

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

Regular Meeting of the Board of Directors  
Central Park Elementary School  
February 18, 2025

4:30 p.m. ~~Work study~~ **Canceled**

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

Flag Salute

**Consent Agenda**

1. Minutes
2. Accounts Payable
3. Trip Request

Comments from Board Members

1. **Legislative Advocacy**

Comments from Student Representatives

Comments from the Public

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

Presentations

1. Sportsmanship Scholarships
2. **Seismic School Planning Update**
3. **Central Park Annual Report**

Old Business

Superintendents' Report

1. Student Focus Groups
2. Seismic Safe Schools Update

Financial Services

1. **Fiscal Status Report**
2. **Enrollment Update**

Board Meeting Agenda  
February 18, 2025

New Business

1. [Construction Services Group](#)
2. [WGU Agreement](#)
3. [Special Education RFP](#)
4. [Lakeview Speech Therapy](#)
5. Next Meeting

Executive Session / Closed Session

1. [Personnel Report](#)

ADJOURN

ABERDEEN SCHOOL DISTRICT NO. 5  
BOARD INFORMATION AND BACKGROUND  
February 18, 2025

~~4:30 p.m. — Work study for Portrait of a Graduate discussion.~~ **Canceled**

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

Flag Salute

Consent Agenda – [Enclosure 1](#)

1. Minutes – The minutes from the regular meeting on February 4, 2025, are enclosed for your review and approval.
2. Accounts Payable – The payroll and accounts payable for January are presented for your review and approval.
3. Trip Request – Permission is requested for Aberdeen High School students and fifth grade students to travel to YMCA Camp Bishop for Outdoor School on May 11-16, 2025.

Comments from the Board

1. Legislative Advocacy [Enclosure 2](#)

Comments from Student Representatives

Comments from the Public

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

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

Presentation

1. Sportsmanship Scholarships – A representative from the South Sound Officials Association will present two scholarship to Aberdeen athletes.
2. Seismic School Planning Update – Representatives from the ESD 112 Construction Services Group will provide an update on land acquisition for new schools and the preconstruction planning for a new Harbor Learning Center.  
[Enclosure 3](#)

Board Information  
February 18, 2025

3. Central Park Annual Report – Principal Ruth Erwin-Svoboda will present the annual school improvement report for Central Park Elementary School. [Enclosure 4](#)

Old Business

Superintendents' Report

1. Student Focus Groups – Superintendents Green and Sandstrom will discuss the work taking place with student focus groups.
2. Seismic Update – Superintendents Green and Sandstrom will provide an update on planning for new schools under the Seismic School Safety grant program.

Financial Services

1. Fiscal Status Report – Executive Director of Business and Operations Elyssa Louderback will present the Fiscal Status Report for January. [Enclosure 5](#)
2. Enrollment Update – Director Louderback will present a report on current enrollment trends. [Enclosure 6](#)

New Business

1. Construction Services Group – A contract with ESD 112 for the Construction Services Group to continue as consultants and construction managers in the Seismic School Safety Program is presented for your review and approval. [Enclosure 7](#)
2. WGU Agreement – An agreement with Western Governors University to allow the placement of student teachers in the district for their clinical experience work is presented for your review and approval. [Enclosure 8](#)
3. Special Education RFP – The district advertised for vendors to provide special education services and is recommending approval of the enclosed list of providers for 2025-2026. [Enclosure 9](#)
4. Lakeview Speech Therapy – An agreement with Lakeview Speech Therapy to place Kerry Hannon Bender in the district as a speech language pathologist (virtual) is presented for your review and approval. [Enclosure 10](#)
5. Next Meeting – The next regular meeting of the Board is scheduled for 5:30 p.m. Tuesday, March 4, 2025, in the Community Room at Aberdeen High School.

Board Information  
February 18, 2025

Executive Session / Closed Session

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

1. Personnel Report [Enclosure 11](#)

ADJOURN

## ABERDEEN SCHOOL DISTRICT NO. 5

### Minutes of the Regular Meeting of the Board of Directors – February 4, 2025

President Jennifer Durney convened the regular meeting of the Aberdeen School District Board of Directors at 5:30 p.m. Tuesday, February 4, 2025, remotely due to the emergency weather conditions. In attendance were Directors Jessica Jurasin, Annica Mizin, Suzy Ritter and Jeremy Wright, along with Superintendent Traci Sandstrom and 19 patrons and staff remotely, as well as Superintendent Lynn Green and a staff member in person at the District Office.

The meeting began with the flag salute.

On a motion by Director Ritter and seconded by Director Wright, the Board approved the consent agenda, the minutes from the regular meeting on January 14, 2025; a trip request from the choir at Aberdeen High School to travel to Columbia Basin College in Pasco on April 18-19; a gift to the KAHS radio station at Aberdeen High School of a radio antenna valued at \$2,686.59 from Jodesha Broadcasting, and a gift of ice cream for all students at Miller Junior High School from Jerry Salstrom in celebration of the school's 101<sup>st</sup> anniversary.

Director Suzy Ritter commented that it was very rewarding to travel with the Aberdeen High School's ASB officers to a leadership conference at Bonney Lake High School where they participated in leadership development and received a spirit award for their work in fostering a positive schoolwide culture.

Director Annica Mizen discussed a visit she was able to make to Seaside, Ore., where a new high school was built out of the tsunami zone. She said it helped her put into focus the possibilities for Aberdeen schools and the community in general as the district proceeds to plan for new schools under the Seismic School Safety Program.

Director Jessica Jurasin provided a legislative update and noted that the next meeting of the Legislative Advocacy Committee is planned for Feb. 11.

Following a presentation by Superintendent Green, on a motion by Director Jurasin and seconded by Director Ritter, the board adopted an update to Policy 2255 Alternative Learning Experience Courses as recommended by the Washington State School Directors' Association.

Following a presentation by Superintendent Sandstrom, on a motion by Director Ritter and seconded by Director Wright, the board adopted an update to Policy 3241 Student Discipline as recommended by the Washington State School Directors' Association.

Following a presentation by Elyssa Louderback, the executive director of business and operations, on a motion by Director Jurasin and seconded by Director Ritter, the board adopted an update to Policy 6220 Bid Requirements governing bidding

CALL TO ORDER

CONSENT AGENDA

COMMENTS FROM  
THE BOARD

POLICY 2255  
ALTERNATIVE  
LEARNING

POLICY 3241  
STUDENT  
DISCIPLINE

POLICY 6220 BID  
REQUIREMENTS

and requests for proposals as recommended by the Washington State School Directors' Association.

Following a presentation by Superintendent Green, the board accepted a grant in the amount of \$1.96 million for the district to enter into Phase 2 of the Seismic Safety Planning process to begin designing a new Harbor Learning Center. Superintendent Green announced that the first design committee meeting took place earlier that day and that the team is planning site visits in the coming week.

Following a presentation by Superintendent Green, the board approved using the Seismic School Safety grant funds to enter into a contract with TCF Architecture of Tacoma to provide architectural and design services for a new Harbor Learning Center.

Superintendent Green discussed a briefing that OSPI conducted regarding potential changes to state and federal funding. She said OSPI estimates it could take 90 days or more before the state has enough information to issue guidance to districts on the impact of new federal directives.

Superintendent Sandstrom reported that the district was pausing its work to update policies related to Title IX until new guidance for compliance with federal directives is issued by the Washington State School Directors Association.

Superintendent Sandstrom noted that the board's work-study scheduled for 4:30 p.m. prior to the next regular meeting on Tuesday, Feb. 18, will be devoted to developing the board's role in the mission, vision, values and goals embedded in the Portrait of a Graduate.

Superintendent Sandstrom reported that schools are ready to implement the Navigate360 visitor check-in system this week.

Superintendent Sandstrom reported that she and Superintendent Green will hold the first student focus group on Feb. 11 at the Harbor Learning Center, to be followed in the coming weeks with meetings at Aberdeen High School and Miller Junior High School.

Following a presentation by Superintendent Green, on a motion by Director Wright and seconded by Director Ritter, the board approved renewal of an agreement with the state Department of Ecology for the placement of air monitoring equipment on the roof at the Harbor Learning Center.

Following a presentation by Superintendent Sandstrom, on a motion by Director Ritter and seconded by Director Jurasin, the board approved a data sharing agreement with Packback, Inc. for the use of an instructional AI program in AVID classes.

SUPERINTENDENTS'  
REPORT

SEISMIC SAFETY  
PLANNING

TCF ARCHITECTURE

EDUCATION  
FUNDING

WSSDA POLICY  
UPDATES

PORTRAIT OF A  
GRADUATE

SCHOOL SAFETY  
PROTOCOLS

STUDENT FOCUS  
GROUPS

DEPARTMENT OF  
ECOLOGY

PACKBACK  
AGREEMENT

Following a presentation by Special Education Director Rick Bates, on a motion by Director Jurasin and seconded by Director Mizin, the board approved an agreement for 2024-2025 with Pioneer Healthcare Services to provide special education specialists in the district and to place Felicia Clemmons in the district as an in-person physical therapist.

PIONEER  
HEALTHCARE

On a motion by Director Wright and seconded by Director Mizin, the board approved as surplus a list of equipment and materials that are no longer needed by the district.

SURPLUS

President Durney announced that the next regular meeting is scheduled for 5:30 p.m. Tuesday, Feb. 18, at Central Park Elementary School with a work-study to begin at 4:30 p.m. for Portrait of a Graduate discussion.

NEXT MEETING

At 5:59 p.m., President Durney recessed the meeting for an executive session expected to last 20 minutes under RCW 42.30.110 (b) and (g) (to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price and to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee). At 6:19 p.m. the session was extended for 10 minutes. The meeting reconvened in regular session at 6:29 p.m.

EXECUTIVE  
SESSION

On a motion by Director Wright and seconded by Directors Mizin and Ritter, the board approved the Personnel Report. Under certificated matters, the board approved the retirements of Terry Dion, a teacher at Aberdeen High School effective Aug. 31 and Tracy Ecklund, also a teacher at Aberdeen High School, effective Aug. 15, and approved the hiring of Catherine (Dalma) Ashby and Ann Taylor as substitutes for the district.

PERSONNEL  
REPORT

CERTIFICATED

Under classified matters, the board approved the hiring of Kelly Emery as a payroll specialist for the district effective Jan. 27, Ana Cabrales as the counseling secretary (current year only) at Aberdeen High School effective Feb. 5, Lauren Fagerstedt as a para-educator (current year) at A.J. West Elementary School effective Jan. 21, Kelly Bielec as the site coordinator and para-educator and Britney Perez as a para-educator in the After School Program at Central Park Elementary School effective Jan. 16; Cathleen Johnson as a para-educator (current year) at McDermoth Elementary School effective Dec. 11, and Patricia Rojas as a bilingual student support family assistant at Stevens Elementary School effective Jan. 29; approved the hiring of Destiny Couvalt as stage manager, Ken Erickson as sound engineer, Kyle Guggisberg as vocal director, Mark Manning as lead set builder, Jeannie McNeal as costume designer and David Workman as lighting designer for the musical at Aberdeen High School effective Jan. 21; approved the hiring of Caden West as piano accompanist at Aberdeen High School effective March 1; approved leaves of absence for Laura Sanz, secretary in the Special Education Department, effective Jan. 9 through April 8 and for Charlene Bolden, a bus driver for the district, effective Jan. 24 to March 3; Diane Lee, a family

CLASSIFIED



Aberdeen School Board Minutes  
February 4, 2024

service worker at the Hopkins Building effective June 30 and Christy Zelepuza, a family service worker at the Hopkins Building effective Aug. 31; accepted resignations from Maria Garcia-Lopez, a student family support assistant at the Harbor Learning Center effective Jan. 31 and from Sarah Beese, a para-educator at A.J. West Elementary School, effective Jan. 17; approved the hiring of Kyle Guggisberg and Kallie Knutson (current year) as assistant coaches for girls' tennis at Aberdeen High School effective March 3, Erin Pehl and Harley Revel as assistant coaches for track at Aberdeen High School effective March 3, Romeo Sanchez as an assistant coach for boys' soccer at Miller Junior High School effective Feb. 17, Megan Jones as head coach for 5<sup>th</sup> grade boys' basketball effective Jan. 13 and Melissa Veach as a head coach for 5<sup>th</sup> grade boys' basketball effective Jan. 16; accepted resignations from Mike Bruner as a 0.5 fte assistant coach for baseball at Aberdeen High School effective Dec. 12 and from Erik Hiles as an assistant coach for track at Aberdeen High School effective Jan. 14, and approved the hiring of Gina Salick as a substitute for the district.

On a motion by Director Wright and seconded by Director Jurasin, the board authorized the purchase-sale agreement with the Olympic Land Co. to purchase property east of Lomax Street in South Aberdeen at a cost of \$720,000 for a new Stevens Elementary School to be located out of the tsunami inundation zone. The agreement hinges on a final determination of the site's suitability for a school.

There being no further business, the regular meeting was adjourned at 6:30 p.m.

REAL ESTATE  
AGREEMENT

ADJOURN

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Lynn Green, Secretary

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Jennifer Durney, President

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Traci Sandstrom, Secretary

## OVERNIGHT & OUT-OF-STATE STUDENT TRIP REQUEST

Overnight or out-of-state field trips require approval by the Board of Directors. Use the form below as an outline for the information necessary to submit a request for Board approval. Requests must be submitted to the building principal at least three weeks prior to submission to the Board. Following approval by the building principal and/or ASB, forward the request to the superintendent one week prior to the next scheduled Board meeting.

Group/Team Outdoor School  
 School ATHS + Elementaries  
 Advisor Kary Brockavich Phone 360-538-2040 ext 4316  
 Date(s) of Trip 5/11 - 5/16/25 Destination YMCA Camp Bishop  
 Lodging Location YMCA Camp Bishop Lodging Phone —  
 Objective of Trip Outdoor/Environmental education

Number of Students 205 - 5<sup>th</sup> graders Number of Chaperones 14  
35 - high schoolers  
 Cost per Student \_\_\_\_\_ Cost per Chaperone \_\_\_\_\_  
 Funding Source and/or Account Code 8968 (Outdoor School grant)  
 Type of Transportation District bus Bus form required YES ☒ NO ☐

ASB Approval \_\_\_\_\_ Date \_\_\_\_\_  
 Principal Approval [Signature] Date 2-5-25  
 Board Approval \_\_\_\_\_ Date \_\_\_\_\_

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

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

As of February 18, 2025, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$2,048,838.66. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE:  
Warrant Numbers 837528 through 837528, totaling \$2,048,838.66

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

Check Nbr	Vendor Name	Check Date	Check Amount
837528	1ST SECURITY BANK PAYROLL/PERS	01/30/2025	2,048,838.66
1	Computer	Check(s) For a Total of	2,048,838.66

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As of February 18, 2025, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$2,019,130.03. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE:  
Warrant Numbers 837529 through 837559, totaling \$2,019,130.03

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

Check Nbr	Vendor Name	Check Date	Check Amount
837529	1st Security Bank-Child Suppo	01/31/2025	1,060.00
837530	Aberdeen High School-AHS Schol	01/31/2025	70.00
837531	Aberdeen Sch Dist Kitchen Fund	01/31/2025	24.00
837532	Aberdeen School District-SERS	01/31/2025	167,289.95
837533	Aberdeen School District-TRS	01/31/2025	330,438.17
837534	Aberdeen School District Defer	01/31/2025	26,300.00
837535	ARMANDA CORP	01/31/2025	656.66
837536	Bank Of The Pacific	01/31/2025	701,430.03
837537	Cnty/city Mun Ees	01/31/2025	3,581.65
837538	Dynamic Collectors	01/31/2025	1,271.40
837539	E.S.D.#113 Unemployment Coop	01/31/2025	17,254.83
837540	Ed.Serv.Dist.#113	01/31/2025	21,446.48
837541	Employment Security	01/31/2025	27,074.94
837542	EMPLOYMENT SECURITY DEPT LTC	01/31/2025	9,749.18
837543	Evergreen Professional Recover	01/31/2025	921.32
837544	First Choice Health	01/31/2025	1,325.50
837545	GESA	01/31/2025	5,735.00
837546	HCA-SEBB BENEFITS-600D01	01/31/2025	634,215.00
837547	HCA-SEBB FLEX SPEND-600D01	01/31/2025	4,331.71
837548	Legal Shield	01/31/2025	63.80
837549	Pse Of Wa	01/31/2025	6,846.29
837550	The Standard Insurance Company	01/31/2025	5,656.56
837551	Tsa Consulting Group Inc	01/31/2025	11,947.00
837552	Twin Star Credit Union	01/31/2025	280.00
837553	Twin Star Scholarship Acct	01/31/2025	63.50
837554	Twinstar Pse Local Dues	01/31/2025	63.50
837555	United Way	01/31/2025	254.38
837556	Veba Contributions-Y1286.001	01/31/2025	15,643.39
837557	Wa State School Ret Assn	01/31/2025	63.00
837558	Wea Chinook	01/31/2025	113.46
837559	Wea Payroll Deductions	01/31/2025	23,959.33

Check Nbr	Vendor Name	Check Date	Check Amount
31	Computer	Check(s) For a Total of	2,019,130.03

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

As of February 18, 2025, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$11,013.37. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE:  
Warrant Numbers 837560 through 837560, totaling \$11,013.37

