 projects costs were \$738K.</p> <p>District is working through estimates for 2025 projects. Anticipate 1M to 1.2M</p>
IT Server Room Cooling	System erratic during summer months.	Phased in project over two years – spring 2024 and 2024-25: \$300K
Athletic Scoreboards	LaPierre Field (Baseball) / Roy Johnson (Baseball)	Winter 24/25 - \$37,000 each + Install
Readerboards	Southgate/Lincoln/Sunset View	\$37K each
Tri-Tech Modernization	Advertised; Bid Opening 3/13/25	
Roofs	Kamiakin buildings are priority. Have addressed two buildings. Other schools on list for patch work.	Summer 2025: \$500,000 - \$1,000,000
Heating/Ventilation/Air Conditioning (HVAC)	No major system replacement – normally look for grant \$'s to help fund. Do have some systems where change out of failing units occurs.	Change out of units – as needed - evaluating.

Seal Coat/Paving Projects – Summer 2025

LAMPSON STADIUM



HORSE HEAVEN HILLS MIDDLE SCHOOL

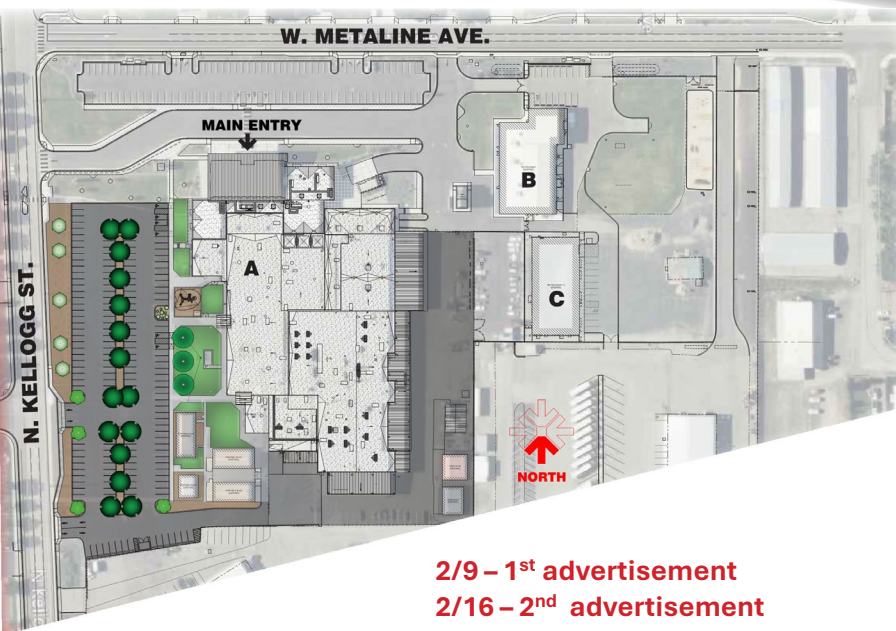


2019 Bond Project Chart

October 28, 2018 Board Meeting

Updated With Current/Projected

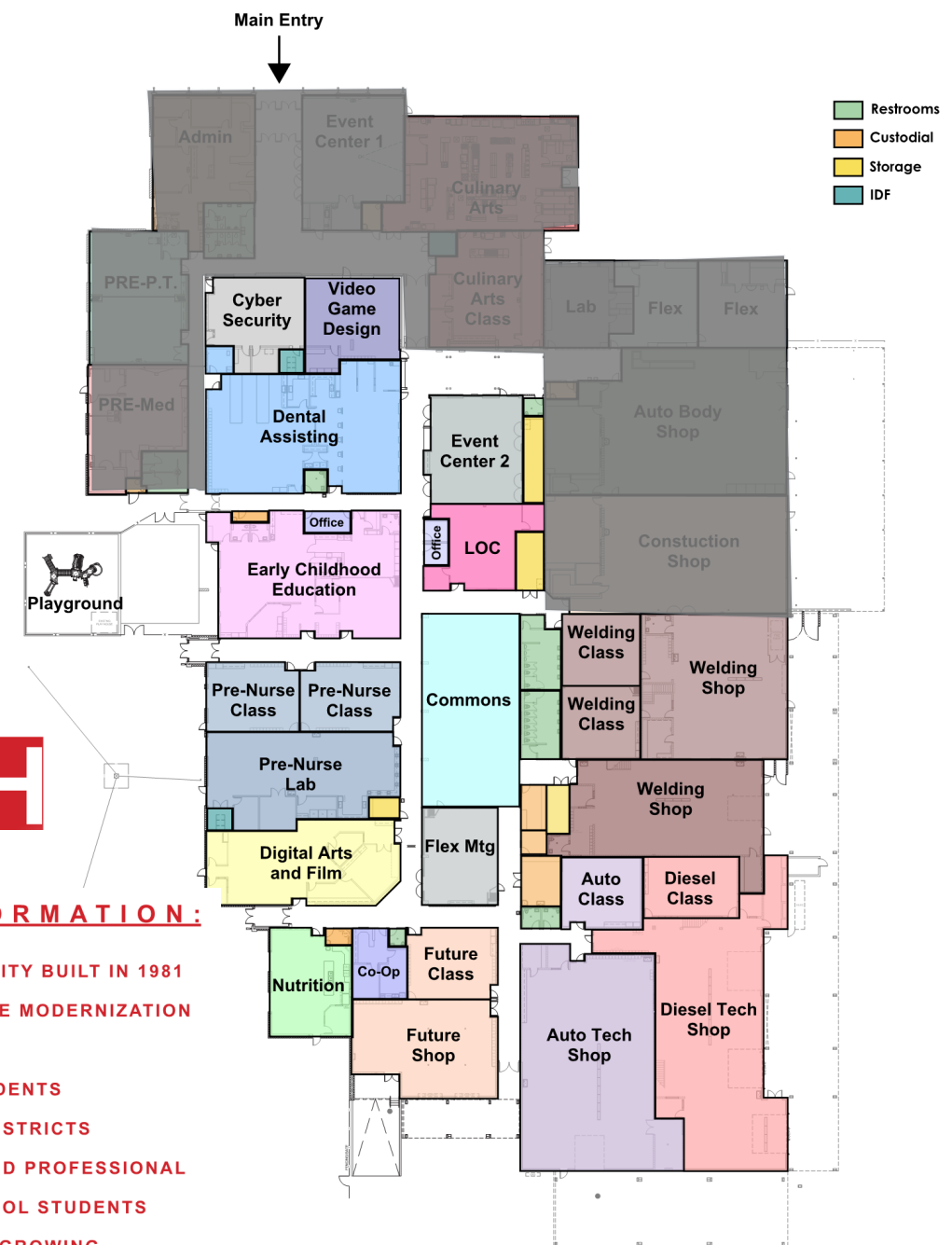
Projects	Estimated Cost (2018) (in Millions)	State Assistance	Local Share
Kennewick High	\$112 <i>\$110</i>	\$56 <i>\$56</i>	\$56
Amistad Phase II	\$18 <i>\$17.0</i>	\$8 <i>\$8.75</i>	\$10
Ridge View	\$30 <i>\$32.5M</i>	\$15 <i>\$9.5</i>	\$15
Elementary 18	\$30 <i>Enrollment Driven</i>	\$15 <i>\$0 Not Eligible</i>	\$15
Property Acquisition	\$ 5 <i>\$9.27</i>	\$ 0 <i>\$0</i>	\$ 5
Capital Improvements	\$ 5 <i>\$2.2</i>	\$ 0 <i>\$0</i>	\$ 5
Kamiakin Project	\$17 <i>\$17.2</i>	\$ 4 <i>\$4.8M</i>	\$13
Southridge Project	<u>\$17</u> <i>\$25.5 HVAC</i>	<u>\$ 6</u> <i>\$6.67M</i>	<u>\$11</u>
TOTAL	\$234	\$104	\$130
Use of Capital Fund			(\$5)
ADJUSTED TOTAL			\$125



TRI - TECH

GENERAL INFORMATION:

- ORIGINAL TRI-TECH FACILITY BUILT IN 1981
- 66,000 SQUARE FEET CORE MODERNIZATION OF ORIGINAL BUILDING
- SERVING OVER 1,000 STUDENTS
- 8 PARTNERING SCHOOL DISTRICTS
- ADVANCED TECHNICAL AND PROFESSIONAL TRAINING FOR HIGH SCHOOL STUDENTS
- OVER 18 PROGRAMS AND GROWING



2/9 – 1st advertisement
 2/16 – 2nd advertisement
 2/25 – Pre-Bid Walk-Thru MANDATORY
 3/13 – Open Bids
 3/26 – Board Meeting to Review/Award Bid



