

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

Regular Meeting of the Board of Directors  
Aberdeen High School  
August 5, 2025

5:30 p.m. Public Hearing

1. [2025-2026 Budget](#)

Regular Meeting Call to Order

Flag Salute

[Consent Agenda](#)

1. Minutes

Comments from Board Members

1. Vacancy and Appointment

Comments from the Public

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

Presentations

Old Business

Superintendents' Report

1. Seismic Safe Schools Update
2. Back-to-School

Financial Services

1. [Resolution 2025-06 Adopting the 2025-2026 Budget](#)

New Business

1. [New Market Agreement](#)
2. [CTE 4-Year Plan](#)
3. [Chemeketa College Agreement](#)
4. [ESD 113 Olympic Academy Addendum](#)
5. [Hands On Children's Museum](#)

Board Meeting Agenda  
August 5, 2025

6. [ESD 113 Network Services Agreement](#)
7. [Personal Services Contract / Parris](#)
8. [Pam Pelan Photography](#)
9. Next Meeting

Executive Session / Closed Session

1. [Personnel Report](#)
2. [2025-2028 M&O Bargaining Agreement](#)
3. [2025-2026 M&O Salary Schedule](#)
4. [2025-2026 Food & Transportation Salary Schedule](#)
5. [2025-2026 Substitute Salary Schedule](#)
6. [2025-2026 AAAA \(Coaches\) Salary Schedule](#)

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

5:30 p.m. Public Hearing

1. 2025-2026 Budget

Following a presentation from Executive Director of Business and Operations Elyssa Louderback, written comment will be accepted into the record and the meeting will be open for public comment on the 2025-2026 budget. [Enclosure 1](#)

Regular Meeting Call to Order

Flag Salute

Consent Agenda – [Enclosure 2](#)

1. Minutes – The minutes from the regular meeting on July 15, 2025, and the special meeting on July 29, 2025, are enclosed for your review and approval.

Comments from the Board

1. Vacancy and Appointment – School Board Policy 1115 outlines the process for the appointment of a new board member in the event of a vacancy. It is recommended that the board begin accepting letters of interest for appointment to the vacancy in Position 3 and set a date for conducting interviews.

Comments from the Public

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

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

Presentations

Old Business

Superintendents' Report

1. Seismic Safe Schools Update – Superintendents Green and Sandstrom will provide an update on the Seismic School Safety Grant Program.

## Board Information

August 5, 2025

2. Back-to-School – Superintendents Green and Sandstrom share information about back-to-school training and other preparations for the 2025-2026 school year.

## Financial Services

1. Resolution 2025-06 – Adopting the 2025-2026 Budget – Executive Director of Business and Operations Elyssa Louderback will present the budget for 2025-2026 for adoption. [Enclosure 3](#)

## New Business

1. New Market Agreement – Superintendent Lynn Green will present renewal of the 10-year agreement with the New Market Skills Center for the operation of the Twin Harbors Skills Center as a branch campus for your review and approval. [Enclosure 4](#)
2. CTE Four-Year Plan – Superintendent Lynn Green will present the district's four-year plan for Career and Technical Education for your review and approval. [Enclosure 5](#)
3. Chemeketa College Agreement – An agreement with Chemeketa Community College of Salem, Ore., to place students studying to be speech language pathologist assistants in the district is presented for your review and approval. [Enclosure 6](#)
4. ESD 113 Olympic Academy – Special Education Director Stefanie Lamont will present an amendment to the 2025-2026 contract with Olympic Academy to add special education services for your review and approval. [Enclosure 7](#)
5. Hands On Children's Museum – Superintendent Traci Sandstrom will present renewal of the contract with the Hands on Children's Museum of Olympia to continue offering after school programming in 2025-2026. [Enclosure 8](#)
6. ESD 113 Network Services Agreement 25-26 – Renewal of an agreement with ESD 113 to provide network services in 2025-2026 is presented for your review and approval. [Enclosure 9](#)
7. Personal Services Contract/Parris – Athletic Director Doug Farmer will present renewal of an agreement with Trinity Parris to provide athletic training, concussion evaluation and other services for Athletics and Activities in 2025-2026 for your review and approval. [Enclosure 10](#)
8. Pam Pelan Photography – Athletic Director Doug Farmer will present renewal of the an agreement with Pamela Pelan Photography for team and individual photos of high school athletes in 2025-2026. [Enclosure 11](#)
9. Next Meeting – The next regular meeting of the Board is scheduled for 5:30 p.m. Tuesday, Aug. 19, 2025, in the Community Room at Aberdeen High School.



Executive Session / Closed Session

At this time the meeting will recess for an executive session expected to last 20 minutes under RCW 42.30.110 (g): To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

1. Personnel Report [Enclosure 12](#)
2. 2025-2028 AFSCME, AFL-CIO Maintenance and Operations Bargaining Agreement [Enclosure 13](#)
3. 2025-2026 Maintenance and Operations Salary Schedule [Enclosure 14](#)
4. 2025-2026 Food & Transportation Salary Schedule [Enclosure 15](#)
5. 2025-2026 Substitute Salary Schedule [Enclosure 16](#)
6. 2025-2026 AAAA (Coaches) Salary Schedule [Enclosure 17](#)

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ABERDEEN SCHOOL DISTRICT NO. 5  
ABERDEEN, WASHINGTON

**NOTICE OF BUDGET HEARING AND ADOPTION**

Notice is hereby given that the Aberdeen School District No. 5 Board of Directors will convene a public hearing to consider the 2025-2026 Aberdeen School District Budget during its meeting at 5:30 p.m. Tuesday, August 5, 2025, in the Community Room at Aberdeen High School, 410 North G St., Aberdeen.

Attendance at the hearing is not required in order to comment. Any person may submit written comment for or against any part of the budget by emailing [schoolboard@asd5.org](mailto:schoolboard@asd5.org), which will be accepted into the record at the hearing. Written comments should be submitted not later than noon, August 5, the day of the hearing. Information about the budget is available by visiting the district website at [www.asd5.org](http://www.asd5.org), or by contacting the Business Office at 216 North G Street, Aberdeen, WA 98520, (360) 538-2007.

The School Board is scheduled to adopt the 2025-2026 Budget during the regular meeting on Tuesday, August 5.

Lynn Green and Traci Sandstrom  
Co-Superintendents and Secretaries to the Board

Publish: July 22 and July 29, 2025

Aberdeen School District No.005

BUDGET AND EXCESS LEVY SUMMARY

	General Fund	Associated Student Body Fund	Debt Service Fund	Capital Projects Fund	Transportation Vehicle Fund
<b>SECTION A: BUDGET SUMMARY</b>					
Total Revenues and Other Financing Sources	63,271,747	429,767	1,338,325	10,731,126	257,943
Total Appropriation (Expenditures)	63,271,747	433,414	1,601,125	10,469,000	400,000
Other Financing Uses--Transfers Out (G.L. 536)	0	XXXXX	0	1,313,325	0
Other Financing Uses (G.L. 535)	0	XXXXX	0	0	0
Excess of Revenues/Other Financing Sources Over/(Under) Expenditures and Other Financing Uses	0	-3,647	-262,800	-1,051,198	-142,057
Beginning Total Fund Balance	3,767,910	267,655	775,928	2,011,630	152,190
Ending Total Fund Balance	3,767,910	264,008	513,128	960,431	10,133
<b>SECTION B: EXCESS LEVIES FOR 2026 COLLECTION</b>					
Excess levies approved by voters for 2026 collection	5,950,000	0	0	0	0
Rollback mandated by school district Board of Directors 1/	0	0	0	0	0
Net excess levy amount for 2026 collection after rollback	5,950,000	XXXXX	0	2,276,544	0

1/ Rollback of levies needs to be certified pursuant to RCW 84.52.020. Please do NOT include such resolution as part of this document.