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

Check Nbr	Vendor Name	Check Date	Check Amount
837560	Ed.Serv.Dist.#113	02/06/2025	11,013.37
1	Computer	Check(s) For a Total of	11,013.37

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

As of February 18, 2025, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$42,000.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: CAPITAL PROJECTS Warrant Numbers 837561 through 837561, totaling \$42,000.00

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

Check Nbr	Vendor Name	Check Date	Check Amount
837561	Grays Harbor Title Company	02/11/2025	42,000.00
1	Computer	Check(s) For a Total of	42,000.00

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

As of February 18, 2025, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$8,717.69. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: ASB FUND  
Warrant Numbers 837562 through 837573, totaling \$8,717.69

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

Check Nbr	Vendor Name	Check Date	Check Amount
837562	Aberdeen School District #5	- 02/18/2025	9.20
837563	Aberdeen School District #5	02/18/2025	17.90
837564	Fife High School	02/18/2025	400.00
837565	Harbor Blooms & Gifts	02/18/2025	82.90
837566	Harbor Pacific Bottling Co	02/18/2025	136.35
837567	Hoquiam High School	02/18/2025	200.00
837568	Mettler-Toledo	02/18/2025	69.24
837569	Olympia Youth Chorus	02/18/2025	100.00
837570	Port Angeles High School	02/18/2025	350.00
837571	US Foods - Seattle	02/18/2025	114.53
837572	Washington Officials Associati	02/18/2025	5,823.74
837573	Weatherwax Asb Fund	02/18/2025	1,413.83
12	Computer	Check(s) For a Total of	8,717.69



# ABERDEEN HIGH SCHOOL ASB

## Accounts Payable February 2025

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

DATE	CLUB/ACCOUNT	PAYEE	DESCRIPTION	AMOUNT
02-05-2025	4040/Choir	Aberdeen School District	Catering	\$ 17.90
02-05-2025	4040/Choir	Olympia Youth Chorus	Youth Chorus	\$ 100.00
02-05-2025	2150/Bowling	AHS - CTE	Bowling Pins	\$ 9.20
02-05-2025	2140/Wrestling	Fife High School	Larry Brown Tournament	\$ 400.00
02-05-2025	2015/Uniforms	Mettler-Toledo	Scale Calibration	\$ 69.24
02-05-2025	2140/Wrestling	Hoquiam High School	Wrestling Entry Fee	\$ 200.00
02-05-2025	2140/Wrestling	Port Angeles High School	Battle of the Ax Entry Fee	\$ 350.00
02-05-2025	2150/Bowling	Harbor Blooms	Senior Night Roses	\$ 82.90
02-05-2025	Varies	U.S. Bank	VISA Procurement Card Purchases	\$ 5,962.26
02-05-2025	Varies	Weatherwax ASB Fund	Imprest Reimbursement	\$ 1,413.83
<b>Total:</b>				<b>\$ 8,605.33</b>

Motion / Tabled By:

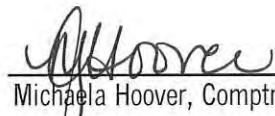
Donovan H.

Seconded By:

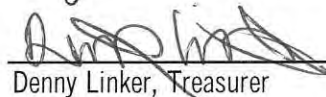
Mylan B.

ASB Meeting Date:

Feb. 6, 2025

  
Michaela Hoover, Comptroller

2/6/25  
Date

  
Denny Linker, Treasurer

2/6/25  
Date

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

As of February 18, 2025, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$48,217.09. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: GENERAL & ASB FUNDS  
Warrant Numbers 837574 through 837575, totaling \$48,217.09

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

Check Nbr	Vendor Name	Check Date	Check Amount
837574	1ST SECURITY BANK PC	02/18/2025	41,066.25 GF
837575	1ST SECURITY BANK PC	02/18/2025	7,150.84 ASB
2	Computer	Check(s) For a Total of	48,217.09

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

As of February 18, 2025, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$36,998.43. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: CAPITAL PROJECTS  
Warrant Numbers 837576 through 837578, totaling \$36,998.43

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

Check Nbr	Vendor Name	Check Date	Check Amount
837576	FOSTER GARVEY PC	02/18/2025	2,842.50
837577	Quigg Bros, Inc	02/18/2025	6,000.00
837578	TCF Architecture	02/18/2025	28,155.93
3	Computer	Check(s) For a Total of	36,998.43

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

As of February 18, 2025, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$10,800.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: CAPITAL PROJECTS  
Warrant Numbers 837579 through 837579, totaling \$10,800.00

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

Check Nbr	Vendor Name	Check Date	Check Amount
837579	Grays Harbor Title Company	02/13/2025	10,800.00
1	Computer	Check(s) For a Total of	10,800.00

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

As of February 18, 2025, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$856,472.74. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: GENERAL FUND  
Warrant Numbers 837580 through 837674, totaling \$856,472.74

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

Check Nbr	Vendor Name	Check Date	Check Amount
837580	1ST SECURITY BANK PAYROLL/PERS	02/18/2025	2,322.30
837581	Aberdeen School Dist-Cte Impre	02/18/2025	25.00
837582	Aberdeen Office Equipment Inc	02/18/2025	13,498.34
837583	Aberdeen Sanitation	02/18/2025	9,037.82
837584	Airgas Usa, Llc	02/18/2025	3.12
837585	Amazon Capital Services	02/18/2025	7,184.72
837586	Apple Computer Inc	02/18/2025	6,795.69
837587	ASCAP	02/18/2025	440.00
837588	Auto-Chlor	02/18/2025	229.07
837589	AWSI/DISA GLOBAL SOLUTIONS	02/18/2025	1,122.59
837590	Barnes & Noble	02/18/2025	548.37
837591	Bmi Radio	02/18/2025	410.00
837592	Capital Chapter ESD #113	02/18/2025	350.00
837593	Cascade Natural Gas	02/18/2025	44,930.48
837594	Cdw Government Inc	02/18/2025	740.65
837595	Consolidated Electrical Distri	02/18/2025	237.76
837596	Central Welding Supply	02/18/2025	6,516.77
837597	CHARLIES PRODUCE	02/18/2025	21,996.97
837598	CHAVEZ, MARIA	02/18/2025	7,987.50
837599	Cintas Corporation	02/18/2025	12,619.94
837600	City Of Aberdeen	02/18/2025	22,013.50
837601	Comcast	02/18/2025	474.64
837602	Cts Language Link	02/18/2025	15.21
837603	Dairy Fresh Farms	02/18/2025	19,387.09
837604	DILLANOS COFFEE ROASTERS INC	02/18/2025	127.45
837605	ESD 113	02/18/2025	74,437.03
837606	Espresso Products Direct (epd	02/18/2025	1,454.58
837607	Fastenal Company	02/18/2025	755.54
837608	Ferrellgas	02/18/2025	4,003.47
837609	FLASHALERT NEWSWIRE	02/18/2025	592.47
837610	FLASHLIGHT LEARNING INC	02/18/2025	1,575.02
837611	Follett School Solutions, Inc	02/18/2025	8,274.80
837612	Franz Family Bakeries	02/18/2025	3,751.49

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

As of February 18, 2025, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$1,814.71. The payments are further identified in this document.

Total by Payment Type for Cash Account, ACCOUNTS PAYABLE: COMP TAX  
Warrant Numbers 837675 through 837676, totaling \$1,814.71

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

Check Nbr	Vendor Name	Check Date	Check Amount
837675	Bank Of The Pacific (use Tax)	02/18/2025	1,804.31 GF
837676	Bank Of The Pacific (use Tax)	02/18/2025	10.40 ASB
2	Computer	Check(s) For a Total of	1,814.71

## OVERNIGHT & OUT-OF-STATE STUDENT TRIP REQUEST

Overnight or out-of-state field trips require approval by the Board of Directors. Use the form below as an outline for the information necessary to submit a request for Board approval. Requests must be submitted to the building principal at least three weeks prior to submission to the Board. Following approval by the building principal and/or ASB, forward the request to the superintendent one week prior to the next scheduled Board meeting.

Group/Team Outdoor School  
 School ATHS + Elementaries  
 Advisor Kary Brockavich Phone 360-538-2040 ext 4316  
 Date(s) of Trip 5/11 - 5/16/25 Destination YMCA Camp Bishop  
 Lodging Location YMCA Camp Bishop Lodging Phone —  
 Objective of Trip Outdoor/Environmental education

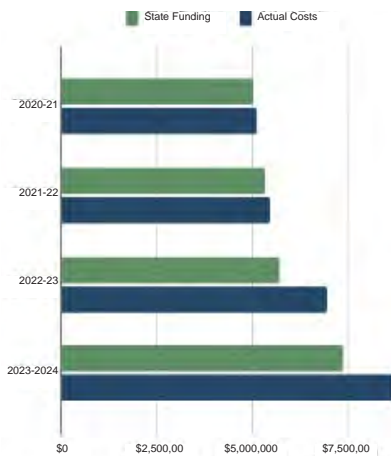
Number of Students 205 - 5th graders Number of Chaperones 14  
35 - high schoolers  
 Cost per Student \_\_\_\_\_ Cost per Chaperone \_\_\_\_\_  
 Funding Source and/or Account Code 8968 (Outdoor School grant)  
 Type of Transportation District bus Bus form required YES ☒ NO ☐

ASB Approval \_\_\_\_\_ Date \_\_\_\_\_  
 Principal Approval [Signature] Date 2-5-25  
 Board Approval \_\_\_\_\_ Date \_\_\_\_\_

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



# 2025 Legislative Priorities: Close the Funding Gaps



Since 2020, ASD5 has been underfunded for Special Education by \$2,820,281.

## Special Education

Aberdeen is one of 26 districts that remains underfunded for special needs students. The Legislature funds special education up to 16.5%, but more than 18% of our student population qualifies for Special Education.

In the absence of adequate funding, Aberdeen is spending \$1.94 million this year in local levy funds to remain in compliance. The Legislature should remove this arbitrary cap and fully fund the special needs of our students.



Since 2020, ASD5 has been underfunded for MSOCs by \$8,909,323.

## MSOCs

*Materials, Supplies & Operating Costs.* For 2024-2025, we are budgeted to spend \$2.48 million more on MSOCs than the state allocation. Of that, \$695,300 is to cover our insurance and utility costs — costs we have no control over. These costs have increased 46% in the past three years. The Legislature should fully fund these costs and connect future increases to inflation so that local levy dollars intended for activities such as music, athletics and electives aren't diverted.



Since 2020, ASD5 has been underfunded for certificated salaries by \$13,755,768.

## Certificated Salaries

The Legislature's funding formula for salaries is woefully inadequate. For 2024-2025, the state is funding \$11.8 million to fund the average salaries of 162 certificated staff in Aberdeen. Our actual costs are \$18.35 million for 194 teachers and certificated staff.

Our district also employs 163 classified staff. The state funds 68. The Legislature should revisit the basic education funding model so that local dollars can be used for enrichment.

~ These funding gaps have cost Aberdeen schools \$25.5 million ~

## Unfunded Requirements

**Substitute Costs:** School Districts are required to provide at least 10 days leave for staff. The state currently only provides enough funding to cover four days for teacher substitutes at a rate of \$151.86 per day — about \$16 per hour — and no funding for required leave for other staff. Districts use local funds to make up the difference. In our district, that's about \$784,420 for 2024-2025.

**New Laws:** The Legislature and state agencies should pause on the adoption of new policies and requirements so districts can focus on academics and students. According to the Washington Association of School Administrators, the Legislature has added 77 new school year requirements since 2018 — including nine for this year — without additional funding or staff to support implementation. Another eight go into effect next year. It's time to let the system rest to allow school districts to focus on helping students succeed academically.

**"It is the paramount duty of the state to make ample provision for the education of all children residing within its borders ..."**

~ Washington State Constitution, Article IX, Section 1





# BOARD MEETING UPDATE

February 18<sup>th</sup>, 2025

## OSPI - SEISMIC SAFETY GRANT PROGRAM UPDATE

Information provided by OSPI School Seismic Safety Program Guidance Document

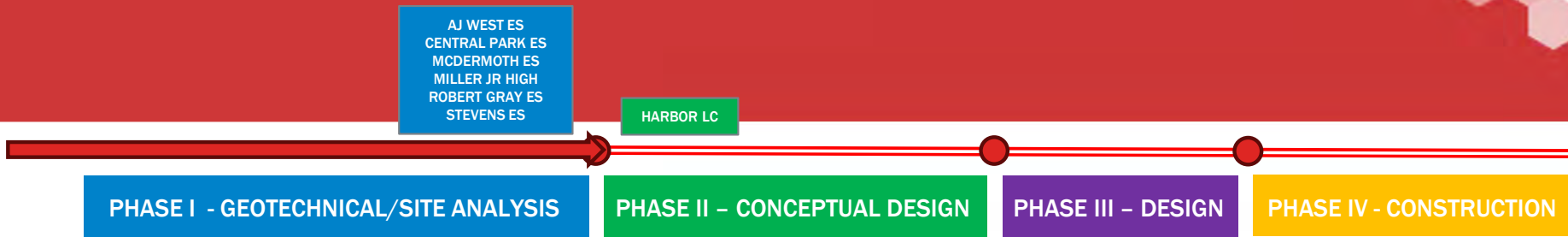


**CSG**

*Specialists in School Buildings + CM PM Services*

A program of ESD 112.

# WHERE ARE WE IN THE PROCESS?



## Phase I – Geotechnical + Structural Analysis

- Grant Request + Award
- Preliminary Geotechnical + Structural investigations, analysis and reports.
- Committee Reviews for geotechnical and site analysis reports.
- Conceptual Budget Authorization by OSPI pending Seismic Committee Review.

## Phase II – Conceptual Design

- Educational Specifications, Programming, Schematic Design, Budget Refinement
- Committee Review and Authorizations

## Phase III – Design

- Design Development + Construction Documents
- Committee Review and Authorizations

## Phase IV – Construction

- Bid + Construction



**CSG**

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# WHAT'S NEXT:

## 24/25 SCHOOL YEAR LOOK AHEAD

### Harbor LC

- Educational Specifications in progress
- School Tours in progress
- Schematic Design – Spring/Summer

### Miller Junior HS

- Property Procurement
- Final Phase I report to OPSI in February for Phase II Approval.  
Target April 2025 Phase II Kickoff

### New Aberdeen ES (North)

- Property Procurement
- Final Phase I report to OPSI in February for Phase II Approval.  
Target April 2025 Phase II Kickoff

### New Aberdeen ES (South)

- Property Procurement
- Final Phase I report to OPSI in February for Phase II Approval.  
Target April 2025 Phase II Kickoff

AJ WEST ES  
HARBOR LC  
MILLER JR HS  
STEVENS ES



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# NORTH ABERDEEN SCHOOLS SITE



## BASICH BLVD PROPERTIES

PARCEL 317090523001

22.75 ACRES

PARCEL 317090614001

73.14 ACRES

**TOTAL ACRES: 95.89 ACRES**



## PROPERTY PROCUREMENT UPDATE

- *Purchase and Sale Agreement in Place*
- *75 Days for "Inspection Period", Late April plus 30 days at Buyer request.*



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## SOUTH ABERDEEN ELEMENTARY SCHOOL SITE



STREET VACATION  
W/ CITY

### LOMAX ST PROPERTIES

PARCEL 317091542001

1/2 OF 29.98 ACRES = 14.99  
(EXACT ACREAGE TO BE SET BY SURVEY)

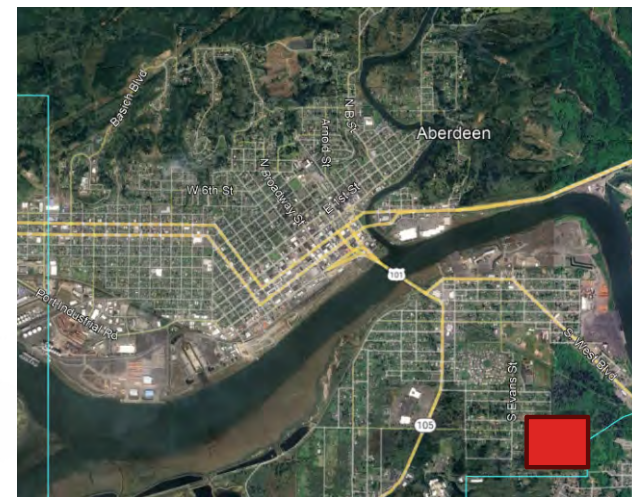
PARCEL 029106300100

2.05 ACRES

PARCEL 029106400100

1.14 ACRES

TOTAL ACRES: 18.18 ACRES



### PROPERTY PROCUREMENT UPDATE

- *Purchase and Sale Agreement in Place*
- *75 Days for "Inspection Period", Late April plus 30 days at Buyer request.*



**CSG**

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# OSPI SEISMIC TSUNAMI MASTER PROJECT SCHEDULE (DEPENDENT ON STATE FUNDING)







# Central Park Elementary

Cougars ROAR



# Demographics

123 Students K-5 + 11 Pre-K

- 53 Female, 70 Male
- 6 Alaskan/American Indian
- 6 Asian
- 10 Black/African American
- 110 White
- 22 Hispanic
- Thrive Students - 14
- Other IEPs - 17
- 504s - 3
- ELL - 4
- LAP - 19





# School Improvement Goals

**Goal #1: We will improve average daily attendance to 93% by the end of the 24-25 school year.**

**Goal #2: 30% reduction in referrals**

**Goal #3: Increase Reading Comprehension for both literature and informational text in all grades.**





# Attendance Data - Panorama (23-24)

**90.4%** on Friday, May 10th  
daily attendance

**92.0%** year to date  
average daily attendance

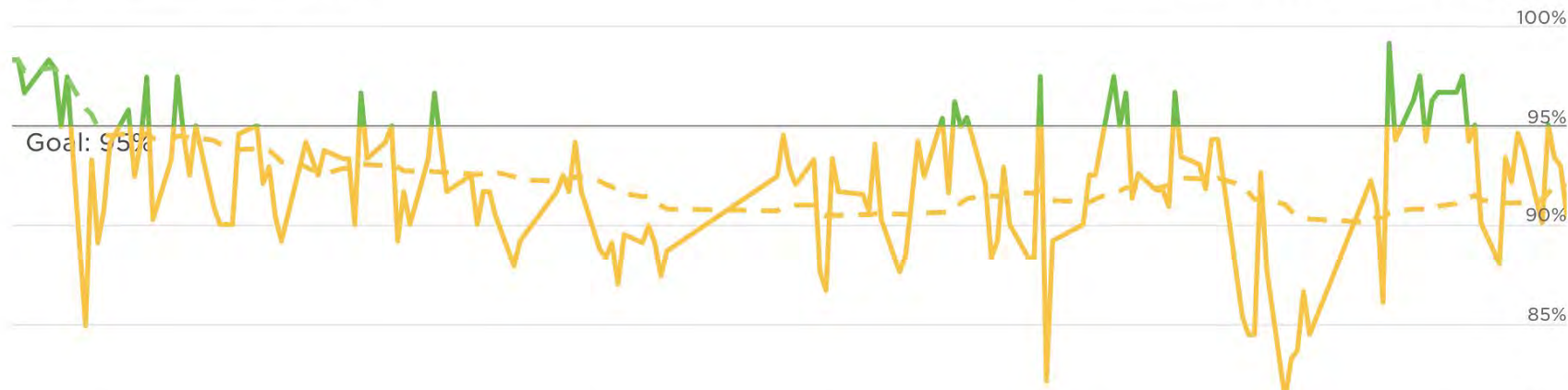
Half-day absences:

☒ Included in calculation [?](#)

What is our daily attendance?

