YELM Community Schools

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

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

AGENDA

Regular School Board Meeting

Thursday, April 17, 2025
6 p.m.
District Office Board Room
107 First Street North • Yelm, WA

Regular School Board Meeting

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

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

A. Superintendent's Comments

B. Community Comments

A **3.** **School Board Minutes**
March 13, 2025 – Regular Business Meeting
March 27, 2025 – Regular Business Meeting

4. **New Business**

A **A. Individual Contracts**

1. New Hires
   Monica Allen, YHS Para SPED LRC
   Trysten Avega, YMS Coach Assistant Track
   Kimberly Baldassarrre, Food Service Cafeteria Worker 3.25 hr
   Vanessa Chenvert, YHS Para SPED Program SELF
   Jamie Connally, YMS Coach Assistant Track
   David Fox, Maintenance and Grounds Supervisor
   Andrea Graham, YHS Para SPED LRC
   Katherine Gyekis, RMS Coach Head Track
   Melanie LaMadeleine, RMS Coach Assistant Track
   Kristine Olson, Transportation Bus Assistant One Year Only
   Rex Kristel, Food Service Cafeteria Worker 4.0 hr
   Megan Roberts, MP Para SPED PreK
   Myesha Sharpe, OSS ESA Occupational Therapist
2. Leave of Absence
   Joseph Brueske, YMS Teacher ELA 2nd. Year LOA 2025-26 SY
   Hanna Lawlor, OSS ESA Speech Lang. Path. LOA 4-25-25 to 6-30-25
3. Resignations/Retirements/Terminations

Stephanie Cook, MK Teacher 2nd. Grade	Retirement
Sarah Williams, YHS ESA School Counselor	Resignation

4. Staffing Changes
   No Report
5. Stipends/Supplemental Contracts

A **B. Acceptance of Gifts**

Donor	Amount
FFA Alumni, AG Mechanics Hotel Cost	$325.00
Samuel Bathurst, Choir	$125.00

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

FFA to Pullman, WA, May 7-11, 2025, to compete in the state-level competitions, 40 students and 5 chaperones.

A **D. Resolution 05-24-25**

Temporary Reduction of Minimum Fund Balance Policy

I **E. Policy Revisions**

First Reading – For Review
5010 Nondiscrimination and Affirmative Action
5010 Procedure
3210 Nondiscrimination
3210 Procedure

A **5. Vouchers and Payroll**

A.	General Fund	#70151829 – 70151993	$1,467,467.30
B.	ASB Fund	#70409814 - 70409839	$39,262.31
C.	Capital Projects Fund	#70501806 - 70501812	$196,620.35
D.	Comp Tax	#112300016 – 202100166	$1,584.36
E.	March Payroll		$6,255,959.58

A **6. Facilities Report:**

Public Works:

Project #	Amount	Vendor / Reason
63.24	$832.20	Security Solutions NW – BLDG 400 Stadium Door Service Call – YHS
73.24	$833.83	INSI – Workstation Drop Installation – RMS
84.24	$941.75	Hermanson Co - IDF RM154 Unit Troubleshoot – YMS
85.24	$1624.10	Hermanson Co - GFU-7 Damper Motor Replacement – YHS
86.24	$2163.33	Hermanson Co - IDF 154 Control Board Replacement – YMS
88.24	$789.23	Wayne's Roofing INC - 500BLDG (Gym) Roof Leak Repair – YHS
90.24	$725.07	Hermanson Co - P10 & Gym HVAC Units Troubleshoot and Repairs – LK
93.24	$507.55	Hermanson Co - P2 HVAC Unit Burnt Wires Troubleshoot – PR
94.24	$507.55	Hermanson Co - Staff Lounge HVAC Unit Troubleshoot/Repair – LK

I **7. Financial Reports**

I 8. Student Enrollment Report

April 2025	5511 HC	5376.93 FTE (133.07< 5510.00)
March 2025	5524 HC	5389.78 FTE (120.22 < 5510.00)
April 2024	5623 HC	

I 9. Board Comments

I 10. Superintendent's Report

A 11. Adjourn

Next Board Meeting: May 9, 2025 – 6:00 p.m. – Regular Board Meeting

Location: Prairie Elementary School

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

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

Yelm Community Schools, District No. 2

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

MINUTES

of a Regular Meeting of the Board of Directors

Thursday, March 13, 2025

BOARD MEMBERS PRESENT
Debbie Edwards, Bill Hauss, Denise Hendrickson

STUDENT REPRESENTATIVES PRESENT
Lucia Mohrweis, Kailey Slevin

ADMINISTRATION PRESENT
Dee Dee Buckingham, Jodi Jarmin, Teri Melone, Chris Woods

CALLED TO ORDER/PLEDGE OF ALLEGIANCE
President Denise Hendrickson called the Regular Board Meeting to order at 6:01 p.m.

AUDIENCE

McKenna Elementary School Spotlight
Principal Jodi Jarmin presented the Continuous School Improvement Plan goals and the progress achieved this year. Leadership students highlighted the many activities and service projects they have undertaken to improve the school community.

Community Comments
No Comments

NEW BUSINESS

INDIVIDUAL CONTRACTS – APPROVED

NEW HIRES	POSITION	EFFECTIVE
Tina Friesz	Food Services Supervisor	3/24/2025
Isabella Hess	PR Teacher Special Ed FLC K-2	3/25/2025
Tatum Hottle	Facilities Custodian Evening MK	2/24/2025

LEAVE OF ABSENCE
No Report

RESIGNATIONS/RETIREMENTS/TERMINATIONS

Kristen Carter	OSS ESA School Psychologist	Resignation 6/30/2025
Anne Cone	PR Para SPED LRC	Resignation 3/14/2025
Terri Evans	YHS CTE Office Professional IV	Retirement 8/31/2025
Taylor Pizzo	SW Para SPED Program 1:1	Resignation 4/7/2025
Nora Zavala	Facilities Custodian Evening YMS	Resignation 3/14/2025

STAFFING CHANGES

Teresa Melone	Director CTE/Communications to Director of Operations	3/14/2025

M/Debbie Edwards; S/Bill Hauss; Motion carried unanimously.

POLICY REVISIONS – SECOND READING FOR APPROVAL - APPROVED
3205 Sexual Harassment of Students Prohibited
3205 Procedure
5011 Sexual Harassment of Staff Prohibited
5011 Procedure
4210 Regulation of Dangerous Weapons on School Premises
M/Bill Hauss; S/Debbie Edwards; Motion carried unanimously.

ASSET PRESERVATION - APPROVED
M/Bill Hauss; S/Debbie Edwards; Motion carried unanimously.

OUT-OF-DISTRICT TRAVEL – APPROVED
YHS Jazzline to Yakima, WA, March 28-29, 2025, to compete in the State competition, 15 students and 2 chaperones.
M/Bill Hauss; S/Casey Shaw; Motion carried unanimously.

BOARD COMMENTS
Board members commented on:

- Thank you, McKenna Elementary, for an excellent presentation.
- Board members attended the Dollars for Scholars Auction, a highly successful event.
- Attended the YHS Choir Concert and enjoyed all the very talented students.

Student Representatives commented on:

- Enjoyed the leadership presentation.
- Reading score improvement

SUPERINTENDENT'S REPORT
Superintendent Chris Woods commented on:

- Thank you, McKenna Elementary, for hosting!
- Strategic Planning Committee applications will be available from March 14 to 28, 2025.
- Met with YHS student leaders and student board representatives to work on policy 3245 – Student Cell Phone Use.

ADJOURNMENT – 6:45 p.m.

Respectfully submitted by: Approved by:

Secretary to the Board Board President

Yelm Community Schools, District No. 2

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MINUTES

of a Regular Meeting of the Board of Directors

Thursday, March 27, 2025

BOARD MEMBERS PRESENT

Debbie Edwards, Bill Hauss, Denise Hendrickson, Frank King, Casey Shaw

STUDENT REPRESENTATIVES PRESENT

Sofie Miera, Lucia Mohrweis

ADMINISTRATION PRESENT

Holly Ackerman, Jeff Adams, Erin Bayer, Mark Bowden, Dee Dee Buckingham, Lisa Cadero-Smith, Jennifer Carrougher, Curtis Cleveringa, Charles Cook, Lisa Crowell, Craig Curry, Becky Fowler, Jodi Jarmin, Jonathan Maynard, Jason Roberts, Traci Schultz, Starla Watson, Chris Woods

CALLED TO ORDER/PLEDGE OF ALLEGIANCE

President Denise Hendrickson called the Regular Board Meeting to order at 6:00 p.m.

AUDIENCE

Board Recognition

Excellence in Information Technology and Services Award *Honoring the technology and student information professionals who ensure seamless, reliable, and efficient technology support and data management, fostering a positive and productive environment for students and staff across the district.*
Jacob Vaughan & Nike Victory

Excellence in Transportation Services Award *Honoring the transportation professionals who ensure safe, reliable, and efficient transportation services, fostering a positive and supportive environment for students and staff across the district.*
Jason Mai

Superintendent's Comments

Superintendent Chris Woods updated the board on the following:

- Strategic Plan process: The application will close on March 28, 2025. Thirty applications have been received so far. Applicants will be selected after Spring Break, with work beginning in April.
- Thank you to the Technology and Transportation departments. Both departments are vital to daily operations.
- Provided a legislative update.
- The district audit is scheduled to begin on March 28, 2025. Previous audits are available on the district website.

Community Comments

No Comments

SCHOOL BOARD MINUTES – APPROVED

February 13, 2025 – Regular Board Meeting
February 27, 2025 – Regular Board Meeting
M/Bill Hauss; S/Casey Shaw; Motion carried unanimously.

NEW BUSINESS

INDIVIDUAL CONTRACTS – APPROVED

NEW HIRES	POSITION	EFFECTIVE
Dylon Easley	Facilities YHS Custodian Evening	3/10/2025
Camden Gubser	YHS Coach Assistant Baseball C Team	3/17/2025
Hailey Herman	Facilities YMS Custodian Evening	3/24/2025

LEAVE OF ABSENCE

No Report

RESIGNATIONS/RETIREMENTS/TERMINATIONS

Arla Dahlberg	RMS Teacher History	Retirement 6/30/2025
Kathi Hicks	YHS CTE Para Instructional	Retirement 8/31/2025
Xavier Jones	YMS Coach Assistant Track	Resignation 3/5/2025
Joshua McCracken	YMS Coach Assistant Track	Resignation 3/5/2025
Debora McLean	YHS Office Professional V	Retirement 8/31/2025
Taylor Pizzo	SW Para SPED Program 1:1	Revised Resignation Date 3/25/2025
Julie Ruger	MK Teacher SPED LRC	Resignation 4/11/2025
Ka Ki Tse	OSS ESA School Occupational Therapist	Resignation 6/30/2025

STAFFING CHANGES

Leia Blankenship PR Cafeteria 2.25 hr to YMS Cafeteria 4.0 hr

STIPENDS/SUPPLEMENTAL CONTRACTS

$103,372.50
M/Debbie Edwards; S/Frank King; Motion carried unanimously.

ACCEPTANCE OF GIFTS – APPROVED

Margaret & Fred Ogden, Art & Music, Food $3,000.00
Funds For Kidz, Powerlifting Donation $700.00
M/Frank King; S/Bill Hauss; Motion carried unanimously.

OUT-OF-DISTRICT TRAVEL – APPROVED

YHS FBLA to Bellevue, WA, April 23-26, 2025, to compete in the FBLA State Competition, 9 students and 2 chaperones.
M/Frank King; S/Bill Hauss; Motion carried unanimously.

VOUCHERS AND PAYROLL - APPROVED

A. General Fund	# 70151659- 70151808	$1,201,840.87
B. ASB Fund	# 70409789 - 70409813	$49,286.92
C. Capital Projects Fund	# 70501799 - 70501805	$130,375.01
D. Comp Tax	# 112300015 – 202100165	$3,719.72
E. February Payroll		$6,486,268.85

M/Bill Hauss; S/Debbie Edwards; Motion carried unanimously.

FACILITIES REPORT – APPROVED

Public Works:

Project #	Amount	Vendor/Reason
27.24	$745.89	Advanced Classroom Technologies – Gym Speaker Repair – MK
29.24	$1,409.37	Food Service Equipment – Steam Dishwasher Repairs – YHS
55.24	$638.58	Pape Machinery – Emergency Generator Service – RMS
74.24	$2,221.76	Hermanson Co LLP - Failed Venter Motor, Capacitor, and Fan Wheel Replacement – YHS
77.24	$3,193.07	Lake Tapps Construction Ultd. – Brick Wall Repair – YHS

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

FINANCIAL REPORTS

No additional report. Chief of Finance Jennifer Carrougher was available to answer questions.

STUDENT ENROLLMENT REPORT

March 2025	5524 HC	5389.78 FTE (120.22 < 5510.00)
Feb 2025	5549 HC	5415.11 FTE (94.89 < 5510.00)
March 2024	5664 HC	

BOARD COMMENTS

Board members commented on:

- Expressed the importance of all district staff working together to navigate the budget challenges.
- Congratulations to our Technology and Transportation Department award winners!

Student Representatives commented on:

- Appreciate the Transportation and Technology departments and the roles they play in student success.
- YHS Art Walk – April 11

SUPERINTENDENT'S REPORT

Superintendent Chris Woods commented on:

- District labor groups have inquired about the budget cuts that will be implemented for next year. Before cuts are made, these things are being considered:
  - Rolling over cuts made this year to next year
  - Monitoring legislative developments
  - Staffing allocations based on CBA's & a prototypical model
  - Building budget analysis
  - Consideration of in/out of district transfers
  - Maximizing revenue streams
  - Revisiting rules surrounding revenue streams and their utilization.
  - Engaging with school and district administration on areas where we can improve efficiency.
  - The board has held 3 Study Sessions and will hold the next on April 28
  - There is not an urgency this year, as a reduction in force is not planned.
  - Decisions will not be made until all the information is available.