Aberdeen School District No.005

GENERAL FUND FINANCIAL SUMMARY

	(1) Actual 2023-2024	(2) % of Total	(3) Budget 2024-2025	(4) % of Total	(5) Budget 2025-2026	(6) % of Total
<b>ENROLLMENT AND STAFFING SUMMARY</b>						
Total K-12 FTE Enrollment Counts	3,148.52		3,085.00		3,020.00	
FTE Certificated Employees	232.030		214.462		213.250	
FTE Classified Employees	164.152		170.675		164.302	
<b>FINANCIAL SUMMARY</b>						
Total Revenues and Other Financing Sources	65,418,183		61,198,987		63,271,747	
Total Expenditures	63,222,316		62,942,149		63,271,747	
Total Beginning Fund Balance	3,224,336		4,889,319		3,767,910	
Total Ending Fund Balance	5,135,686		3,146,157		3,767,910	
<b>EXPENDITURE SUMMARY BY PROGRAM GROUPS</b>						
Regular Instruction	22,319,688	35.30	26,618,322	42.29	25,945,229	41.01
Federal Special Purpose Funding	4,077,247	6.45	0	0.00	0	0.00
Special Education Instruction	9,709,550	15.36	9,924,586	15.77	10,084,274	15.94
Vocational Instruction	3,397,680	5.37	2,979,151	4.73	3,523,645	5.57
Skill Center Instruction	504,242	0.80	257,644	0.41	416,909	0.66
Compensatory Education	6,705,278	10.61	6,817,224	10.83	6,801,917	10.75
Other Instructional Programs	637,918	1.01	906,199	1.44	1,331,732	2.10
Community Services	2,337,318	3.70	2,422,138	3.85	2,054,793	3.25
Support Services	13,533,393	21.41	13,016,885	20.68	13,113,248	20.73
Total - Program Groups	63,222,316	100.00	62,942,149	100.00	63,271,747	100.00
<b>EXPENDITURE SUMMARY BY ACTIVITY GROUPS</b>						
Teaching Activities	37,804,000	59.80	37,880,917	60.18	36,905,279	58.33
Teaching Support	7,594,021	12.01	7,900,960	12.55	8,915,316	14.09
Other Supportive Activities	10,541,693	16.67	10,215,509	16.23	10,274,861	16.24
Building Administration	3,315,529	5.24	3,366,069	5.35	3,469,307	5.48
Central Administration	3,528,449	5.58	3,578,694	5.69	3,706,984	5.86
Total - Activity Groups	63,222,316	100.00	62,942,149	100.00	63,271,747	100.00

Aberdeen School District No.005

GENERAL FUND FINANCIAL SUMMARY

	(1) Actual 2023-2024	(2) % of Total	(3) Budget 2024-2025	(4) % of Total	(5) Budget 2025-2026	(6) % of Total
<b>EXPENDITURE SUMMARY BY OBJECTS</b>						
Certificated Salaries	23,924,726	37.84	23,807,436	37.82	23,733,154	37.51
Classified Salaries	12,145,624	19.21	12,336,277	19.60	12,922,921	20.42
Employee Benefits and Payroll Taxes	13,365,494	21.14	13,711,294	21.78	13,351,804	21.10
Supplies, Instructional Resources and Noncapitalized Items	3,528,287	5.58	4,182,614	6.65	4,656,487	7.36
Purchased Services	9,377,968	14.83	8,581,828	13.63	8,075,090	12.76
Travel	238,506	0.38	207,700	0.33	187,291	0.30
Capital Outlay	641,711	1.02	115,000	0.18	345,000	0.55
Total - Objects	63,222,316	100.00	62,942,149	100.00	63,271,747	100.00

Aberdeen School District No.005

SUMMARY OF GENERAL FUND BUDGET

	(1) Actual 2023-2024	(2) Budget 2024-2025	(3) Budget 2025-2026
<b>REVENUES AND OTHER FINANCING SOURCES</b>			
1000   Local Taxes	5,144,445	5,579,124	5,789,704
2000   Local Nontax Support	583,746	397,010	397,010
3000   State, General Purpose	33,063,016	33,580,700	34,315,052
4000   State, Special Purpose	14,924,454	14,497,538	15,845,253
5000   Federal, General Purpose	45,457	45,000	0
6000   Federal, Special Purpose	11,411,320	6,843,748	6,668,861
7000   Revenues from Other School Districts	211,622	226,867	226,867
8000   Revenues from Other Entities	34,124	29,000	29,000
9000   Other Financing Sources	0	0	0
<b>A. TOTAL REVENUES AND OTHER FINANCING SOURCES</b>	<b>65,418,183</b>	<b>61,198,987</b>	<b>63,271,747</b>
<b>EXPENDITURES</b>			
00   Regular Instruction	22,319,688	26,618,322	25,945,229
10   Federal Special Purpose Funding	4,077,247	0	0
20   Special Education Instruction	9,709,550	9,924,586	10,084,274
30   Vocational Education Instruction	3,397,680	2,979,151	3,523,645
40   Skill Center Instruction	504,242	257,644	416,909
50 and 60   Compensatory Education Instruction	6,705,278	6,817,224	6,801,917
70   Other Instructional Programs	637,918	906,199	1,331,732
80   Community Services	2,337,318	2,422,138	2,054,793
90   Support Services	13,533,393	13,016,885	13,113,248
<b>B. TOTAL EXPENDITURES</b>	<b>63,222,316</b>	<b>62,942,149</b>	<b>63,271,747</b>
<b>C. OTHER FINANCING USES--TRANSFERS OUT (G.L.536) 1/</b>	<b>284,517</b>	<b>0</b>	<b>0</b>
<b>D. OTHER FINANCING USES (G.L.535) 2/</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>E. EXCESS OF REVENUES/OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES (A-B-C-D)</b>	<b>1,911,351</b>	<b>-1,743,161</b>	<b>0</b>
<b>BEGINNING FUND BALANCE</b>			
G.L.810 Restricted for Other Items	0	0	14,070
G.L.815 Restricted for Unequalized Deductible Revenue	0	0	0
G.L.821 Restricted for Carryover of Restricted Revenues	1,120,331	420,331	676,580
G.L.823 Restricted for Carryover Of Transition To Kindergarten Revenue	0	0	0
G.L.825 Restricted for Skill Center	0	0	0
G.L.828 Restricted for Carryover of Food Service Revenue	0	0	0