1w 1m 3m 6m **YTD**

From Aug 30, 2023 To May 10, 2024





# Attendance Data - Panorama, Current

**93.9%** on Monday, February 10th  
daily attendance

**92.7%** year to date  
average daily attendance

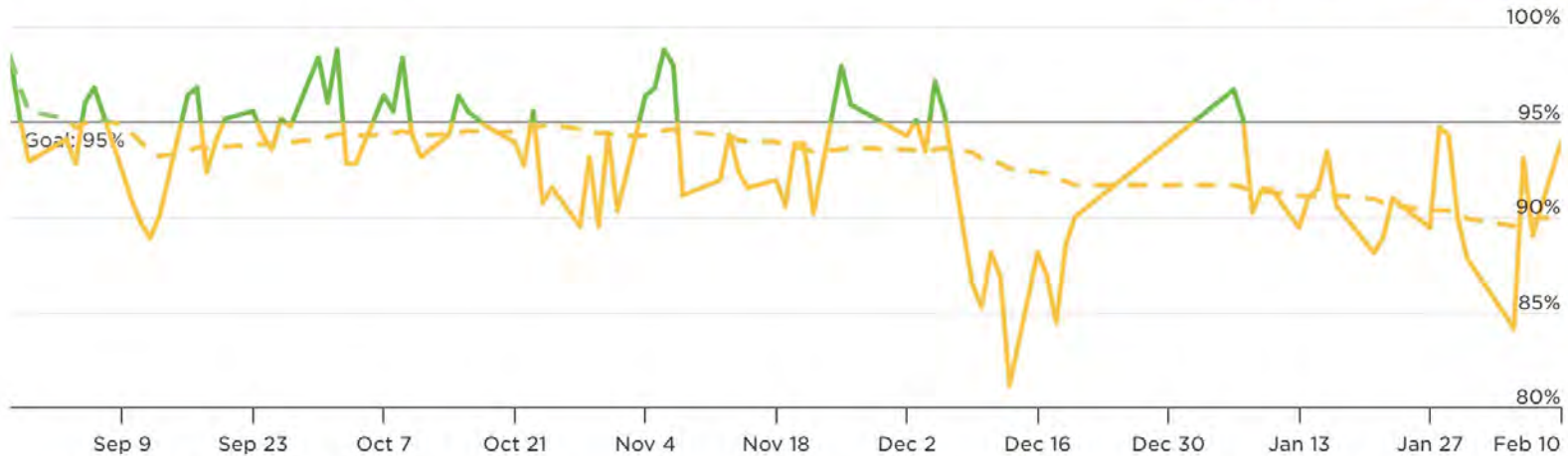
Half-day absences:

☒ Included in calculation [?](#)

What is our daily attendance?

1w 1m 3m 6m YTD

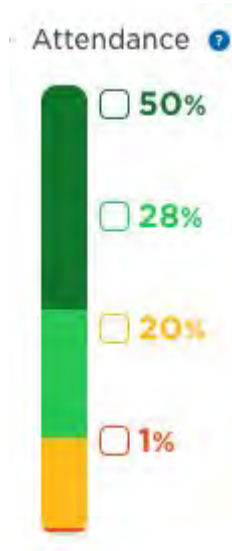
Aug 28, 2024 → Feb 10, 2025



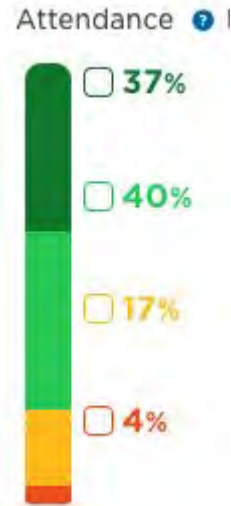


# Attendance Data - Student Specific

24-25: Semester 1



23-24: Semester 1



# Discipline Data - SWIS



**Average Referrals Per Day Per Month - Multi-Year**  
All, 2023-24 - 2024-25

Average Referrals Per Day





# Social-Emotional Learning Data - Panorama

## Overall Student Competency



### Skills & Competencies

Topic

Topic score and distribution

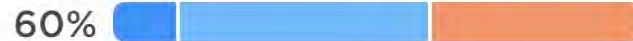
Change since last survey

Self-Efficacy



↗ 7

Emotion Regulation



↘ 4

Social Awareness



↘ 5



# Social-Emotional Learning Data - Panorama

## Overall Well-Being Measures



### Well-Being

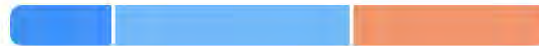
Topic

Topic score and distribution

Change since last survey

Positive Feelings

63%



↓ 1

Supportive Relationships

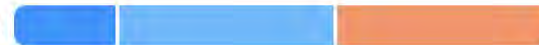
61%



↓ 6

Challenging Feelings

60%



↑ 3

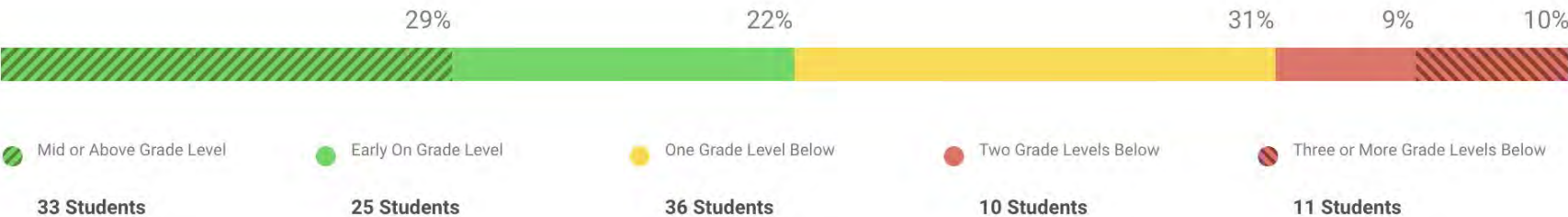


# iReady Reading: Winter 2025 - Winter 2024



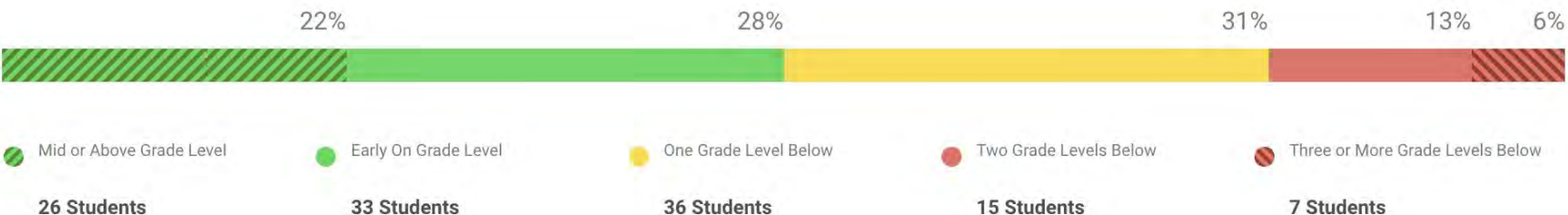
## Overall Placement

Students Assessed/Total: 115/123



## Overall Placement

Students Assessed/Total: 117/121





# iReady Reading: Fall - Winter



## Overall Placement

Students Assessed/Total: 107/123

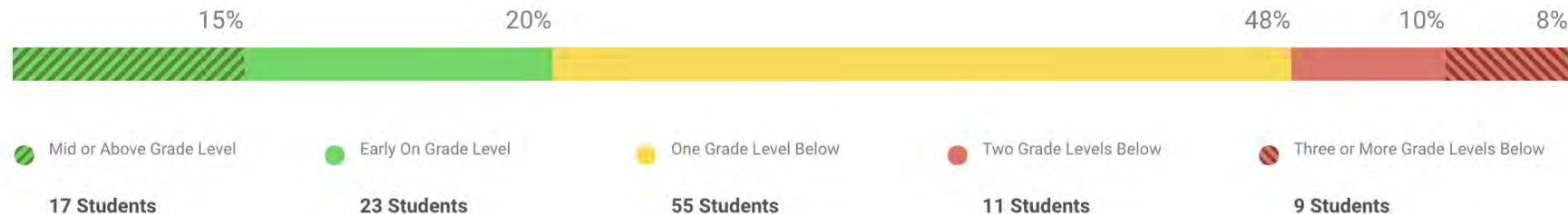


# iReady Math: Winter 2025 - Winter 2024



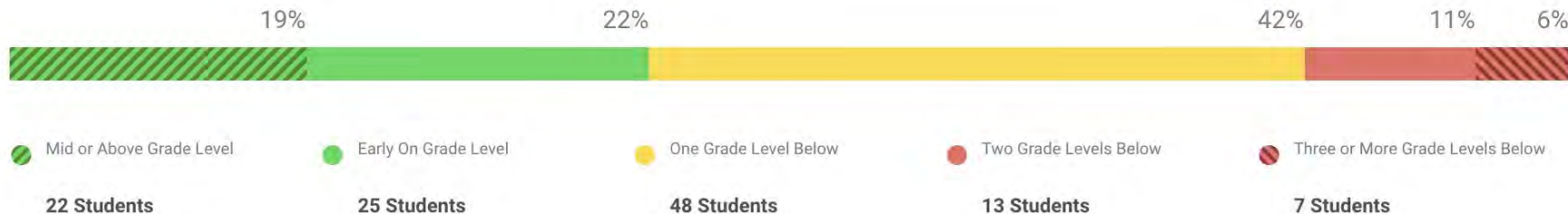
## Overall Placement

Students Assessed/Total: 115/123



## Overall Placement

Students Assessed/Total: 115/121



# iReady Math: Fall - Winter



## Overall Placement

Students Assessed/Total: 105/123





# School Improvement Goals

**Goal #1: We will improve average daily attendance to 93% by the end of the 24-25 school year.**

**Goal #2: 30% reduction in referrals**

**Goal #3: Increase Reading Comprehension for both literature and informational text in all grades.**

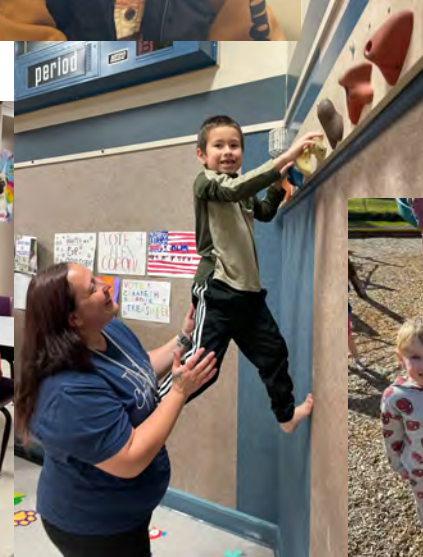




# Student, Family and Community Engagement

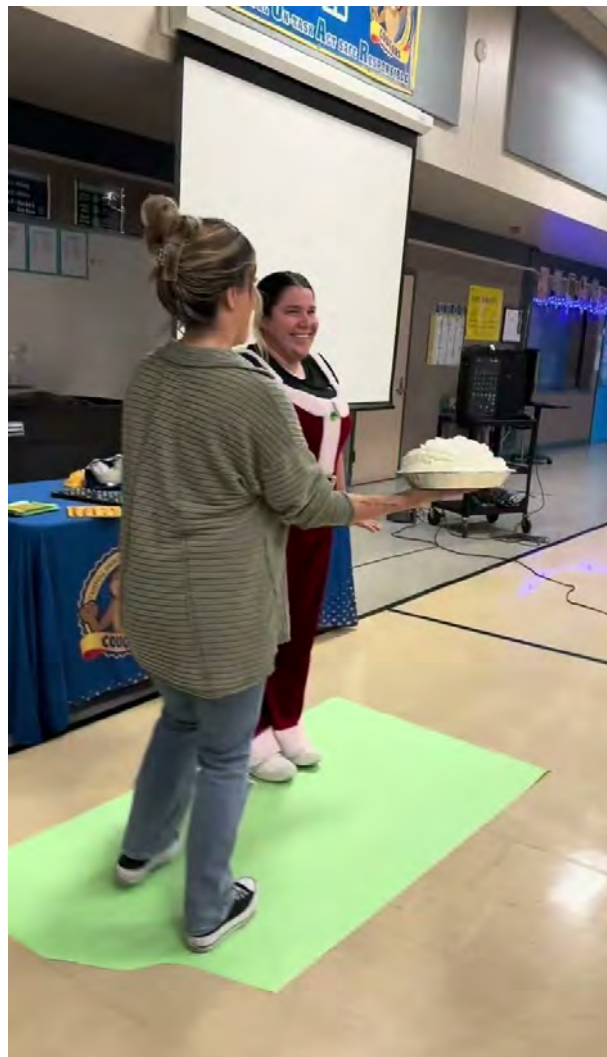


# THRIVE





Just Say Yes...





TO: Lynn Green and Traci Sandstrom, Superintendents  
 FROM: Elyssa Louderback, Executive Director of Business & Operations  
 SUBJECT: Monthly Budget Report for January, 2025  
 DATE: February 18, 2025

**GENERAL FUND SUMMARY:**

Revenue--Receipts were \$ 4,215,022.48.

Expenditures-- Expenditures were made in the total of \$ 4,647,236.06. Expenditures for staff salary and benefits account for 87.5% of all expenditures for the month and 79.6% of year to date total expenditures.

Fund Balance— Current month ending fund balance is \$ 2,402,474.50. We had a negative cash flow of \$ 432,213.58 for the month. We will be managing our cash flow very carefully and making adjustments through the year.