ADJOURNMENT – 6:35 p.m.

Respectfully submitted by: Approved by:

Secretary to the Board Board President

Personnel Action for Board Approval

Doyla Buckingham
Director of Human Resources

DATE OF BOARD MEETING: April 17, 2025

NEW HIRES:

First Name	Last Name	Location	Title	Date	Comments
Monica	Allen	Yelm HS	Para-SPED LRC	4/7/2025	
Trysten	Avega	Yelm MS	Coach-Assistant Track	4/7/2025	
Kimberly	Baldassarre	Food Service	Cafeteria Worker 3.25hr	4/7/2025	1 Yr Only
Vanessa	Chenvert	Yelm HS	Para-SPED Program SELF	4/7/2025	
Jamie	Connally	Yelm MS	Coach-Assistant Track	4/7/2025	
David	Fox	Facilities	Maintenance and Grounds Supervisor	4/7/2025	
Andrea	Graham	Yelm HS	Para-SPED LRC	4/7/2025	
Katherine	Gyekis	Ridgeline MS	Coach-Head Track	4/7/2025	
Melanie	La Madeleine	Ridgeline MS	Coach-Assistant Track	4/7/2025	
Kristine	Olson	Transportation	Bus Assistant	4/7/2025	1 Yr Only
Rex	Kristel	Food Service	Cafeteria Worker 4.0hr	4/7/2025	1 Yr Only
Megan	Roberts	Mill Pond	Para-SPED PreK	4/7/2025	
Myesha	Sharpe	OSS	ESA-Occupational Therapist	9/3/2025	

LEAVES OF ABSENCE:

First Name	Last Name	Location	Title	Date	Comments
Joseph	Brueske	Yelm HS	Tchr-English Language Arts	3/26/2025	2nd Year LOA-2025-26 SY
Hanna	Lawlor	OSS	ESA-Speech Language Pathologist	3/21/2025	LOA 4-25-25 to 6-30-25

RESIGNATIONS/RETIREMENTS/TERMINATIONS:

First Name	Last Name	Location	Title	Date	Comments
Stephanie	Cook	McKenna	Tchr-2nd Grade	6/30/2025	Retirement
Sarah	Williams	Yelm HS	ESA-School Counselor	6/30/2025	Resignation

STAFFING CHANGES:

First Name	Last Name	From	To	Date	Comments

REQUESTS FOR WAIVERS FOR TEACHING OUT OF ENDORSEMENT:

First Name	Last Name	Location	Out of Endorsement Subject	Date	Comments

Authorization to Pay Stipends/Supplemental Contracts

2024-25 School Year

April 2025

Name	*Location*	*Activity*	*Total Pay*	*Pay in*
Bassett, Kristine	Ridgeline MS	Coach-Assistant Track	$3,706.00	April 2025-June 2025
Beaudin, Timothy	Ridgeline MS	Coach-Head Track	$4,764.00	April 2025-June 2025
Connally, Jamie	Yelm MS	Coach-Assistant Track	$3,201.00	April 2025-June 2025
Gyekis, Katherine	Ridgeline MS	Coach-Head Track	$4,115.00	April 2025-June 2025
Hominda, Sarah	Ridgeline MS	Coach-Head Volleyball	$4,764.00	April 2025-June 2025
Hopkins, Connie	Ridgeline MS	Coach-Assistant Track	$3,361.00	April 2025-June 2025
Macdonald, Andrew	Ridgeline MS	Coach-Assistant Track	$3,530.00	April 2025-June 2025
Riley, Michael	Yelm MS	Coach-Assistant Track	$3,530.00	April 2025-June 2025
Scheuerman, Nicole	Yelm MS	Coach-Head Volleyball	$4,115.00	April 2025-June 2025
Van Veen, Arthur	Yelm MS	Coach-Head Track	$5,189.00	April 2025-June 2025
Yenne, Lana	Yelm MS	Coach-Head Track	$5,614.00	April 2025-June 2025

TOTAL CERTIFICATED **$45,889.00**

Avega, Trysten	Yelm MS	Coach-Assistant Track	$3,361.00	April 2025-June 2025
Ellis, Ashley	Ridgeline MS	Coach-Assistant Volleyball	$3,706.00	April 2025-June 2025
Kempinski, Valerie	Yelm MS	Coach-Assistant Track	$3,361.00	April 2025-June 2025
La Madeleine, Melanie	Ridgeline MS	Coach-Assistant Track	$3,201.00	April 2025-June 2025
Wessling, Jody	Yelm MS	Coach-Assistant Volleyball	$3,201.00	April 2025-June 2025

TOTAL CLASSIFIED **$ 16,830.00**

GRAND TOTAL STIPENDS/SUPPLEMENTAL PAY **$ 62,719.00**

YELM
Community Schools

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

MEMORANDUM

TO: Board of Directors
FROM: Jennifer Carrougher, Chief of Finance and Operations
DATE: April 17, 2025
SUBJECT: Donations

Donor	Items/Purpose	Amount
FFA Alumni	AG Mechanics Hotel Cost	$325.00
Samuel Bathurst	Choir	$125.00

YELM COMMUNITY SCHOOLS IS AN EQUAL OPPORTUNITY EMPLOYER AND FOLLOWS TITLE IX REQUIREMENTS.

YELM Community Schools

Student Travel Request Form

Overnight and Out of State Travel Require Board Approval

Board Policy 2320

School: Yelm High School Class/Group: FFA

*Date of Trip 5/7/25-5/11/25 Number of Students: 40

Trip Supervisor: Jordan Hummel Cell Phone: 360-584-8936

*Destination: FFA State Convention - Pullman, WA Phone: 360-584-8936

Address of Destination: 255 E Main St, Pullman, WA 99163

Depart from: Yelm High School Departure time: 7:30AM 5/7

Return to: Yelm High School Return time: 1:30pm 5/11

Chaperones/Advisors: Jordan Hummel; Dusti Nash; Lorraine Wikoff; Matt Mounts (Stagger Departure)

Method of Travel: ☒ District Bus (how many) 1 ☒ Chartered/Rented Vehicle(s) 1 charter

☒ School Auto/Van (how many) 2-3 ☐ Commercial Airline ☐ Personal Vehicle

Estimated Costs: Registration $75/student Lodging $140/student Travel $3500 (bus + school vans)

Meals $130.00 ea Misc. _____ Student Fees included

Funding Source: ☒ ASB ☐ General Education ☒ Other: CTE pays for bus; registration, meals & lodging for 4 instructors = 1380.00

Acct/Dept Budget Code(s): 4040 & 3162 27 8580 4020

Prior to Leaving the Trip Supervisor:

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

Educational Objective:

1. Purpose of the trip: Students to compete at state-level competitions & demonstrate 21st Century and career skills.

2. How have you prepared the students for the field trip? Weekly practices; subdistrict and district contests

3. What educational activities will you use to follow up on this impact of the trip? Reflection & in-class discussion Follow-up/recognition at annual Banquet

Signatures for Approval

Trip Supervisor ASB Approval Dept Budget Approval Building Approval

Superintendent Approval

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

Revised 10.20.23

PO Box 476,
WA 98597
Phone: 360-458-6225

Mission Statement: As an officer team, we can continue the growth of our members and organization by using proper communication, as well as unique events and activities to reach and connect with a younger audience and overall build a better connection within our community.

Officer Meeting: 3/18/2025

Advisors Present: Hummel, Johnson, Lantz, Mounts, Nash, Todisco, and Wikoff

Officers Present: Kyla Poland, Kolton Nash, Myah Hernandez, Beans Poland, Mariah Gibson, Jada Katona

Time Meeting started: 6:53

Discussion:

- **Committee Updates**
- **Strengthing AG**
  - Upcoming event for new ffa members to get them involved
- **Building Communites**
  - Campus Clean Up Day
  - Need to set up a meeting with Chamber of Commerce
- **Growing Leaders**
  - Operation Bloom
  - Committee Meeting on Wednesday
- **Upcoming Freshman Recruitment Event**
  - Need officers to help out
- **Voting on District Officers**
  - Yelm gets one vote
  - Officers send in votes
- **Officer Contract**
  - Make a decision
  - Cut off for officers to be released from officer team
  - Cant miss more then half of committee meeting and officer meetings
  - Still want to go to want to most of the events

Motions:
"I move to approve state convention fees to be reimbursed by the members".
Motioned - Mariah Gibson
Second - Jada Katona
Motion: passed

"I move to approve the purchase of cheese and other items for Food Science and Dairy Food competitions"
Motioned - Kolton Nash
Second - Jada Katona
Motion: passed

"I move to approve the purchase of GPS units for ENR not exceed $350".
Motioned - Mariah Gibson
Second - Maile Poland
Motion: passed

"I move to approve the purchase of snacks for Campus Clean Up Day not to exceed $60".
Motioned - Maile Poland
Second - Kolton Nash
Motion: passed

"I move to approve that the cutoff and release from the officer team one would have to miss half of their officer and committee meetings".
Motioned - Kolton Nash
Second - Jada Katona
Motion: passed

"I move to approve that to change the contract if you miss more than half of your committee events you will be removed from office".
Motioned - Mariah Gibson
Second - Myah Hernandez
Motion: passed

Meeting adjourned: 7:20

Respectfully submitted by: Myah Hernandez

Notes

RESOLUTION 05-24-25

TEMPORARY REDUCTION OF MINIMUM FUND BALANCE POLICY

WHEREAS, District Policy 6022 requires the District to maintain a minimum fund balance to ensure operational cash flow needs are met in the event of unforeseen circumstances of which amount is a minimum of 5% of current budgeted expenditures, and

WHEREAS, the Board of Directors recognizes the importance of maintaining a sufficient fund balance to compensate for economic uncertainties, and

WHEREAS, the District has experienced a sudden economic downturn due to three failed levy attempts, and

WHEREAS, the Board of directors has the authority to approve a temporary reduction of the amount of minimum fund balance reserve for said purposes,

NOW THEREFORE BE IT RESOLVED that the Board of Directors of Yelm Community Schools does hereby approve a temporary reduction of the current minimum fund balance required reserve in accordance with Board Policy 6022, and

BE IT RESOLVED FURTHER that the minimum fund balance timeline will begin with a minimum of two school fiscal years, 2024-2025 and 2025-2026 with a plan to revisit after that time to reevaluate the timeline of the temporary reduction, and

BE IT RESOLVED FURTHER to establish the following conditions for approval of the temporary minimum fund balance reduction:

Establish a plan for replenishment of the minimum fund balance reserve to its required level, of which said plan is to:

a. Communicate to the Board of Directors on the process of reducing expenditures and maximizing revenues throughout the budgeting process, and
b. Provide regular updates to the Board on the status of the fund balance and progress towards replenishing it.

APPROVED by the Board of Directors of Yelm Community Schools, Thurston County, Washington, in a regular open public meeting thereof, of which due notice was given as required by law, held this 27th day of March, 2025, the following Directors being present and voting in favor of the resolution.

YELM COMMUNITY SCHOOLS

BOARD OF DIRECTORS

_____

Denise Hendrickson, President

_____

Casey Shaw, Vice President

_____

Debbie Edwards, Director

_____

Bill Hauss, Director

_____

Frank King, Director

ATTEST:

_____

Christopher M. Woods, Superintendent
Secretary to the Board of Directors

Nondiscrimination

The district is committed to complying with anti-discrimination laws.

Definition
â€œProtected statusâ€□ is short for the phrase â€œsex, race, creed, religion, color, national origin, honorably discharged veteran or military status, sexual orientation, gender expression, gender identity, the presence of any sensory, mental, or physical disability, or the use of a trained dog guide or service animal by a person with a disability.â€□

Nondiscrimination Statement
The district will adopt a nondiscrimination statement that must include the following:

1. Notice that the district may not discriminate in any programs or activities based on sex, race, creed, religion, color, national origin, honorably discharged veteran or military status, sexual orientation, gender expression, gender identity, the presence of any sensory, mental, or physical disability, or the use of a trained dog guide or service animal.

2. The name or title, office address, and telephone number of the employee designated as the compliance officer under this policy, the Section 504 Coordinator, and the Title IX Coordinator.

3. Notice that the district provides equal access to the Boy Scouts of America and any other youth group listed in Title 36 of the United States Code as a patriotic society.

The district will include this statement in written announcements, notices, recruitment materials, employment application forms, and other publications made available to all students, parents, or employees.

The district may combine the statement described above with the notice described in Policy 3205.

Model Student Handbook Language
The district will adopt the model student handbook language described in RCW 28A.300.286 and include the language in any student, parent, employee, and volunteer handbook it or its schools publish and on its and its schoolsâ€™ websites.

Discriminatory Harassment
Students have a right to be free from discriminatory harassment. The district violates that right if the following conditions are met:

1. The alleged conduct is based on a studentâ€™s protected status.

2. The alleged conduct creates a hostile environment. A hostile environment is created if the alleged conduct is sufficiently severe, persistent, or pervasive that it limits or denies a studentâ€™s ability to participate in or benefit from the districtâ€™s course offerings, including any educational program or activity. A hostile environment could impact a student's life in many ways. Physical illness, anxiety about going to school, or a decline in grades or attendance could signal a hostile environment.

3. After receiving notice of the alleged conduct, the district fails to take prompt and appropriate action to investigate it or fails to take prompt and effective steps reasonably calculated to end the harassment, eliminate the hostile environment, prevent its recurrence, and remedy its effects as

appropriate. The district has notice of discriminatory harassment if a reasonable employee knew or, in the exercise of reasonable care, should have known about the harassment. Employees may have notice of discriminatory harassment if they receive an oral report from a student, parent, or other individual; receive a written complaint; witness harassing conduct; or become aware of harassment by members of the community or the media.

Harassing conduct may include verbal acts and name-calling, graphic and written statements, or other conduct that may be physically threatening, harmful, or humiliating.