Board Comments & Questions

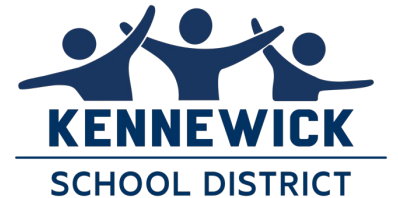
Board Meeting Presentation Overview

Date: February 12, 2025

Topic	Special Education		
Strategic Goal Focus	X	1. All students are safe, known and valued	
	X	2. All students are engaged learners	
	X	3. All students are ready for their future	
		4. All staff members are safe, respected and valued professionals	
		5. All community members are important collaborators	
		6. All families are key partners	
		7. The district is innovative, proactive and accountable	
Rationale for Topic/Purpose of Agenda Item	This annual program update provides the Board with information on the district’s special services programs, enrollment, inclusion rates, and improvement efforts. Data related to safety and behavioral supports for students will be shared, along with parent engagement efforts.		
Board Meeting Focus	X	Review Information	
		Hold discussion	
		Provide direction	
		Make decision	
Relevance to Board’s Role		Policy	
	X	System accountability	
		Fiscal oversight	
		Communication	
		Advocacy	
Key Considerations for Board Discussion	<ul style="list-style-type: none">N/A		
Next Steps	<ul style="list-style-type: none">N/A		

Annual Report: Special Education Update

February 12, 2025



Topic Overview

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Key Considerations for Board Discussion	<ul style="list-style-type: none">N/A															
Next Steps	<ul style="list-style-type: none">N/A															

Our Vision

All KSD Students are Known Well, Safe and Destined to Reach their Highest Potential



STRATEGIC GOALS



Our Mission

To provide a safe environment in which all students reach their highest potential and graduate well prepared for success in post-secondary education, work and life.



GOAL: All students are ready for their future

- Learning digital citizenship, social, life and employment skills
- Provided the opportunity to become bilingual and biliterate
- Graduating with a personalized plan for their post-secondary pathway

GOAL: All students are engaged learners

- Provided relevant, rigorous and engaging instruction.
- Receiving individualized, equitable and inclusive supports.
- Accessing diverse course offerings, activities and athletics.
- Making progress, annual growth, and meeting grade level standards

GOAL: All students are safe, known and valued

- Physically, social-emotionally and intellectually safe.
- Known well by their teachers, staff and each other.
- Valued for their diverse strengths and backgrounds.

2024-2025 Annual Objectives: Special Services



All students are safe, known, and valued

- Strengthen student behavior expectations and multitiered systems of support to promote positive behavior and to ensure clarity regarding appropriate response to behavioral violations.

All students are engaged learners

- Strengthen inclusionary practices and implementation of high leverage practices for students with disabilities.
 - Develop a 5-year implementation plan, in conjunction with the MTSS implementation plan.

All students are ready for their future

- Recommendation for 25/26 – strengthen special education Community and Employment Transition (CET) program and post-school outcomes.



Performance Indicators and Targets

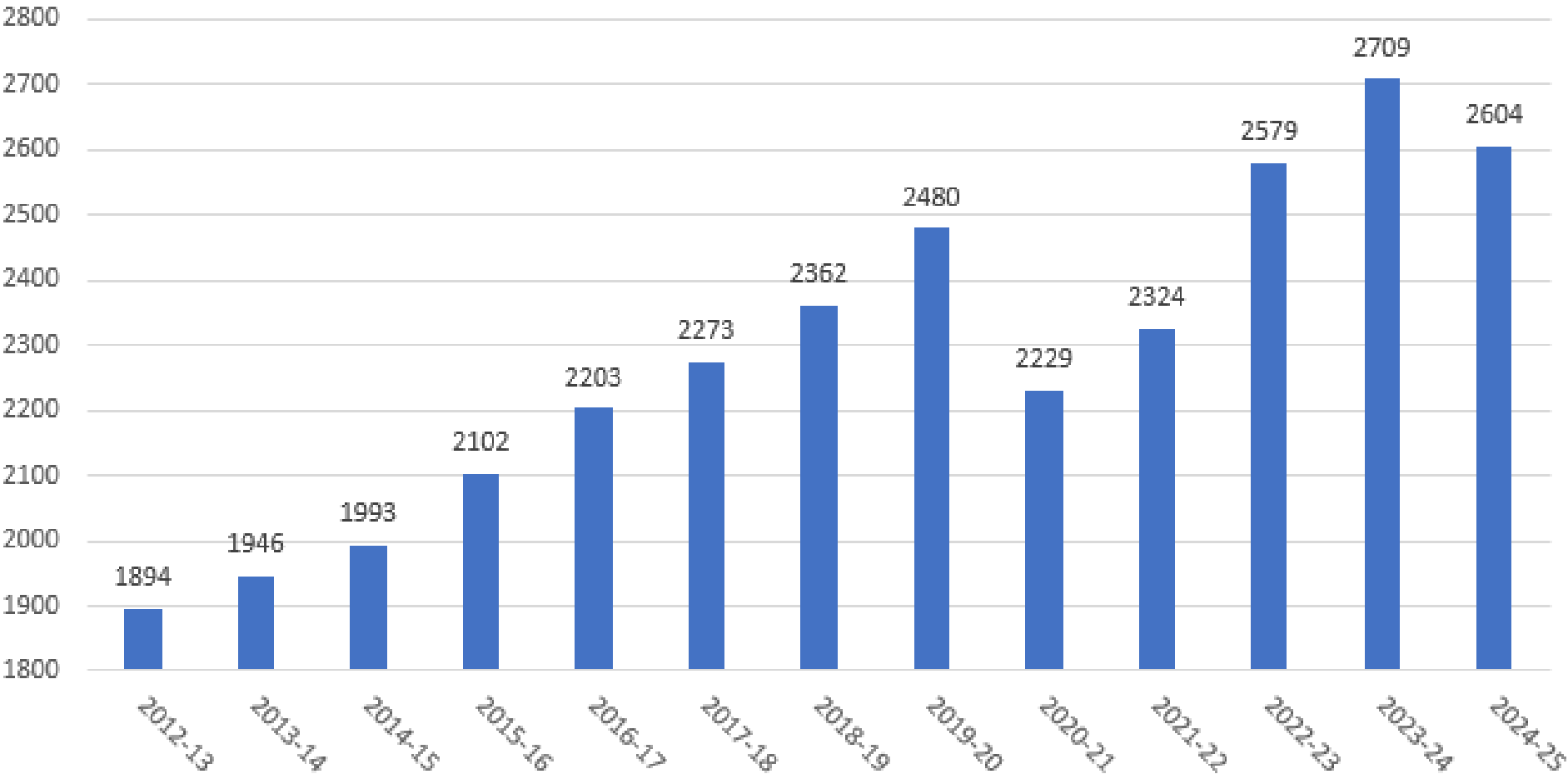
View 2023-24 results at www.ksd.org/strategicplan

- The inclusion rate for students with Individualized Educational Programs (IEPs) is increasing by $\geq 3\%$ each year.
- ~~$\geq 90\%$ of middle and high school students report having access to diverse course offerings, activities, and athletics.~~
- The % of middle and high school students participating in at least one sport identified as experiencing low income is increasing by $\geq 3\%$ each year.
- The % of students making annual growth, meeting grade level standards, and on track for graduation is increasing by $\geq 3\%$ each year.