**Additional General Fund Information**

**Revenue by Major Category:**

<u>Revenue Source</u>	<u>Budgeted</u>	<u>Actual YTD</u>	<u>% Actual</u>	<u>Largely Comprised of:</u>
Local Taxes	\$ 5,579,124	\$ 2,107,214	37.77%	Prop taxes - received Oct/Nov and April/May
Local Nontax	\$ 397,010	\$ 195,615	49.27%	Donations, Traffic Safety, Food Service, Misc
State, General	\$ 33,580,700	\$ 13,003,408	38.72%	Apportionment and LEA
State, Special	\$ 14,497,538	\$ 5,661,132	39.05%	Spec Ed, Detention, LAP, Bilingual, Hi Cap, Transport
Federal, General	\$ 45,000	\$ -	0.00%	Federal Forest; deducted from apportionment
Federal, Special	\$ 6,843,748	\$ 2,145,125	31.34%	Food Service, Fed Grants (Title I, Title 2, ESSER, etc)
Other Districts	\$ 226,867	\$ 58,738	25.89%	Non high payments from Cosmopolis SD
Other Agencies	\$ 29,000	\$ 36,261	125.04%	Private Foundations, ESD 113
Other Fin Sources	\$ -	\$ -		
<b>Totals</b>	<b>\$ 61,198,987</b>	<b>\$ 23,207,493</b>	<b>37.92%</b>	
			<b>41.67%</b>	<b>% of fiscal year elapsed</b>



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

Board of Directors	\$ 99,000	\$ 18,648	18.84%	Dues, audits, elections, legal svcs, travel, etc
Superintendent's Office	\$ 449,866	\$ 178,799	39.74%	General Admin/ Supt Office
Business Office	\$ 698,521	\$ 264,680	37.89%	Fiscal operations
Human Resources	\$ 449,997	\$ 181,303	40.29%	Personnel & recruitment, labor relations
Public Relations	\$ 50,250	\$ 5,072	10.09%	Educational/admin info to public
Supervision of Instruction	\$ 1,448,318	\$ 623,510	43.05%	includes secretarial support
Learning Resources	\$ 229,969	\$ 107,756	46.86%	Library resources & staffing
Principal's Office	\$ 3,366,069	\$ 1,441,677	42.83%	includes Secretarial support
Guidance/Counseling	\$ 2,339,697	\$ 903,785	38.63%	Counselors/support services
Pupil Management	\$ 4,000	\$ 9,669	100.00%	Bus & playground management, etc
Health Services	\$ 3,050,486	\$ 1,281,561	42.01%	Health including: nursing, OT/PT/SLP, etc
Teaching	\$ 35,709,198	\$ 13,789,028	38.61%	classroom teachers/para support
Extra-curricular	\$ 1,470,719	\$ 649,026	44.13%	Coaching, advising, ASB supervision
Payments to other district	\$ 701,000	\$ 104,289	0.00%	CTE/Skills Center fees/pmts to other schools
Instructional Prof Dev	\$ 1,210,682	\$ 594,946	49.14%	Prof development; instructional staff
Instructional Technology	\$ 91,631	\$ 268,874	293.43%	classroom technology
Curriculum	\$ 974,495	\$ 284,332	29.18%	District materials adoptions/purchases; staff
Food Services	\$ 2,953,399	\$ 1,299,605	44.00%	Mgmt of food service for district
Transportation	\$ 1,325,881	\$ 575,789	43.43%	Co-op payments, fuel, insurance
Maint & Operations	\$ 3,660,050	\$ 1,583,875	43.27%	cust/maint/grounds, security, warehouse
Other Services	\$ 2,920,171	\$ 1,902,945	65.17%	Insurance, utilities, tech, print, motor pool, Erat
Transfers	\$ (261,250)	\$ (128,464)	49.17%	in district use of buses, vehicles, food service
Interfund Transfers	\$ -	\$ -	0.00%	Transfers (to Cap Proj/ Debt Service)
Totals	\$ 62,942,149	\$ 25,940,705	41.21%	
			41.67%	% of fiscal year elapsed

**CAPITAL PROJECTS FUND SUMMARY:**

Revenue -- Total receipts were \$ 52,979.59 and consist of grants, rental fees and interest.

Expenditures —Expenditures were made in the amount of \$ 57,327.23 for the month.

Fund Balance — Current monthly ending fund balance is \$ 300,703.96.

**DEBT SERVICE FUND SUMMARY:**

Revenue -- Total receipts were \$ 3,380.67 and consists of tax payments and transfers.

Expenditures — There were no expenditures for the month.

Fund Balance — Current month ending fund balance is \$ 738,084.44. Funds in this account are held for bond principal and interest payments.

**ASSOCIATED STUDENT BODY FUND SUMMARY:**

Revenue — There was \$ 20,095.43 revenue for the month.

Expenditures -- Expenditures total 35% of the budgeted expenditures for this fiscal year.

Fund Balance — Current month ending fund balance is \$ 339,622.51.

**TRANSPORTATION VEHICLE FUND SUMMARY:**

Revenue – There was \$ 887.17 revenue for the month and consisted of interest and depreciation.

Expenditures — There were no expenditures for the month.

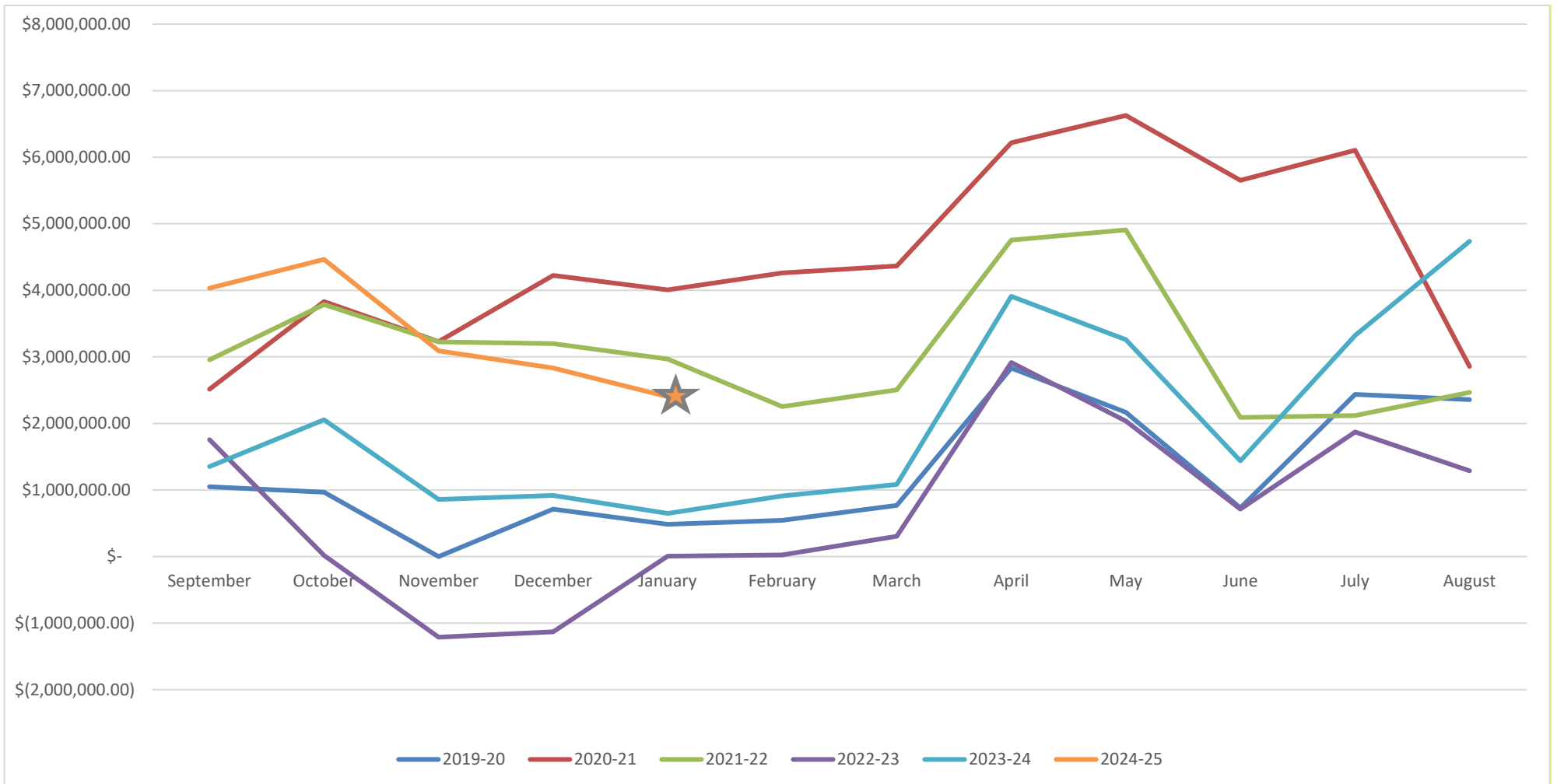
Fund Balance — Current month ending fund balance is \$ 347,641.28.

***SUMMARY OF BUDGET EXPENDITURE CAPACITY*****Budget Capacity as of January, 2025:**

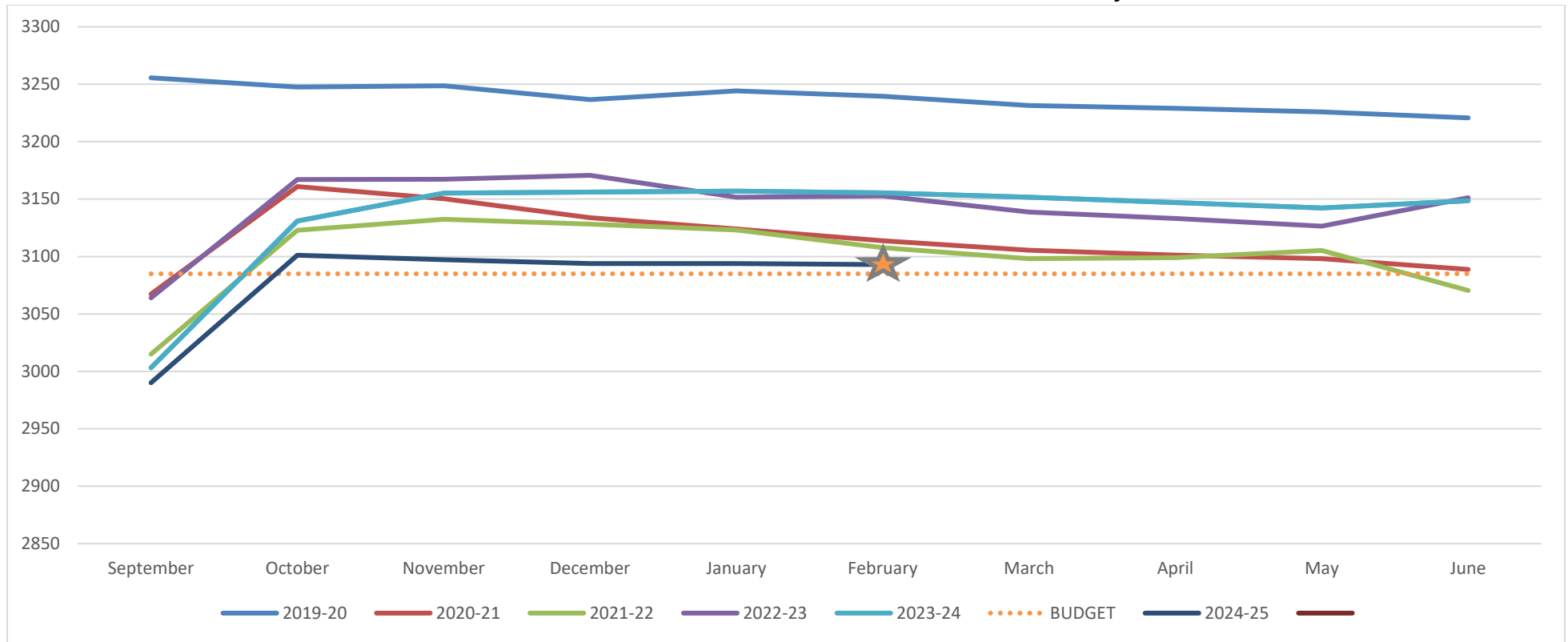
Fund	Budget	Expenditures YTD	Balance	% Expenditures	% Remaining
General	\$ 62,942,149	\$ 25,940,705	\$ 37,001,444	41.21%	58.79%
Capital Projects	\$ 6,300,000	\$ 863,646	\$ 5,436,354	13.71%	86.29%
Debt Service	\$ 295,000	\$ 268,086	\$ 26,914	90.88%	9.12%
ASB	\$ 540,797	\$ 189,122	\$ 351,675	34.97%	65.03%
Trans Vehicle	\$ 200,000	\$ -	\$ 200,000	0.00%	100.00%

# GENERAL FUND FUND BALANCE TRENDS

End of January, 2025



# ENROLLMENT TRENDS as of February, 2025



AAFTE	Grades K – 5	Gr. 6 – 8	HS	Subtotal	Run Start/ Open Door	+/- (Budget)
2024-25 Budget	1,231	728	983	2,942	143	3,085
2024-25 Actual	1,208.16	697.55	1,027.57	2,933.28	156.48	+ 4.76 (3,089.76)
2023-24 Actual	1,276.92	720.04	990.32 *	2,987.30	161.22 *	+ 78.52 (3,070)
2022-23 Actual	1,292.06	759.62	982.59	3,034.27	127.93	+ 77.20 (3,085)
2021-22 Actual	1,299.38	775.67	963.66	3,038.71	75.13	+ 13.84 (3,100)
2020-21 Actual	1,287.98	777.52	943.61	3,015.97	85.44	+ 1.41 (3,100)
2019-20 Actual	1,445.35	805.48	980.66	3,231.49	98.98	+ 40.47 (3,290)

\* Includes summer school enrollment

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

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of January, 2025

	ANNUAL	ACTUAL	ACTUAL			
<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>BUDGET</u>	<u>FOR MONTH</u>	<u>FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 LOCAL TAXES	5,579,124	10,582.42	2,107,213.66		3,471,910.34	37.77
2000 LOCAL SUPPORT NONTAX	397,010	16,100.73	195,614.78		201,395.22	49.27
3000 STATE, GENERAL PURPOSE	33,580,700	2,589,591.71	13,003,407.82		20,577,292.18	38.72
4000 STATE, SPECIAL PURPOSE	14,497,538	1,110,073.36	5,661,132.18		8,836,405.82	39.05
5000 FEDERAL, GENERAL PURPOSE	45,000	.00	.00		45,000.00	0.00
6000 FEDERAL, SPECIAL PURPOSE	6,843,748	423,744.17	2,145,125.44		4,698,622.56	31.34
7000 REVENUES FR OTH SCH DIST	226,867	58,523.44	58,738.19		168,128.81	25.89
8000 OTHER AGENCIES AND ASSOCIATES	29,000	6,406.65	36,260.77		7,260.77-	125.04
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	61,198,987	4,215,022.48	23,207,492.84		37,991,494.16	37.92
<u>B. EXPENDITURES</u>						
00 Regular Instruction	26,618,322	1,924,903.00	10,813,965.49	55,648.16	15,748,708.35	40.84
10 Federal Stimulus	0	.00	2,257.36	5,454.00-	3,196.64	0.00
20 Special Ed Instruction	9,924,586	789,031.26	4,038,635.57	1,100,868.67	4,785,081.76	51.79
30 Voc. Ed Instruction	2,979,151	240,328.70	1,300,392.38	25,803.68	1,652,954.94	44.52
40 Skills Center Instruction	257,644	30,261.13	159,467.62	306.94	97,869.44	62.01
50+60 Compensatory Ed Instruct.	6,817,224	489,364.86	2,432,064.16	152,602.33	4,232,557.51	37.91
70 Other Instructional Pgms	856,220	50,016.01	291,478.54	53,243.91	511,497.55	40.26
80 Community Services	2,472,117	204,740.57	960,362.82	15,054.19	1,496,699.99	39.46
90 Support Services	13,016,885	918,590.53	5,942,080.88	161,234.91	6,913,569.21	46.89
<u>Total EXPENDITURES</u>	62,942,149	4,647,236.06	25,940,704.82	1,559,308.79	35,442,135.39	43.69
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
<u>D. OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	1,743,162-	432,213.58-	2,733,211.98-		990,049.98-	56.80
<u>F. TOTAL BEGINNING FUND BALANCE</u>	4,889,319		5,135,686.48			
<u>G. GLS 896, 897, 898 ACCOUNTING</u>	XXXXXXXXX		.00			
<u>CHANGES AND ERROR CORRECTIONS (+OR-)</u>						
<u>H. TOTAL ENDING FUND BALANCE</u>	3,146,157		2,402,474.50			
<u>(E+F + OR - G)</u>						

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	14,070.00
G/L 815 Restrict Unequalized Deduct Rev	0	.00
G/L 821 Restrictd for Carryover	420,331	676,579.59
G/L 823 Restricted for Carryover of Tra	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 828 Restricted for C/O of FS Rev	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	81,543	102,021.00
G/L 845 Restricted for Self-Insurance	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 870 Committed to Other Purposes	14,070	.00
G/L 872 Committed to Econmc Stabilizatn	0	.00
G/L 873 Committed to Depreciation Sub-F	0	.00
G/L 875 Assigned Contingencies	0	.00
G/L 884 Assigned to Other Cap Projects	0	.00
G/L 888 Assigned to Other Purposes	0	.00
G/L 890 Unassigned Fund Balance	538,204-	1,551,311.87-
G/L 891 Unassigned Min Fnd Bal Policy	3,168,417	3,161,115.78
<u>TOTAL</u>	3,146,157	2,402,474.50