Aberdeen School District No.005

SUMMARY OF GENERAL FUND BUDGET

	(1) Actual 2023-2024	(2) Budget 2024-2025	(3) Budget 2025-2026
G.L.830 Restricted for Debt Service	0	0	0
G.L.835 Restricted for Arbitrage Rebate	0	0	0
G.L.840 Nonspendable Fund Balance-Inventory & Prepaid Items	81,543	81,543	102,021
G.L.845 Restricted for Self-Insurance	0	0	0
G.L.850 Restricted for Uninsured Risks	0	0	0
G.L.870 Committed to Other Purposes	14,070	14,070	0
G.L.872 Committed to Economic Stabilization	0	0	0
G.L.873 Committed to Depreciation Sub-Fund for Facility Maintenance	0	0	0
G.L.875 Assigned to Contingencies	0	0	0
G.L.884 Assigned to Other Capital Projects	0	0	0
G.L.888 Assigned to Other Purposes	0	0	0
G.L.890 Unassigned Fund Balance	0	1,204,958	0
G.L.891 Unassigned to Minimum Fund Balance Policy	2,008,392	3,168,417	2,975,239
<b>F. TOTAL BEGINNING FUND BALANCE</b>	<b>3,224,336</b>	<b>4,889,319</b>	<b>3,767,910</b>
<b>G. G.L.898 Accounting Changes and Error Corrections</b>	<b>XXXXX</b>	<b>XXXXX</b>	<b>XXXXX</b>
<b>ENDING FUND BALANCE</b>			
G.L.810 Restricted for Other Items	14,070	0	14,070
G.L.815 Restricted for Unequalized Deductible Revenue	0	0	0
G.L.821 Restricted for Carryover of Restricted Revenues	676,580	420,331	676,580
G.L.823 Restricted for Carryover Of Transition To Kindergarten Revenue	0	0	0
G.L.825 Restricted for Skill Center	0	0	0
G.L.828 Restricted for Carryover of Food Service Revenue	0	0	0
G.L.830 Restricted for Debt Service	0	0	0
G.L.835 Restricted for Arbitrage Rebate	0	0	0
G.L.840 Nonspendable Fund Balance-Inventory & Prepaid Items	102,021	81,543	102,021
G.L.845 Restricted for Self-Insurance	0	0	0
G.L.850 Restricted for Uninsured Risks	0	0	0
G.L.870 Committed to Other Purposes	0	14,070	0
G.L.872 Committed to Economic Stabilization	0	0	0
G.L.873 Committed to Depreciation Sub-Fund for Facility Maintenance	0	0	0
G.L.875 Assigned to Contingencies	0	0	0
G.L.884 Assigned to Other Capital Projects	0	0	0
G.L.888 Assigned to Other Purposes	0	0	0
G.L.890 Unassigned Fund Balance	1,181,900	0	0

Aberdeen School District No.005

SUMMARY OF GENERAL FUND BUDGET

	(1) Actual 2023-2024	(2) Budget 2024-2025	(3) Budget 2025-2026
G.L.891 Unassigned to Minimum Fund Balance Policy	3,161,116	2,630,213	2,975,239
H. TOTAL ENDING FUND BALANCE (E+F, +OR-G) 3/	5,135,686	3,146,157	3,767,910

1/ G.L. 536 is an account that is used to summarize actions for other financing uses--transfers out.

2/ G.L.535 is an account that is used to summarize actions for other financing uses such as long-term financing and debt extinguishments. Nonvoted debts may be serviced in the Debt Service Fund (DSF) rather than in the fund that received the debt proceeds. In order to provide the resources to retire the debt, a transfer is used by the General Fund, Capital Projects Fund, or Transportation Vehicle Fund to transfer resources to the DSF. Refer to Page DS4 for detail of estimated outstanding nonvoted bond detail information.

3/ Line H must be equal to or greater than all restricted fund balances.



Aberdeen School District No.005  
SUMMARY OF ASSOCIATED STUDENT BODY FUND BUDGET

	(1) Actual 2023-2024	(2) Budget 2024-2025	(3) Budget 2025-2026
<b>REVENUES</b>			
100   General Student Body	86,125	68,425	77,547
200   Athletics	107,287	124,750	146,900
300   Classes	0	2,500	1,500
400   Clubs	119,207	168,570	118,120
600   Private Moneys	4,028	80,700	85,700
<b>A. TOTAL REVENUES</b>	<b>316,646</b>	<b>444,945</b>	<b>429,767</b>
<b>EXPENDITURES</b>			
100   General Student Body	18,239	32,646	37,642
200   Athletics	169,854	248,971	177,420
300   Classes	982	2,500	2,500
400   Clubs	110,628	175,890	130,062
600   Private Moneys	4,795	80,790	85,790
<b>B. TOTAL EXPENDITURES</b>	<b>304,497</b>	<b>540,797</b>	<b>433,414</b>
<b>C. EXCESS OF REVENUES OVER (UNDER) EXPENDITURES (A-B)</b>	<b>12,149</b>	<b>-95,852</b>	<b>-3,647</b>
<b>BEGINNING FUND BALANCE</b>			
G.L.810 Restricted for Other Items	7,500	7,500	7,500
G.L.819 Restricted for Fund Purposes	273,702	272,536	260,155
G.L.840 Nonspendable Fund Balance-Inventory & Prepaid Items	0	0	0
G.L.850 Restricted for Uninsured Risks	0	0	0
G.L.870 Committed to Other Purposes	0	0	0
G.L.889 Assigned to Fund Purposes	0	0	0
G.L.890 Unassigned Fund Balance	0	0	0
<b>D. TOTAL BEGINNING FUND BALANCE</b>	<b>281,202</b>	<b>280,036</b>	<b>267,655</b>
<b>E. G.L.898 Accounting Changes and Error Corrections</b>	<b>XXXXX</b>	<b>XXXXX</b>	<b>XXXXX</b>
<b>ENDING FUND BALANCE</b>			
G.L.810 Restricted for Other Items	7,500	7,500	7,500
G.L.819 Restricted for Fund Purposes	285,851	176,684	256,508
G.L.840 Nonspendable Fund Balance-Inventory & Prepaid Items	0	0	0
G.L.850 Restricted for Uninsured Risks	0	0	0
G.L.870 Committed to Other Purposes	0	0	0
G.L.889 Assigned to Fund Purposes	0	0	0

Aberdeen School District No.005  
SUMMARY OF ASSOCIATED STUDENT BODY FUND BUDGET

	(1) Actual 2023-2024	(2) Budget 2024-2025	(3) Budget 2025-2026
G.L.890 Unassigned Fund Balance	0	0	0
F. TOTAL ENDING FUND BALANCE (C+D) 1/	293,351	184,184	264,008

1/ Amount on Line F should be equal to or greater than all restricted fund balances.