When the district receives notice of potential discriminatory harassment, it will take prompt and appropriate action to investigate and, as applicable, take prompt and effective steps reasonably calculated to end the harassment, eliminate the hostile environment, prevent its recurrence, and remedy its effects. Examples of the steps the district might take include imposing discipline, separating individuals, developing a safety plan, offering counseling, and providing additional training and instruction. These steps will not penalize the student who was harassed.

Complaint Procedure
The district will adopt a complaint procedure in accordance with chapter 392-190 WAC.

Annually, the district will publish a notice of the complaint procedure in a way that is reasonably calculated to inform all students, parents, and employees of it. The district will provide the notice in a language each parent can understand, which may require language assistance in accordance with Title VI of the Civil Rights Act of 1964 for those with limited English proficiency.

The district will not adopt any policy, procedure, or practice that would limit a personâ€™s right to file a complaint under the complaint procedure.

Compliance Officer
The superintendent will designate an employee who is responsible for monitoring and coordinating the districtâ€™s compliance with chapter 392-190 WAC and the guidelines the Office of the Superintendent of Public Instruction has adopted under WAC 392-190-005.

The compliance officer is responsible for ensuring that all complaints filed under the complaint procedure are promptly investigated and resolved.

Training
The district will train all administrators, certificated personnel, and classroom personnel regarding their responsibilities under this policy and chapter 392-190 WAC. The training will aim to raise awareness of and eliminate bias based on sex, race, creed, religion, color, national origin, honorably discharged veteran or military status, sexual orientation, gender expression, gender identity, the presence of any sensory, mental or physical disability, or the use of a trained dog guide or service animal.

Retaliation Prohibited
The district will not intimidate, threaten, coerce, or discriminate against any individual who seeks to secure their rights under this policy or chapter 392-190 WAC or because the individual has filed a complaint under the complaint procedure. Further, the district will not tolerate someone else retaliating against another because they sought to secure their rights under this policy or chapter 392-190 WAC or because they have filed a complaint under the complaint procedure.

Any person who retaliates will be subject to appropriate discipline.

Cross References:	2020 - Course Design, Selection and Adoption of Instructional Materials
	2030 - Service Animals in Schools
	2140 - Guidance and Counseling
	2150 - Co-Curricular Program
	2151 - Interscholastic Activities
	3205 - Sexual Harassment of Students Prohibited
	3206 - Pregnant and Parenting Students

	3207 - Prohibition of Harassment, Intimidation, and Bullying of Students
	3211 - Gender-Inclusive Schools
	4217 - Effective Communication
	4260 - Use of School Facilities
Legal References:	RCW 28A.300.286 Discrimination, harassment, intimidation, and bullying▯▯▯Policies and complaint procedures▯▯▯Posting of model student handbook language
	Chapter 392-190 WAC Equal Educational Opportunity▯▯▯Unlawful Discrimination Prohibited
	Chapter 28A.640 RCW Sexual equality
	Chapter 28A.642 RCWDiscrimination prohibition
	Chapter 49.60 RCWDiscrimination ▯▯▯ Human rights commission
	WAC 392-190-020 Training▯▯▯Staff responsibilities▯▯▯Bias awareness
	20 U.S.C. ▯▯ 7905 Boy Scouts of American Equal Access Act
	42 U.S.C. ▯▯▯▯ 12101-12213Americans with Disabilities Act
	20 U.S.C. ▯▯▯▯ 1681▯▯▯1688 Title IX of the Education Amendments of 1972
	42 U.S.C. ▯▯▯▯ 2000d, et seq. Title VI of the Civil Rights Act of 1964
	34 CFR Part 100 Nondiscrimination Under Programs Receiving Federal Assistance Through the Department of Education Effectuation of Title VI of the Civil Rights Act of 1964
	34 CFR 104 Nondiscrimination on the basis of handicap in programs or activities receiving federal financial assistance
	34 CFR Part 106 Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance
Management Resources:	2016 - March Issue
	2014 - December Issue
	2013 - April Issue
	2012 - December Issue
	2011 - June Issue
	Policy News, August 2007 Washington▯▯▯s Law Against Discrimination

Last Revised: **December 22, 2024**
Classification: **Essential**
Prior Revised Dates: **12.06; 08.07; 02.11; 06.11; 12.12; 04.13; 12.13; 12.14; 01.15; 03/01/2016**

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Procedure - Nondiscrimination

This complaint procedure is adopted in accordance with chapter 392-190 WAC.

Complainant
Anyone may file a complaint against the district alleging that it has violated anti-discrimination laws. The person filing the complaint is referred to as the â€œcomplainant.â€□

Formal Complaint
A formal complaint must be in writing and describe the specific acts, conditions, or circumstances alleged to violate anti-discrimination laws.

A complaint must be filed within one year of the occurrence giving rise to the complaint. The deadline will not be imposed if the complainant was prevented from filing a complaint because (1) the district specifically misrepresented that it had resolved the problem forming the basis of the complaint or (2) the district withheld information it was required to provide under chapter 392-190 WAC.

A complaint may be filed by mail, fax, email, or hand delivery to any district or school administrator or to the compliance officer.

Informal Complaint
A complainant may bring an informal (i.e., oral) complaint to the district. If that occurs, the compliance officer or their designee will schedule a meeting to discuss the informal complaint and how to resolve the complainantâ€™s concerns. Using this informal process does not limit the complainantâ€™s right to file a formal complaint. Further, as part of this informal process, the district will notify the complainant in writing about their right to file a formal complaint. The notice will be in a language the complainant can understand, which may require language assistance in accordance with Title VI of the Civil Rights Act of 1964 for complainants with limited English proficiency.

Receiving a Formal Complaint
Any district or school administrator who receives a formal complaint will promptly notify the compliance officer. Once the compliance officer receives a complaint, they will do the following:

1. Provide the complainant with a copy of Policy 3210 and this procedure in a language they can understand, which may require language assistance in accordance with Title VI of the Civil Rights Act of 1964 for complainants with limited English proficiency.

2. Ensure that the district conducts a prompt and thorough investigation into the allegations in the complaint.

In lieu of investigating, the district and the complainant may agree to resolve the complaint. If the complaint is resolved, no further action is necessary.

Written Response to a Formal Complaint
After completing the investigation, the compliance officer or their designee will give the superintendent a full written report of the complaint and the investigation results.

The superintendent or their designee will issue a written response to the complainant within thirty calendar days after the district receives the formal complaint. The thirty-day timeline can be extended if agreed to by the complainant or if exceptional circumstances related to the complaint require an extension. If an

extension is needed, the district will notify the complainant in writing of the reasons for the extension and the anticipated response date. The notice will be in a language the complainant can understand, which may require language assistance in accordance with Title VI of the Civil Rights Act of 1964 for complainants with limited English proficiency.

The written response must include a summary of the results of the investigation; a finding as to whether the district failed to comply with anti-discrimination laws; notice to the complainant of their right to appeal, including where and to whom the appeal must be filed; and, if the district failed to comply with anti-discrimination laws, the corrective measure deemed necessary to correct the noncompliance. Any corrective measures must be instituted as expeditiously as possible but no later than thirty calendar days after the written response is issued unless otherwise agreed to by the complainant. The written response will be in a language the complainant can understand, which may require language assistance in accordance with Title VI of the Civil Rights Act of 1964 for complainants with limited English proficiency.

The district will send a copy of the written response to the Office of the Superintendent of Public Instruction (OSPI) when it sends the response to the complainant.

Appeal to the Board
If a complainant disagrees with the superintendentâ€™s written response, they may appeal to the board. The appeal must be in writing and filed with the superintendent within ten calendar days of receiving the written response.

The board must issue a written appeal decision within thirty calendar days of receiving the appeal unless the complainant agrees otherwise. The board may schedule a meeting to hear from the complainant and district representatives before issuing its decision. If it doesnâ€™t schedule a meeting, the board will consider the investigation report, the written response, and any documentation the complainant submits before making its decision.

The appeal decision must include notice of the complainantâ€™s right to file a complaint with OSPI under WAC 392-190-075. The district will send a copy of the appeal decision to OSPI.

The appeal decision will be in a language the complainant can understand, which may require language assistance in accordance with Title VI of the Civil Rights Act of 1964 for complainants with limited English proficiency.

Complaint to OSPI
If a complainant disagrees with the boardâ€™s decision, or if the district fails to comply with this procedure, the complainant may file a complaint with OSPI.

A complaint must be received by OSPI on or before the twentieth calendar day following the date upon which the complainant received the boardâ€™s decision unless OPSI grants an extension for good cause.

Complaints may be submitted by mail, fax, email, or hand delivery.

A complaint must be in writing and include the following: (1) a description of the specific acts, conditions or circumstances alleged to violate applicable anti-discrimination laws; (2) the name and contact information, including address, of the complainant; (3) the name and address of the district subject to the complaint; (4) a copy of the districtâ€™s written response and appeal decision, if any; and (5) a proposed resolution of the complaint or relief requested. If the allegations regard a specific student, the complaint must also include the studentâ€™s name and address and the name of the school and school district the student attends. If the student is homeless, the complaint should include contact information.

Upon receipt of a complaint, OSPI may initiate an investigation, which may include conducting an independent on-site review. OSPI may also investigate additional issues related to the complaint that were not included in the initial complaint or appeal to the board.

Following the investigation, OSPI will make an independent determination as to whether the district has failed to comply with chapter 392-190 WAC or OSPIâ€™s guidelines and will issue a written decision to the complainant and the district that addresses each allegation in the complaint and any other noncompliance issues it has identified. The written decision will include corrective actions deemed necessary to correct noncompliance and documentation the district must provide to demonstrate that corrective action has been completed.

All corrective actions must be completed within the timelines established by OSPI in the written decision unless OSPI grants an extension. If timely compliance is not achieved, OSPI may take action including but not limited to referring the district to appropriate state or federal agencies empowered to order compliance.

A complaint may be resolved at any time when, before the completion of the investigation, the district voluntarily agrees to resolve the complaint. OSPI may provide technical assistance and dispute resolution methods to resolve a complaint.

Administrative Hearing
The complainant or the district may appeal OSPIâ€™s written decision by filing a written notice of appeal with OPSI within thirty calendar days of receiving the decision. OSPI will conduct a formal administrative hearing in accordance with the Administrative Procedures Act, chapter 34.05 RCW.

Mediation
The district may offer mediation at any time during the complaint procedure. The purpose of mediation is to offer the complainant and the district an opportunity to resolve disputes and reach an acceptable agreement concerning the complaint using an impartial mediator. The parties may agree to extend the complaint procedure deadlines to pursue mediation.

Mediation is voluntary, requires the agreement of both parties, and may be terminated by either party at any time.

The mediator must be impartial, may not be an employee of the district or any agency providing education or related services to a student who is involved in the mediation, and must not have a personal or professional conflict of interest. A person is not disqualified as a mediator solely because the district pays them to serve as a mediator.

If the parties resolve a dispute through mediation, they may execute a legally binding agreement that describes the resolution, states that all discussions that occurred during mediation will remain confidential and may not be used as evidence in any subsequent complaint, due process hearing, or civil proceeding, and is signed by the complainant and the districtâ€™s representative.

Recordkeeping
The compliance officer's office will maintain documentation for each complaint received (e.g., the complaint, notices, the investigation report, the written response, the appeal decision, documentation of corrective measures, etc.) for six years.

Last Revised: **December 22, 2024**
Prior Revised Dates: **06.11; 12.14; 01/01/2015**

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Nondiscrimination and Affirmative Action

Definition
â€œProtected statusâ€□ is short for the phrase â€œage, sex, race, creed, religion, color, national origin, honorably discharged veteran or military status, sexual orientation, gender expression, gender identity, marital status, the presence of any sensory, mental, or physical disability, or the use of a trained dog guide or service animal by a person with a disability.â€□

Nondiscrimination
The district is committed to an educational and working environment free from discrimination and harassment based on a personâ€™s protected status.

The district will not deny any person the benefit of, or subject any person to discrimination in employment, recruitment, promotion, advancement, consideration, or selection in connection with employment based on their protected status.

The district will make all employment decisions in a non-discriminatory manner and will not limit, segregate, or classify any person in a way that could adversely affect their employment opportunities or status based on their protected status.

The district will not enter into any contractual or other relationship that directly or indirectly results in the discrimination of any person in connection with employment based on their protected status.

The district will not grant preferential treatment to applications for employment based on an applicant's enrollment at any education institution or entity that only predominantly admits students based on sex, race, color, or national origin if the giving of such preferences has the effect of discriminating based on sex, race, color, or national origin.

Equal Employment Opportunity
The district will provide equal employment opportunity and treatment for all applicants and staff in recruitment, hiring, retention, assignment, transfer, promotion, and training.

Examples of Employment Discrimination
Employment discrimination may include the following:

1. Unfair treatment based on an employeeâ€™s protected status, including unfair or separate treatment in pay scale, assignment of duties, opportunities for advancement, conditions of employment, hiring practices, leaves of absence, hours of employment, and assignment of instructional and non-instructional duties.

2. Harassment based on an employeeâ€™s protected status by supervisors, co-workers, or others in the workplace that is so severe or persistent that it creates a hostile environment.

3. Denial of a reasonable workplace accommodation that an employee needs because of religious beliefs or a disability.

4. Retaliation because an employee complained about employment discrimination or assisted with an employment discrimination investigation or lawsuit.

5. Making employment or placement decisions based on stereotypes or assumptions about oneâ€™s protected status.

6. Discriminating against individuals married to or otherwise associated with people of a certain group.

7. Prohibiting an employee from using the restroom consistent with his or her gender identity.

These are examples of employment discrimination and are not an exhaustive list.

Discriminatory Harassment
The district prohibits discriminatory harassment in the workplace. Discriminatory harassment is unwelcome or offensive conduct directed toward a person based on their protected status that is sufficiently severe or pervasive to create an environment that a reasonable person would consider intimidating, hostile, or offensive. Petty slights, annoyances, or isolated incidents, unless extremely serious, will not rise to the leave of discriminatory harassment.