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

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of January, 2025

	ANNUAL	ACTUAL	ACTUAL			
<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>BUDGET</u>	<u>FOR MONTH</u>	<u>FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 Local Taxes	1,302,008	324.25	324.25		1,301,683.75	0.02
2000 Local Support Nontax	19,500	1,800.11	49,527.35		30,027.35-	253.99
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	4,800,000	50,855.23	695,097.55		4,104,902.45	14.48
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
7000 Revenues Fr Oth Sch Dist	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
 <u>Total REVENUES/OTHER FIN. SOURCES</u>	 6,121,508	 52,979.59	 744,949.15		 5,376,558.85	 12.17
 <u>B. EXPENDITURES</u>						
10 Sites	0	.00	186,309.45	8,950.29	195,259.74-	0.00
20 Buildings	6,300,000	51,851.73	671,861.11	0.00	5,628,138.89	10.66
30 Equipment	0	.00	.00	0.00	.00	0.00
40 Energy	0	.00	.00	0.00	.00	0.00
50 Sales & Lease Expenditure	0	5,475.50	5,475.50	0.00	5,475.50-	0.00
60 Bond Issuance Expenditure	0	.00	.00	0.00	.00	0.00
90 Debt	0	.00	.00	0.00	.00	0.00
 <u>Total EXPENDITURES</u>	 6,300,000	 57,327.23	 863,646.06	 8,950.29	 5,427,403.65	 13.85
 <u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	 0	 .00	 .00			
 <u>D. OTHER FINANCING USES (GL 535)</u>	 0	 .00	 .00			
 <u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	178,492-	4,347.64-	118,696.91-		59,795.09	33.50-
 <u>F. TOTAL BEGINNING FUND BALANCE</u>	 343,731		 419,400.87			
 <u>G. GLS 896, 897, 898 ACCOUNTING</u>	 XXXXXXXXX		 .00			
<u>CHANGES AND ERROR CORRECTIONS (+OR-)</u>						
 <u>H. TOTAL ENDING FUND BALANCE</u>	 165,239		 300,703.96			
<u>(E+F + OR - G)</u>						

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 861 Restricted from Bond Proceeds	0	.00
G/L 862 Committed from Levy Proceeds	0	.00
G/L 863 Restricted from State Proceeds	0	184,784.96-
G/L 864 Restricted from Fed Proceeds	111,714	.00
G/L 865 Restricted from Other Proceeds	5,300,000-	127,672.50-
G/L 866 Restrictd from Impact Proceeds	0	.00
G/L 867 Restricted from Mitigation Fees	0	.00
G/L 869 Restricted fr Undistr Proceeds	0	.00
G/L 870 Committed to Other Purposes	0	.00
G/L 889 Assigned to Fund Purposes	5,353,525	613,161.42
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	165,239	300,703.96



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

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	0	594.20	12,719.59		12,719.59-	0.00
2000 Local Support Nontax	25,000	2,786.47	18,979.16		6,020.84	75.92
3000 State, General Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
 <u>Total REVENUES/OTHER FIN. SOURCES</u>	 25,000	 3,380.67	 31,698.75		 6,698.75-	 126.80
 <u>B. EXPENDITURES</u>						
Matured Bond Expenditures	250,000	.00	250,000.00	0.00	.00	100.00
Interest On Bonds	44,100	.00	18,086.25	0.00	26,013.75	41.01
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	900	.00	.00	0.00	900.00	0.00
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
 <u>Total EXPENDITURES</u>	 295,000	 .00	 268,086.25	 0.00	 26,913.75	 90.88
 <u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	 0	 .00	 .00			
 <u>D. OTHER FINANCING USES (GL 535)</u>	 0	 .00	 .00			
 <u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER) EXPENDITURES (A-B-C-D)</u>	 270,000-	 3,380.67	 236,387.50-		 33,612.50	 12.45-
 <u>F. TOTAL BEGINNING FUND BALANCE</u>	 969,260		 974,471.94			
 <u>G. GLS 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)</u>	 XXXXXXXXX		 .00			
 <u>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</u>	 699,260		 738,084.44			
 <u>I. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted for Other Items	0		.00			
G/L 830 Restricted for Debt Service	699,260		738,084.44			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
 <u>TOTAL</u>	 699,260		 738,084.44			

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

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of January, 2025

	ANNUAL	ACTUAL	ACTUAL			
A. REVENUES	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 General Student Body	68,425	2,654.05	46,151.76		22,273.24	67.45
2000 Athletics	124,750	15,453.86	85,789.26		38,960.74	68.77
3000 Classes	2,500	.00	250.00		2,250.00	10.00
4000 Clubs	168,570	1,987.52	28,998.25		139,571.75	17.20
6000 Private Moneys	80,700	.00	74,204.68		6,495.32	91.95
<u>Total REVENUES</u>	444,945	20,095.43	235,393.95		209,551.05	52.90
B. EXPENDITURES						
1000 General Student Body	32,646	905.05	23,895.28	0.00	8,750.72	73.20
2000 Athletics	248,971	8,464.41	63,014.71	0.00	185,956.29	25.31
3000 Classes	2,500	.00	.00	0.00	2,500.00	0.00
4000 Clubs	175,890	4,410.61	27,343.05	0.00	148,546.95	15.55
6000 Private Moneys	80,790	.00	74,869.45	0.00	5,920.55	92.67
<u>Total EXPENDITURES</u>	540,797	13,780.07	189,122.49	0.00	351,674.51	34.97
C. <u>EXCESS OF REVENUES</u>						
<u>OVER(UNDER) EXPENDITURES</u> (A-B)	95,852-	6,315.36	46,271.46		142,123.46	148.27-
D. <u>TOTAL BEGINNING FUND BALANCE</u>	280,036		293,351.05			
E. <u>GLS 896, 897, 898 ACCOUNTING</u>	XXXXXXXXXX		.00			
<u>CHANGES AND ERROR CORRECTIONS (+OR-)</u>						
F. <u>TOTAL ENDING FUND BALANCE</u>	184,184		339,622.51			
<u>C+D + OR - E)</u>						
G. <u>ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted for Other Items	7,500		7,500.00			
G/L 819 Restricted for Fund Purposes	176,684		332,122.51			
G/L 840 Nonspnd FB - Invent/Prepd Itms	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	184,184		339,622.51			

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

For the ABERDEEN SCHOOL DISTRICT NO 5 School District for the Month of January, 2025

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	15,000	887.17	2,871.58		12,128.42	19.14
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	368,914	.00	.00		368,914.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
A. <u>TOTAL REV/OTHER FIN.SRCS(LESS TRANS)</u>	383,914	887.17	2,871.58		381,042.42	0.75
B. <u>9900 TRANSFERS IN FROM GF</u>	0	.00	.00		.00	0.00
C. <u>Total REV./OTHER FIN. SOURCES</u>	383,914	887.17	2,871.58		381,042.42	0.75
D. EXPENDITURES						
Type 30 Equipment	200,000	.00	.00	0.00	200,000.00	0.00
Type 40 Energy	0	.00	.00	0.00	.00	0.00
Type 60 Bond Levy Issuance	0	.00	.00	0.00	.00	0.00
Type 90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	200,000	.00	.00	0.00	200,000.00	0.00
E. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
F. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
G. <u>EXCESS OF REVENUES/OTHER FIN SOURCES</u> <u>OVER(UNDER) EXP/OTH FIN USES (C-D-E-F)</u>	183,914	887.17	2,871.58		181,042.42-	98.44-
H. <u>TOTAL BEGINNING FUND BALANCE</u>	289,788		344,769.70			
I. <u>GLS 896, 897, 898 ACCOUNTING</u> <u>CHANGES AND ERROR CORRECTIONS (+OR-)</u>	XXXXXXXXX		.00			
J. <u>TOTAL ENDING FUND BALANCE</u> <u>(G+H + OR - I)</u>	473,702		347,641.28			

K. <u>ENDING FUND BALANCE ACCOUNTS:</u>		
G/L 810 Restricted For Other Items	0	.00
G/L 819 Restricted for Fund Purposes	473,702	347,641.28
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 889 Assigned to Fund Purposes	0	.00
G/L 890 Unassigned Fund Balance	0	.00
 <u>TOTAL</u>	 473,702	 347,641.28

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



**Aberdeen**  
School District

*Our Children,  
Our Schools,  
Our Future*

# Enrollment data

Planning for the 2025-26 school year

February 18, 2025

# Looking towards 2025-26

- Providing data comparisons for the last 5 years
  - 2020-21 was the closest to the current enrollment
- The instructional programs have changed due to staff reductions.
  - Academic and behavior challenges have increased since COVID.



# Enrollment comparison 2020-21 vs 2024-25

Grade	2020-21	2021-22	2022-23	2023-24	2024-25*
Kinder	189.31	223	188.13	206.18	182.10
1st	199.50	188.2	218	183.97	204.80
2nd	241.90	199.68	195.2	219.24	184.38
3rd	216.10	213.58	249.6	212.70	221.50
4th	214.60	213.80	249.60	212.70	208.54
5th	226.50	220.40	222.75	252.32	206.83
Total	1,287.91	1,299.38	1,292.06	1,276.93	1,208.16

\* 2024-25 average class size in grades K - 5 is 201

# Enrollment comparison 2020-21 vs 2024-25

Grade	2020-21	2021-22	2022-23	2023-24	2024-25*
6th	244.31	239.97	230.32	219.06	239.78
7th	285.80	254.35	262.40	242.27	228.08
8th	247.42	281.36	266.90	258.71	229.69
Total	777.35	775.67	759.62	720.04	697.55

\*2024-25 average class size in grades 6 - 8 is 233

# Enrollment comparison 2020-21 vs 2024-25

Grade	2020-21	2021-22	2022-23	2023-24	2024-25*
9th	258.76	269.70	285.94	273.32	279.14
10th	245.83	259.65	276.57	283.32	273.04
11th	222.89	216.38	211.24	231.81	249.71
12th	216.14	209.48	197.86	186.32	225.68
Total	943.62	955.21	971.60	974.77	1,027.57

Running Start	59.80	51.73	68.03	107.46	97.81
Open Doors	25.64	23.40	59.90	53.77	58.67

\*2024-25 average class size in grades 9 - 12 is 257

# Summary of Enrollment comparison 2020-21 vs 2024-25

Grade	2020-21	2024-25	Difference
K - 5th	1,287.91	1,208.16	( - 79.75)
6th - 8th	777.35	697.55	( - 79.80)
9th - 12th	943.62	1,027.57	83.95
Total	3,008.88	2,933.28	( - 75.60)
Running Start	59.80	97.81	38.01
Open Doors	25.64	58.67	33.03
Total	3,094.32	3,092.92	( - 1.40)

# Enrollment Estimate for 2025-26

Grade	2024-25	2025-26	
K - 5th	1,208.16	1184	Smaller class coming into K
6th - 8th	697.55	669	
9th - 12th	1,027.57	1022	Larger class graduating
<b>Total</b>	<b>2,933.28</b>	<b>2,875</b>	
Running Start	97.81	85	
Open Doors	58.67	60	
<b>Total</b>	<b>3,089.78</b>	<b>3,020</b>	

The 2025-26 projection is built on a 1% enrollment reduction. This is a conservative estimate based on current data.

We will continue to monitor enrollment. These numbers could be adjusted based on where we end the year.



## **AGREEMENT**

### **INTER-AGENCY AGREEMENT FOR CONSTRUCTION MANAGEMENT SERVICES**

(Construction Manager as Owner's Consultant)

#### **AGREEMENT**

Made this \_\_\_\_\_ day of \_\_\_\_\_ (month/year)

#### **Between**

**Aberdeen School District  
No. 05  
216 N G St,  
Aberdeen, WA 98520**

#### **And**

**Educational Service District No. 112 (Through Construction Services Group)  
2500 NE 65th Avenue  
Vancouver, WA 98661**

In consideration of the terms and conditions contained herein, ESD112 and the District do mutually agree that the Agreement as follows:

Pursuant to the OSPI School Seismic Safety Grant Program as funded per Washington State Substitute Senate Bill 5933, the Aberdeen School District is in anticipation of receiving Phase II Conceptual Design funding grant(s) as well as future Phased Grant funding, enabling them to continue professional services for the necessary conceptual schematic design of their project(s). As per Substitute Senate Bill 5933- "Remediation" refers to solutions that mitigates or eliminates Aberdeen School District current school site specific seismic or tsunami hazards and the scope of work may include existing school site relocation (New School Construction), seismic retrofit of the existing school structure and or the addition of vertical evacuation towers. CSG, serving as the Project Management (PM) company for the Aberdeen School District, is proposing to oversee the CM/PM work, as well as include Value Engineering and Constructability Review, Fixtures Furniture and Equipment Services, and Commissioning (Cx) work for all Phases of the project(s) as funded through the OSPI School Seismic Grant Program. The project phases and services per project are as follows:

Phase I: This Contract pertains to the Project Management (PM) services for the Planning Phase, constituting separate fixed fee per Project as awarded by OSPI.

Phase II: This Contract pertains to the Project Management (PM) and Value Engineering (VE) services for the Conceptual Design Phase, constituting a portion of the overall contract amount.

Phase III: This Contract pertains to the Project Management (PM), FFE, and Constructability Review (CR) services during the Design Phase, constituting an additional portion of the overall contract amount.

Phase IV: This Contract pertains to the Project Management (PM), Construction Management (CM), FFE and Commissioning scoped of services specifically for the Bid and Construction Phase, constituting an additional remaining portion of the overall contract amount.

Agreement duration to be through January 1, 2032.

**For services in Connection with the Projects known as:**

**Aberdeen School District School Seismic Grant Projects**

1. Harbor LC Seismic Grant Project (Relocate New Construction)
2. AJ West Elementary Seismic Grant Project (Relocate New Construction)
3. McDermoth Elementary Seismic Grant Project (Relocate New Construction – Phase I only - square footage will be allocated between New AJ West and New Stevens Elementary Construction)
4. Miller Jr High Seismic Grant Project (Relocation New Construction)
5. Stevens Elementary Seismic Grant Project (Relocation New Construction)
6. Robert Gray Elementary Seismic Grant Project (Retrofit or Relocation New Construction)
7. Central Park Elementary Seismic Grant Project (Retrofit or Relocation New Construction)

Hereinafter called the “Projects”, as further described in Article 2

The Owner and Educational Service District No. 112 through Construction Services Group (hereinafter referred to as the “CM”) in consideration of their mutual covenants herein agree as set forth below:

**ARTICLE 1  
RELATIONSHIP OF THE PARTIES**

**1.1 Owner and Construction Manager**

1.1.1 Relationship: The CM shall be the Owner's principal consultant in providing the CM's services described in this Agreement. The CM and the Owner shall perform as stated in this Agreement. The CM shall be and operate as an independent contractor in the performance of the Services and shall have control over and responsibility for all personnel performing the Services. The CM shall perform the Services in accordance with its own methods in an orderly and professional manner. In no event shall the CM be authorized on behalf of the Owner to: (1) enter into any agreements or undertakings; (2) waive any provisions of any agreements or receive or accept notice on behalf of the Owner; (3) authorize any payments or accept or approve any documents, work, services, goods, or materials on behalf of the Owner, or (4) act as or be an agent or employee of the Owner. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Owner or the CM.

1.1.2 Standard of Care: The CM covenants with the Owner to furnish its services hereunder properly, in accordance with the standards of its profession, and in accordance with applicable federal, state and local laws and regulations that are in effect on the date of this Agreement first written above.

**1.2 Owner and Designer**

1.2.1 Owner-Designer Agreement: The Owner shall enter into a separate agreement, the “Owner-Designer Agreement”, with one or more Designers to provide for the design of the Project and certain design-related services during the Construction Phase of the Project.

**1.3 Owner and Contractors**

1.3.1 Construction Contract: The Owner shall enter into a separate contract with one or more Contractors for the construction of the Project.

**1.4 Relationship of the CM to Other Project Participants**

1.4.1 Working Relationship: In providing the CM's services described in this Agreement, the CM shall use best efforts to maintain on behalf of the Owner, a successful working relationship with the Contractor and Designer.



1.4.2 Limitations: Nothing in this Agreement shall be construed to mean that the CM at any time assumes the responsibilities or duties of the Contractor or the Designer. The Contractor will be solely responsible for construction means, methods, techniques, sequences and procedures used in the construction of the Project and of the safety of its personnel, property, and its operations and for performing in and Contractor. The Designer is solely responsible for the design requirements and design criteria of the Project and shall perform in accordance with the agreement between the Designer and the Owner. The CM's services shall be rendered compatibly and in cooperation with the services provided by the Designer under the agreement between the Owner and Designer. It is intended that the services of the Designer and the CM be complementary and not duplicative.

## **ARTICLE 2 PROJECT DEFINITION**

2.1 The term "Project", when used in the Agreement, shall be defined as all work to be finished or provided in accordance with the Contract Documents, as defined in the agreement between the Owner and Designer.

2.2 The Project names and locations are as follows:

**Project No. 01: Harbor Learning Center – Seismic Safety Remediation: Relocate New Construction**  
**Project location: Aberdeen, WA (Phase I, II, III, IV)**

**Project No. 02: Miller Junior High School – Seismic Safety Remediation: Seismic Relocate New Construction**  
**Project location: Aberdeen, WA (Phase I, II, III, IV)**

**Project No. 03: AJ West Elementary – Seismic Safety Remediation: Relocate New Construction**  
**Project location: Aberdeen, WA (Phase I, II, III, IV)**

**Project No. 04: McDermoth Elementary – Seismic Safety Remediation: Relocate New Construction**  
**Project location: Aberdeen, WA (Phase I Only, Square footage will be allocated to Project No. 3 and No. 5)**

**Project No. 05: Stevens Elementary – Seismic Safety Remediation: Relocate New Construction**  
**Project location: Aberdeen, WA (Phase I, II, III, IV)**

**Project No. 06: Robert Gray Elementary – Seismic Safety Remediation: Structural Retrofit or New Construction – TBD (Phase I, II, III, IV)**  
**Project location: TBD**

**Project No. 07: Central Park Elementary – Seismic Safety Remediation: Structural Retrofit or New Construction – TBD (Phase I, II, III, IV)**  
**Project location: TBD**

## **ARTICLE 3 BASIC SERVICES**

### **3.1 CM's Basic Services**

3.1.1 Basic Services: The CM shall perform the Basic Services described in this Article. It is not required that the services be performed in the order in which they are described.