Special Education Enrollment Overview



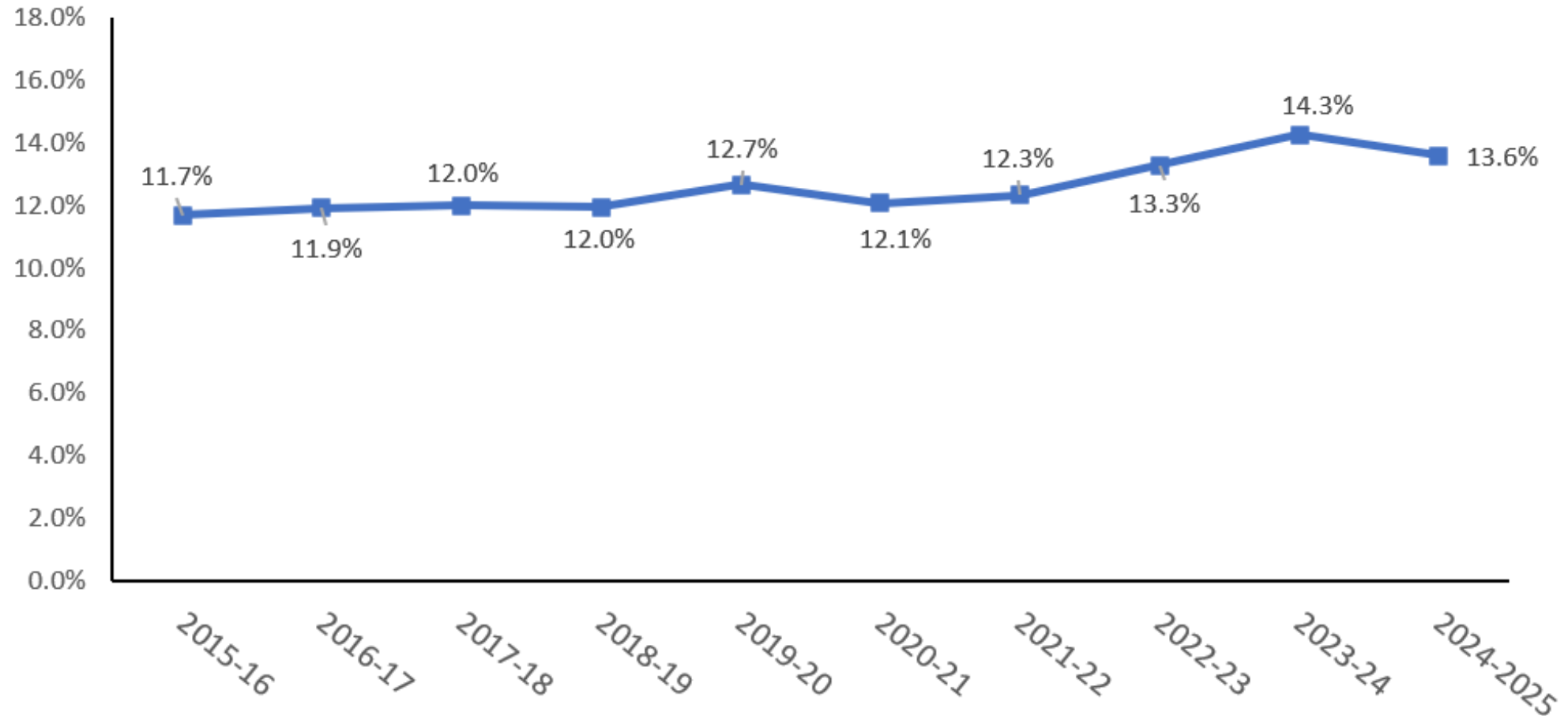
Federal Special Education Count
by School Year



Data based on annual November 1 special education count

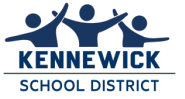
% Special Education Students

Average % of Special Education Students by School Year



Data based on annual October 1 enrollment count and annual November 1 special education enrollment count

Current Special Services Teacher Staffing by Program



Programs	Total Student Enrollment	Average Adult to Student Ratio	Preschool		Elementary School		Middle School		High School	
			Teachers	Paras	Teachers	Paras	Teachers	Paras	Teachers	Paras
Keewaydin Discovery Center	137	1:6	9	14						
ECEAP	24	1:8	1	2						
Tier I – Resource Room	1488	1:10.9			18	35.5	16	19.5	19	29
Structured Learning	22	1:4.4			2	3				
Tier II – Inclusion Autism	121	1:2.6			6	21	1	7	2	10
Tier II – Inclusion Behavior	45	1:1.7			6	19.5				
Tier III – Autism	113	1:1.9			8	32	1	6	2	10
Tier III – Life Skills & CET	255	1:2.3			9	36	5	20	7	35
Out of District Placements Pasco Deaf Ed (8), CMA (6), NPA (1)	15									

Total Program Staff = 112 Teachers and 299.5 Paraeducators

Program Enrollment Trends



Five Year Trends	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
Keewaydin Discovery Center	148	104	101	137	128	137
ECEAP	45	20	24	31	30	24
Tier I – Resource Room	1358	1311	1388	1468	1557	1486
Structured Learning	21	20	17	21	22	22
Tier II – Inclusion Autism	101	104	113	115	116	120
Tier II – Inclusion Behavior	77	52	40	46	48	37
Tier III – Autism	80	91	96	102	109	110
Tier III – Life Skills & CET	221	205	195	223	230	254
Out of District Placements			1	7	8	7
Speech Only IEPs	367	315	335	413	443	392
Motor Only IEPs	15	7	14	16	18	15
TOTAL STUDENT ENROLLMENT	2480	2229	2324	2579	2709	2604
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025

Data based on annual November 1 special education count

What is Special Education Inclusion?

Least Restrictive Environment (LRE)

LRE is the measure of the percent of a school day a student with a disability spends in general education settings with non-disabled peers.

There are 3 Main IEP LRE Categories:

LRE 1: Placed in general education for 80–100% of the school day

LRE 2: Placed in general education for 40–79% of the school day

LRE 3: Placed in general education for 0–39% of the school day

**Least Restrictive
(LRE 1)**

**Most Restrictive
(LRE 3+)**



Inclusion Rate Trends Over Time

Highlights:

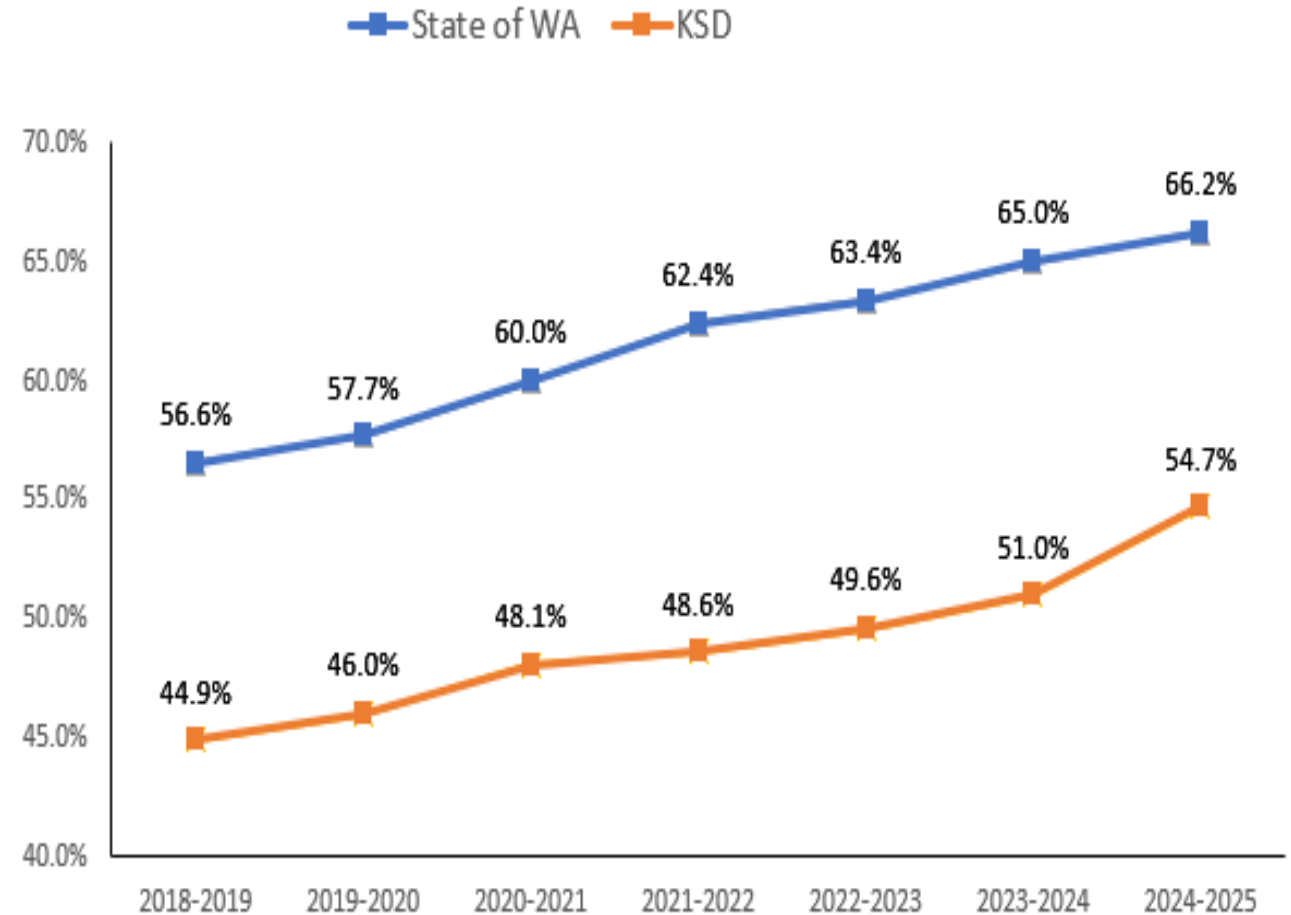
- State of WA LRE 1 = 66.2%
 - +1.2 % increase from 23/24
- KSD LRE 1 = 54.7%
 - +3.7% increase from 23/24