Harassing conduct may include, but is not limited to, offensive jokes, slurs, epithets, name-calling, physical assaults, threats, intimidation, ridicule, mockery, insults, put-downs, offensive objects or pictures, and interference with work performance.

When the district becomes aware of potential discriminatory harassment, it will promptly investigate the conduct and, as appropriate, take reasonable steps to prevent and promptly correct the harassing conduct.

Employment of Persons with Disabilities
To fulfill its commitment of nondiscrimination to those with disabilities, the following conditions will prevail:

1. The district will not discriminate against a qualified individual based on their disability, nor will the district limit, segregate, or classify any applicants for employment or any staff member in any way that adversely affects their opportunities or status because of their disability. This prohibition applies to all aspects of employment from recruitment to promotions and includes fringe benefits and other elements of compensation.

2. The district will reasonably accommodate the known physical or mental limitations of an otherwise qualified disabled applicant or staff member unless it is clear that an accommodation would impose an undue hardship.

   Reasonable accommodations may include making facilities used by staff readily accessible and usable by persons with disabilities; job restructuring; part-time or modified work schedules; acquisition or modification of equipment or devices; the provision of readers or interpreters; and other similar actions.

   An undue hardship means an accommodation would be unduly costly, extensive, substantial or disruptive or would fundamentally alter the nature or operation of the district. In determining whether an accommodation would impose an undue hardship on the district, the district may consider, among other things, the cost of the accommodation, the districtâ€™s size, the districtâ€™s financial resources, and the nature and structure of its operations.

3. The district will not use any employment tests or criteria that screen out persons with disabilities unless the test or criteria is clearly and specifically job-related, and the district will not use such tests or criteria if alternative tests or criteria that do not screen out persons with disabilities are available.

4. While the district may not make pre-employment inquiries as to whether an applicant has a disability or as to the nature and severity of any such disability, it may inquire into an applicantâ€™s ability to perform job-related functions.

Nondiscrimination for Military Service
The district will not discriminate against any person who is a member of, applies to be a member of, or performs, has performed, applies to perform, or has an obligation to perform service in a uniformed service, on the basis of their participation in a uniformed service. This includes initial employment, retention in employment, promotion, or any benefit of employment. The district will also not discriminate against any person who has participated in the enforcement of these rights under state or federal law.

Affirmative Action Program
The district will develop an affirmative action employment plan or program that includes appropriate provisions designed to eliminate discrimination based on protected status.

Regarding sex discrimination, the districtâ€™s affirmative action employment plan or program must include the requirements to maintain credential requirements for all personnel without regard to sex; make no differentiation in pay scale based on sex; make no differentiation in the assignment of school duties based on sex except where an assignment would involve duty areas or situations such as, but not limited to, a shower room, where persons might be disrobed; provide the same opportunities for advancement for males and females; and make no differentiation in conditions of employment based on sex, including, but not limited to, hiring practices, leaves of absence, hours of employment, and assignment of or payment for instructional or noninstructional duties.

Complaint Procedure
The district will adopt a complaint procedure in accordance with chapter 392-190 WAC.

Annually, the district will publish a notice of the complaint procedure in a way that is reasonably calculated to inform all employees of it. The district will provide the notice in a language each employee can understand, which may require language assistance in accordance with Title VI of the Civil Rights Act of 1964 for those with limited English proficiency.

The district will not adopt any policy, procedure, or practice that would limit a personâ€™s right to file a complaint under the complaint procedure.

Compliance Officer
The superintendent will designate an employee who is responsible for monitoring and coordinating the districtâ€™s compliance with chapter 392-190 WAC and the guidelines the Office of the Superintendent of Public Instruction has adopted under WAC 392-190-005.

The compliance officer is responsible for ensuring that all complaints filed under the complaint procedure are promptly investigated and resolved.

Retaliation Prohibited
The district will not intimidate, threaten, coerce, or discriminate against any individual who seeks to secure their rights under this policy or chapter 392-190 WAC or because the individual has filed a complaint under the complaint procedure. Further, the district will not tolerate someone else retaliating against another because they sought to secure their rights under this policy or chapter 392-190 WAC or because they have filed a complaint under the complaint procedure.

Any person who retaliates will be subject to appropriate discipline.

Cross References:	2030 - Service Animals in Schools 5011 - Sexual Harassment of District Staff Prohibited 5270 - Resolution of Staff Complaints 5407 - Military Leave
Legal References:	RCW 28A.400.310 Law against discrimination applicable to districts□□□ employment practices RCW 28A.640.020 Regulations, guidelines to eliminate discrimination □□□ Scope □□□ Sexual harassment policies RCW 28A.642 Discrimination prohibition RCW 49.60 Discrimination □□□ Human rights commission RCW 49.60.030 Freedom from discrimination □□□ Declaration of civil rights

RCW 49.60.180 Unfair practices of employers

RCW 49.60.400 Discrimination, preferential treatment prohibited

RCW 73.16 Employment and Reemployment

WAC 392-190 Equal Education Opportunity □□□ Unlawful Discrimination Prohibited

WAC 392-190-0592 Public school employment □□□ Affirmative action program

42 USC □□□□2000e1 □□□ 2000e10 Title VII of the Civil Rights Act of 1964

20 USC □□□□1681 - 1688 Title IX Educational Amendments of 1972

42 USC 12101 □□□ 12213 Americans with Disabilities Act

8 USC □□1324 (IRCA) Immigration Reform and Control Act of 1986

38 USC □□□□ 4301-4333 Uniformed Services Employment and Reemployment Rights Act

29 USC□□ 794 Vocational Rehabilitation Act of 1973

34 CFR □□ 104 Nondiscrimination on the basis of handicap in Programs or activities receiving federal financial assistance

38 USC □□4212 Vietnam Era Veterans Readjustment Assistance Act of 1974 (VEVRAA)

WAC 392-190-0591 Public school employment and contract practices□□□Nondiscrimination

Management Resources:

2018 - May Policy Issue

2017 - April Issue

2014 - December Issue

2013 - June Issue

2011 - June Issue

2011 - February Issue

Policy News, August 2007 Washington□□□s Law Against Discrimination

Policy News, June 2001 State Updates Military Leave Rights

Last Revised: **December 22, 2024**
Classification: **Encouraged**
Prior Revised Dates: **12.00; 06.01; 08.07; 02.11; 06.11; 06.13; 12.14; 04.17; 05/01/2018; 07/24/2023**

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Procedure - Nondiscrimination and Affirmative Action

This complaint procedure is adopted in accordance with chapter 392-190 WAC.

Complainant
An employee may file a complaint against the district alleging that it has violated anti-discrimination laws. The person filing the complaint is referred to as the â€œcomplainant.â€□

Formal Complaint
A formal complaint must be in writing and describe the specific acts, conditions, or circumstances alleged to violate anti-discrimination laws.

A complaint must be filed within one year of the occurrence giving rise to the complaint. The deadline will not be imposed if the complainant was prevented from filing a complaint because (1) the district specifically misrepresented that it had resolved the problem forming the basis of the complaint or (2) the district withheld information it was required to provide under chapter 392-190 WAC.

A complaint may be filed by mail, fax, email, or hand delivery to any district or school administrator or to the compliance officer.

Informal Complaint
A complainant may bring an informal (i.e., oral) complaint to the district. If that occurs, the compliance officer or their designee will schedule a meeting to discuss the informal complaint and how to resolve the complainantâ€™s concerns. Using this informal process does not limit the complainantâ€™s right to file a formal complaint. Further, as part of this informal process, the district will notify the complainant in writing about their right to file a formal complaint. The notice will be in a language the complainant can understand, which may require language assistance in accordance with Title VI of the Civil Rights Act of 1964 for complainants with limited English proficiency.

Receiving a Formal Complaint
Any district or school administrator who receives a formal complaint will promptly notify the compliance officer. Once the compliance officer receives a complaint, they will do the following:

1. Provide the complainant with a copy of Policy 5010 and this procedure in a language they can understand, which may require language assistance in accordance with Title VI of the Civil Rights Act of 1964 for complainants with limited English proficiency.

2. Ensure that the district conducts a prompt and thorough investigation into the allegations in the complaint.

In lieu of investigating, the district and the complainant may agree to resolve the complaint. If the complaint is resolved, no further action is necessary.

Written Response to a Formal Complaint
After completing the investigation, the compliance officer or their designee will give the superintendent a full written report of the complaint and the investigation results.

The superintendent or their designee will issue a written response to the complainant within thirty calendar days after the district receives the formal complaint. The thirty-day timeline can be extended if agreed to by the complainant or if exceptional circumstances related to the complaint require an extension. If an extension is needed, the district will notify the complainant in writing of the reasons for the extension and the anticipated response date. The notice will be in a language the complainant can understand, which may require language assistance in accordance with Title VI of the Civil Rights Act of 1964 for complainants with limited English proficiency.

The written response must include a summary of the results of the investigation; a finding as to whether the district failed to comply with anti-discrimination laws; notice to the complainant of their right to appeal, including where and to whom the appeal must be filed; and, if the district failed to comply with anti-discrimination laws, the corrective measure deemed necessary to correct the noncompliance. Any corrective measures must be instituted as expeditiously as possible but no later than thirty calendar days after the written response is issued unless otherwise agreed to by the complainant. The written response will be in a language the complainant can understand, which may require language assistance in accordance with Title VI of the Civil Rights Act of 1964 for complainants with limited English proficiency.

The district will send a copy of the written response to the Office of the Superintendent of Public Instruction (OSPI) when it sends the response to the complainant.

Appeal to the Board
If a complainant disagrees with the superintendentâ€™s written response, they may appeal to the board. The appeal must be in writing and filed with the superintendent within ten calendar days of receiving the written response.

The board must issue a written appeal decision within thirty calendar days of receiving the appeal unless the complainant agrees otherwise. The board may schedule a meeting to hear from the complainant and district representatives before issuing its decision. If it doesnâ€™t schedule a meeting, the board will consider the investigation report, the written response, and any documentation the complainant submits before making its decision.

The appeal decision must include notice of the complainantâ€™s right to file a complaint with OSPI under WAC 392-190-075. The district will send a copy of the appeal decision to OSPI.

The appeal decision will be in a language the complainant can understand, which may require language assistance in accordance with Title VI of the Civil Rights Act of 1964 for complainants with limited English proficiency.

Complaint to OSPI
If a complainant disagrees with the boardâ€™s decision, or if the district fails to comply with this procedure, the complainant may file a complaint with OSPI.

A complaint must be received by OSPI on or before the twentieth calendar day following the date upon which the complainant received the boardâ€™s decision unless OPSI grants an extension for good cause.

Complaints may be submitted by mail, fax, email, or hand delivery.

A complaint must be in writing and include the following: (1) a description of the specific acts, conditions or circumstances alleged to violate applicable anti-discrimination laws; (2) the name and contact information, including address, of the complainant; (3) the name and address of the district subject to the complaint; (4) a copy of the districtâ€™s written response and appeal decision, if any; and (5) a proposed resolution of the complaint or relief requested. If the allegations regard a specific student, the complaint must also include the studentâ€™s name and address and the name of the school and school district the student attends. If the student is homeless, the complaint should include contact information.

Upon receipt of a complaint, OSPI may initiate an investigation, which may include conducting an independent on-site review. OSPI may also investigate additional issues related to the complaint that were not included in the initial complaint or appeal to the board.

Following the investigation, OSPI will make an independent determination as to whether the district has failed to comply with chapter 392-190 WAC or OSPIâ€™s guidelines and will issue a written decision to the complainant and the district that addresses each allegation in the complaint and any other noncompliance

issues it has identified. The written decision will include corrective actions deemed necessary to correct noncompliance and documentation the district must provide to demonstrate that corrective action has been completed.

All corrective actions must be completed within the timelines established by OSPI in the written decision unless OSPI grants an extension. If timely compliance is not achieved, OSPI may take action including but not limited to referring the district to appropriate state or federal agencies empowered to order compliance.

A complaint may be resolved at any time when, before the completion of the investigation, the district voluntarily agrees to resolve the complaint. OSPI may provide technical assistance and dispute resolution methods to resolve a complaint.

Administrative Hearing
The complainant or the district may appeal OSPIâ€™s written decision by filing a written notice of appeal with OPSI within thirty calendar days of receiving the decision. OSPI will conduct a formal administrative hearing in accordance with the Administrative Procedures Act, chapter 34.05 RCW.

Mediation
The district may offer mediation at any time during the complaint procedure. The purpose of mediation is to offer the complainant and the district an opportunity to resolve disputes and reach an acceptable agreement concerning the complaint using an impartial mediator. The parties may agree to extend the complaint procedure deadlines to pursue mediation.

Mediation is voluntary, requires the agreement of both parties, and may be terminated by either party at any time.

The mediator must be impartial, may not be an employee of the district, and must not have a personal or professional conflict of interest. A person is not disqualified as a mediator solely because the district pays them to serve as a mediator.

If the parties resolve a dispute through mediation, they may execute a legally binding agreement that describes the resolution, states that all discussions that occurred during mediation will remain confidential and may not be used as evidence in any subsequent complaint or civil proceeding, and is signed by the complainant and the districtâ€™s representative.

Recordkeeping
The compliance officer's office will maintain documentation for each complaint received (e.g., the complaint, notices, the investigation report, the written response, the appeal decision, documentation of corrective measures, etc.) for six years.