### **3.2 Pre-Design Phase**

#### **3.2.1 Project Management**

3.2.1.1 Designer Selection: The CM shall assist the Owner in the selection of a Designer by developing lists of potential firms, developing criteria for selection, preparing and transmitting the requests for proposal, and assisting in conducting interviews.

3.2.1.2 Designer Contract Preparation: The CM shall assist the Owner in review and preparation of the agreement between the Owner and Designer.

#### **3.2.2 Time Management**

3.2.2.1 Master Schedule: The CM shall review and make recommendations with regard to the Master Schedule previously prepared by the Designer for the Project. The Master Schedule shall specify the proposed starting and finishing dates for each contract and the dates by which certain design, construction and ancillary activities must be complete.

#### **3.2.3 Cost Management**

3.2.3.1 Project and Construction Budget: The CM shall review and make recommendations with regard to the Project and Construction Budget previously prepared by the Designer. The CM shall review the budget with the Owner and Designer and create a master budget document against which future expenditures will be measured.

#### **3.2.4 Management Information System (MIS)**

3.2.4.1 Establishing the Project MIS: The CM shall develop a MIS in order to establish communication between the Owner, CM, Designer, Contractor and other parties involved with the Project.

### **3.3 Design Phase**

#### **3.3.1 Project Management**

3.3.1.2 Progress Meetings: The CM shall conduct, and document periodic progress meetings attended by the Owner, Designer and other project team members. Such meetings shall serve as a forum for the exchange of information concerning the Project and the review of design progress.

3.3.1.3 Review of Design Documents: The CM shall review the design documents and make recommendations to the Owner and Designer as to scheduling, time of construction, and coordination of documentation among Contractors, and as to the separation of the Project into contracts for various categories of the work that will be performed by the Contractors on the Project (the "Work").

3.3.1.4 Owner's Design Reviews: If requested, the CM shall expedite the Owner's design reviews by compiling and conveying the Owner's review comments to the Designer.

3.3.1.5 Approvals by Regulatory Agencies: The CM shall review documents developed for regulatory agencies by Designer and shall advise the Owner of potential problems and suggested solutions regarding completion of regulatory agency reviews.

3.3.1.6 Other Contract Conditions: The CM shall assist in the preparation of the General and Supplemental Conditions of the Construction Contract.

3.3.1.7 Project Funding: The CM shall assist the Owner in preparing documents concerning the Project and Construction Budget for use in obtaining or reporting on Project funding. The documents shall be prepared in a format approved by the Owner. The CM will assist the Owner in complying with OSPI state matching requirements and accounting procedures.

### 3.3.2 Time Management

3.3.2.1 Revisions to the Master Schedule: As necessary throughout the Design Phase, the CM shall recommend revisions to the Master Schedule. The Owner shall issue, as needed, change orders to the appropriate parties to implement the Master Schedule revisions.

### 3.3.3 Cost Management

3.3.3.1 Cost Control: The CM shall review an estimate of the labor and materials construction cost prepared by the Designer for each submittal of design drawings and specifications from the Designer. This estimate shall also include a construction contingency acceptable to the Owner, CM and the Designer for construction costs appropriate for the type and location of the Project and as appropriate for each phase of the design process.

3.3.3.2 Project and Construction Budget Revision: The CM shall make recommendations to the Owner concerning revisions to the Project and Construction Budget that may result from design changes.

3.3.3.3 Monthly Project Management Reports: The CM shall prepare and distribute a monthly report including schedule and financial updates.

## 3.4 **Procurement Phase**

### 3.4.1 Project Management

3.4.1.1 Bidder's Interest Campaign: The CM may conduct a telephone and correspondence campaign to attempt to increase interest among bidders. CM acknowledges that in any communications and interactions among bidders, it will not favor or disfavor any potential bidders, and will provide information related to the project in a neutral fashion.

3.4.1.2 Notices and Advertisements: The CM shall assist the Owner in preparing and placing notices and advertisements to solicit bids for the Project.

3.4.1.3 Pre-Bid Conference: The CM shall conduct, in conjunction with the Owner and Designer, Pre-Bid Conferences. These conferences shall be forums for the Owner, CM and Designer to explain the Project requirements to the potential bidders, including information concerning schedule requirements, time and cost control requirements, access requirements, the Owner's administrative requirements and technical information.

3.4.1.4 Addenda: The CM shall receive from the Designer a copy of all addenda. The CM shall review addenda for effect on the Project and Construction budget, scheduling, and time of construction, and for clarity and coordination in documentation.

3.4.1.5 Bid Opening and Recommendations: The CM shall assist the Owner in the bid opening and shall evaluate the bids for responsiveness and price and provide other such information as requested by the Owner related to the qualifications of bidders. The CM shall make recommendations to the Owner concerning the acceptance or rejection of bids.

3.4.1.6 Post-Bid Conference: The CM shall conduct a Post-Bid Conference to review contract award procedures, schedules, and Project staffing and other pertinent issues.

3.4.1.7 Construction Contracts: The CM shall assist the Owner in the assembly, delivery, and execution of the Contract Documents. The CM shall issue to the Contractor on behalf of the Owner the Notice of Award and the Notice to Proceed.

### 3.4.2 Time Management

3.4.2.1 Master Schedule: The CM shall recommend to the Owner any appropriate revisions to the Master Schedule. Following acceptance by the Owner of such revisions, the CM shall provide a copy of the Master Schedule to the Designer and to the bidders.

### 3.4.3 Cost Management

3.4.3.1 Estimates for Addenda: The CM shall review estimates of costs prepared by the Designer for all Addenda and make recommendations to the Owner regarding the impact on Project budget.

3.4.3.2 Analyzing Bids: Upon receipt of the bids the CM shall evaluate the bids, including alternate bid prices and unit prices, and shall make a recommendation to the Owner regarding the award of the Construction Contract.

3.4.3.3 Monthly Project Management Reports: The CM shall prepare and distribute a monthly report including schedule and financial updates.

## 3.5 Construction Phase

### 3.5.1 Project Management

3.5.1.1 Pre-Construction Conference: The CM shall conduct, in consultation with the Owner and Designer, a Pre-Construction Conference during which the CM shall review the Project reporting procedures and other rules related to implementation of the construction phase of the Project.

3.5.1.2 Permits, Bonds and Insurance: The CM shall verify that the required permits, bonds, and insurance documentation have been obtained.

3.5.1.3 Management and Construction Phase Communication Procedures: The CM shall provide regular contract administration, and the CM shall establish and implement coordination and communication procedures among the CM, Owner, Designer and Contractor.

3.5.1.4 Contract Administration Procedures: The Designer shall establish and implement procedures for reviewing and processing requests for clarifications and interpretations of the Contract Documents: shop drawings, samples, and other submittals; contract schedule adjustments; change order proposals; written proposals for substitutions; payment applications; and the maintenance of logs. The CM will receive copies of all such documents after the Designer has reviewed them and prior to their final approval/acceptance.

3.5.1.5 Project Site Meetings: The CM shall conduct meetings at the Project site with each Contractor, and the CM shall conduct coordination meetings with the Contractor, the Owner, and the Designer. The CM shall prepare and distribute minutes to all attendees, the Owner and Designer.

3.5.1.6 Coordination of Other Independent Consultants: the CM shall coordinate technical inspection and testing provided by others (Contractor will make the day-to-day calls for inspection or testing). The CM and Owner shall receive a copy of all inspection and testing reports. The CM shall not be responsible for providing, nor shall the CM control, the actual performance of technical inspection and testing.

3.5.1.7 Minor Variations in the Work: The CM may authorize minor variations in the Work from the requirements of the Contract Documents that do not involve an adjustment in the contract price or time, and which are consistent with the overall intent of the Contract documents. The CM shall provide to the Designer and Owner copies of such authorizations.

3.5.1.8 Change Orders: The CM shall establish a change order control system. All changes to the Contract between the Owner and Contractor shall be only by change order executed by the Owner.

3.5.1.8.1 Owner-initiated Changes: All proposed changes shall first be described in detail by the CM in a request for a proposal issued to the Contractor. The request shall be

accompanied by drawings and specifications prepared by the Designer. In response to the request for a proposal, the Contractor shall submit to the CM for evaluation detailed information concerning the price and time adjustments, if any, as may be necessary to perform the proposed change order work. The CM shall review the Contractor's proposal, shall discuss the proposed change order with the Contractor, and endeavor to determine the Contractor's basis for the price and time proposed to perform the work.

3.5.1.8.2 Contractor-initiated Changes: The CM shall review the contents of all Contractor requested changes to the contract time or price, endeavor to determine the cause of the request, and assemble and evaluate information concerning the request. The CM shall provide the Designer with a copy of each change request. The CM shall evaluate the Contractor's request and shall evaluate the Designer's review comments regarding the proposed request.

3.5.1.8.3 The CM shall make recommendations to the Owner regarding all proposed change orders. At the Owner's direction, the CM shall prepare and issue to the Contractor appropriate change order documents. The CM shall provide to the Designer copies of all approved Change orders.

3.5.1.9 Quality Review: The CM shall establish and implement a program to monitor the quality of the construction. The purpose of the program shall be to assist in guarding the Owner against work by the Contractor that does not conform to the requirements of the Contract Documents. The CM shall reject any portion of the Work and transmit to the Owner and Contractor a notice of nonconforming work when it is the opinion of the CM, Owner, or Designer that such work does not conform to the requirement of the Contract Documents.

3.5.1.10 Operation and Maintenance Materials: The CM shall receive from the Contractor operation and maintenance manuals, warranties, and guarantees for materials and equipment installed in the Project. The CM shall review for compliance with the construction documents, and, if the materials provided are satisfactory, shall deliver the results of the CM review and the information to the Designer and Owner.

3.5.1.11 Substantial Completion: The CM shall assist the Designer in determining when the Project and the Contractor's work are substantially complete. In consultation with the Designer, the CM shall, prior to issuing a Certificate of Substantial Completion, prepare a list of incomplete work or work which does not conform to the requirements of the Contract Documents. This list shall be attached to the Certificate of Substantial Completion.

3.5.1.12 Final Completion: In direct consultation with the Designer, the CM shall identify when the Project and the Contractor's work has achieved Final Completion, shall recommend to the Owner when to issue a Certificate of Final Completion and shall provide to the Owner a written recommendation regarding final payment to the Contractor.

### 3.5.2 Time Management

3.5.2.1 Master Schedule: The CM shall adjust and update the Master Schedule and distribute copies to the Owner and Designer.

3.5.2.2 Contractor's Construction Schedule: The CM shall review the Contractor's Construction Schedule and shall verify that the schedule is prepared in accordance with the requirements of the Contract Documents and that it establishes completion dates that comply with the requirements of the Master Schedule.

3.5.2.3 Construction Schedule Report: The CM shall, on a monthly basis, review the progress of construction of the Constructor, shall evaluate the percentage complete of each construction

activity as indicated in the Contractor's Construction Schedule and shall review the status of the indicated percentage complete with the Contractor. This evaluation shall serve as data for input to the periodic Construction Schedule report that shall be prepared and distributed to the Contractor, Owner and Designer by the CM. The report shall indicate the actual progress compared to scheduled progress and shall serve as the basis for the progress payments to the Contractor. The CM shall advise and make recommendations to the Owner concerning the alternative courses of action that the Owner may take in its efforts to achieve Contract compliance by the Contractor.

3.5.2.4 Effect of a Construction Change Order on the Construction Schedule: Prior to the issuance of a change order, the CM shall advise the Owner as to the effect on the Master Schedule of the change. The CM shall verify that activities and adjustments of time, if any, required by approved change orders have been incorporated into the Contractor's Construction Schedule.

3.5.2.5 Recovery Schedules: The CM may require the Contractor to prepare and submit a recovery schedule as specified in the Contract Documents.

### 3.5.3 Cost Management

3.5.3.1 Schedule of Values: The CM shall consult with the Contractor to determine a logical Schedule of Values for the Construction Contract. The Schedule of Values shall be the basis for the allocation of the contract price to the activities identified on the Contractor's Construction Schedule.

3.5.3.2 Allocation of Cost to the Contractor's Construction Schedule: The Contractor's Construction Schedule shall have the total contract price allocated by the Contractor among the Contractor's scheduled activities so that each of the Contractor's activities shall be allocated a price and the sum of the prices of the activities shall equal the total contract price. The CM shall review the contract price allocations and verify that such allocations are made in accordance with the requirements of the Contract Documents. Progress payments to the Contractor shall be based on the Contractor's percentage of completion of the scheduled activities as set out in the Construction Schedule reports and the Contractor's compliance with the requirements of the Contract Documents.

3.5.3.3 Effect of a Change Order on Cost: The CM shall advise the Owner as to the effect on the Project and Construction Budget of all proposed and approved change orders.

3.5.3.4 Cost Records: In instances when a lump sum or unit price is not determined prior to the Owner's authorization to the Contractor to perform change order work, the CM shall request from the Contractor records of the cost of payroll, materials and equipment and the amount of payments to each subcontractor incurred by the Contractor in performing the Work.

3.5.3.5 Progress Payments: The CM shall review the payment applications submitted by the Contractor and determine whether the amount requested reflects the progress of the Contractor's work. The CM shall make appropriate adjustments to each payment application and shall prepare and forward to the Owner a progress payment reports. The report shall state the total contract price. Payments to date, current payment requested, retainage and actual amounts owed for the current period.

3.5.3.6 Monthly Project Management Reports: The CM shall prepare and distribute a monthly report to the Owner which will include schedule and financial updates.

3.5.3.7 Change Order Reports: The CM shall periodically during the Construction Phase prepare and distribute Change Order reports. The report shall list all Owner-approved change orders by number, a brief description of the change order work, the cost established in the change order and percent of completion of the change order work. The report shall also include similar information for potential change orders of which the CM may be aware.

### **3.6 Post-Construction Phase**

#### **3.6.1 Project Management**

3.6.1.1 Record Documents: The CM shall coordinate and expedite submittals of information from the Contractor for preparation of record drawings and specifications and shall coordinate and expedite the transmittal of such record documents to the Owner.

3.6.1.2 Operation and Maintenance Materials and Certificates: Prior to the final completion of the Project, the CM shall compile manufacturer's operations and maintenance manuals, warranties and guarantees, and certificates, and index and bind such documents in an organized manner. This information shall then be provided to the Owner.

3.6.1.3 Occupancy Permit: The CM shall assist the Owner in obtaining an occupancy permit by coordinating final testing, preparing, and submitting documentation to governmental agencies, and accompanying governmental officials during inspections of the Project.

#### **3.6.2 Cost Management**

3.6.2.1 Change Orders: The CM shall continue during the Post-Construction Phase to provide services related to change orders.

3.6.2.2 11-month Warranty Review: The CM shall participate in an 11-month warranty review walk through with the Owner and Designer to document work to be completed or corrected by the Contractor.

3.6.2.3 Closeout Reports: At the conclusion of the Project, the CM shall prepare and deliver to the Owner final Project accounting and close out reports.

## **ARTICLE 4 ADDITIONAL SERVICES**

**4.1** The CM as part of the contract shall perform the following Additional Services (not included in basic services). The CM will be compensated for the additional services as noted below. Fee structure will be funded by OSPI Seismic Safety Grant Program as per OSPI approved Aberdeen Master Budget(s) based on total project cost formula provided by OSPI:

4.1.2 Services through the ESD 112 CSG Furniture Procurement Program related to the selection, procurement, installation, preparation of a comprehensive and detailed FFE operations, maintenance, and warranty catalog; and post-occupancy performance reviews of Owner- furnished equipment and furnishings (the fee is .0025% X Maximum Allowable Construction Cost including applicable State and Local Sales Tax)

4.1.3 Formal Value Engineering as defined by OSPI (the fee is 4/10 of 1% of the Maximum Allowable Construction Cost including applicable State and Local Sales Tax).

4.1.4 Value Engineering Studies:

The CM value engineering team coordinator/leader - qualified by the Society of American Value Engineers - will manage and coordinate a value engineering study two times during the course of the design phase. The first study is conducted based on the Designer's 50% schematic design phase review document submission to the Owner. The second study is conducted based on the Designer's 75% design development phase review document submission to the Owner.

Project and Construction Budget Revision: The CM value engineering team shall make recommendations to the Owner and Designer concerning revisions to the Project and Construction Budget that may result in capital and operational cost savings from each of the completed Value Engineering Study reports.

- 4.1.5 Formal Constructability Reviews as defined by OSPI. (The fee is 4/10 of 1% of the Maximum Allowable Construction Cost including applicable State and Local Sales Tax).

Construction Bid Document Quality Control Review: The CM constructability team review is a cost control technique based on an objective expert review of the Designer's construction documents. The review is conducted prior to the Designer's 100% construction document phase submission. The purpose of a constructability review is to identify to the Owner and the Designer potential claim or problem areas and deficiencies that may create unnecessary project cost increases, future claims by the Contractor, and/or negative schedule impacts as a result of errors, ambiguities, omissions, discrepancies, and conflicts in the design documents.