Performance Indicator and Targets

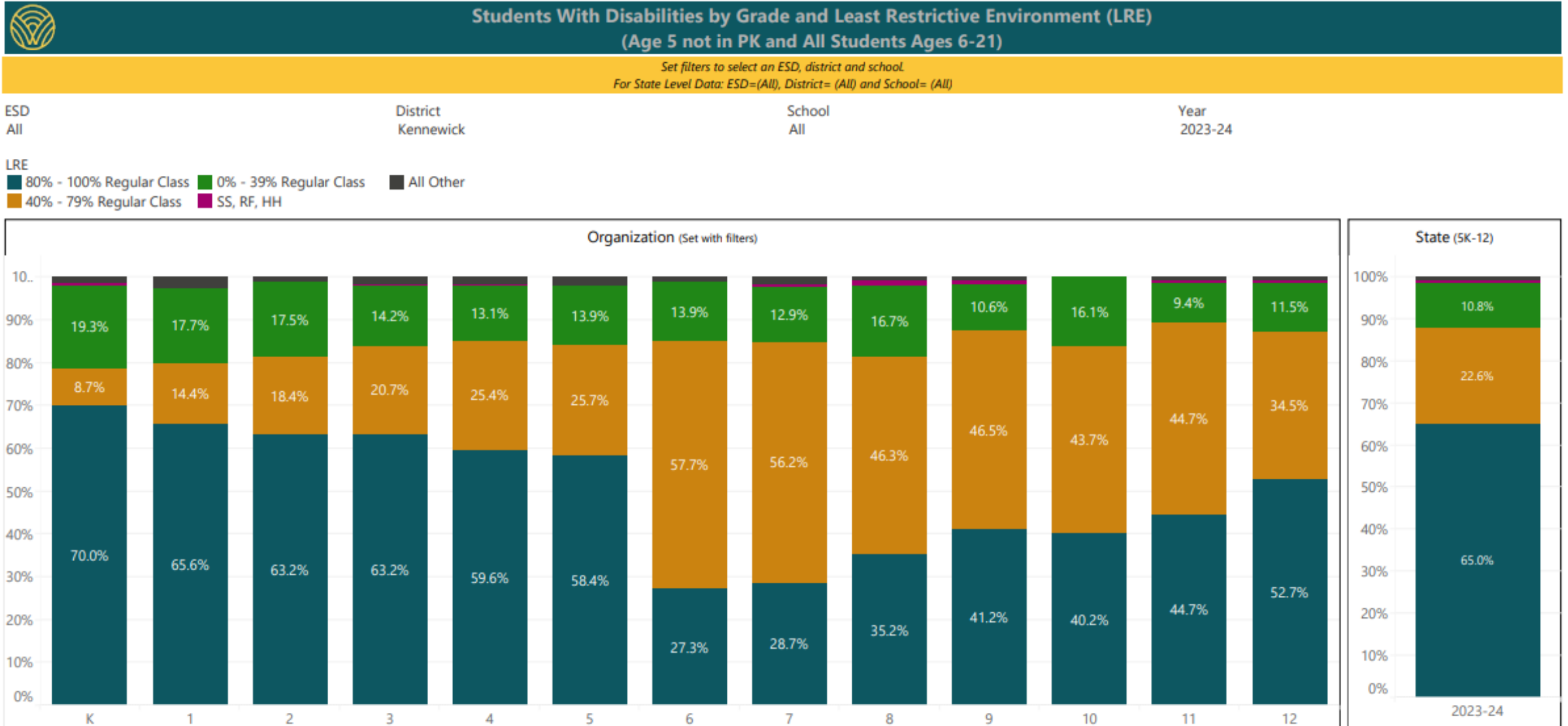
Increasing LRE 1 by $\geq 3\%$ each year, over the next four years.

- November 2021 = 48.6%
- November 2022 = 49.6%
- November 2023 = 51.0%
- November 2024 = 54.7%
- **November 2025 Goal = 57.7%**
- **November 2026 Goal = 60.7%**

LRE 1 Data Trends

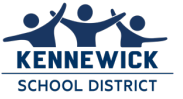


LRE by Grade Level



Source: Annual November Federal Special Education Child Count by Serving District

Efforts to Improve the KSD Inclusion Rate



- Improving Tier I instruction through multi-tiered system of supports (MTSS), Professional Learning Communities (PLCs), Identifying Essential Standards, and Universal Design for Learning (UDL)

Resources Developed for Staff:

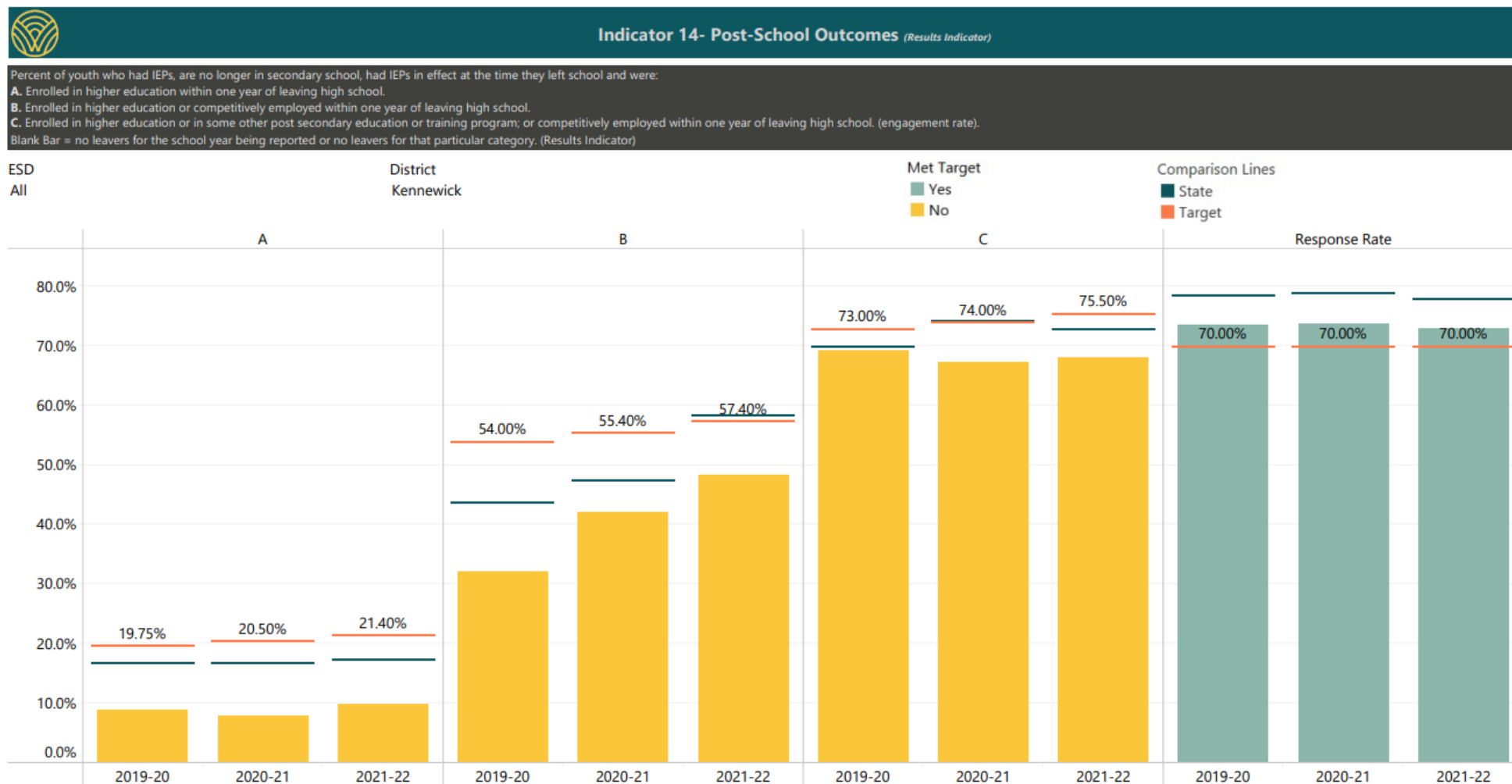
- MTSS and PLC guidance documents
- Inclusive Practice Tool (KSD Handbook)
- Inclusionary Practices: A resource for teachers (KSD Handbook)
- Teacher Book Study: Unlearning
- Inclusionary Practices Teacher Cohort to build understanding of effective instructional practices for ALL students
- Ongoing, monthly special services job-alike meetings
- IEP compliance reviews and feedback

Efforts to Improve the KSD Inclusion Rate



- Establishing a 5-year plan related to inclusionary practices.
 - Areas of focus include scheduling, resources, and professional development
 - All School Improvement Plans (SIP's) have an annual goal focused on building LRE data
 - Monthly special services data dashboard which tracks and LRE improvements by building
- Including special education teachers in K-5 English Language Arts and Math adoption processes
- Updating transition process for students moving from preschool to kindergarten, grade 5 to 6, grade 8 to 9, and transition to our Community and Employment Transition (CET) program
 - Focus on maintaining current LRE status