Aberdeen School District No.005  
SUMMARY OF DEBT SERVICE FUND BUDGET

	(1) Actual 2023-2024	(2) Budget 2024-2025	(3) Budget 2025-2026
<b>REVENUES AND OTHER FINANCING SOURCES</b>			
1000   Local Taxes	1,243,347	0	0
2000   Local Nontax Support	81,249	25,000	25,000
3000   State, General Purpose	0	0	0
5000   Federal, General Purpose	0	0	0
9000   Other Financing Sources	284,517	25,000	1,313,325
<b>A. TOTAL REVENUES AND OTHER FINANCING SOURCES</b>	<b>1,609,113</b>	<b>50,000</b>	<b>1,338,325</b>
<b>EXPENDITURES</b>			
Matured Bond Expenditures	3,175,000	250,000	1,434,000
Interest on Bonds	76,364	69,100	165,125
Interfund Loan Interest	0	0	0
Bond Transfer Fees	695	900	2,000
Arbitrage Rebate	0	0	0
UnderWriter's Fees	0	0	0
<b>B. TOTAL EXPENDITURES</b>	<b>3,252,059</b>	<b>320,000</b>	<b>1,601,125</b>
<b>C. OTHER FINANCING USES--TRANSFERS OUT (G.L.536)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>D. OTHER FINANCING USES (G.L.535)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>E. EXCESS OF REVENUES/OTHER FINANCING SOURCES OVER / (UNDER) EXPENDITURES AND OTHER FINANCING USES (A-B-C-D)</b>	<b>-1,642,946</b>	<b>-270,000</b>	<b>-262,800</b>
<b>BEGINNING FUND BALANCE</b>			
G.L.810 Restricted for Other Items	0	0	0
G.L.830 Restricted for Debt Service	2,617,418	974,472	775,928
G.L.835 Restricted for Arbitrage Rebate	0	0	0
G.L.870 Committed to Other Purposes	0	0	0
G.L.889 Assigned to Fund Purposes	0	0	0
G.L.890 Unassigned Fund Balance	0	0	0
<b>F. TOTAL BEGINNING FUND BALANCE</b>	<b>2,617,418</b>	<b>974,472</b>	<b>775,928</b>
<b>G. G.L.898 Accounting Changes and Error Corrections</b>	<b>XXXXX</b>	<b>XXXXX</b>	<b>XXXXX</b>
<b>ENDING FUND BALANCE</b>			
G.L.810 Restricted for Other Items	0	0	0
G.L.830 Restricted for Debt Service	974,472	699,260	513,128
G.L.835 Restricted for Arbitrage Rebate	0	0	0

Aberdeen School District No.005  
SUMMARY OF DEBT SERVICE FUND BUDGET

	(1) Actual 2023-2024	(2) Budget 2024-2025	(3) Budget 2025-2026
G.L.870 Committed to Other Purposes	0	0	0
G.L.889 Assigned to Fund Purposes	0	5,212	0
G.L.890 Unassigned Fund Balance	0	0	0
H. TOTAL ENDING FUND BALANCE (E+F, +OR-G)	974,472	704,472	513,128

Aberdeen School District No.005  
SUMMARY OF CAPITAL PROJECTS FUND BUDGET

	(1) Actual 2023-2024	(2) Budget 2024-2025	(3) Budget 2025-2026
<b>REVENUES AND OTHER FINANCING SOURCES</b>			
1000   Local Taxes	0	1,302,008	2,225,126
2000   Local Nontax Support	76,890	19,500	37,000
3000   State, General Purpose	0	0	0
4000   State, Special Purpose	125,550	5,575,000	8,469,000
5000   Federal, General Purpose	0	0	0
6000   Federal, Special Purpose	174,162	0	0
7000   Revenues from Other School Districts	0	0	0
8000   Revenues from Other Entities	0	0	0
9000   Other Financing Sources	0	3,520,000	0
<b>A. TOTAL REVENUES AND OTHER FINANCING SOURCES</b>	<b>376,601</b>	<b>10,416,508</b>	<b>10,731,126</b>
<b>EXPENDITURES</b>			
10   Sites	280,482	424,330	0
20   Buildings	154,716	6,375,000	10,469,000
30   Equipment	0	0	0
40   Energy	0	0	0
50   Sales and Lease Expenditures	0	3,620,000	0
60   Bond Issuance Expenditures	0	0	0
90   Debt Expenditures	0	0	0
<b>B. TOTAL EXPENDITURES</b>	<b>435,198</b>	<b>10,419,330</b>	<b>10,469,000</b>
<b>C. OTHER FINANCING USES--TRANSFERS OUT (G.L.536) 1/</b>	<b>0</b>	<b>25,000</b>	<b>1,313,325</b>
<b>D. OTHER FINANCING USES (G.L.535) 2/</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>E. EXCESS OF REVENUES/OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES (A-B-C-D)</b>	<b>-58,596</b>	<b>-27,821</b>	<b>-1,051,198</b>
<b>BEGINNING FUND BALANCE</b>			
G.L.810 Restricted for Other Items	0	0	0
G.L.825 Restricted for Skill Center	0	0	0
G.L.830 Restricted for Debt Service	0	0	0
G.L.835 Restricted for Arbitrage Rebate	0	0	0
G.L.840 Nonspendable Fund Balance-Inventory & Prepaid Items	0	0	0
G.L.850 Restricted for Uninsured Risks	0	0	0
G.L.861 Restricted from Bond Proceeds	0	0	0
G.L.862 Committed from Levy Proceeds	0	0	0

Aberdeen School District No.005  
SUMMARY OF CAPITAL PROJECTS FUND BUDGET

	(1) Actual 2023-2024	(2) Budget 2024-2025	(3) Budget 2025-2026
G.L.863 Restricted from State Proceeds	0	0	0
G.L.864 Restricted from Federal Proceeds	0	0	0
G.L.865 Restricted from Other Proceeds	0	0	133,673
G.L.866 Restricted from Impact Fee Proceeds	0	0	0
G.L.867 Restricted from Mitigation Fee Proceeds	0	0	0
G.L.869 Restricted from Undistributed Proceeds	0	0	0
G.L.870 Committed to Other Purposes	0	0	0
G.L.889 Assigned to Fund Purposes	477,997	419,401	1,877,957
G.L.890 Unassigned Fund Balance	0	0	0
<b>F. TOTAL BEGINNING FUND BALANCE</b>	<b>477,997</b>	<b>419,401</b>	<b>2,011,630</b>
<b>G. G.L.898 Accounting Changes and Error Corrections</b>	<b>XXXXX</b>	<b>XXXXX</b>	<b>XXXXX</b>
<b>ENDING FUND BALANCE</b>			
G.L.810 Restricted for Other Items	0	0	0
G.L.825 Restricted for Skill Center	0	0	0
G.L.830 Restricted for Debt Service	0	0	0
G.L.835 Restricted for Arbitrage Rebate	0	0	0
G.L.840 Nonspendable Fund Balance-Inventory & Prepaid Items	0	0	0
G.L.850 Restricted for Uninsured Risks	0	0	0
G.L.861 Restricted from Bond Proceeds	0	0	0
G.L.862 Committed from Levy Proceeds	0	0	814,758
G.L.863 Restricted from State Proceeds	0	0	0
G.L.864 Restricted from Federal Proceeds	0	0	0
G.L.865 Restricted from Other Proceeds	0	0	145,673
G.L.866 Restricted from Impact Fee Proceeds	0	0	0
G.L.867 Restricted from Mitigation Fee Proceeds	0	0	0
G.L.869 Restricted from Undistributed Proceeds	0	0	0
G.L.870 Committed to Other Purposes	0	0	0
G.L.889 Assigned to Fund Purposes	419,401	391,579	0
G.L.890 Unassigned Fund Balance	0	0	0
<b>H. TOTAL ENDING FUND BALANCE (E+F, +OR-G) 3/</b>	<b>419,401</b>	<b>391,579</b>	<b>960,431</b>

1/ G.L. 536 is an account that is used to summarize actions for other financing uses--transfers out.

Aberdeen School District No.005

SUMMARY OF CAPITAL PROJECTS FUND BUDGET

- 2/ G.L.535 is an account that is used to summarize actions for other financing uses such as long-term financing and debt extinguishments. Nonvoted debts may be serviced in the Debt Service Fund (DSF) rather than in the fund that received the debt proceeds. In order to provide the resources to retire the debt, a transfer is used by the General Fund, Capital Projects Fund, or Transportation Vehicle Fund to transfer resources to the DSF.
- 3/ Line H must be equal to or greater than all restricted fund balances.