- 4.1.6 Formal Building Commissioning Services as defined by OSPI (the fee is 4/10 of 1% of the Maximum Allowable Construction Cost including applicable State and Local Sales Tax)

- 4.1.7 Building Commissioning

Functional Testing and Training: Beginning during the design phase and continuing during construction and through the project occupancy and final closeout of Designer and Contractor contract closeout, CM building commissioning is a systematic and objective process which includes start up and functional testing of all major building systems and equipment. The building commissioning process will coordinate with the Contractor to ensure the Owner training and testing activities required take place prior to building occupancy.

Performance: The CM's building commissioning services provides objective third-party expertise and advocacy for the school district and optimize the performance of building electrical lighting and controls, mechanical HVAC, refrigeration, and building controls systems, and domestic hot water systems paid for by the district, and to maximize energy and water conservation resulting in reduced operating costs.

Commissioning Reports: The CM shall periodically during the Construction Phase prepare and distribute building commissioning reports to the Owner, Designer, and Contractor. The reports shall list the status of all commissioning activities, identification of unresolved issues that may have a cost or schedule impact, and recommended solutions.

Post-Occupancy: The CM will perform seasonal performance testing, on-going training, document upkeep, and problem identification during the warranty period, and perform a formal warranty review visit at the 11-month point, to identify and coordinate needed manufacturer repairs prior to the end of the warranty period.



**ARTICLE 5**  
**DURATION OF THE CONSTRUCTION MANAGER'S SERVICES**

- 5.1** The Commencement date for the CM's Basic Services and Additional Services shall be the date of the agreement.
- 5.2** The duration of the CM's Basic and Additional Services under this Agreement shall end on January 1, 2035.
- 5.3** The duration of the CM's Basic and Additional Services is subject to change per Article 6.

**ARTICLE 6**  
**ADDITIONS/CHANGES TO THE CONSTRUCTION MANAGER'S  
BASIC SERVICES AND COMPENSATION**

**6.1 Authorization**

- 6.1.1 Additions/Changes to the CM's Basic Services including changes to project service duration shall be made by a written amendment executed by the Owner and the CM. The amendment shall be executed prior to implementation of the authorization.

**6.2 Invoices for Additional Compensation**

- 6.2.1 The CM shall submit invoices for additional compensation with its invoice for specific Additional Services and payment will be made pursuant to the provision of Article 8 of this Agreement.

**ARTICLE 7**  
**OWNER'S RESPONSIBILITIES**

- 7.1** The Owner shall provide to the CM complete information regarding the Owner's knowledge of the Project. The CM may use and rely on the information furnished by the Owner in performing services under this agreement, and on the reports, data, and other information furnished by the Owner to the Designer.
- 7.2** The Owner shall be responsible for the mitigation or removal of any asbestos, PCBs, petroleum, hazardous materials and radioactive materials, and the consequences of such presence. The CM will assist the Owner in the acquisition of professional services needed to affect these removal activities.
- 7.3** The Owner shall examine information submitted by the CM and shall render decisions as promptly as possible so as to not delay the project.
- 7.4** The Owner shall furnish legal, insurance, and other professional services, for the Owner's benefit, as may be necessary for the Project.
- 7.5** If the Owner observes or otherwise becomes aware of any fault or defect in the Project or any work that does not comply with the requirements of the Contract Documents, the Owner shall give prompt written notice thereof to the CM.
- 7.6** The Owner shall develop and execute agreements between the Owner and the Designer to be compatible and consistent with this Agreement. The Owner will not be in breach of this Agreement if any agreements between the Owner and Designer are inconsistent with the terms of this Agreement.
- 7.7** The Owner shall develop and execute agreements between the Owner and the Contractor to be compatible and consistent with this Agreement. The Owner will not be in breach of this Agreement if any agreements between the Owner and Contractor are inconsistent with the

terms of this Agreement.

- 7.8** As requested by the CM, the Owner shall provide at the owner's cost sufficient copies of the Contract Documents for the CM to conduct the CM services.
- 7.9** The Owner, its representatives, and design consultants shall endeavor to formally communicate contract-based directives and information for the Contractor through the CM.
- 7.10** The Owner shall endeavor to send to the CM and shall require the Designer to endeavor to send to the CM copies of all notices and communications sent to or received by the Owner or the Designer relating to the Project. During the Construction Phase of the Project, the Owner shall require that the Contractor submit communications relating to the Project directly to the CM but the Owner may require that certain communications be sent directly to the Owner.

## **ARTICLE 8 COMPENSATION AND PAYMENT FOR CM SERVICES**

### **8.1 Compensation Basis**

8.1.1. The CM shall receive compensation for its services in accordance with Paragraph 8.2.

### **8.2 Compensation for Basic Services**

8.2.1. Fixed Fee Compensation, Phase I: The Owner shall compensate the CM for performing CM Basic Services related to the Projects described in Article 2 with a fixed fee calculated as follows: \$12,000 per project. Fee structure will be funded by the OSPI Seismic Safety Grant Program. CM Billings will be lump sum at completion of Phase I per project.

8.2.1.1 Fixed Fee Compensation, Phase II, III, IV: The Owner shall compensate the CM for performing CM Basic Services related to the Projects described in Article 2 with a fixed fee calculated as follows: 5% X MACC (Maximum Allowable Construction Cost including applicable state and local sales tax, or actual construction cost including state and local sales tax if greater). Fee structure will be funded by OSPI Seismic Safety Grant Program as per OSPI approved Aberdeen Master Budget(s) based on total project cost formula provided by OSPI. Monthly CM billings will be based on the CM fee divided by the number of months in the project schedule from conceptual design through project occupancy. The total amount of Fee payable to the CM shall not exceed the amount of funds allocated by OSPI for the CM's services.

8.2.2.1 Compensation Schedule: Monthly CM invoices are based on the CM fixed fee divided by the number of months in each project's schedule (with the start of conceptual design phase through project occupancy).

8.2.2.2 Contract Extension Services: Should a project extend beyond January 1, 2035, due to OSPI delay of funding release; and the Owner wishes to continue CM Services, the Owner and the CM will negotiate compensation for these services on terms mutually agreeable between the Owner and CM for staff required to continue services beyond January 1, 2035.

### **8.3 Direct Expenses**

**All travel-related expenses are included in the CM Basic Services Fee.**

**8.4 CM Invoice:** The Owner shall make monthly payments to the CM upon receipt of each monthly CM invoice.

## **ARTICLE 9 INSURANCE AND MUTUAL INDEMNITY**

### **9.1 Construction Manager's Liability Insurance**

- 9.1.1 General Liability: The CM shall procure and maintain insurance in the amount of no less than \$2 million per claim and \$2 million in the aggregate for protection from claims for damages for bodily injury including personal injury, sickness or disease or death of any person other than its employees, and from claims or damages because of injury to or destruction of property including loss of use resulting there from.
- 9.1.2 Workman's Compensation: The CM shall provide workman's compensation coverage for its employees as required by the local jurisdiction in which the Project is located.
- 9.1.3 Property Insurance: The CM shall provide property insurance for job site property owned by the CM.
- 9.1.4 Professional Liability: The CM shall procure and maintain professional liability insurance in the amount of no less than \$2 million per claim and \$2 million in the aggregate for protection from claims arising out of the performance of professional services caused by a negligent error, omission, or act for which the insured is legally liable; such liability insurance will provide for coverage in such amounts, with such deductible provisions and such period of time required by the Owner.
- 9.1.5 Additional insured. CM will provide the Owner with an Evidence of Coverage which will name the Owner. CM represents that its general liability coverage provides contractual liability coverage.

### **9.2 Owner's Insurance**

- 9.2.1 The Owner shall be responsible for purchasing and maintaining its own liability and property insurance and at the Owner's option, may purchase and maintain such additional insurance to protect the Owner against claims losses, or damages that may arise from the Project.

The Owner will endeavor to have the CM named as an additional insured on any Builder's Risk/Property policy obtained by the Owner or General Contractor for this Project.

### **9.3 Notices and Recovery**

- 9.3.1 The Owner and CM each shall provide the other with copies of all policies thus obtained for the Project. Each party shall provide the other thirty (30) days written notice of cancellation, non-renewal or endorsement reducing or restricting coverage.

### **9.4 Waiver of Subrogation**

- 9.4.1. The Owner and CM waive rights of recovery against each other and against the Contractor, Designer, and other consultants, subcontractors, suppliers, agents, and employees of the other for damages during construction covered by any property insurance as set forth in the Contract Documents. The Owner and the CM shall each require appropriate similar waivers from their contractors, designers, and other consultants, subcontractors, suppliers and agents.

### **9.5 Indemnity**

- 9.5.1 To the fullest extent permitted by law, the CM shall indemnify and hold harmless the Owner, its employees, agents, officers, directors and partners from and against any and all damages arising from bodily injury or property damage and reasonable attorney's fees incurred by the Owner to the extent caused by the negligent, reckless, or intentional act, error or omission of the CM, or the CM's consultants or agents, or any other party for whom the CM is legally liable, in performance of services under this Agreement. The CM shall procure and maintain insurance as required by and set forth in this Agreement.

- 9.5.2 The Owner shall endeavor to cause the Designer to indemnify and hold harmless the Owner, its employees, agents and representatives to the same extent and in the same manner, that CM has provided indemnification for the Designer under Paragraph 9.5.1.
- 9.5.3 The Owner hereby indemnifies and holds harmless the CM and its employees, agents and representatives from and against any and all claims, demands, suits and damages for bodily injury and property damage for which Owner is liable to the extent caused by the negligent acts or omissions of the Owner, its employees, agents, representatives, independent contractors, suppliers, the Contractor and Designer.
- 9.5.4 The Owner shall endeavor to cause the Contractor to indemnify and hold harmless the CM from and against any and all claims, demands, suits, damages, including damages resulting from personal injury or property damage, costs, and expenses and fees that are asserted against the CM and to the extent caused by the negligent acts or omissions by the Contractor, its employees, agents and representatives in performing the Work.

## **ARTICLE 10 TERMINATION AND SUSPENSION**

### **10.1 Termination**

- 10.1.1 This Agreement may be terminated by the Owner for convenience with fourteen (14) calendar days written notice to the CM. This Agreement may be terminated by either party upon fourteen (14) calendar days written notice should the other party fail substantially to perform in accordance with the terms hereof through no fault of the other. The party failing to substantially perform may cure its default during this fourteen (14) day period.
- 10.1.2 In the event of termination under Paragraph 10.1.1, the CM shall be compensated for services properly performed to the effective date of the termination and for the limited services required to provide Owner with project materials following the effective date of the termination.

### **10.2 Suspension**

- 10.2.1 The Owner may, in writing, order the CM to suspend all or any part of the CM's services for the Project for the convenience of the Owner or for stoppage beyond the control of the Owner or the CM.
- 10.2.2 If the project is resumed, and if the suspension was for a material period of time, the CM shall have the option of requiring compensation renegotiation. A suspension of this Agreement does not void this Agreement.

## **ARTICLE 11 DISPUTE RESOLUTION**

- 11.1 The Owner and the CM shall submit all disputes between them arising out of this Agreement to mediation prior to either party initiating litigation against the other pursuant to Paragraph 11.2 below. The Owner and the CM shall endeavor to mutually agree upon an acceptable mediator. If the Owner and the CM are unable to agree upon a mediator, then the dispute shall be submitted to the American Arbitration Association for mediation under the then current Construction Industry Mediation Rules of the American Arbitration Association.
- 11.2 All disputes that the Owner and CM are unable to resolve by mediation shall be decided by litigation in Grays Harbor County Superior Court.
- 11.3 Litigation must be filed within thirty (30) days after mediation has concluded and failed to provide resolution agreeable to both parties. In no event may litigation be filed after the date when institution of legal or

equitable proceedings based on such dispute in question would be barred by the applicable statute of limitations or of repose.

- 11.4** Unless otherwise agreed in writing, the CM shall continue to carry out its responsibilities under this Agreement during any dispute, and the Owner shall continue to make payments in accordance with this Agreement.

## **ARTICLE 12 ADDITIONAL PROVISIONS**

**12.1 Limitations and Assignment**

12.1.1 The Owner and the CM each binds itself, its successors, assigns and legal representatives to the terms of this Agreement.

12.1.2 Neither the Owner nor the CM shall assign or transfer its interest in this Agreement without the written consent of the other.

**12.2 Governing Law**

12.2.1 The law of the state where the Project is located shall govern this Agreement.

**12.3 Extent of Agreement**

12.3.1 This Agreement constitutes the entire agreement between the parties and incorporates all prior agreements and understandings in connection with the subject matter hereof.

**12.4 Severability**

12.4.1 If any portion of this Agreement is held as a matter of law to be unenforceable, the remainder of this Agreement shall be enforceable without such portion.

**12.5 Instruments of Service**

- 12.5.1 Any documents, reports, information, data, drawings, specifications, maps, models, photographs, studies, and/or other work product, including those in electronic form, prepared (whether completed or partial) by the CM and its subconsultants, if any, as a part of the Services are the Instruments of Service. The Instruments of Service shall become the joint property of the Owner and CM and, unless otherwise provided, the CM shall be deemed the author of these Instruments of Service and shall retain all common law, statutory, and other reserved rights, including the copyright, to the extent not modified herein. The CM grants to the Owner a non-exclusive license to use and reproduce at no additional cost the Instruments of Service for purposes of constructing, completing, using, maintaining, renovating, and/or adding to the Projects and the Services. Reproducible copies of the Instruments of Service may be retained by the Owner and the Owner is entitled to make and retain copies and reproduce them for its own use. Upon request by the Owner, the CM shall provide electronic copies of its Instruments of Service, including AutoCAD, Revit, Word, Excel and similar files to the Owner as part of Services.

**12.6 Crimes Against Children**

The CM certifies that it, and its employees and subconsultants, as applicable, are not prohibited from working at a public school site or from having unsupervised contact with children during the course of their employment, are not registered sex offenders, and have not pled guilty to nor been convicted of any of the crimes listed in RCW 26A.400.322. Pursuant to RCW 26A.400.303, the CM and its employees and subconsultants providing Services who will have unsupervised access to children are required to have successfully completed a background record check through the Washington State Patrol Criminal Identification System and through the Federal Bureau of Investigation in accordance with RCW 43.43.830 through .834, RCW 10.97.30 and RCW 10.97.50. The CM shall provide the Owner with the background check results prior to such individuals performing Services on site. Failure to comply with this Section shall be grounds for the immediate termination of this Agreement for cause.

**12.7 Notices**

12.7.1 All notices required by this Agreement or other communications to either party shall be deemed given when made in writing and deposited in the United States Mail, certified, postage prepaid, addressed as follows:

**To the School District:**

Elyssa Louderback – Business Manager  
Aberdeen School District No. 05  
216 N G St,  
Aberdeen, WA 98520

**To the CM:**

Tim Merlino - Superintendent  
Educational Service District No. 112  
(Through its Construction Services Group)  
2500 NE 65th Avenue  
Vancouver, WA 98661-6812

IN WITNESS WHEREOF, the parties have duly executed this Contract as of the date set forth on page 1 hereof.

**DISTRICT SIGNATURE**

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

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

**CONSTRUCTION MANAGER SIGNATURE**

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

Tim Merlino, Superintendent  
Educational Service District 112

**PLEASE SIGN, DATE, AND RETURN TWO COPIES OF THIS AGREEMENT TO:**

Educational Service District 112

Attention: Janet Cordes

[janet.cordes@esd112.org](mailto:janet.cordes@esd112.org)

Voice: 360.952.3306

2500 NE 65 Avenue

Vancouver, WA 98661

One Executed Copy of the Agreement will be returned to the district.



# Western Governors University

4001 South 700 East, Suite 700, SLC, UT 84107

## CLINICAL EXPERIENCE AGREEMENT

This Clinical Experience Agreement (Agreement) is made between Western Governors University, a Utah nonprofit corporation (University or WGU), and \_\_\_\_\_ Aberdeen School District 5 \_\_\_\_\_ (District), and is effective as of the date of District's signature below (Effective Date).

WGU is regionally accredited by the Northwest Commission on Colleges and Universities (NWCCU). University Teacher Education programs are further accredited by the Council for the Accreditation of Educator Preparation (CAEP) and the Association for Advancing Quality in Educator Preparation (AAQEP). University represents that each teacher/principal Candidate assigned to District for Student Teaching/Practicum is validly enrolled in an approved University educator preparation program and meets District's background requirements.

**A. Definitions.** For the purposes of this Agreement, capitalized terms\* will have the following meanings:

1. Candidate refers to a student enrolled in a University program leading to an education degree.
2. Mentor Teacher refers to a District employee who is the contracted teacher in the classroom to which the Candidate is assigned.
3. Clinical Supervisor refers to a qualified individual who will supervise and complete observations and evaluations.
4. Advanced Programs refers to University programs that are designed for licensed teachers to earn an endorsement or certification.
5. Preclinical Experience refers to the active participation by a Candidate in a wide range of in-classroom experiences to develop the skills and confidence necessary to be an effective teacher and prepare for Student Teaching.
6. Student Teaching refers to the active participation by a teacher Candidate in the duties and functions of classroom teaching under the direct supervision and instruction of a Mentor Teacher and/or Clinical Supervisor.
7. Practicum refers to the University Clinical Experience requirements for licensed teachers in an advanced endorsement program. Practicum length can range from 10 days to 12 months, depending on program and state requirements.
8. Clinical Experience refers collectively to the Preclinical Experience and Student Teaching and/or Practicum.