Resources

District Contact
(Insert the name/title of the district contact)

State Contacts
Superintendent of Public Instruction
Equity and Civil Rights Office
P.O. Box 47200
Olympia, WA 98504-7200
360.725.6162

Washington State Human Rights Commission
711 South Capitol Way, Suite 402
P.O. Box 42490
Olympia, WA 98504-2490
360.753.6770

Office for Civil Rights
U.S. Department of Education
915 Second Avenue, Room 3310

Seattle, WA 98174
206.607.1600

Last Revised: **December 22, 2024**
Prior Revised Dates: **12.00; 06.11; 12.14; 01.15; 05/01/2018; 07/24/2023**

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YELM COMMUNITY SCHOOLS

Board Date: APRIL 17,2025

Fund: GENERAL

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

As of APRIL 17,2025 the Board does approve for payment those vouchers included in the following list and further described as follows:

VOUCHER NUMBER 70151829 THROUGH 70151993

IN THE TOTAL AMOUNT OF $ 1,467,467.30

SECRETARY _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

Voucher Auditor's Statement

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

SIGNATURE OF AUDITING OFFICER _____

AP Check Register

AP Run: GENERAL 3-3-25 — Post Date: 2025-03-03 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
03/03/2025	70151829	Check	EVANS, DUSTIN JAMES	5,517.87
03/03/2025	70151830	Check	KEYES, JESSICA M	5,860.11
			Total:	**$11,377.98**

GENERAL 3-3-25 Summary

Type	Count	Amount
Regular	2	11,377.98
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**2**	**$11,377.98**

AP Check Register

Fund	Total
10 - GENERAL FUND	11,377.98
	$11,377.98

AP Check Register

AP Run: GENERAL 3/4/25 — Post Date: 2025-03-04 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
03/04/2025	70151831	Check	ADVANCED CLASSROOM TECHNOLOGIES	5,590.75
03/04/2025	70151832	Check	ALL DATA CORPORATION	1,067.62
03/04/2025	70151833	Check	ANDERSON, MELANIE	35.00
03/04/2025	70151834	Check	ATS AUTOMATION INC	5,534.68
03/04/2025	70151835	Check	BLAZERWORKS	10,589.16
03/04/2025	70151836	Check	CAPITAL BUSINESS MACHINES INC	567.03
03/04/2025	70151837	Check	CARTER, KRISTEN LAUREN	17.99
03/04/2025	70151838	Check	CASCADE ALARM	8,661.02
03/04/2025	70151839	Check	COMMERCIAL BRAKE CLUTCH INC	512.84
03/04/2025	70151840	Check	COMPHEALTH MEDICAL STAFFING	25,850.54
03/04/2025	70151841	Check	DIGNITY CONSULTING LLC	44,000.00
03/04/2025	70151842	Check	DON SMALL & SONS OIL DIST CO	1,923.32
03/04/2025	70151843	Check	DRAIN PRO	468.50
03/04/2025	70151844	Check	ESD #113	22,804.00
03/04/2025	70151845	Check	GRAINGER INC	481.00
03/04/2025	70151846	Check	HD SUPPLY INC	5,293.27
03/04/2025	70151847	Check	HENRY SCHEIN INC	60.13
03/04/2025	70151848	Check	HILL, ROBERT ANDREW	381.45
03/04/2025	70151849	Check	HONEY BUCKET	335.00
03/04/2025	70151850	Check	HULL, HILLARY RYANN	41.88
03/04/2025	70151851	Check	JACKSON THERAPY PARTNERS	10,421.25

AP Check Register

AP Run: GENERAL 3/4/25 — Post Date: 2025-03-04 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
03/04/2025	70151852	Check	K C D A	5,473.06
03/04/2025	70151853	Check	LES SCHWAB	131.39
03/04/2025	70151854	Check	LOVATO, STACIE JO	201.60
03/04/2025	70151855	Check	MAXIM HEALTHCARE SERVICES INC	8,688.52
03/04/2025	70151856	Check	MCREYNOLDS, THORA LILLIE	160.00
03/04/2025	70151857	Check	MINTZ, LINDSAY N	19.39
03/04/2025	70151858	Check	OCCUPATIONAL HEALTH CENTERS OF WA	142.00
03/04/2025	70151859	Check	OFFICE DEPOT BUSINESS SOLUTIONS	585.88
03/04/2025	70151860	Check	PETROCARD	31,945.38
03/04/2025	70151861	Check	POMP'S TIRE SERVICE INC	5,239.23
03/04/2025	70151862	Check	PUGET SOUND ENERGY	38,512.50
03/04/2025	70151863	Check	SARE ELECTRIC	49,949.84
03/04/2025	70151864	Check	SCHETKY NORTHWEST SALES INC	854.15
03/04/2025	70151865	Check	SCHEUERMAN, NICOLE VIVIAN	16.48
03/04/2025	70151866	Check	SCHOOLLOCKERS.COM	4,883.08
03/04/2025	70151867	Check	SCHOOLS INSURANCE ASSN OF WA	512.95
03/04/2025	70151868	Check	SPRAGUE PEST SOLUTIONS	56.15
03/04/2025	70151869	Check	THE PART WORKS INC	182.74
03/04/2025	70151870	Check	TSE, KA KI	25.34
03/04/2025	70151871	Check	TYLER TECHNOLOGIES	23,303.12
03/04/2025	70151872	Check	US FOODS	17,475.85

AP Check Register

AP Run: GENERAL 3/4/25 — Post Date: 2025-03-04 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
03/04/2025	70151873	Check	VAUGHAN, JACOB H	34.44
03/04/2025	70151874	Check	WASHINGTON FLORAL SERVICE INC	2,052.29
03/04/2025	70151875	Check	WELLS FARGO FINANCIAL LEASING	376.79
03/04/2025	70151876	Check	WESTERN PSYCHOLOGICAL SERVICES	1,806.78
03/04/2025	70151877	Check	WIESER EDUCATIONAL	2,968.00
			Total:	**$340,233.38**

GENERAL 3/4/25 Summary

Type	Count	Amount
Regular	47	340,233.38
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**47**	**$340,233.38**

Fund	Total
10 - GENERAL FUND	340,233.38
	$340,233.38

AP Check Register

AP Run: GENERAL 2 3/4/25 — Post Date: 2025-03-04 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
03/04/2025	70151878	Check	US BANK - CORPORATE PAYMENT SYSTEMS	6,183.99
			Total:	**$6,183.99**

GENERAL 2 3/4/25 Summary

Type	Count	Amount
Regular	1	6,183.99
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**1**	**$6,183.99**

AP Check Register

Fund	Total
10 - GENERAL FUND	6,183.99
	$6,183.99

AP Check Register

AP Run: GENERAL 3-5-25 — Post Date: 2025-03-05 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
03/05/2025	70151879	Check	CARAMANDI, CHELSEA JAY	7,487.46
			Total:	**$7,487.46**

GENERAL 3-5-25 Summary

Type	Count	Amount
Regular	1	7,487.46
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**1**	**$7,487.46**

AP Check Register

Fund	Total
10 - GENERAL FUND	7,487.46
	$7,487.46

AP Check Register

AP Run: GENERAL 03/11/25 — Post Date: 2025-03-11 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
03/11/2025	70151880	Check	ANDERSON, MELANIE	186.20
03/11/2025	70151881	Check	AVANT ASSESSMENT LLC	806.80
03/11/2025	70151882	Check	CAVANAUGH, ELLEN	129.29
03/11/2025	70151883	Check	CINTAS CORP	153.04
03/11/2025	70151884	Check	CITY OF YELM	14,971.10
03/11/2025	70151885	Check	CLOVER PARK TECHNICAL COLLEGE	12,790.61
03/11/2025	70151886	Check	COLE, SKYLAR S	18.62
03/11/2025	70151887	Check	CRYSTAL SPRINGS	35.01
03/11/2025	70151888	Check	FOSSUM, MICHELLE RENEE	62.37
03/11/2025	70151889	Check	FRANZ FAMILY BAKERIES	1,682.71
03/11/2025	70151890	Check	FRONTSTREAM	1,905.08
03/11/2025	70151891	Check	GUBSER, SHANNON MARIE	22.82
03/11/2025	70151892	Check	HILL, ROBERT ANDREW	41.86
03/11/2025	70151893	Check	HULL, HILLARY RYANN	25.06
03/11/2025	70151894	Check	HUMMEL, MADISON MAE	64.32
03/11/2025	70151895	Check	LAKEMARY CENTER INC	7,391.00
03/11/2025	70151896	Check	LOVATO, STACIE JO	155.40
03/11/2025	70151897	Check	MCKENNA WATER DISTRICT	843.28
03/11/2025	70151898	Check	MILLER, NANCY MICHELE	52.01
03/11/2025	70151899	Check	NAPA AUTO PARTS	2,644.04
03/11/2025	70151900	Check	NISQUALLY INDIAN TRIBE	8,010.56

AP Check Register

AP Run: GENERAL 03/11/25 — Post Date: 2025-03-11 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
03/11/2025	70151901	Check	NORTHWEST WATER SYSTEMS INC	2,635.81
03/11/2025	70151902	Check	PORTER FOSTER RORICK LLP	3,340.00
03/11/2025	70151903	Check	PUGET SOUND ENERGY	93,152.62
03/11/2025	70151904	Check	SAFETY KLEEN CORP	317.82
03/11/2025	70151905	Check	SCHETKY NORTHWEST SALES INC	104.88
03/11/2025	70151906	Check	SILVER SPRINGS ORGANICS	16.34
03/11/2025	70151907	Check	SOUTH PUGET SOUND COMM COLLEGE	119,411.96
03/11/2025	70151908	Check	STAR RENTALS	536.55
03/11/2025	70151909	Check	YELM PHYSICAL THERAPY	4,000.00
			Total:	**$275,507.16**

GENERAL 03/11/25 Summary

Type	Count	Amount
Regular	30	275,507.16
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**30**	**$275,507.16**

AP Check Register

Fund	Total
10 - GENERAL FUND	275,507.16
	$275,507.16

AP Check Register

AP Run: GENERAL 2 3/11/25 — Post Date: 2025-03-11 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
03/11/2025	70151910	Check	US BANK - CORPORATE PAYMENT SYSTEMS	49,438.07
			Total:	**$49,438.07**

GENERAL 2 3/11/25 Summary

Type	Count	Amount
Regular	1	49,438.07
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**1**	**$49,438.07**

Fund	Total
10 - GENERAL FUND	49,438.07
	$49,438.07

AP Check Register

AP Run: GENERAL 3/18/25 — Post Date: 2025-03-18 — AP Run Type: R | YELM COMMUNITY SCHOOLS

Check Date	Check Number	Payment Type	Name	Check Amount
03/18/2025	70151911	Check	ADVANCED CLASSROOM TECHNOLOGIES	745.89
03/18/2025	70151912	Check	AMPLIFY EDUCATION INC	105.58
03/18/2025	70151913	Check	ANDERSON, MELANIE	23.80
03/18/2025	70151914	Check	BECKTOLD, SHELLI ANN	74.00
03/18/2025	70151915	Check	BECRAFT, LISA SUSANN	74.00
03/18/2025	70151916	Check	BLAZERWORKS	29,452.44
03/18/2025	70151917	Check	CASCADE ALARM	2,080.50
03/18/2025	70151918	Check	CENTRAL WELDING SUPPLY CO INC	1,484.93
03/18/2025	70151919	Check	CENTRALIA COLLEGE	13,267.52
03/18/2025	70151920	Check	COLE, SKYLAR S	34.30
03/18/2025	70151921	Check	COMPHEALTH MEDICAL STAFFING	38,184.16
03/18/2025	70151922	Check	DAIRY FRESH FARMS INC	19,617.12
03/18/2025	70151923	Check	DEPT OF LICENSING	15.00
03/18/2025	70151924	Check	DISA GLOBAL SOLUTIONS	25.30
03/18/2025	70151925	Check	DRAIN PRO	778.09
03/18/2025	70151926	Check	ESD #112	200.00
03/18/2025	70151927	Check	ESD #113	123,550.66
03/18/2025	70151928	Check	HD SUPPLY INC	1,293.28
03/18/2025	70151929	Check	HEARTSPRING INC	36,588.00
03/18/2025	70151930	Check	HERMANSON CO LLP	2,221.76
03/18/2025	70151931	Check	HOPSKIPDRIVE INC	9,447.15

AP Check Register

AP Run: GENERAL 3/18/25 — Post Date: 2025-03-18 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
03/18/2025	70151932	Check	IML SECURITY SUPPLY	77.68
03/18/2025	70151933	Check	JACKSON THERAPY PARTNERS	7,140.00
03/18/2025	70151934	Check	KOWALSKI, LORI	1,132.29
03/18/2025	70151935	Check	LAKE TAPPS CONSTRUCTION UNLIMITED	3,193.07
03/18/2025	70151936	Check	LINGUALINX INC	487.16
03/18/2025	70151937	Check	MAXIM HEALTHCARE SERVICES INC	37,077.34
03/18/2025	70151938	Check	MICRO COMPUTER SYSTEMS INC	14,758.41
03/18/2025	70151939	Check	MORNINGSIDE	725.00
03/18/2025	70151940	Check	MOUNTAIN LUMBER & HARDWARE INC	987.14
03/18/2025	70151941	Check	PDQ.COM CORPORATION	10,894.98
03/18/2025	70151942	Check	PUGET SOUND ESD	29,244.00
03/18/2025	70151943	Check	RWC GROUP	356.06
03/18/2025	70151944	Check	SPRAGUE PEST SOLUTIONS	687.74
03/18/2025	70151945	Check	SPROUT THERAPY SOLUTIONS LLC	34,330.45
03/18/2025	70151946	Check	SUPERINTENDENT OF PUBLIC INSTR	7,658.16
03/18/2025	70151947	Check	TACOMA COMMUNITY COLLEGE	1,207.04
03/18/2025	70151948	Check	WA CAREER & TECH SPORTS MED ASSOC	250.00
03/18/2025	70151949	Check	WA SCHOOL INFO PROCESSING COOP	588.92

AP Check Register

AP Run: GENERAL 3/18/25 — Post Date: 2025-03-18 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
03/18/2025	70151950	Check	WENATCHEE VALLEY COLLEGE	2,267.43
			Total:	**$432,326.35**