Aberdeen School District No.005  
SUMMARY OF TRANSPORTATION VEHICLE FUND BUDGET

	(1) Actual 2023-2024	(2) Budget 2024-2025	(3) Budget 2025-2026
REVENUES AND OTHER FINANCING SOURCES			
1100   Local Property Tax	0	0	0
1300   Sale of Tax Title Property	0	0	0
1400   Local in lieu of Taxes	0	0	0
1500   Timber Excise Tax	0	0	0
1600   County-Administered Forests	0	0	0
1900   Other Local Taxes	0	0	0
2200   Sales of Goods, Supplies, and Services, Unassigned	1,500	5,000	5,000
2300   Investment Earnings	21,093	10,000	3,000
2450   Other Interest Earnings	0	0	0
2500   Gifts and Donations	0	0	0
2600   Fines and Damages	0	0	0
2700   Rentals and Leases	100	0	0
2800   Judgement and Settlements	0	0	0
2900   Local Support Nontax, Unassigned	0	0	0
3600   State Forests	0	0	0
4100   Special Purpose-Unassigned	0	0	0
4300   Other State Agencies-Unassigned	0	0	0
4499   Transportation Reimbursement Depreciation	266,550	368,914	249,943
5200   General Purposes Direct Federal Grants-Unassigned	0	0	0
5300   Impact Aid, Maintenance and Operation	0	0	0
5400   Federal in lieu of Taxes	0	0	0
5600   Qualified Bond Interest Credit-Federal	0	0	0
5700   Qualified Energy Investment Tax Credits	XXXXX	XXXXX	0
6100   Special Purpose-OSPI Unassigned	0	0	0
6200   Direct Special Purpose Grants	0	0	0
6300   Federal Grants Through Other Entities-Unassigned	0	0	0
8100   Governmental Entities	0	0	0
8101   Governmental Entities	0	0	0
8500   NonFederal ESD	0	0	0
9100   Sale of Bonds	0	0	0
9300   Sale of Equipment	0	0	0
9400   Insurance Recoveries	0	0	0



Aberdeen School District No.005

SUMMARY OF TRANSPORTATION VEHICLE FUND BUDGET

	(1) Actual 2023-2024	(2) Budget 2024-2025	(3) Budget 2025-2026
9500   Long-Term Financing	0	0	0
9901   Transfers (local resources)	0	0	0
A. TOTAL REVENUES, OTHER FINANCING SOURCES (less transfers)	289,243	383,914	257,943
B. 9900 TRANSFERS IN (from the General Fund)	0	0	0
C. TOTAL REVENUES AND OTHER FINANCING SOURCES	289,243	383,914	257,943
EXPENDITURES			
33 Transportation Equipment Purchases	515,383	200,000	400,000
34 Transportation Equipmment Major Repair	0	0	0
43 Transportation Vehicle Energy Audits	0	0	0
44 Transportation Equipment Capital Improvement	0	0	0
61 Bond/Levy Issuance and/or Election	0	0	0
91 Principal - formerly Act 84	0	0	0
92 Interest 1/ - formerly Act. 83	0	0	0
93 Arbitrage Rebate	0	0	0
D. TOTAL EXPENDITURES	515,383	200,000	400,000
E. OTHER FINANCING USES--TRANSFERS OUT (G.L.536) 2/	0	0	0
F. OTHER FINANCING USES (G.L.535) 3/	0	0	0
G. EXCESS OF REVENUES/OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES (C-D-E-F)	-226,140	183,914	-142,057
BEGINNING FUND BALANCE			
G.L.810 Restricted for Other Items	0	0	0
G.L.819 Restricted for Fund Purposes	570,910	289,788	152,190
G.L.830 Restricted for Debt Service	0	0	0
G.L.835 Restricted for Arbitrage Rebate	0	0	0
G.L.850 Restricted for Uninsured Risks	0	0	0
G.L.870 Committed to Other Purposes	0	0	0
G.L.889 Assigned to Fund Purposes	0	0	0
G.L.890 Unassigned Fund Balance	0	0	0
H. TOTAL BEGINNING FUND BALANCE	570,910	289,788	152,190
I. G.L.898 Accounting Changes and Error Corrections	XXXXX	XXXXX	XXXXX
ENDING FUND BALANCE			
G.L.810 Restricted for Other Items	0	0	0
G.L.819 Restricted for Fund Purposes	344,770	473,702	10,133

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SUMMARY OF TRANSPORTATION VEHICLE FUND BUDGET

	(1) Actual 2023-2024	(2) Budget 2024-2025	(3) Budget 2025-2026
G.L.830 Restricted for Debt Service	0	0	0
G.L.835 Restricted for Arbitrage Rebate	0	0	0
G.L.850 Restricted for Uninsured Risks	0	0	0
G.L.870 Committed to Other Purposes	0	0	0
G.L.889 Assigned to Fund Purposes	0	0	0
G.L.890 Unassigned Fund Balance	0	0	0
J. TOTAL ENDING FUND BALANCE (G+H, +OR-I) 4/	344,770	473,702	10,133

- 1/ Includes interest portion of purchase contracts.
- 2/ G.L. 536 is an account that is used to summarize actions for other financing uses--transfers out.
- 3/ G.L.535 is an account that is used to summarize actions for other financing uses such as long-term financing and debt extinguishments. Nonvoted debts may be serviced in the Debt Service Fund (DSF) rather than in the fund that received the debt proceeds. In order to provide the resources to retire the debt, a transfer is used by the General Fund, Capital Projects Fund, or Transportation Vehicle Fund to transfer out resources to the DSF.
- 4/ Amount on Line J must be equal to or greater than all restricted fund balances.

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## ENROLLMENT AND STAFF COUNTS

	2025-2026 Current	2026-2027 Forecast	2027-2028 Forecast	2028-2029 Forecast
A. FTE ENROLLMENT COUNTS (calculate to two decimal places)				
1. Kindergarten /2	193.00	180.00	170.00	170.00
2. Grade 1	179.00	193.00	180.00	170.00
3. Grade 2	202.00	179.00	193.00	180.00
4. Grade 3	183.00	202.00	179.00	193.00
5. Grade 4	219.00	183.00	202.00	179.00
6. Grade 5	202.00	219.00	183.00	202.00
7. Grade 6	203.00	202.00	219.00	183.00
8. Grade 7	260.00	203.00	202.00	219.00
9. Grade 8	218.00	260.00	203.00	202.00
10. Grade 9	213.00	218.00	260.00	203.00
11. Grade 10	261.00	213.00	218.00	260.00
12. Grade 11 (excluding Running Start)	247.00	261.00	213.00	218.00
13. Grade 12 (excluding Running Start)	227.00	247.00	261.00	213.00
14. SUBTOTAL	2,807.00	2,760.00	2,683.00	2,592.00
15. Running Start	85.00	80.00	75.00	70.00
16. Dropout Reengagement Enrollment	60.00	60.00	60.00	60.00
17. ALE Enrollment	68.00	60.00	60.00	60.00
18. TOTAL K-12	3,020.00	2,960.00	2,878.00	2,782.00
B. STAFF COUNTS (calculate to three decimal places)				
1. General Fund FTE Certificated Employees /4	213.250	212.184	211.123	210.067
2. General Fund FTE Classified Employees /4	164.302	163.480	162.663	161.850