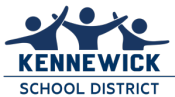
Special Education Post School Outcomes



Priorities:

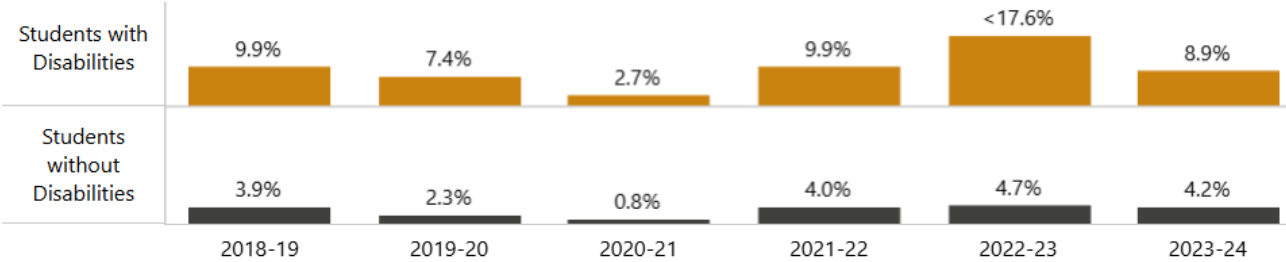
- Expanding our Community and Employment Transition (CET) Program
- Improving secondary transition planning

Assessing Safety and Behavior

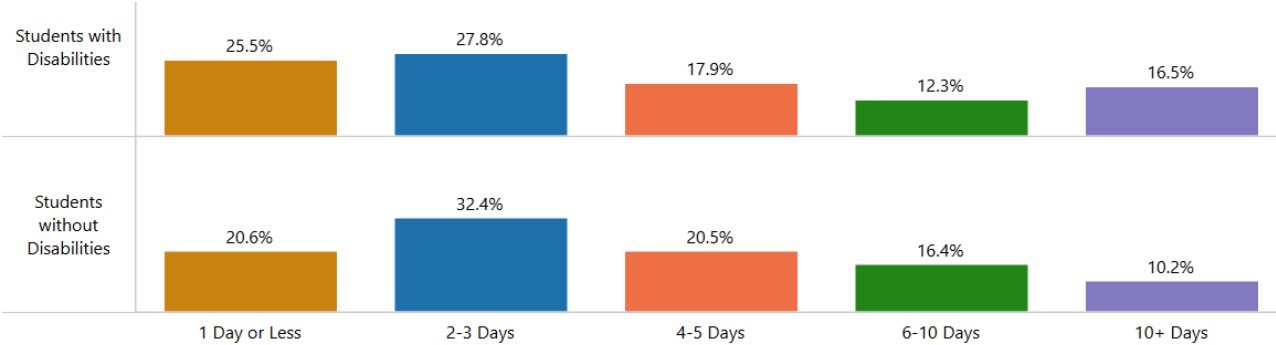


14 Documented Special Education Staff Injuries in 2024			
11 Tier III Injuries Lifeskills and Autism	9 Paraeducators 2 Teachers	4 High 3 Middle 3 Elementary 1 Preschool	No Discipline
3 Tier II Injuries Inclusion Autism and Behavior	2 Teachers 1 Paraeducator	3 Elementary	3 Discipline Entries

Discipline Rate Trend (by program)



2023-2024 Exclusion Days Rate (by program)



Discipline Rate is calculated by counting the number of distinct students who have received an out-of-school exclusionary action divided by the number of distinct students enrolled.

Exclusion Days Rate is calculated by counting the number of distinct students who have received an out-of-school exclusionary action for a given exclusion length timespan and dividing that count by the number of distinct students who were excluded.

Responding to Safety and Behavior

Training, Supports, and Resources:

- Staff in Tier II and Tier III programs have access to radios
- Developing a paraeducator handbook that focuses on safety, protocols, and procedures
- Annual Crisis Prevention Institute (CPI) Training teachers, paras and administrators which may also include building specific training and advanced CPI techniques
- Improved process for staff requesting safety gear
- Improved IEP team safety planning
- Intervention team consultation for problem solving and safety planning
- Consultation and evaluation from regional practitioners
- Referrals to Candy Mountain Academy and Moving All to Success and Health (MASH) Program
- Behavior Solutions Training in February
- KSD staff training in Dr. Hanley's Practical Functional Assessment and Skills Based Treatment
- Staff professional development:
 - "Authoring behavior intervention plans, data collection and analysis"
 - "Behavior Supports for the Secondary Tier I Classroom"

Parent Engagement

All families are key partners



SPECIAL EDUCATION PARENT ADVISORY COMMITTEE (SEPAC)

WHO WE ARE

Representatives from the district, across age and ability levels, that focus on the needs of all students with special needs and are committed to improving special education services in KSD.

WHAT WE DO

SEPAC is an advisory committee that meets throughout the school year with district special education administration to:

- Facilitate communication between parents and community members
- Identify common goals and needs to increase parent participation and understanding of special education services
- Provide feedback on district policies and initiatives

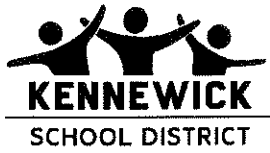


Join Us!

- **Meeting Frequency:**
 - Quarterly, or more, determining on need
- **Recent Membership/Participation:**
 - 5-8 Families representing students from preschool to high school
 - Always seeking new participants
- **Topics/Connections to our Work:**
 - Engaging families around our department mission, vision and objectives
 - Website and resource development
 - Identifying department strengths and opportunities for growth



Board Comments & Questions



KENNEWICK SCHOOL DISTRICT NO. 17
CONTRACT OF THE SUPERINTENDENT OF SCHOOLS
2025-2028

This agreement was made and entered into for the Kennewick School District No. 17 by the Board of Directors of said district and the Superintendent of Schools, Mr. Lance R. Hansen.

WITNESSETH:

That for consideration of salary and other benefits provided by the district, Lance R. Hansen hereby agrees to supervise the schools, other facilities and all operations of said district in accordance with his job description during the period of three calendar years beginning July 1, 2025 and ending June 30, 2028; That he will provide all required duties as superintendent; and, that he will be bound by all of the policies, rules and regulations prescribed by the Board; and, That he will meet all legal requirements of the Board.

The contract will be considered for renewal on or before February 1, 2026.

Compensation and Benefits

- I. In consideration of duties performed, the Kennewick School District No. 17 agrees to pay Lance R. Hansen an annual base salary of \$188,322 payable in twelve equal monthly installments for the 2025–26 contract year. The salary schedule will be readjusted annually by the state IPD.
- II. The superintendent will receive additional supplemental duty pay in the sum of \$4,500 annually for the direct supervision of the district Instructional Leadership program.
- III. The superintendent will receive a supplemental duty contract in the amount of \$1,000 per month for the completion of annual school visits and attending school and community events and district-related meetings.
- IV. Additional base pay in the amount of \$4,000 plus an amount equal to 15% of (annual base salary identified in Section I + mentor pay + supplemental duty pay identified in Section II) for the superintendent.
- V. The Board agrees that the superintendent will also receive additional compensation in the amount of 16% of total salary based upon mutually agreed upon performance goals, objectives, and strategies.
- VI. The superintendent will receive Supplemental Duty C pay as outlined in the cabinet contract.

The Board also agrees to abide by the following conditions or benefits provided for the superintendent:

- » **Contract Days:** 260 days.
Holidays: 13 days.

¹ Total Salary is defined as the combination of the annual base salary section I, supplemental duty pay section II, mentor pay, and (15% x Section I base salary).

² Total Salary is defined as the combination of the annual base salary section I, supplemental duty pay section II, mentor pay, and (15% x Section I base salary).

- » **Sick Leave:** 1 day per month, accumulative to 180 days.
 - 36 days non-cumulative for emergency use only.
 - Sick leave cash-out each January of one-fourth of total unused yearly accumulated (12 days) as long as 60 days are left on the books. Total cash-out at termination of one-fourth of total unused sick leave.
- » **Vacation:** 25 days per year.
 - Vacation accrual/cash-out up to 30 days upon termination.
 - Yearly vacation cash-out on June 30, limited to 10 days at per diem rate for vacation days not used.
- » **Reimbursement Annually for Community Services, Related Memberships and Expenses:**
 - Maximum of \$1,500 annually.
 - Reimbursement of out-of-district job related travel expenses.
 - Reimbursement of professional membership dues.
 - Annual comprehensive executive physical examination.
- » **Working Days:** 218 days (NOTE: An average of two (2) days per month of weekend or holiday work may be exchanged for weekday work).
- » **Per Diem:** Calculated on base salary plus performance pay divided by 220 workdays.
- » **Consulting Days:** Out of vacation days.
- » **Medical, Vision and Dental Insurance:** To be paid at the same level as other district employees.
- » **Longevity Mentor Pay:** of 5% of Section I base salary per year and continuing until termination.
The superintendent will submit a written report summarizing activities to the board of directors annually.
- » **Other benefits:** including VEBA contribution and doctorate stipend as applicable as provided for other administrators.