GENERAL 3/18/25 Summary

Type	Count	Amount
Regular	40	432,326.35
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**40**	**$432,326.35**

Fund	Total
10 - GENERAL FUND	432,326.35
	$432,326.35

AP Check Register

AP Run: GENERAL 2 3/18/25 — Post Date: 2025-03-18 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
03/18/2025	70151951	Check	US BANK - CORPORATE PAYMENT SYSTEMS	14,808.24
			Total:	**$14,808.24**

GENERAL 2 3/18/25 Summary

Type	Count	Amount
Regular	1	14,808.24
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**1**	**$14,808.24**

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
10 - GENERAL FUND	14,808.24
	$14,808.24

AP Check Register

AP Run: GENERAL 3/25/25 — Post Date: 2025-03-25 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
03/25/2025	70151952	Check	BALLARD & TIGHE PUBLISHERS	7,289.19
03/25/2025	70151953	Check	BLAZERWORKS	25,630.22
03/25/2025	70151954	Check	BRYSON SALES & SERVICE	595.30
03/25/2025	70151955	Check	CAMCAL	840.96
03/25/2025	70151956	Check	CAPITAL BUSINESS MACHINES INC	7,642.07
03/25/2025	70151957	Check	CENTRAL WELDING SUPPLY CO INC	367.98
03/25/2025	70151958	Check	CINTAS CORP	229.56
03/25/2025	70151959	Check	COLE, SKYLAR S	23.38
03/25/2025	70151960	Check	COMMERCIAL BRAKE CLUTCH INC	1,064.19
03/25/2025	70151961	Check	DAY WIRELESS SYSTEMS INC	2,021.38
03/25/2025	70151962	Check	DEPT OF HEALTH	260.00
03/25/2025	70151963	Check	DRAIN PRO	1,717.23
03/25/2025	70151964	Check	FOLLETT CONTENT SOLUTIONS	242.27
03/25/2025	70151965	Check	FRANZ FAMILY BAKERIES	473.80
03/25/2025	70151966	Check	GORDON TRUCK CENTERS	983.57
03/25/2025	70151967	Check	HD SUPPLY INC	4,600.37
03/25/2025	70151968	Check	HENRY SCHEIN INC	872.54
03/25/2025	70151969	Check	HERMANSON CO LLP	3,087.90
03/25/2025	70151970	Check	J AND I POWER EQUIPMENT INC	2,075.56
03/25/2025	70151971	Check	JOSTENS INC	14.13
03/25/2025	70151972	Check	LAMINATING AND BINDING SOLUTIONS INC	152.98

AP Check Register

AP Run: GENERAL 3/25/25 — Post Date: 2025-03-25 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
03/25/2025	70151973	Check	LANGUAGE LINE SERVICES	212.82
03/25/2025	70151974	Check	MAXIM HEALTHCARE SERVICES INC	20,274.86
03/25/2025	70151975	Check	MCLAREN, KEITH	182.71
03/25/2025	70151976	Check	NISQUALLY VALLEY NEWS	52.00
03/25/2025	70151977	Check	OWEN, KARI	2,430.00
03/25/2025	70151978	Check	PAPE MACHINERY	392.58
03/25/2025	70151979	Check	PETROCARD	28,991.91
03/25/2025	70151980	Check	PUGET SOUND ENERGY	8,063.64
03/25/2025	70151981	Check	RAINIER LIGHTING & ELECTRICAL SUPPLY	770.78
03/25/2025	70151982	Check	SCHETKY NORTHWEST SALES INC	878.11
03/25/2025	70151983	Check	SECURITY SOLUTIONS NW INC	583.64
03/25/2025	70151984	Check	SHAW, MARK QUINN	160.00
03/25/2025	70151985	Check	SOUTH PUGET SOUND COMM COLLEGE	115,925.24
03/25/2025	70151986	Check	TAGS AWARDS & SPECIALTIES	39.53
03/25/2025	70151987	Check	THE PART WORKS INC	159.02
03/25/2025	70151988	Check	US FOODS	75,402.39
03/25/2025	70151989	Check	WA ASSN FOR LEARNING ALTERNATI	1,875.00
03/25/2025	70151990	Check	WA SCHOOL RESEARCH ASSOC INC	2,343.75
03/25/2025	70151991	Check	WASHINGTON FLORAL SERVICE INC	950.46

AP Check Register

AP Run: GENERAL 3/25/25 — Post Date: 2025-03-25 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
03/25/2025	70151992	Check	YELM SCHOOLS REVOLVING FUND	733.25
			Total:	**$320,606.27**

GENERAL 3/25/25 Summary

Type	Count	Amount
Regular	41	320,606.27
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**41**	**$320,606.27**

Fund	Total
10 - GENERAL FUND	320,606.27
	$320,606.27

AP Check Register

AP Run: GENERAL 2 3/25/25 — Post Date: 2025-03-25 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
03/25/2025	70151993	Check	US BANK - CORPORATE PAYMENT SYSTEMS	9,498.40
			Total:	**$9,498.40**

GENERAL 2 3/25/25 Summary

Type	Count	Amount
Regular	1	9,498.40
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**1**	**$9,498.40**

Fund	Total
10 - GENERAL FUND	9,498.40
	$9,498.40

YELM COMMUNITY SCHOOLS

Board Date: APRIL 17, 2025

Fund: ASB

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

As of APRIL 17, 2025 the Board does approve for payment those vouchers included in the following list and further described as follows:

VOUCHER NUMBER 70409814 THROUGH 70409839

IN THE TOTAL AMOUNT OF $ 39,262.31

SECRETARY _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

Voucher Auditor's Statement

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

SIGNATURE OF AUDITING OFFICER _____

AP Check Register

AP Run: ASB 3/4/25 — Post Date: 2025-03-04 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
03/04/2025	70409814	Check	CLOUD 9 SPORTS	1,285.16
03/04/2025	70409815	Check	RICHEY ATHLETICS	3,210.00
03/04/2025	70409816	Check	SUNSHINE ENTERPRISE INC	637.00
03/04/2025	70409817	Check	TAGS AWARDS & SPECIALTIES	149.33
03/04/2025	70409818	Check	US BANK - CORPORATE PAYMENT SYSTEMS	1,096.18
03/04/2025	70409819	Check	WEMBLEY SOCCER SHOP INC	197.10
			Total:	**$6,574.77**

ASB 3/4/25 Summary

Type	Count	Amount
Regular	6	6,574.77
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**6**	**$6,574.77**

AP Check Register

Fund	Total
40 - ASSOCIATED STUDENT BODY FUND	6,574.77
	$6,574.77

AP Check Register

AP Run: ASB 03/11/25 — Post Date: 2025-03-11 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
03/11/2025	70409820	Check	301 INC	1,500.00
03/11/2025	70409821	Check	CHINOOK MUSIC ED ASSOCIATION	88.00
03/11/2025	70409822	Check	METROPOLITAN PARK DIST/TACOMA	576.00
03/11/2025	70409823	Check	US BANK - CORPORATE PAYMENT SYSTEMS	694.21
03/11/2025	70409824	Check	YELM COMMUNITY SCHOOLS	2,162.50
			Total:	**$5,020.71**

ASB 03/11/25 Summary

Type	Count	Amount
Regular	5	5,020.71
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**5**	**$5,020.71**

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
40 - ASSOCIATED STUDENT BODY FUND	5,020.71
	$5,020.71

AP Check Register

AP Run: ASB 03-18-25 — Post Date: 2025-03-18 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
03/18/2025	70409825	Check	5TH AVENUE THEATRE	500.00
03/18/2025	70409826	Check	DEPT OF LICENSING	30.00
03/18/2025	70409827	Check	IMPREST YELM HIGH	2,225.00
03/18/2025	70409828	Check	PIONEER FARM MUSEUM	844.00
03/18/2025	70409829	Check	SUNSHINE ENTERPRISE INC	1,651.60
03/18/2025	70409830	Check	TACOMA RAINIERS	5,425.00
03/18/2025	70409831	Check	TAGS AWARDS & SPECIALTIES	85.10
03/18/2025	70409832	Check	US BANK - CORPORATE PAYMENT SYSTEMS	5,592.16
03/18/2025	70409833	Check	WA CAREER & TECH SPORTS MED ASSOC	180.00
03/18/2025	70409834	Check	WA STATE THESPIANS	1,700.00
			Total:	**$18,232.86**

ASB 03-18-25 Summary

Type	Count	Amount
Regular	10	18,232.86
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**10**	**$18,232.86**

AP Check Register

Fund	Total
40 - ASSOCIATED STUDENT BODY FUND	18,232.86
	$18,232.86

AP Check Register

AP Run: ASB 03/25/25 — Post Date: 2025-03-25 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
03/25/2025	70409835	Check	FIRST STUDENT	730.00
03/25/2025	70409836	Check	NATIONAL ASSN SECONDARY SCHOOL PRINCIPALS	1,456.34
03/25/2025	70409837	Check	US BANK - CORPORATE PAYMENT SYSTEMS	6,665.63
03/25/2025	70409838	Check	WA STATE COACHES ASSN	450.00
03/25/2025	70409839	Check	YELM SCHOOLS ASB REVOLVING	132.00
			Total:	**$9,433.97**

ASB 03/25/25 Summary

Type	Count	Amount
Regular	5	9,433.97
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**5**	**$9,433.97**

Fund	Total
40 - ASSOCIATED STUDENT BODY FUND	9,433.97
	$9,433.97

YELM COMMUNITY SCHOOLS

Board Date: APRIL 17, 2025

Fund: CAP PROJ

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

As of APRIL 17, 2025 the Board does approve for payment those vouchers included in the following list and further described as follows:

VOUCHER NUMBER 70501806 THROUGH 70501812

IN THE TOTAL AMOUNT OF $ 196,620.35

SECRETARY _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

Voucher Auditor's Statement

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

SIGNATURE OF AUDITING OFFICER _____

AP Check Register

AP Run: CAP PROJ 3/4/25 — Post Date: 2025-03-04 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
03/04/2025	70501806	Check	A+ PROFESSIONAL COATINGS	7,779.85
			Total:	**$7,779.85**

CAP PROJ 3/4/25 Summary

Type	Count	Amount
Regular	1	7,779.85
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**1**	**$7,779.85**

AP Check Register

Fund	Total
20 - CAPITAL PROJECTS FUND	7,779.85
	$7,779.85

AP Check Register

AP Run: CAP PROJ 03/18/25 — Post Date: 2025-03-18 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
03/18/2025	70501807	Check	ANDY JOHNSON & CO INC	177,362.19
03/18/2025	70501808	Check	CONSTRUCTION TESTING LABORATORIES	788.00
			Total:	**$178,150.19**

CAP PROJ 03/18/25 Summary

Type	Count	Amount
Regular	2	178,150.19
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**2**	**$178,150.19**

AP Check Register

YELM COMMUNITY SCHOOLS

Fund	Total
20 - CAPITAL PROJECTS FUND	178,150.19
	$178,150.19

AP Check Register

AP Run: CAP PROJ 3/25/25 — Post Date: 2025-03-25 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
03/25/2025	70501809	Check	CONSTRUCTION TESTING LABORATORIES	788.00
03/25/2025	70501810	Check	ELECTROCOM	4,074.19
03/25/2025	70501811	Check	MB ELECTRIC LLC	440.00
03/25/2025	70501812	Check	TOVANI HART	5,388.12
			Total:	**$10,690.31**

CAP PROJ 3/25/25 Summary

Type	Count	Amount
Regular	4	10,690.31
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**4**	**$10,690.31**

Fund	Total
20 - CAPITAL PROJECTS FUND	10,690.31
	$10,690.31

YELM COMMUNITY SCHOOLS

Board Date: APRIL 17, 2025

Fund: COMP TAX

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

As of APRIL 17, 2025 the Board does approve for payment those vouchers included in the following list and further described as follows:

VOUCHER NUMBER 11230016 GENERAL THROUGH 202100166 ASB

IN THE TOTAL AMOUNT OF $ 1,584.36

SECRETARY _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

BOARD MEMBER _____

Voucher Auditor's Statement

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

SIGNATURE OF AUDITING OFFICER _____

AP Check Register

AP Run: GENERAL FUND COMP TAX — Post Date: 2025-04-01 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
04/01/2025	11230016	Wire Transfer	DEPARTMENT OF REVENUE	1,279.41
			Total:	**$1,279.41**

GENERAL FUND COMP TAX Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	1,279.41
Epayables:	0	0.00
Total:	**1**	**$1,279.41**

Fund	Total
10 - GENERAL FUND	1,279.41
	$1,279.41

AP Check Register

AP Run: ASB FUND COMP TAX — Post Date: 2025-04-01 — AP Run Type: R **YELM COMMUNITY SCHOOLS**

Check Date	Check Number	Payment Type	Name	Check Amount
04/01/2025	202100166	Wire Transfer	DEPARTMENT OF REVENUE	304.95
			Total:	**$304.95**

ASB FUND COMP TAX Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	304.95
Epayables:	0	0.00
Total:	**1**	**$304.95**

Fund	Total
40 - ASSOCIATED STUDENT BODY FUND	304.95
	$304.95

YELM Community Schools

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

MEMORANDUM

TO: Board of Directors

FROM: Teri Melone, Director of Operations

DATE: April 17, 2025

SUBJECT: Recommendation to Approve Public Works Projects

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

Project #	Amount	Vendor / Reason
63.24	$832.20	Security Solutions NW – BLDG 400 Stadium Door Service Call – YHS
73.24	$833.83	INSI – Workstation Drop Installation – RMS
84.24	$941.75	Hermanson Co - IDF RM154 Unit Troubleshoot – YMS
85.24	$1624.10	Hermanson Co - GFU-7 Damper Motor Replacement – YHS
86.24	$2163.33	Hermanson Co - IDF 154 Control Board Replacement – YMS
88.24	$789.23	Wayne's Roofing INC - 500BLDG (Gym) Roof Leak Repair – YHS
90.24	$725.07	Hermanson Co - P10 & Gym HVAC Units Troubleshoot and Repairs – LK
93.24	$507.55	Hermanson Co - P2 HVAC Unit Burnt Wires Troubleshoot – PR
94.24	$507.55	Hermanson Co - Staff Lounge HVAC Unit Troubleshoot/Repair – LK

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

YELM COMMUNITY SCHOOLS IS AN EQUAL OPPORTUNITY EMPLOYER AND FOLLOWS TITLE IX REQUIREMENTS.