## Aberdeen School District No.005

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## SUMMARY OF GENERAL FUND BUDGET

	2025-2026 Current	2026-2027 Forecast	2027-2028 Forecast	2028-2029 Forecast
REVENUES AND OTHER FINANCING SOURCES				
1000   Local Taxes	5,789,704	5,963,395	6,023,029	6,023,028
2000   Local Nontax Support	397,010	397,010	397,010	397,010
3000   State, General Purpose	34,315,052	35,344,504	36,404,839	37,496,984
4000   State, Special Purpose	15,845,253	16,320,610	16,810,229	17,314,536
5000   Federal, General Purpose	0	0	0	0
6000   Federal, Special Purpose	6,668,861	6,802,238	6,938,283	7,077,049
7000   Revenues from Other School Districts	226,867	226,867	226,867	226,867
8000   Revenues from Other Entities	29,000	29,000	29,000	29,000
9000   Other Financing Sources	0	0	0	0
A. TOTAL REVENUES AND OTHER FINANCING SOURCES	63,271,747	65,083,624	66,829,257	68,564,474
EXPENDITURES				
00   Regular Instruction	25,945,229	26,723,522	27,525,228	28,350,986
10   Federal Special Purpose Funding	0	0	0	0
20   Special Education Instruction	10,084,274	10,386,802	10,698,406	10,992,612
30   Vocational Education Instruction	3,523,645	3,611,736	3,702,030	3,794,580
40   Skill Center Instruction	416,909	427,332	438,015	448,965
50 and 60   Compensatory Education Instruction	6,801,917	6,971,965	7,041,685	7,112,101
70   Other Instructional Programs	1,331,732	1,365,025	1,388,913	1,413,219
80   Community Services	2,054,793	2,106,163	2,158,817	2,212,787
90   Support Services	13,113,248	13,441,079	13,776,163	14,119,224
B. TOTAL EXPENDITURES	63,271,747	65,033,624	66,729,257	68,444,474
C. OTHER FINANCING USES--TRANSFERS OUT (G.L.536) 1/	0	50,000	100,000	120,000
D. OTHER FINANCING USES (G.L.535) 2/	0	0	0	0
E. EXCESS OF REVENUES/OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES (A-B-C-D)	0	0	0	0
BEGINNING FUND BALANCE				
G.L.810 Restricted for Other Items	14,070	14,070	14,070	14,070
G.L.815 Restricted for Unequalized Deductible Revenue	0	0	0	0
G.L.821 Restricted for Carryover of Restricted Revenues	676,580	676,580	575,580	475,580

## Aberdeen School District No.005

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## SUMMARY OF GENERAL FUND BUDGET

	2025-2026 Current	2026-2027 Forecast	2027-2028 Forecast	2028-2029 Forecast
G.L.823 Restricted for Carryover of Transition To Kindergerten	0	0	0	0
G.L.825 Restricted for Skill Center	0	0	0	0
G.L.828 Restricted for Carryover of Food Service Revenue	0	0	0	0
G.L.830 Restricted for Debt Service	0	0	0	0
G.L.835 Restricted for Arbitrage Rebate	0	0	0	0
G.L.840 Nonspendable Fund Balance-Inventory & Prepaid Items	102,021	102,021	102,021	92,020
G.L.845 Restricted for Self-Insurance	0	0	0	0
G.L.850 Restricted for Uninsured Risks	0	0	0	0
G.L.870 Committed to Other Purposes	0	0	0	0
G.L.872 Committed to Economic Stabilization	0	0	0	0
G.L.873 Committed to Depreciation Sub-Fund for Facility Maintenance	0	0	0	0
G.L.875 Assigned to Contingencies	0	0	0	0
G.L.884 Assigned to Other Capital Projects	0	0	0	0
G.L.888 Assigned to Other Purposes	0	0	0	0
G.L.890 Unassigned Fund Balance	0	0	0	0
G.L.891 Unassigned to Minimum Fund Balance Policy	2,975,239	2,975,239	3,076,239	3,186,240
F. TOTAL BEGINNING FUND BALANCE	3,767,910	3,767,910	3,767,910	3,767,910
ENDING FUND BALANCE				
G.L.810 Restricted for Other Items	14,070	14,070	14,070	14,070
G.L.815 Restricted for Unequalized Deductible Revenue	0	0	0	0
G.L.821 Restricted for Carryover of Restricted Revenues	676,580	575,580	475,580	375,580
G.L.823 Restricted for Carryover of Transition To Kindergerten	0	0	0	0
G.L.825 Restricted for Skill Center	0	0	0	0
G.L.828 Restricted for Carryover of Food Service Revenue	0	0	0	0
G.L.830 Restricted for Debt Service	0	0	0	0
G.L.835 Restricted for Arbitrage Rebate	0	0	0	0
G.L.840 Nonspendable Fund Balance-Inventory & Prepaid Items	102,021	102,021	92,021	82,021
G.L.845 Restricted for Self-Insurance	0	0	0	0
G.L.850 Restricted for Uninsured Risks	0	0	0	0
G.L.870 Committed to Other Purposes	0	0	0	0
G.L.872 Committed to Economic Stabilization	0	0	0	0

## Aberdeen School District No.005

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## SUMMARY OF GENERAL FUND BUDGET

	2025-2026 Current	2026-2027 Forecast	2027-2028 Forecast	2028-2029 Forecast
G.L.873 Committed to Depreciation Sub-Fund for Facility Maintenance	0	0	0	0
G.L.875 Assigned to Contingencies	0	0	0	0
G.L.884 Assigned to Other Capital Projects	0	0	0	0
G.L.888 Assigned to Other Purposes	0	0	0	0
G.L.890 Unassigned Fund Balance	0	0	0	0
G.L.891 Unassigned to Minimum Fund Balance Policy	2,975,239	3,076,239	3,186,240	3,296,239
H. TOTAL ENDING FUND BALANCE (E+F, +OR-G) 3/	3,767,910	3,767,910	3,767,910	3,767,910

**\*\* Beginning Fund Balance does not match prior year Ending Fund Balance**

1/ G.L. 536 is an account that is used to summarize actions for other financing uses transfers out.

2/ G.L. 535 is an account that is used to summarize actions for other financing uses such as long-term financing and debt extinguishments. Nonvoted debts may be serviced in the Debt Service Fund (DSF) rather than in the fund that received the debt proceeds. In order to provide the resources to retire the debt, a transfer is used by the General Fund, Capital Projects Fund, or Transportation Vehicle Fund to transfer resources to the DSF. Refer to Page DS3 for detail of estimated outstanding nonvoted bond detail information.