\*References to "District" shall include the school.

**B. Mutual Expectations.** A placement site is a District where University places Candidates for a Clinical Experience with Mentor Teachers/principals, with an aim to co-construct a mutually beneficial arrangement for clinical preparation and the continuous improvement of Candidates, and to share accountability for Candidate outcomes. The school administrator and Mentor Teacher will have the opportunity to provide critical feedback to inform program improvement through surveys at the end of each experience.

**C. Mutually Beneficial Activities.** The parties agree to participate, to the extent feasible, in the activities outlined below:

1. When available, University staff may participate in District employee events and conferences, as appropriate, and District agrees to inform University of such opportunities.
2. Provide District with recruitment and talent acquisition planning and support from University's Career & Professional Development service(s) team, based on District compliance with University's [Employer Recruiting & Guidelines](#).
  - o As possible, District will respond to quarterly survey requests from University's Career & Professional Development team about hiring plans and new hires from University.
3. University and District staff will co-select Mentor Teachers and Clinical Supervisors based on University requirements.

4. District employees who have been admitted to University may apply to receive aid so long as they meet scholarship eligibility requirements (University will retain sole discretion in funding and award decisions).
  5. University may invite District staff to participate in a focus group to:
    - provide feedback for improvement and continuous development of observation and evaluation instruments of Candidates, Mentor Teachers, and Clinical Supervisors; criteria for selection of Mentor Teachers and Clinical Supervisors; and curriculum development;
    - review data on Clinical Experiences and Candidate success to potentially modify selection criteria, determine future assignments of Candidates, and make changes in Clinical Experiences;
    - review how the depth, breadth, diversity, coherence, and duration data on Clinical Experiences are linked to student outcomes and Candidate performance.
- D. Recordings.** District recognizes that University requires its Candidates to video record in the classroom for evaluation purposes and agrees to permit video recording consistent with the conditions set forth in **Exhibit A** (Video Recordings).
- E. Mentor Teacher Standards.** District, with the input of University, will provide the teacher Candidate with a Student Teaching assignment in a school and classes of District under the direct supervision and instruction of a Mentor Teacher who meets the following minimum requirements:
1. Holds a teaching credential or license: (i) for the subject area and/or grade level being taught; and (ii) in the state where Student Teaching occurs.
  2. Has: (i) a minimum of three (3) years of content area teaching experience (five (5) years preferred), with (ii) two (2) or more years teaching in the placement school and/or District, and (iii) strong evaluations.
  3. Evidence of positive impact on student learning in the classroom as demonstrated by ratings at or above effective (or equivalent) when a state, district, or school provides such ratings.
  4. Successfully and with positive impact mentored student teachers, colleagues, and/or other adults.
  5. Competently uses technology for communicating via email and completing online evaluation forms.
  6. Will demonstrate and model the professional dispositions and ethics expected of teacher Candidates and University faculty and staff, as follows:
 

○ All individuals can learn	○ Communication
○ Belonging	○ Integrity
○ Empathy	○ Professionalism
○ Growth Mindset	○ Intellectual courage
  7. Complete University's training to understand University policies, processes, procedures, and how to effectively mentor adult learners.
  8. *For California Districts Only:* As required by the California Commission on Teacher Credentialing (CTC) Program Sponsor Alert (PSA) 19-05, Mentor Teacher has documented completion of training/professional development equivalent to ten (10) hours that includes: a two (2)-hour orientation to program curriculum, and eight (8) hours training in effective supervision approaches such as cognitive coaching, adult learning theory, and current content-specific pedagogy and instructional practices.
- F. Clinical Supervisor Standards.** A University Clinical Supervisor provides guidance, support, on-site assistance, assessment and feedback to a teacher Candidate throughout the Clinical Experience. To act in this role, a Clinical Supervisor must have:
1. A minimum of three (3) years teaching experience in K-12.
  2. A master's degree in education or related field.
  3. A current teaching license in the content area of supervision.
  4. Experience teaching in the content area of supervision.
  5. Ability to successfully complete a background clearance, if requested.
  6. District and principal approval (if a District employee).



7. Ability to consistently demonstrate and model the professional dispositions and ethics expected of teacher Candidates and University faculty and staff, as follows:
  - All individuals can learn
  - Belonging
  - Empathy
  - Growth Mindset
  - Communication
  - Integrity
  - Professionalism
  - Intellectual courage

**G. University Responsibilities.** University will:

1. Select qualified Candidates who have been prepared with the appropriate educational background, knowledge, skills, and professional disposition to participate in a Clinical Experience.
2. Provide Mentor Teacher with compensation for participation in Clinical Experience as described in this Agreement. The Mentor Teacher may also receive professional development hours connected to the successful completion of University, and any state required Mentor Teacher training.
3. Be responsible for the selection, assignment, training, and compensation of Clinical Supervisors.
4. Require Candidates to have a fully cleared background check acceptable to District prior to participating in Clinical Experience activities.
5. Where required by state regulation or District policy, ensure Candidates have a current tuberculosis (TB) risk assessment and/or examination. Upon request, Candidates will be required to provide documentation to District prior to participating in a Clinical Experience.
6. Provide opportunities for feedback regarding improvement of University Candidate preparation.
7. Provide professional development training to Mentor Teachers regarding University processes and procedures.
8. Maintain an online site for support, resources, and training for Mentor Teachers.
9. Facilitate a cohort seminar in which teacher Candidates will participate with a community of peers to receive support during Student Teaching and the final performance assessment.
10. Maintain general responsibility for instruction, academic evaluation, and related academic matters concerning Candidate participation in the Clinical Experience, including evaluation and grading.

**H. District Responsibilities.** District, or school administrator, will:

1. Nominate one or more qualified Mentor Teacher(s) by providing a completed copy of the Mentor Teacher Nomination Form to University's Field Placement Team.
2. Allow the Clinical Supervisor access to the host school and classroom, including virtual settings, for the specific purpose of observing Candidates.
3. Where applicable and where a Teacher Candidate will serve as a contracted teacher, District agrees to provide a Mentor Teacher during Student Teaching.
4. University utilizes video recordings for both observations and teacher performance assessments. District agrees to allow video recording and/or live streaming for completion of observations and teacher performance assessments for all University programs. (See **Exhibit A** for details regarding video recordings.)
5. Notify University about any changes to District policies (e.g., COVID and other healthcare policies).
6. Provide Candidates with any District policies and procedures to which Candidates are expected to adhere during the Clinical Experience and while on District premises.
7. Through the involvement of the Mentor Teacher and/or school administrator, participate with the Clinical Supervisor and teacher Candidates in two evaluations: one mid-way through Student Teaching, and a final evaluation at the end of Student Teaching. University shall be responsible for the format of evaluations.
  - See Advanced Programs Practicum section below for evaluation requirements for Educational Leadership, English Language Learning, and Master of Special Education.

8. Provide Candidates opportunities to observe, assist, tutor, instruct, implement effective teaching strategies, and conduct research, as appropriate, during the Clinical Experience.
9. Provide opportunities, when possible and appropriate, for Candidates to use technology to enhance student learning and monitor student progress and growth.
10. Provide opportunities, when possible and appropriate, for Candidates to experience working with diverse student populations, including English language learners and students with exceptional learning needs.
11. Encourage Mentor Teachers to participate in University's training to understand University policies, processes, procedures, and how to effectively mentor adult learners.
12. Encourage administrators and Mentor Teachers to participate in University feedback surveys (offered at the end of the Clinical Experience) to report on Candidate quality and preparation and to provide program feedback to University for continuous improvement.
13. Adhere to any then-applicable state requirements related to training/professional development.
14. *For California Districts Only:* Require Cooperating Teachers to complete and document training/professional development equivalent to ten (10) hours that includes: a two (2)-hour orientation to the program curriculum, and eight (8) hours of training in effective supervision approaches such as cognitive coaching, adult learning theory, and current content-specific pedagogy and instructional practices (as required by the CTC).

**I. Advanced Programs Practicum.** The following additional requirements apply to Advanced Programs Practicum:

1. Candidates are licensed teachers who are in most cases completing the Practicum in their own classroom using a qualified individual within their school as a Clinical Supervisor who meets the applicable qualifications and requirements.
2. Each Candidate will:
  - have a relationship with the school and arrange placement by obtaining District approval.
  - secure his/her own Clinical Supervisor, subject to approval of University's Field Experience team to ensure the Clinical Supervisor meets program requirements.
  - provide a valid background clearance, liability insurance, and teaching license.
  - comply with any other applicable District requirements.
3. Evaluations of Candidates are as follows:
  - Educational Leadership - 4 total (2 evaluations during the first Practicum course, and 2 during the second Practicum course)
  - English Language Learning - 3 total (2 observations and 1 final evaluation)

**J. Confidentiality & Education Records**

1. District acknowledges that the education records of assigned Candidates are protected by the Family Educational Rights and Privacy Act (FERPA), and agrees to comply with FERPA and limit access to those employees or agents with a need to know. Pursuant to FERPA, and for the purposes of this Agreement, University designates District as a "school official" with a legitimate educational interest in such records.
2. University shall instruct Candidates of the necessity of maintaining the confidentiality of all District student records. District shall not grant Candidates or University employees access to individually identifiable student information unless the affected student's parent or guardian has first given written consent using a form approved by District that complies with FERPA and other applicable law.

**K. Additional Terms**

1. Term. This Agreement shall commence on the Effective Date and shall continue for three (3) years from the Effective Date, or until such time as either party gives the other party thirty (30) days advance written notice of its intent to terminate the Agreement. In the event of termination, any Candidates at District as of the date of such notice shall be permitted to complete their Student Teaching or Practicum.
2. Points of Contact. Each party shall designate a point of contact for communication and coordination of Student Teaching or Practicum. Contact information is set forth following the signature block.

3. Right to Accept or Terminate a Placement. District may refuse to accept for placement, or may terminate the placement, of any Candidate based upon its good faith determination that the Candidate is not meeting performance standards or is otherwise deemed unacceptable to District. In such cases, District shall notify University in writing and state the reasons for such decision.
4. Insurance.
  - o University Insurance. University represents and warrants that it provides and maintains general liability insurance with limits of at least \$1,000,000 per occurrence and \$2,000,000 annual aggregate and, upon District's request, shall provide a certificate of insurance as evidence of coverage. University shall maintain, at its sole expense, workers' compensation insurance as required by law.
  - o Professional Liability Insurance. Candidates will be responsible for procuring and maintaining, at their own expense, professional liability insurance for the duration of the Clinical Experience with minimum limits of either: (i) \$1,000,000 per occurrence and \$3,000,000 annual aggregate, or (ii) \$2,000,000 per occurrence and \$2,000,000 annual aggregate.
5. Status of Parties. Nothing in this Agreement is intended to or shall be construed to constitute an agency, employer/employee, partnership, or fiduciary relationship between the parties. Neither party will have the authority to, and will not, act as agent for or on behalf of the other party or represent or bind the other party in any manner. No Candidate or other third party shall be a beneficiary of, or have any right to enforce the terms of this Agreement.
6. Non-Discrimination. Each party agrees to comply with all applicable non-discrimination laws, and will accept, assign, supervise, and evaluate qualified Candidates regardless of race, sex, sexual orientation, religion, creed, national origin, age, disability, veteran status, or any other basis protected by law.
7. Entire Agreement. This Agreement represents the entire understanding between the parties relating to the subject matter and supersedes all prior oral or written agreements. This Agreement may be modified only in writing, signed by both parties.

The parties have executed this Agreement as of the Effective Date.

**UNIVERSITY**

**DISTRICT**

By: Jennifer K. Doshier

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

Title: Director, Field Experience, School of Education

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

Date: \_\_\_\_\_

**Point of Contact:**

Field Experience Outreach

Email: [tc\\_outreach@wgu.edu](mailto:tc_outreach@wgu.edu)

**Point of Contact:**

Email:

Phone:

For notice purposes:

Attn: General Counsel

Western Governors University

4001 South 700 East, Suite 700

Salt Lake City, UT 84107-2533

Email: [legal@wgu.edu](mailto:legal@wgu.edu)

For notice purposes:

Email:

## **Exhibit A**

### **Video Recording**

1. Teacher Performance Assessment. District acknowledges that Candidates must complete a teacher performance assessment, which includes the submission of video recordings of themselves teaching in the classroom and of real artifacts (such as lesson plans, video, and student work samples). Recordings provide an avenue to evaluate performance and determine competency.
2. Clinical observation / Evaluation. University utilizes a secure, interactive, online, cloud-based platform to accommodate for the changing classroom environment and protect the health and safety of participants. Candidates upload recorded video submissions or participate in livestreams for feedback, scoring, and critiquing of video assignments, and Clinical Supervisors leave time-stamped feedback.
3. Guidelines. The following guidelines are provided to Candidates. District understands that Candidates are not employees or agents of University and that any further precautions regarding the privacy of District students should be agreed directly between the District and Candidates.

#### *Teacher Candidate Guidelines for Video Recordings*

- Secure appropriate permission from the parents/guardians of your students and from adults who appear in the video recording.
- To protect confidentiality, remove your name and use pseudonyms or general references (e.g., "the district") for your state, school, district, and Mentor Teacher. Mask or remove all names on any typed or written material (e.g., commentaries, lesson plans, student work samples) that could identify individuals or educator preparation programs. During video recording, use only the first names of students.
- You must follow appropriate protocol to submit recordings to University.
- You may not display the video publicly (i.e., personal websites, YouTube, Facebook).
- You may not use any part of the recordings for any personal or professional purposes outside of performance evaluation.
- You must destroy all video recordings once the evaluation is complete.

Board Recommendation for 2025-2026 Special Education Contracted Services RFP

Provider	Scorer 1	Scorer 2	Scorer 3	Scorer 4	Average Total Score
Liricare, Inc.	25	23	19	23	22.5
CompHealth	23	23	19	22	21.75
Light Street Special Education Solutions	23	21	21	21	21.5
Pediatric Developmental Services	23	22	19	22	21.5
TSCO	22	22	20	22	21.5
Presence	21	22	20.5	22	21.375
Soliant Health	23	21	20	21	21.25
The Stepping Stones Group, LLC	22	21	21	21	21.25
Care Options For Kids	20	22	19	22	20.75
Northwest Speech Pediatric Speech	21	23	17	22	20.75
ProCare Therapy	23	19	20	20	20.5
Amergis Educational Staffing	20	21	18	21	20
Healthpro Pediatrics	22	20	18	20	20
Epic Special Education Staffing	21	19	19	20	19.75
GHR Education	20	20	18	19	19.25
NextLevel Speech Therapy	20	19	17	21	19.25
Sensory Speaking, LLC	20	19	19	19	19.25
TactStaff	20	18	18	18	18.5
Enduren Valmores, SLP	19	18	16	18	17.75
National Recruiting Consultants, LLC	15	18	15	18	16.5
Aya Education	8	8	8	8	8

Late Arrivals - Not Eligible for Scoring

Harbor Regional Health Received 9:58am 2/11/2025

Contract Extensions from 24/25 to 25/26

Pioneer Healthcare Services, LLC Recommend extending contract with new rates submitted 2/5/2025, 11:22am

Bids received as of noon Friday, Feb. 7, were reviewed by Elyssa Louderback, Christi Clinkingbeard, Richard K. Bates, and Amber Diel. Pending contract negotiations, the team recommends that the twelve highlighted firms be offered contracts with the district for the 2025-2026 school year.



## CONTRACTED EMPLOYEE

This is made part of the Account Services Contract entered by and between Aberdeen School District and Lakeview Speech Therapy, LLC.

### PROVIDER PLACEMENT DETAILS:

**Provider Name:** Lakeview Speech Therapy, LLC **Term:** February 19, 2025 – June 13, 2024

**Services Provided:** Speech Language Pathologist **Hours:** up to 20 hours per week

**Contracted Employee:** Kerry Hannon Bender **Position:** Speech Language Pathologist - Virtual  
(Example: OT, PT, PTA, SLP)

### BILL RATE & PAYMENT DETAILS:

**Bill Rate:** \$95 per hour

**Payment:** Invoices submitted by the 5<sup>th</sup> of the month, paid after the 2<sup>nd</sup> Board meeting of the month

### ADDITIONAL INFORMATION:

Comments:

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Lakeview Speech Therapy, LLC

ABERDEEN SCHOOL DISTRICT

By: Lakeview Speech Therapy, LLC

By: \_\_\_\_\_  
Superintendent or Designee

Date: 2/12/25  
Karen Clifton M.S.CCC-SLP

Date: \_\_\_\_\_

**CERTIFICATED**

**Certificated Substitute Hires:**

Abby Jennings  
Alice Sharp

**Certificated Substitute Resignation:**

Angelique Rosche, effective March 14, 2025

**CLASSIFIED**

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Maria Manning	Aberdeen High School	Musical: Director	01/21/25

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Shyylah Heisen	McDermoth Elementary	Paraeducator	02/18/25

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Craig Yakovich	Aberdeen High School	.5 FTE Fastpitch Coach	03/03/25
Tamar Yakovich	Aberdeen High School	Fastpitch Coach	03/03/25

**Classified Substitute Hires:**

Siobhan Choate  
Steven Sackett