The compensation set forth herein may be reconfigured to maximize before tax contribution to retirement funding and other objectives and the District shall cooperate fully with Lance R. Hansen in such modification.

Evaluation

No later than September of each year of this contract the Board and superintendent shall agree upon goals and objectives that will, along with the superintendent's job description, form the basis for the Board's evaluation of the superintendent. The superintendent agrees to meet at least quarterly with the Board for the purpose of evaluating the performance of his duties.

Discharge

The Superintendent may be discharged and this contract terminated at any time during the term of this contract for sufficient cause. In the event that discharge is contemplated, the Superintendent shall have a right to be informed of the allegations and provided an opportunity to respond. The Superintendent will assume and pay the cost of his legal expenses. Damages for discharge that is deemed improper, i.e. does not constitute sufficient cause, will be limited to a maximum of eighteen (18) months of full compensation and benefits from the date notice of discharge was provided.


Indemnification

The Board agrees, as a further condition of this Agreement, that it will defend, hold harmless and indemnify the Superintendent, and to the extent allowed by law, his community property, from any and all third party demands, claims, suits, actions, damages, costs, charges and expenses, including court costs and attorney's fees; provided that the incident out of which such demands, claims, suits, actions, damages, costs, charges and expenses arise has occurred while the Superintendent is acting within the scope of his employment and during the good faith performance of his contract.

If any state or federal law causes any individual section of this contract to be illegal, the remainder of the contract will remain in effect.

By signing this contract Lance R. Hansen agrees to these terms.

DATE: February 12, 2025



LANCE R. HANSEN, SUPERINTENDENT
KENNEWICK SCHOOL DISTRICT NO. 17

GABE GALBRAITH, PRESIDENT
BOARD OF DIRECTORS
KENNEWICK SCHOOL DISTRICT NO. 17

STUDENTS

Sexual Harassment of Students Prohibited ~~—Students~~

This ~~District~~ district is committed to a positive and productive education free from discrimination, including sexual harassment. This commitment extends to all students involved in academic, educational, extracurricular, athletic, and other programs or activities of the school, whether that program or activity is in a school facility, on school transportation or at a class or school training held elsewhere.

Definitions

For purposes of this policy, sexual harassment means unwelcome conduct or communication of a sexual nature. Sexual harassment can occur adult to student, student to student or can be carried out by a group of students or adults and will be investigated by the ~~District~~ district, even if the alleged harasser is not a part of the school staff or student body. -The ~~District~~ district prohibits sexual harassment of students by other students, employees, or third parties involved in ~~School~~ school ~~District~~ district activities.

~~Under federal and state law, t~~The term “sexual harassment” ~~includes, but it not limited to~~ may include:

- ~~A~~ acts of sexual violence;
- ~~B~~ unwelcome sexual or gender-directed conduct or communication that interferes with an individual’s educational performance or creates an intimidating, hostile, or offensive environment;
- ~~C~~ unwelcome sexual advances;
- ~~D~~ unwelcome requests for sexual favors;
- ~~E~~ sexual demands when submission is a stated or implied condition of obtaining an educational benefit;
- ~~F~~ sexual demands where submission or rejection is a factor in an academic, or other school-related decision affecting an individual.

A “hostile environment” has been created for a student when sexual harassment is sufficiently serious to interfere with or limit the student’s ability to participate in or benefit from the school’s program. The more severe the conduct, the less need there is to demonstrate a repetitive series of incidents. -In fact, a single or isolated incident of sexual harassment may create a hostile environment if the incident is sufficiently severe, violent, or egregious.

Investigation and Response

If the ~~District~~ district knows, or reasonably should know, that sexual harassment has created a hostile environment, it will promptly investigate to determine what occurred and take appropriate steps to resolve the situation. -If an investigation reveals that sexual harassment has created a hostile environment, the ~~District~~ district will take prompt and effective steps reasonably

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Policy No. 3206
Sexual Harassment Prohibited - Students – Continued

calculated to end the sexual harassment, eliminate the hostile environment, prevent its recurrence and as appropriate, remedy its effects. The ~~District-district~~ will take prompt, equitable and remedial action within its authority on reports, complaints and grievances alleging sexual harassment that come to the attention of the ~~District-district~~, either formally or informally. -The ~~District-district~~ will take these steps every time a complaint, alleging sexual harassment comes to the attention of the ~~District-district~~, either formally or formally.

Allegations of criminal misconduct will be reported to law enforcement and suspected child abuse will be reported to law enforcement or Child Protective Services. -Regardless of whether the misconduct is reported to law enforcement, school staff will promptly investigate to determine what occurred and take appropriate steps to resolve the situation, to the extent that such investigation does not interfere with an ongoing criminal investigation. -A criminal investigation does not relieve the ~~District-district~~ of its independent obligation to investigate and resolve sexual harassment.

Engaging in sexual harassment will result in appropriate discipline or other appropriate sanctions against offending students, staff or other third parties involved in ~~School-school District-district~~ activities. -Anyone else who engages in sexual harassment on school property or at school activities will have their access to school property and activities restricted, as appropriate.

Retaliation and False Allegations

Retaliation against any person who makes or is a witness in a sexual harassment complaint is prohibited and will result in appropriate discipline. -The ~~District-district~~ will take appropriate actions to protect involved persons from retaliation.

It is a violation of this policy to knowingly report false allegations of sexual harassment. -Persons found to knowingly report or corroborate false allegations will be subject to appropriate discipline.

Staff Responsibilities

The ~~Superintendent-superintendent~~ or designee will develop and implement formal and informal procedures for receiving, investigating and resolving complaints or reports of sexual harassment. The procedures will include reasonable and prompt time-lines and delineate staff responsibilities under this policy.

Any school employee who witnesses sexual harassment or receives a report, informal complaint, or written complaint about sexual harassment is responsible for informing the ~~District-district~~ Title IX or Civil Rights Compliance Coordinator. -All staff are also responsible for directing complainants to the formal complaint process.

Reports of discrimination and discriminatory harassment will be referred to the District's Title IX/Civil Rights Compliance Coordinator. -Reports of disability discrimination or harassment will be referred to the ~~District's-district's~~ Section 504 Coordinator.

Policy No. 3206
Sexual Harassment Prohibited - Students – Continued

Notice and Training

The ~~Superintendent~~~~superintendent or designee~~ will develop procedures to provide age-appropriate information and education to ~~District~~~~district~~ staff, students, parents and volunteers regarding this policy and the recognition and prevention of sexual harassment. At a minimum, sexual harassment recognition and prevention and the elements of this policy will be included in staff, student and regular volunteer orientation. -This policy and the procedure, which includes the complaint process, will be posted in each ~~District~~~~district~~ building in a place available to staff, students, parents, volunteers and visitors. -Information about the policy and procedure will be clearly stated and conspicuously posted throughout each school building, provided to each employee and reproduced in each student, staff, volunteer and parent handbook. Such notices will identify the ~~District's~~~~district's~~ Title IX coordinator and provide contact information, including the coordinator's email address.

Policy Review

The ~~Superintendent~~~~superintendent~~ or designee will make an annual report to the Board reviewing the use and efficacy of this policy and related procedures. Recommendations for changes to this policy, if applicable, will be included in the report. The ~~Superintendent~~~~superintendent or designee~~ is encouraged to involve staff, students, volunteers and parents in the review process.

Legal References: RCW 28A.640.020 Regulations, guidelines to eliminate discrimination–
Scope – Sexual harassment policies.

 WAC 392-190-058 Sexual harassment policy – Notification.
 20 U.S.C. §§ 1681-1688

Adopted: ____ August 19, 2015
Amended: February 12, 2025

STUDENTS

Sexual Harassment of Students Prohibited

This district is committed to a positive and productive education free from discrimination, including sexual harassment. This commitment extends to all students involved in academic, educational, extracurricular, athletic, and other programs or activities of the school, whether that program or activity is in a school facility, on school transportation or at a class or school training held elsewhere.

Definitions

For purposes of this policy, sexual harassment means unwelcome conduct or communication of a sexual nature. Sexual harassment can occur adult to student, student to student or can be carried out by a group of students or adults and will be investigated by the district, even if the alleged harasser is not a part of the school staff or student body. The district prohibits sexual harassment of students by other students, employees, or third parties involved in school district activities.