## Aberdeen School District No.005

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## SUMMARY OF ASSOCIATED STUDENT BODY FUND BUDGET

	2025-2026 Current	2026-2027 Forecast	2027-2028 Forecast	2028-2029 Forecast
REVENUES				
100   General Student Body	77,547	77,047	76,547	76,047
200   Athletics	146,900	145,900	145,400	144,900
300   Classes	1,500	1,500	1,500	1,500
400   Clubs	118,120	117,120	116,120	115,120
600   Private Moneys	85,700	85,000	85,000	85,000
A. TOTAL REVENUES	429,767	426,567	424,567	422,567
EXPENDITURES				
100   General Student Body	37,642	37,142	36,642	36,142
200   Athletics	177,420	176,420	175,420	174,420
300   Classes	2,500	2,500	2,500	2,500
400   Clubs	130,062	130,505	130,005	129,505
600   Private Moneys	85,790	85,000	85,000	85,000
B. TOTAL EXPENDITURES	433,414	431,567	429,567	427,567
C. EXCESS OF REVENUES OVER (UNDER) EXPENDURES (A-B)	-3,647	-5,000	-5,000	-5,000
BEGINNING FUND BALANCE				
G.L.810 Restricted for Other Items	7,500	7,500	7,500	7,500
G.L.819 Restricted for Fund Purposes	260,155	256,508	251,508	246,508
G.L.840 Nonspendable Fund Balance-Inventory & Prepaid Items	0	0	0	0
G.L.850 Restricted for Uninsured Risks	0	0	0	0
G.L.870 Committed to Other Purposes	0	0	0	0
G.L.889 Assigned to Fund Purposes	0	0	0	0
G.L.890 Unassigned Fund Balance	0	0	0	0
D. TOTAL BEGINNING FUND BALANCE	267,655	264,008	259,008	254,008
ENDING FUND BALANCE				
G.L.810 Restricted for Other Items	7,500	7,500	7,500	7,500
G.L.819 Restricted for Fund Purposes	256,508	251,508	246,508	241,508
G.L.840 Nonspendable Fund Balance-Inventory & Prepaid Items	0	0	0	0
G.L.850 Restricted for Uninsured Risks	0	0	0	0

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SUMMARY OF ASSOCIATED STUDENT BODY FUND BUDGET

	2025-2026 Current	2026-2027 Forecast	2027-2028 Forecast	2028-2029 Forecast
G.L.870 Committed to Other Purposes	0	0	0	0
G.L.889 Assigned to Fund Purposes	0	0	0	0
G.L.890 Unassigned Fund Balance	0	0	0	0
F. TOTAL ENDING FUND BALANCE (C+D) 1/	264,008	259,008	254,008	249,008



## Aberdeen School District No.005

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## SUMMARY OF DEBT SERVICE FUND BUDGET

	2025-2026 Current	2026-2027 Forecast	2027-2028 Forecast	2028-2029 Forecast
REVENUES AND OTHER FINANCING SOURCES				
1000   Local Taxes	0	0	0	0
2000   Local Nontax Support	25,000	25,000	25,000	25,000
3000   State, General Purpose	0	0	0	0
5000   Federal, General Purpose	0	0	0	0
9000   Other Financing Sources	1,313,325	1,306,576	1,300,859	120,000
A. TOTAL REVENUES AND OTHER FINANCING SOURCES	1,338,325	1,331,576	1,325,859	145,000
EXPENDITURES				
Matured Bond Expenditures	1,434,000	1,438,000	1,443,000	280,000
Interest on Bonds	165,125	102,209	39,188	3,822
Interfund Loan Interest	0	0	0	0
Bond Transfer Fees	2,000	2,000	900	900
Arbitrage Rebate	0	0	0	0
UnderWriter's Fees	0	0	0	0
B. TOTAL EXPENDITURES	1,601,125	1,542,209	1,483,088	284,722
C. OTHER FINANCING USES--TRANSFERS OUT (G.L.536)	0	0	0	0
D. OTHER FINANCING USES (G.L.535)	0	0	0	0
E. EXCESS OF REVENUES/OTHER FINANCING SOURCES OVER / (UNDER)	-262,800	-210,633	-157,229	-139,722
EXPENDITURES AND OTHER FINANCING USES (A-B-C-D)				
BEGINNING FUND BALANCE				
G.L.810 Restricted for Other Items	0	0	0	0
G.L.830 Restricted for Debt Service	775,928	513,128	302,495	145,266
G.L.835 Restricted for Arbitrage Rebate	0	0	0	0
G.L.870 Committed to Other Purposes	0	0	0	0
G.L.889 Assigned to Fund Purposes	0	0	0	0
G.L.890 Unassigned Fund Balance	0	0	0	0
F. TOTAL BEGINNING FUND BALANCE	775,928	513,128	302,495	145,266
ENDING FUND BALANCE				
G.L.810 Restricted for Other Items	0	0	0	0

## Aberdeen School District No.005

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## SUMMARY OF DEBT SERVICE FUND BUDGET

	2025-2026 Current	2026-2027 Forecast	2027-2028 Forecast	2028-2029 Forecast
G.L.830 Restricted for Debt Service	513,128	302,495	145,266	5,544
G.L.835 Restricted for Arbitrage Rebate	0	0	0	0
G.L.870 Committed to Other Purposes	0	0	0	0
G.L.889 Assigned to Fund Purposes	0	0	0	0
G.L.890 Unassigned Fund Balance	0	0	0	0
H. TOTAL ENDING FUND BALANCE (E+F, +OR-G)	513,128	302,495	145,266	5,544

1/ G.L. 536 is an account that is used to summarize actions for other financing uses-transfers out.

2/ G.L. 535 is an account that is used to summarize actions for other financing uses such as long-term financing and debt extinguishments. Nonvoted debts may be serviced in the Debt Service Fund (DSF) rather than in the fund that received the debt proceeds. In order to provide the resources to retire the debt, a transfer is used by the General Fund, Capital Projects Fund, or Transportation Vehicle Fund to transfer resources to the DSF. Refer to Page DS4 for detail of estimated outstanding nonvoted bond detail information.

## Aberdeen School District No.005

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## SUMMARY OF CAPITAL PROJECTS FUND BUDGET

	2025-2026 Current	2026-2027 Forecast	2027-2028 Forecast	2028-2029 Forecast
REVENUES AND OTHER FINANCING SOURCES				
1000   Local Taxes	2,225,126	2,230,470	2,319,689	2,412,477
2000   Local Nontax Support	37,000	25,000	10,000	5,000
3000   State, General Purpose	0	0	0	0
4000   State, Special Purpose	8,469,000	6,450,000	8,450,000	6,450,000
5000   Federal, General Purpose	0	0	0	0
6000   Federal, Special Purpose	0	0	0	0
7000   Revenues from Other School Districts	0	0	0	0
8000   Revenues from Other Entities	0	0	0	0
9000   Other Financing Sources	0	0	0	0
A. TOTAL REVENUES AND OTHER FINANCING SOURCES	10,731,126	8,705,470	10,779,689	8,867,477
EXPENDITURES				
10   Sites	0	0	0	0
20   Buildings	10,469,000	7,450,000	9,650,000	9,520,000
30   Equipment	0	0	0	0
40   Energy	0	0	0	0
50   Sales and Lease Expenditures	0	0	0	0
60   Bond Issuance Expenditures	0	0	0	0
90   Debt Expenditures	0	0	0	0
B. TOTAL EXPENDITURES	10,469,000	7,450,000	9,650,000	9,520,000
C. OTHER FINANCING USES--TRANSFERS OUT (G.L.536) 1/	1,313,325	1,256,576	1,200,859	0
D. OTHER FINANCING USES (G.L.535) 2/	0	0	0	0
E. EXCESS OF REVENUES/OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES (A-B-C-D)	-1,051,198	-1,106	-71,170	-652,523
BEGINNING FUND BALANCE				
G.L.810 Restricted for Other Items	0	0	0	0
G.L.825 Restricted for Skill Center	0	0	0	0
G.L.830 Restricted for Debt Service	0	0	0	0
G.L.835 Restricted for Arbitrage Rebate	0	0	0	0
G.L.840 Nonspendable Fund Balance-Inventory & Prepaid Items	0	0	0	0