YELM Community Schools

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

TO: Chris Woods, Superintendent

FROM: Jennifer Carrougher, Chief of Finance and Operations

RE: **Monthly Budget Report for March 2025**

DATE: April 17, 2025

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

General Fund

	Budget	Actual	% To Date
Beginning Fund Balance	$ 5,900,000	$ 4,979,114	
Revenues	$ 88,617,555	$ 53,517,810	60.4%
Expenditures	$ 95,553,818	$ 53,605,881	56.1%
Transfer to Other Funds	$ 276,323	$ 276,323	100%
Ending Fund Balance	$ (1,312,586)	$ 4,614,720	

Revenues by Major Source	Annual Budget	2024-2025 Revenues to Date	% Collected	Prior Year Comparison
Local Taxes	$ 5,437,902	$ 5,456,781	100.3%	$ 5,826,932
Local Nontax (e.g. lunch receipts, donations, investments)	$ 709,900	$ 619,549	87.3%	$ 492,854
Apportionment, Levy Equalization	$ 58,106,386	$ 33,259,136	57.2%	$ 32,742,122
State Special Purpose (e.g. SPED)	$ 18,106,179	$ 11,608,658	64.1%	$ 10,211,562
Federal	$ 6,257,188	$ 2,573,686	41.1%	$ 3,639,679
Total	$ 88,617,555	$ 53,517,810	60.4%	$ 52,913,149

Expenditures by Program	Annual Budget	2024-2025 Expenditures to Date	% Expended	Prior Year Comparison
Regular Instruction	$ 49,472,525	$ 27,475,492	55.5%	$ 29,753,565
Federal Stimulus	$ -	$ -	0.0%	$ 472,029
Special Ed	$ 17,511,322	$ 9,579,148	54.7%	$ 9,874,284
Vocational	$ 4,514,972	$ 2,174,670	48.2%	$ 2,464,939
Compensatory	$ 4,393,324	$ 2,115,594	48.2%	$ 2,152,065
Other Instructional	$ 202,481	$ 55,915	27.6%	$ 284,405
Support Services	$ 19,459,194	$ 12,205,061	62.7%	$ 12,593,456
Total	$ 95,553,818	$ 53,605,881	56.1%	$ 57,594,743

Capital Projects Fund

	Budget	Actual	% To Date
Beginning Fund Balance	$ 17,913,501	$ 16,916,651	
Revenues			
Investment Earnings	$ 250,000	$ 293,133	117.3%
Impact & Mitigation Fees	$ 1,000,000	$ 439,230	43.9%
Other	$ -	$ -	
Total Revenues	$ 1,250,000	$ 732,363	58.6%
Expenditures			
Safety & Security Projects	$ 35,000	$ 50,207	143.4%
Technology Upgrades	$ 100,000	$ 7,564	7.6%
HB 1257 - Energy Efficiency	$ 40,000	$ 11,365	28.4%
Building Painting	$ 300,000	$ 7,780	2.6%
Roof Replacements	$ 550,000	$ 398,833	72.5%
Parking Lot Improvements	$ 150,000	$ -	0.0%
Capital Projects - Unassigned/Contingency	$ 3,000,000	$ 26,074	0.9%
Growth Capacity Projects	$ 3,500,000	$ 44,568	1.3%
Transportation Bldg Remodel	$ 1,800,000	$ 310,751	17.3%
Total Expenditures	$ 9,475,000	$ 857,142	9.0%
Ending Fund Balance	$ 9,688,501	$ 16,791,872	

Transportation Vehicle Fund

	Budget	Actual	% To Date
Beginning Fund Balance	$ 1,026,858	$ 1,021,277	
Revenues			
Local Non-Tax	$ 1,000	$ 16,231	1623.1%
Bus Depreciation (received in August)	$ 508,000	$ -	0.0%
Total Revenues	$ 509,000	$ 16,231	
Expenditures			
New Buses	$ 689,799	$ -	0.0%
Total Expenditures	$ 689,799	$ -	
Ending Fund Balance	$ 846,059	$ 1,037,509	

Associated Student Body Fund

	Budget	Actual	% To Date
Beginning Fund Balance	$ 437,979	$ 575,455	
Revenues	$ 1,028,057	$ 545,633	53.1%
Expenditures	$ 1,066,544	$ 334,170	31.3%
Ending Fund Balance	$ 399,492	$ 786,918	

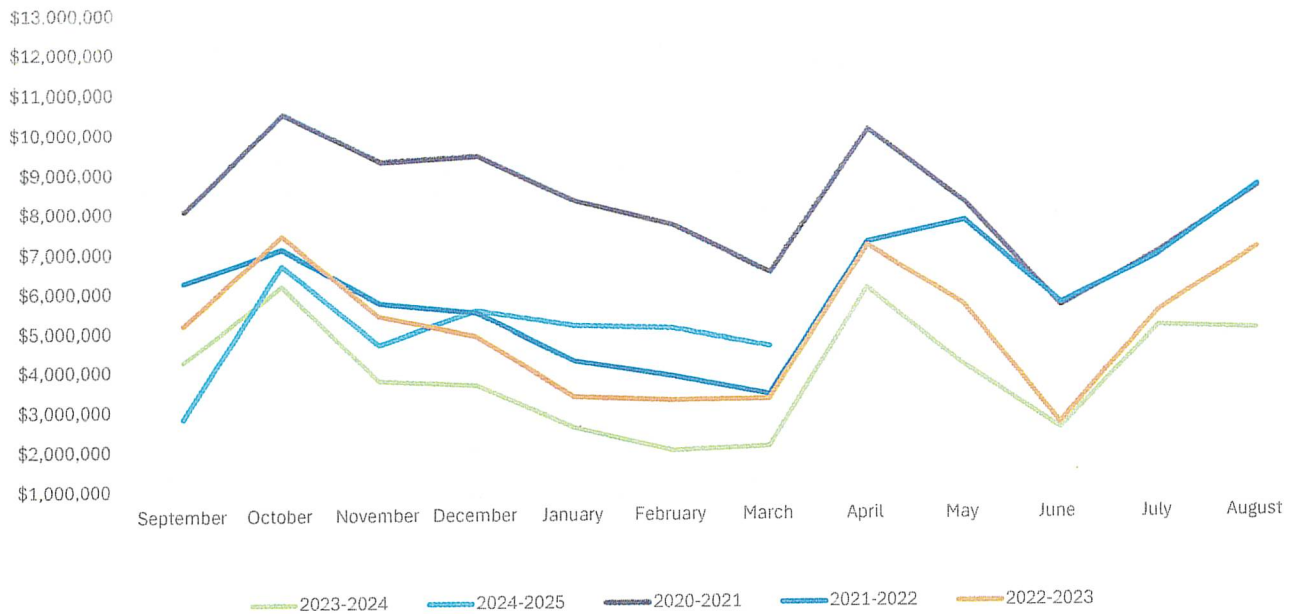
Debt Service Fund

	Budget	Actual	% To Date
Beginning Fund Balance	$ 3,722,425	$ 3,819,717	
Revenues			
Local Taxes	$ 6,861,489	$ 3,541,585	51.6%
Investment Earnings	$ 45,000	$ 51,135	113.6%
General Fund Transfer (Non-Voted Debt)	$ 276,323	$ 276,323	100.0%
Total Revenues	$ 7,182,812	$ 3,869,043	
Expenditures			
Voted Debt	$ 3,125,000	$ 3,125,000	100.0%
Non-Voted Debt	$ 255,000	$ 255,000	100.0%
Interest Payments	$ 3,708,099	$ 1,894,516	51.1%
Underwriter & Bond Transfer Fees	$ 1,500	$ -	0.0%
Total Expenditures/Financing Uses	$ 7,089,599	$ 5,274,516	
Ending Fund Balance	$ 3,815,638	$ 2,414,244	

Series	Purpose	Original Issue	Current Balance	Final Payment
Voted Debt				
2019	Replace YMS & Southworth / Safety Security Projects	$ 88,400,000	$ 82,430,000	12/01/2038
Non Voted Debt				
2009B	Purchase & Renovate Transportation Facility	$ 2,000,000	$ 145,000	12/16/2025
2009A / 2015 Refunding	Replace Roofs at Mill Pond & Fort Stevens / Repair YHS Stadium Roof	$ 1,685,000	$ 625,000	12/01/2029
		Total Outstanding Debt	$ 83,200,000	

Yelm Community Schools
General Fund
Ending Fund Balance

	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
September	$ 8,052,992	$ 6,254,167	$ 5,180,158	$ 4,253,606	$ 2,825,717
October	$ 10,493,543	$ 7,094,017	$ 7,431,578	$ 6,160,915	$ 6,686,018
November	$ 9,273,776	$ 5,731,449	$ 5,400,202	$ 3,752,049	$ 4,674,433
December	$ 9,409,926	$ 5,492,020	$ 4,887,315	$ 3,645,404	$ 5,545,939
January	$ 8,279,283	$ 4,244,125	$ 3,340,443	$ 2,566,382	$ 5,140,573
February	$ 7,670,813	$ 3,849,046	$ 3,242,302	$ 1,968,852	$ 5,069,539
March	$ 6,473,717	$ 3,382,927	$ 3,270,945	$ 2,074,365	$ 4,614,720
April	$ 10,049,379	$ 7,212,254	$ 7,142,804	$ 6,067,835	
May	$ 8,212,646	$ 7,757,440	$ 5,636,210	$ 4,091,400	
June	$ 5,595,940	$ 5,658,708	$ 2,614,255	$ 2,489,995	
July	$ 6,942,314	$ 6,885,161	$ 5,459,804	$ 5,067,527	
August	$ 8,566,879	$ 8,611,802	$ 7,037,900	$ 4,979,114	



Budget Status Report

2024-2025 **YELM COMMUNITY SCHOOLS**

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

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

A. REVENUES/OTHER FIN. SOURCE	Annual Budget	Actual for Month	Actual for Year	Encumbrances	Balance	Percent
1000 LOCAL TAXES	5,437,902	30,966.40	5,456,780.78		(18,878.78)	100.35
2000 LOCAL SUPPORT NONTAX	709,900	120,726.07	619,549.31		90,350.69	87.27
3000 STATE - GENERAL PURPOSE	58,106,386	5,068,364.98	33,259,135.82		24,847,250.18	57.24
4000 STATE - SPECIAL PURPOSE	18,106,179	1,818,289.71	11,608,657.78		6,497,521.22	64.11
5000 FEDERAL - GENERAL PURPOSE	165,000	0.00	59,522.00		105,478.00	36.07
6000 FEDERAL - SPECIAL PURPOSE	6,092,188	209,610.32	2,514,164.12		3,578,023.88	41.27
7000 REVENUES FR OTH SCH DIST	0	0.00	0.00		0.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	0	0.00	0.00		0.00	0.00
9000 OTHER FINANCING SOURCES	0	0.00	0.00		0.00	0.00
Total	**88,617,555**	**7,247,957.48**	**53,517,809.81**		**35,099,745.19**	**60.39**

B. EXPENDITURES						
00 Regular Instruction	49,472,488	3,923,536.93	27,475,492.12	386,879.46	21,610,116.42	56.32
10 Federal Stimulus	0	0.00	0.00	0.00	0.00	0.00
20 Special Ed Instruction	17,511,322	1,497,580.41	9,579,148.40	1,674,944.35	6,257,229.25	64.27
30 Voc. Ed Instruction	4,514,972	293,780.82	2,174,669.63	57,735.06	2,282,567.31	49.44
40 Skills Center Instruction	0	0.00	0.00	0.00	0.00	0.00
50+60 Compensatory Ed Instruct.	4,393,324	389,829.46	2,115,594.17	166,681.36	2,111,048.47	51.95
70 Other Instructional Pgms	202,481	4,198.60	55,915.19	5,763.02	140,802.79	30.46
80 Community Services	0	0.00	0.00	0.00	0.00	0.00
90 Support Services	19,459,194	1,593,850.48	12,205,061.15	1,815,867.48	5,438,265.37	72.05
Total	**95,553,781**	**7,702,776.70**	**53,605,880.66**	**4,107,870.73**	**37,840,029.61**	**60.40**

C. OTHER FIN. USES TRANS. OUT (GL 536)	276,323	0.00	276,323.00			
D. OTHER FINANCING USES (GL 535)	0	0.00	0.00			
E. EXCESS OF REVENUES/OTHER FIN. SOURCES OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)	(7,212,549)	(454,819.22)	(364,393.85)		6,848,155.15	(94.95)
F. TOTAL BEGINNING FUND BALANCE	5,900,000		4,979,113.93			
G. GLs 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)			0.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)	(1,312,549)		4,614,720.08			

Budget Status Report

2024-2025 **YELM COMMUNITY SCHOOLS**

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

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

A. REVENUES/OTHER FIN. SOURCE	Annual Budget	Actual for Month	Actual for Year	Encumbrances	Balance	Percent
1000 Local Taxes	0	0.00	0.00		0.00	0.00
2000 Local Support Nontax	1,250,000	288,446.71	732,362.51		517,637.49	58.59
3000 State - General Purpose	0	0.00	0.00		0.00	0.00
4000 State - Special Purpose	0	0.00	0.00		0.00	0.00
5000 Federal - General Purpose	0	0.00	0.00		0.00	0.00
6000 Federal - Special Purpose	0	0.00	0.00		0.00	0.00
7000 Revenues Fr Oth Sch Dist	0	0.00	0.00		0.00	0.00
8000 Other Agencies and Associates	0	0.00	0.00		0.00	0.00
9000 Other Financing Sources	0	0.00	0.00		0.00	0.00
Total	**1,250,000**	**288,446.71**	**732,362.51**		**517,637.49**	**58.59**