The term “sexual harassment” may include:

- A. acts of sexual violence;
- B. unwelcome sexual or gender-directed conduct or communication that interferes with an individual’s educational performance or creates an intimidating, hostile, or offensive environment;
- C. unwelcome sexual advances;
- D. unwelcome requests for sexual favors;
- E. sexual demands when submission is a stated or implied condition of obtaining an educational benefit;
- F. sexual demands where submission or rejection is a factor in an academic, or other school-related decision affecting an individual.

A “hostile environment” has been created for a student when sexual harassment is sufficiently serious to interfere with or limit the student’s ability to participate in or benefit from the school’s program. The more severe the conduct, the less need there is to demonstrate a repetitive series of incidents. In fact, a single or isolated incident of sexual harassment may create a hostile environment if the incident is sufficiently severe, violent, or egregious.

Investigation and Response

If the district knows, or reasonably should know, that sexual harassment has created a hostile environment, it will promptly investigate to determine what occurred and take appropriate steps to resolve the situation. If an investigation reveals that sexual harassment has created a hostile environment, the district will take prompt and effective steps reasonably calculated to end the sexual harassment, eliminate the hostile environment, prevent its recurrence and as appropriate, remedy its effects. The district will take prompt, equitable and remedial action within its

authority on reports, complaints and grievances alleging sexual harassment that come to the attention of the district, either formally or informally. The district will take these steps every time a complaint, alleging sexual harassment comes to the attention of the district, either formally or formally.

Allegations of criminal misconduct will be reported to law enforcement and suspected child abuse will be reported to law enforcement or Child Protective Services. Regardless of whether the misconduct is reported to law enforcement, school staff will promptly investigate to determine what occurred and take appropriate steps to resolve the situation, to the extent that such investigation does not interfere with an ongoing criminal investigation. A criminal investigation does not relieve the district of its independent obligation to investigate and resolve sexual harassment.

Engaging in sexual harassment will result in appropriate discipline or other appropriate sanctions against offending students, staff or other third parties involved in school district activities. Anyone else who engages in sexual harassment on school property or at school activities will have their access to school property and activities restricted, as appropriate.

Retaliation and False Allegations

Retaliation against any person who makes or is a witness in a sexual harassment complaint is prohibited and will result in appropriate discipline. The district will take appropriate actions to protect involved persons from retaliation.

It is a violation of this policy to knowingly report false allegations of sexual harassment. Persons found to knowingly report or corroborate false allegations will be subject to appropriate discipline.

Staff Responsibilities

The superintendent or designee will develop and implement formal and informal procedures for receiving, investigating and resolving complaints or reports of sexual harassment. The procedures will include reasonable and prompt timelines and delineate staff responsibilities under this policy.

Any school employee who witnesses sexual harassment or receives a report, informal complaint, or written complaint about sexual harassment is responsible for informing the district Title IX or Civil Rights Compliance Coordinator. All staff are also responsible for directing complainants to the formal complaint process.

Reports of discrimination and discriminatory harassment will be referred to the District's Title IX/Civil Rights Compliance Coordinator. Reports of disability discrimination or harassment will be referred to the district's Section 504 Coordinator.

Notice and Training

The superintendent will develop procedures to provide age-appropriate information and education to district staff, students, parents and volunteers regarding this policy and the recognition and prevention of sexual harassment. At a minimum, sexual harassment recognition and prevention and the elements of this policy will be included in staff, student and regular volunteer orientation. This policy and the procedure, which includes the complaint process, will be posted in each district building in a place available to staff, students, parents, volunteers and visitors. Information about the policy and procedure will be clearly stated and conspicuously posted throughout each school building, provided to each employee and reproduced in each student, staff, volunteer and parent handbook. Such notices will identify the district's Title IX coordinator and provide contact information, including the coordinator's email address.

Policy Review

The superintendent or designee will make an annual report to the Board reviewing the use and efficacy of this policy and related procedures. Recommendations for changes to this policy, if applicable, will be included in the report. The superintendent or designee is encouraged to involve staff, students, volunteers and parents in the review process.

Legal References: RCW 28A.640.020 Regulations, guidelines to eliminate discrimination–
Scope – Sexual harassment policies.

WAC 392-190-058 Sexual harassment policy – Notification.

20 U.S.C. §§ 1681-1688

Adopted: August 19, 2015
Amended: February 12, 2025

PERSONNEL

Sexual Harassment of District Staff Prohibited -~~District Staff~~

The ~~District-district~~ is committed to a positive and productive working environment free from discrimination, including sexual harassment. -This commitment extends to all employees and other persons involved in academic, educational, extracurricular, athletic and other programs or activities of the school, whether that program or activity is in a school facility, on school transportation, or at a class or school training held elsewhere.

Definitions

For purposes of this policy, sexual harassment means unwelcome conduct or communication of a sexual nature. -Sexual harassment can occur student to adult, adult to adult, or can be carried out by a group of students or adults. All incidents will be investigated by the ~~Distrietdistrict~~, even if the alleged harasser is not a part of the school staff or student body. -The ~~Distriet-district~~ prohibits sexual harassment of District employees by other students, employees or third parties involved in school District activities.

Under federal and state law, the term “sexual harassment” includes, ~~but is not limited to:~~

- A. acts of sexual violence;
- B. unwelcome sexual or gender-directed conduct or communication that interferes with an individual’s employment performance or creates an intimidating, hostile, or offensive environment;
- C. unwelcome sexual advances;
- D. unwelcome requests for sexual favors;
- E. sexual demands when submission is a stated or implied condition of obtaining a work opportunity or other benefit;
- F. sexual demands where submission or rejection is a factor in a work or other school-related decision affecting the individual.

A “hostile environment” for an employee is created when the unwanted conduct is sufficiently severe or pervasive to create a work environment that a reasonable person would consider intimidating, hostile, or abusive.

Investigation and Response

If the district knows, or reasonably should know, that sexual harassment has created a hostile environment, the district will promptly investigate to determine what occurred and will take appropriate steps to resolve the situation. If an investigation reveals that sexual harassment has created a hostile environment, the district will take prompt and effective steps reasonably calculated to end sexual harassment, eliminate the hostile environment, prevent its occurrence and, as appropriate, remedy its effects. The ~~District-district~~ will take prompt, equitable and remedial action

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Policy No. 5013
Sexual Harassment - Continued

within its authority on reports, complaints and grievances alleging sexual harassment that come to the attention of the ~~District~~district, either formally or informally.

Allegations of criminal misconduct will be reported to law enforcement and suspected child abuse will be reported to law enforcement or Child Protective Services. ~~Regardless of whether the misconduct is reported to law enforcement, school staff will promptly investigate to determine what occurred and take appropriate steps to resolve the situation to the extent that such investigation does not interfere with an on-going criminal investigation.~~ A criminal investigation does not relieve the ~~District~~district of its independent obligation to investigate and resolve sexual harassment. ~~Kennewick School District staff are required to report all alleged harassment incidents which have been brought to their attention to site administration. Persons found to have been subjected to sexual harassment will have appropriate School District services made reasonably available to them and adverse consequences of the harassment shall be reviewed and remedied, if appropriate.~~

Engaging in sexual harassment will result in appropriate discipline or other appropriate sanctions against offending staff ~~or third parties involved in school district activities, and contractors.~~ Anyone else who engages in sexual harassment on school property or at school activities will have access to school property and activities restricted, as appropriate.

Retaliation and False Allegations

Retaliation against any person who makes or is a witness in a sexual harassment complaint is prohibited and will result in appropriate discipline. ~~The District~~district will take appropriate actions to protect involved persons from retaliation.

It is a violation of this policy to knowingly report false allegations of sexual harassment. Persons found to knowingly report or corroborate false allegations will be subject to appropriate discipline.

Staff Responsibilities

The ~~Superintendent~~superintendent or designee ~~will shall~~ develop and implement formal and informal procedures for receiving, investigating and resolving complaints or reports of sexual harassment. ~~The procedures will include reasonable and prompt timelines and delineate staff responsibilities under this policy. Any school employee who witnesses sexual harassment or receives a report, informal complaint or written complaint is responsible for informing the District's Title IX or Civil Rights Compliance Coordinator. All staff are also responsible for directing complainants to the formal complaint process.~~

This policy applies to sexual harassment (including sexual violence) targeted at district employees carried out by a student, employee, or a third party involved in school district activities. A formal complaint filed by an employee or filed by or on behalf of a student complainant against an employee respondent will be investigated under the definitions, requirements, and procedures of Policy 3206 and Procedure R 3206.

Policy No. 5013
Sexual Harassment - Continued

Reports of discrimination and discriminatory harassment will be referred to the District's Title IX/Civil Right Compliance Coordinator. Reports of disability discrimination or harassment will be referred to the District's Section 504 Coordinator.