B. EXPENDITURES						
10 Sites	150,000	0.00	0.00	2,034.48	147,965.52	1.36
20 Buildings	9,255,000	192,106.16	749,428.62	789,589.58	7,715,981.80	16.63
30 Equipment	30,000	4,514.19	96,347.99	468,442.40	(534,790.39)	1,882.63
40 Energy	40,000	0.00	11,365.20	6,674.80	21,960.00	45.10
50 Sales & Lease Expenditure	0	0.00	0.00	0.00	0.00	0.00
60 Bond Issuance Expenditure	0	0.00	0.00	0.00	0.00	0.00
90 Debt	0	0.00	0.00	0.00	0.00	0.00
Total	**9,475,000**	**196,620.35**	**857,141.81**	**1,266,741.26**	**7,351,116.93**	**22.42**

C. OTHER FIN. USES TRANS. OUT (GL 536)	**0**	**0.00**	**0.00**			
D. OTHER FINANCING USES (GL 535)	**0**	**0.00**	**0.00**			
E. EXCESS OF REVENUES/OTHER FIN. SOURCES OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)	**(8,225,000)**	**91,826.36**	**(124,779.30)**		**8,100,220.70**	**(98.48)**
F. TOTAL BEGINNING FUND BALANCE	**17,913,501**		**16,916,651.34**			
G. GLs 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)			**0.00**			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)	**9,688,501**		**16,791,872.04**			

Budget Status Report

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

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

A. REVENUES/OTHER FIN. SOURCE	Annual Budget	Actual for Month	Actual for Year	Encumbrances	Balance	Percent
1000 Local Taxes	6,861,489	234,977.33	3,541,584.53		3,319,904.47	51.62
2000 Local Support Nontax	45,000	4,651.96	51,135.16		(6,135.16)	113.63
3000 State - General Purpose	0	0.00	0.00		0.00	0.00
5000 Federal - General Purpose	0	0.00	0.00		0.00	0.00
9000 Other Financing Sources	276,323	0.00	276,323.00		0.00	100.00
Total	**7,182,812**	**239,629.29**	**3,869,042.69**		**3,313,769.31**	**53.87**
B. EXPENDITURES						
Matured Bond Expenditures	3,380,000	0.00	3,380,000.00	0.00	0.00	100.00
Interest On Bonds	3,708,099	0.00	1,894,515.75	0.00	1,813,583.25	51.09
Interfund Loan Interest	0	0.00	0.00	0.00	0.00	0.00
Bond Transfer Fees	1,500	0.00	0.00	0.00	1,500.00	0.00
Arbitrage Rebate	0	0.00	0.00	0.00	0.00	0.00
Underwriter's Fees	0	0.00	0.00	0.00	0.00	0.00
Total	**7,089,599**	**0.00**	**5,274,515.75**	**0.00**	**1,815,083.25**	**74.40**
C. OTHER FIN. USES TRANS. OUT (GL 536)	**0**	**0.00**	**0.00**			
D. OTHER FINANCING USES (GL 535)	**0**	**0.00**	**0.00**			
E. EXCESS OF REVENUES/OTHER FIN. SOURCES OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)	**93,213**	**239,629.29**	**(1,405,473.06)**		**(1,498,686.06)**	**(1,607.**
F. TOTAL BEGINNING FUND BALANCE	**3,722,425**		**3,819,716.60**			
G. GLs 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)			**0.00**			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)	**3,815,638**		**2,414,243.54**			
I. ENDING FUND BALANCE ACCOUNTS						
G/L 810 Restricted for Other Items	0		0.00			
G/L 830 Restricted for Debt Service	3,815,638		2,414,243.54			
G/L 835 Restrictd For Arbitrage Rebate	0		0.00			
G/L 870 Committed to Other Purposes	0		0.00			
G/L 889 Assigned to Fund Purposes	0		0.00			
G/L 890 Unassigned Fund Balance	0		0.00			
Total	**3,815,638**		**2,414,243.54**			
Differences	**0**		**0.00**			

Budget Status Report

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

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

A. REVENUES	Annual Budget	Actual for Month	Actual for Year	Encumbrances	Balance	Percent
1000 General Student Body	422,781	38,718.84	247,696.39		175,084.61	58.59
2000 Athletics	440,348	36,409.97	241,876.02		198,471.98	54.93
3000 Classes	26,750	0.00	11,263.28		15,486.72	42.11
4000 Clubs	135,898	4,912.13	43,177.16		92,720.84	31.77
6000 Private Moneys	2,280	0.00	1,620.00		660.00	71.05
Total	**1,028,057**	**80,040.94**	**545,632.85**		**482,424.15**	**53.07**

B. EXPENDITURES						
1000 General Student Body	423,770	3,446.53	131,033.59	49,997.40	242,739.01	42.72
2000 Athletics	481,559	19,972.19	135,096.17	52,305.41	294,157.42	38.92
3000 Classes	18,650	226.90	4,699.23	11,300.00	2,650.77	85.79
4000 Clubs	140,288	15,789.64	63,193.59	1,385.90	75,708.51	46.03
6000 Private Moneys	2,277	0.00	147.00	0.00	2,130.00	6.46
Total	**1,066,544**	**39,435.26**	**334,169.58**	**114,988.71**	**617,385.71**	**42.11**

C. EXCESS OF REVENUES OVER (UNDER) EXPENDITURES (A-B)	(38,487)	40,605.68	211,463.27		249,950.27	(649.
D. TOTAL BEGINNING FUND BALANCE	437,979		575,454.53			
E. GLs 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)			0.00			
F. TOTAL ENDING FUND BALANCE (C+D + OR - E)	399,492		786,917.80			

G. ENDING FUND BALANCE ACCOUNTS			
G/L 810 Restricted for Other Items	9,000	9,000.00	
G/L 819 Restricted for Fund Purposes	390,492	777,917.80	
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	0.00	
G/L 850 Restricted for Uninsured Risks	0	0.00	
G/L 870 Committed to Other Purposes	0	0.00	
G/L 889 Assigned to Fund Purposes	0	0.00	
G/L 890 Unassigned Fund Balance	0	0.00	
Total	**399,492**	**786,917.80**	

Differences 0 0.00

Budget Status Report

Basis of Accounting: Fund Balance
Reporting Month: March
Account Codes: State
Budget Type: Revised
Fund Code: 90
Fund Description: Transportation Vehicle Fund

A. REVENUES/OTHER FIN. SOURCE	Annual Budget	Actual for Month	Actual for Year	Encumbrances	Balance	Percent
1000 Local Taxes	0	0.00	0.00		0.00	0.00
2000 Local Nontax	0	2,052.06	16,231.37		(16,231.37)	0.00
3000 State - General Purpose	0	0.00	0.00		0.00	0.00
4000 State - Special Purpose	508,000	0.00	0.00		508,000.00	0.00
5000 Federal - General Purpose	0	0.00	0.00		0.00	0.00
6000 Federal - Special Purpose	0	0.00	0.00		0.00	0.00
8000 Other Agencies and Associates	0	0.00	0.00		0.00	0.00
9000 Other Financing Sources	1,000	0.00	0.00		1,000.00	0.00
Total	**509,000**	**2,052.06**	**16,231.37**		**492,768.63**	**3.19**
B. 9900 TRANSFERS IN FROM GF	**0**	**0.00**	**0.00**		**0.00**	**0.00**
C. Total REV./OTHER FIN. SOURCES	**509,000**	**2,052.06**	**16,231.37**		**492,768.63**	**3.19**
D. EXPENDITURES						
Type 30 Equipment	689,799	0.00	0.00	267,347.79	422,451.21	38.76
Type 40 Energy	0	0.00	0.00	0.00	0.00	0.00
Type 60 Bond Levy Issuance	0	0.00	0.00	0.00	0.00	0.00
Type 90 Debt	0	0.00	0.00	0.00	0.00	0.00
Total	**689,799**	**0.00**	**0.00**	**267,347.79**	**422,451.21**	**38.76**
E. OTHER FIN. USES TRANS. OUT (GL 536)	**0**	**0.00**	**0.00**			
F. OTHER FINANCING USES (GL 535)	**0**	**0.00**	**0.00**			
G. EXCESS OF REVENUES/OTHER FIN. SOURCES OVER (UNDER) EXP/OTH FIN USES (C-D-E-F)	**(180,799)**	**2,052.06**	**16,231.37**		**197,030.37**	**(108.**
H. TOTAL BEGINNING FUND BALANCE	**1,026,858**		**1,021,277.13**			
I. GLs 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)			**0.00**			
J. TOTAL ENDING FUND BALANCE (G+H + OR - I)	**846,059**		**1,037,508.50**			

April 2025

Yelm Community Schools Monthly Enrollment Report (P223)

	Southworth		McKenna		Prairie		Fort Stevens		Mill Pond		Lackamas		YMS		RMS		YHS		YES/ALE		DISTRICT TOTAL		
	HC	FTE	HC	FTE	HC	FTE	HC	FTE	HC	FTE	HC	FTE	HC	FTE	HC	FTE	HC	FTE	HC	FTE	HC	FTE	
TK							17	17.00	17	17.00											34	34.00	TK
K	102	102.00	70	69.49	67	63.94	57	56.68	50	50.00	39	39.00									385	381.11	K
1	108	105.00	60	60.00	55	54.49	71	70.10	72	71.02	42	41.08									408	401.69	1
2	114	113.02	68	68.00	71	70.68	71	70.65	61	61.00	47	47.00									432	430.35	2
3	120	119.06	57	57.00	83	83.00	73	72.45	67	67.00	55	55.00									455	453.51	3
4	124	124.00	69	69.00	63	63.00	73	72.40	54	54.00	48	47.02									431	429.42	4
5	109	106.11	74	74.00	81	81.00	80	79.66	59	59.00	49	49.00			1	1					453	448.77	5
6													220	219.17	183	182.17					403	401.34	6
7													215	214.17	203	200.85					418	415.02	7
8													195	194.17	192	191.17					387	385.34	8
9																	437	435.04	4	4.00	441	439.04	9
10																	411	408.57	18	16.98	429	425.55	10
11																	386	334.64	42	40.96	428	375.60	11
12																	333	283.63	74	71.56	407	355.19	12
TTL	677	669.19	398	397.49	420	416.11	442	438.94	380	379.02	280	278.10	630	627.51	579	575.19	1567	1461.88	138	133.50	5511	5376.93	TTL
																		*TOTAL W/RUNNING START:			5711	5501.37	+RS

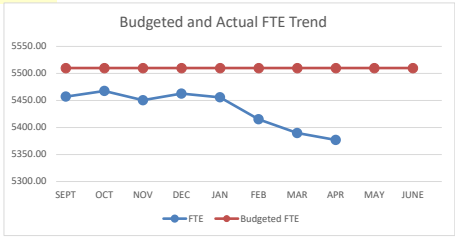
TBIP TK												
TBIP K-6	31	29	19	29	9	5	13	11				
TBIP 7-12							22	9	51	6		
Transitioned	2	1	2	1	1		3	3	1			

Bilingual TBIP	
TBIP TK	0
TBIP K-6	146
TBIP7-12	88
Transitioned/Monitoring	14

RUNNING START / VOCATIONAL / PRE-K	YES	YHS	RMS	YMS	TTL
RUNNING START HC	2	150			152
College Only RS HC	0	48			48
Non Voc RS FTE	0	108.45			108.45
Voc RS FTE	0.93	15.06			15.99
VOC 9TH-12TH FTE		391.34			391.34
VOC 7TH-8TH FTE					0.00
Gravity					28.00

Budgeted vs. Actual FTE (excluding RS, SC, OD)	
BUDGETED FTE*	5510.00
ACTUAL FTE	5376.93
DIFFERENCE	(133.07)

*NOTE: NO RUNNING START REPORTED IN SEPTEMBER



MONTHLY ACTUAL & ANNUAL AVERAGE	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	AVG
HC	5582	5599	5579	5592	5586	5549	5524	5511.00			5565
FTE	5457.11	5467.56	5450.40	5462.62	5455.74	5415.11	5389.78	5376.93			5434.41
Budgeted FTE	5510.00	5510.00	5510.00	5510.00	5510.00	5510.00	5510.00	5510.00	5510.00	5510.00	5510.00

ENROLLMENT COMPARED TO LAST MONTH	HEAD COUNT				FTE COUNT		
	Mar-25	Apr-25	Difference		Mar-25	Apr-25	Difference
Southworth	682	677	(5.00)		673.24	669.19	(4.05)
McKenna	402	398.00	(4.00)		401.49	397.49	(4.00)
Prairie	417	420	3.00		414.09	416.11	2.02
Fort Stevens	446	442.00	(4.00)		442.57	438.94	(3.63)
Mill Pond	375	380	5.00		374.02	379.02	5.00
Lackamas	283	280.00	(3.00)		281.10	278.10	(3.00)
YMS	643	630	(13.00)		639.68	627.51	(12.17)
RMS	574	579.00	5.00		570.19	575.19	5.00
YHS	1567	1567	0.00		1462.07	1461.88	(0.19)
YES	135	138.00	3.00		131.33	133.50	2.17
SUB TOTAL	5524	5511	(13.00)		5389.78	5376.93	(12.85)
Running Start	48	48	0.00		124.44	124.44	0.00
TOTAL	5572	5559	(13.00)		5514.22	5501.37	(12.85)

ENROLLMENT COMPARED TO LAST YEAR	HEAD COUNT				FTE COUNT		
	April-24	April-25	Difference		April-24	April-25	Difference
	5819	5711	(108.00)		5625.05	5501.37	(123.68)