Notice and Training

The ~~Superintendent~~ superintendent or designee ~~shall~~ will develop procedures to provide information and education to ~~District~~ district staff, parents and volunteers regarding this policy and the recognition and prevention of sexual harassment. -At a minimum, sexual harassment recognition and prevention and the elements of this policy will be included in staff and regular volunteer orientation. -This policy, and the procedure which includes the complaint process, shall be posted in each ~~District~~ district building in a place available to staff, parents, volunteers, and visitors. Information about the policy ~~will be clearly stated~~ shall be easily understood and conspicuously posted throughout each school building, provided to each employee, and reproduced in each staff, volunteer, and parent handbook. -Such notices will identify the District's Title IX Coordinator and provide contact information, including the Coordinator's email address.

Policy Review

The ~~Superintendent~~ superintendent or designee ~~shall~~ will make an annual report to the Board reviewing the use and efficacy of this policy and related procedures. -Recommendations for changes to this policy, if applicable, shall be included in the report. -The ~~Superintendent~~ superintendent or designee is encouraged to involve staff, volunteers, and parents in the review process.

Legal Reference: [RCW 28A.640.020](#)

Regulations, ~~Guidelines~~ guidelines to
~~Eliminate~~ eliminate ~~Discrimination~~
discrimination — Scope - Sexual
harassment policies.

[WAC 392-190-058](#)

~~Sexual Harassment~~ Equal Educational
Opportunity – Unlawful Discrimination Prohibited

Adopted: June 10, 1992
Amended: February 8, 1995
Amended: January 10, 1996
Reviewed: November 17, 2010
Amended: April 22, 2015
Amended: August 19, 2015
Amended: February 12, 2025

PERSONNEL

Sex Discrimination and Sex-Based Harassment of District Staff Prohibited

The district is committed to a positive and productive working environment free from discrimination, including sex-based discrimination and harassment. This commitment extends to all employees, applicants for employment, and others involved in academic, educational, extracurricular, athletic and other programs or activities of the district, whether that program or activity is in a school facility, on school transportation, or at a class training held elsewhere.

This policy is developed to meet the district's obligations under Title IX and is aligned with Washington State laws and regulations that define sex-based discrimination. The district will not adopt or implement any policy, practice, or procedure or take any employment action on the basis of sex, except to meet its obligations related to pregnancy and pregnancy-related conditions.

The district will not make any pre-employment inquiry as to the marital status of an applicant for employment, including whether such applicant is "Miss or Mrs." Pre-employment, the district may ask an applicant for employment to self-identify their sex, but only if this question is asked of all applicants and if the response is not used as a basis for discrimination prohibited by Title IX or this policy.

Consistent with the Title IX regulation, the district will not implement any policy, practice, or procedure or take any employment action on the basis of sex:

- A. concerning the current, potential, or past parental, family, or marital status of an employee or applicant for employment, which treats persons differently; or
- B. that is based upon whether an employee or applicant for employment is the head of household or principal wage earner in such employee's or applicant's family unit.

The district will not discriminate against any employee or applicant for employment on the basis of current, potential, or past pregnancy or related conditions. The district must treat pregnancy or related conditions in the same manner and under the same policies as any other temporary medical conditions for all job-related purposes, including commencement, duration and extensions of leave; payment of disability income; accrual of seniority and any other benefit or service; and reinstatement; and under any fringe benefit offered to employees by virtue of employment.

The district has jurisdiction over complaints of sex-based discrimination pursuant to the Federal law Title IX of the Education Amendments of 1972 (Title IX) and Washington State laws, including [Chapter 28A.640 RCW](#) and [Chapter 392-190 WAC](#).

Definitions

"Sex-based harassment" means sexual harassment and other harassment on the basis of sex stereotypes, sex characteristics, sexual orientation, gender identity, gender expression, pregnancy or related conditions, and marital status.

The term “sexual harassment” includes the following, which Title IX defines at 34 C.F.R. § 106.2:

- A. “*Quid pro quo* harassment,”
- B. “Hostile environment harassment,” and
- C. Specific offenses of sexual assault, dating violence, domestic violence, or stalking

The term “sexual harassment” is also prohibited under state law as defined at W.A.C. 392-190-056 and includes unwelcome sexual advances, requests for sexual favors, sexually motivated physical contact, or other verbal or physical conduct or communication of a sexual nature between two or more individuals if:

- A. Submission to that conduct or communication is condition of obtaining employment;
- B. A factor in decisions affecting that individual's employment; or
- C. The conduct or communication has the purpose or effect of substantially interfering with an individual's employment or of creating an intimidating, hostile, or offensive educational environment.

Harassment based on sexual orientation, gender expression, or gender identity is also prohibited under Washington state law as defined at [RCW 49.60.040](#) and [WAC 162.32-040](#).

For the purpose of these definitions, sexual harassment may include conduct or communication that involves adult to student, student to adult, student to student, adult to adult, male to female, female to male, male to male, and female to female.

The district will address all sex-based harassment in its program and activities, even when some conduct alleged to be contributing to a hostile environment occurs outside of its program or activities.

The district has also developed other specific related policies for district employees to comply with its obligations under State and Federal laws, including Title IX, and to create an inclusive and welcoming work environment, including Policy 5010, Recruitment and Selection: Nondiscrimination.

Investigation and Response

The superintendent will develop and implement procedures for receiving, investigating, and resolving complaints or reports of sex discrimination, including sex-based harassment, and will include reasonable and prompt timelines and delineate roles and responsibilities for such.

If the district knows, or reasonably should know, that sex-based discrimination has occurred, the district will promptly investigate to determine what occurred and will take appropriate steps to resolve the situation. If an investigation reveals that sex-based harassment has created a hostile environment, the district will take prompt and effective steps reasonably calculated to end sex-based

harassment, eliminate the hostile environment, prevent its occurrence, and, as appropriate, remedy its effects. The district will take prompt, equitable, and remedial action within its authority every time a report, complaint, and grievance alleging sex-based harassment comes to the attention of the district, either formally or informally.

Allegations of criminal misconduct will be reported to law enforcement, and suspected child abuse will be reported to law enforcement or Child Protective Services as required by law. Staff are required to report all alleged incidents which have been brought to their attention to their site administrator. Regardless of whether the misconduct is reported to law enforcement, administrative staff will promptly investigate to determine what occurred and take appropriate steps to resolve the situation to the extent that such investigation does not interfere with an ongoing criminal investigation. A criminal investigation does not relieve the district of its independent obligation to investigate and resolve sex-based harassment.

Engaging in sex-based discrimination will result in appropriate discipline or other appropriate sanctions against offending staff or third parties involved in district activities. Anyone else who engages in sex-based discrimination on district property or at district workspaces will have access to school property and activities restricted, as appropriate.

Retaliation and False Allegations

It is a violation of this policy to engage in retaliation, as defined under Federal and State laws and the superintendent's procedure, against any person who makes or is a witness in a sex-based discrimination complaint and will result in appropriate discipline. The district will take appropriate actions to protect involved persons from retaliation.

It is a violation of this policy to knowingly report false allegations of sex-based discrimination. Persons found to knowingly report or corroborate false allegations will be subject to appropriate discipline.

Staff Responsibilities and Training

The superintendent will develop a procedure that identifies the roles, responsibilities, and training requirements of the Title IX Coordinator and school employees.

Materials will also be developed to provide age-appropriate information and education to district staff, students, parents, and volunteers regarding this policy and the recognition and prevention of sex-based harassment.

District Notice

At a minimum, the district's website will include a statement that the district prohibits sex discrimination and sex-based harassment in any education program or activity that it operates, as required by Title IX and other laws, and employment. It will also state that questions about Title IX, how to locate the district's policy and grievance procedure, and how to report sex discrimination or

make a complaint may be directed to the District's Title IX Coordinator. The Title IX Coordinator's contact information will also be provided, including their name or title, office address, email address, and telephone number.

This policy, and the procedure which includes the complaint process, will be conspicuously posted in each district building in a place accessible to staff, students, parents, volunteers, and visitors. Information about the policy and procedure will be clearly stated and posted throughout each school building, provided to each employee and reproduced in each student, staff, volunteer, and parent handbook. Such notices will identify the district's Title IX coordinator and provide contact information, including the coordinator's email address.

Additionally, sex-based harassment recognition and prevention and the elements of this policy will be included in staff, student, and regular volunteer orientations.

Policy Review

The Superintendent or designee will make an annual report to the Board reviewing the use and efficacy of this policy and related procedures. Recommendations for changes to this policy, if applicable, shall be included in the report. The superintendent is encouraged to involve staff, volunteers, and parents in the review process.

Legal Reference:	RCW 28A.640.020	Regulations, guidelines to eliminate discrimination - Scope – Sexual harassment policies.
	Chapter 49.60 RCW	Discrimination – Human Rights Commission
	WAC 392-190-058	Sexual harassment policy – Notification.
	WAC 162-32-040	Harassment.
	20 U.S.C. 1681-1688	
	2024 Title IX Regulations at 34 C.F.R. 106 et seq	

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