## Aberdeen School District No.005

F-195F

## SUMMARY OF CAPITAL PROJECTS FUND BUDGET

	2025-2026 Current	2026-2027 Forecast	2027-2028 Forecast	2028-2029 Forecast
G.L.850 Restricted for Uninsured Risks	0	0	0	0
G.L.861 Restricted from Bond Proceeds	0	0	0	0
G.L.862 Committed from Levy Proceeds	0	814,759	783,653	183,653
G.L.863 Restricted from State Proceeds	0	0	0	503,830
G.L.864 Restricted from Federal Proceeds	0	0	0	0
G.L.865 Restricted from Other Proceeds	133,673	145,672	175,672	200,672
G.L.866 Restricted from Impact Fee Proceeds	0	0	0	0
G.L.867 Restricted from Mitigation Fee Proceeds	0	0	0	0
G.L.869 Restricted from Undistributed Proceeds	0	0	0	0
G.L.870 Committed to Other Purposes	0	0	0	0
G.L.889 Assigned to Fund Purposes	1,877,957	0	0	0
G.L.890 Unassigned Fund Balance	0	0	0	0
F. TOTAL BEGINNING FUND BALANCE	2,011,630	960,431	959,325	888,155
ENDING FUND BALANCE				
G.L.810 Restricted for Other Items	0	0	0	0
G.L.825 Restricted for Skill Center	0	0	0	0
G.L.830 Restricted for Debt Service	0	0	0	0
G.L.840 Nonspendable Fund Balance-Inventory & Prepaid Items	0	0	0	0
G.L.835 Restricted for Arbitrage Rebate	0	0	0	0
G.L.850 Restricted for Uninsured Risks	0	0	0	0
G.L.861 Restricted from Bond Proceeds	0	0	0	0
G.L.862 Committed from Levy Proceeds	814,758	783,653	183,653	9,960
G.L.863 Restricted from State Proceeds	0	0	503,830	0
G.L.864 Restricted from Federal Proceeds	0	0	0	0
G.L.865 Restricted from Other Proceeds	145,673	175,672	200,672	225,672
G.L.866 Restricted from Impact Fee Proceeds	0	0	0	0
G.L.867 Restricted from Mitigation Fee Proceeds	0	0	0	0
G.L.869 Restricted from Undistributed Proceeds	0	0	0	0
G.L.870 Committed to Other Purposes	0	0	0	0
G.L.889 Assigned to Fund Purposes	0	0	0	0
G.L.890 Unassigned Fund Balance	0	0	0	0

Aberdeen School District No.005

F-195F

SUMMARY OF CAPITAL PROJECTS FUND BUDGET

	2025-2026 Current	2026-2027 Forecast	2027-2028 Forecast	2028-2029 Forecast
H. TOTAL ENDING FUND BALANCE (E+F, +OR-G) 3/	960,431	959,325	888,155	235,632

1/ G.L. 536 is an account that is used to summarize actions for other financing uses--transfers out.  
2/ G.L. 535 is an account that is used to summarize actions for other financing uses such as long-term financing and debt extinguishments. Nonvoted debts may be serviced in the Debt Service Fund (DSF) rather than in the fund that received the debt proceeds. In order to provide the resources to retire the debt, a transfer is used by the General Fund, Capital Projects Fund, or Transportation Vehicle Fund to transfer resources to the DSF.

## Aberdeen School District No.005

F-195F

## SUMMARY OF TRANSPORTATION VEHICLE FUND BUDGET

	2025-2026 Current	2026-2027 Forecast	2027-2028 Forecast	2028-2029 Forecast
REVENUES AND OTHER FINANCING SOURCES				
1100   Local Property Tax	0	0	0	0
1300   Sale of Tax Title Property	0	0	0	0
1400   Local in lieu of Taxes	0	0	0	0
1500   Timber Excise Tax	0	0	0	0
1600   County-Administered Forests	0	0	0	0
1900   Other Local Taxes	0	0	0	0
2200   Sales of Goods, Supplies, and Services, Unassigned	5,000	4,500	5,000	4,500
2300   Investment Earnings	3,000	2,500	2,500	2,500
2500   Gifts and Donations	0	0	0	0
2600   Fines and Damages	0	0	0	0
2700   Rentals and Leases	0	0	0	0
2800   Insurance Recoveries	0	0	0	0
2900   Local Support Nontax, Unassigned	0	0	0	0
3600   State Forests	0	0	0	0
4100   Special Purpose-Unassigned	0	0	0	0
4300   Other State Agencies-Unassigned	0	0	300,000	0
4499   Transportation Reimbursement Depreciation	249,943	254,942	260,041	265,242
5200   General Purposes Direct Federal Grants-Unassigned	0	0	0	0
5300   Impact Aid, Maintenance and Operation	0	0	0	0
5400   Federal in lieu of Taxes	0	0	0	0
5600   Qualified Bond Interest Credit-Federal	0	0	0	0
5700   Qualified Energy Investment Tax Credits	0	0	0	0
6100   Special Purpose-OSPI Unassigned	0	0	0	0
6200   Direct Special Purpose Grants	0	0	0	0
6300   Federal Grants Through Other Entities-Unassigned	0	0	0	0
8100   Governmental Entities	0	0	0	0
8500   NonFederal ESD	0	0	0	0
9100   Sale of Bonds	0	0	0	0

## Aberdeen School District No.005

## F-195F

## SUMMARY OF TRANSPORTATION VEHICLE FUND BUDGET

	2025-2026 Current	2026-2027 Forecast	2027-2028 Forecast	2028-2029 Forecast
9300   Sale of Equipment	0	0	0	0
9400   Compensated Loss of Fixed Assets	0	0	0	0
9500   Long-Term Financing	0	0	0	0
A. TOTAL REVENUES, OTHER FINANCING SOURCES (less transfers)				
B. 9900 TRANSFERS IN (from the General Fund)	0	0	0	0
C. TOTAL REVENUES AND OTHER FINANCING SOURCES	257,943	261,942	567,541	272,242
EXPENDITURES				
33 Transportation Equipment Purchases	400,000	225,000	500,000	225,000
34 Transportation Equipmment Major Repair	0	0	0	0
43 Transportation Vehicle Energy Audits	0	0	0	0
44 Transportation Equipment Capital Improvement	0	0	0	0
61 Bond/Levy Issuance and/or Election	0	0	0	0
91 Principal	0	0	0	0
92 Interest 1/	0	0	0	0
93 Arbitrage Rebate	0	0	0	0
D. TOTAL EXPENDITURES	400,000	225,000	500,000	225,000
E. OTHER FINANCING USES--TRANSFERS OUT (G.L.536) 2/	0	0	0	0
F. OTHER FINANCING USES (G.L.535) 3/	0	0	0	0
G. EXCESS OF REVENUES/OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES (C-D-E-F)	-142,057	36,942	67,541	47,242
BEGINNING FUND BALANCE				
G.L.810 Restricted for Other Items	0	0	0	0
G.L.819 Restricted for Fund Purposes	152,190	10,133	47,075	114,616
G.L.830 Restricted for Debt Service	0	0	0	0
G.L.835 Restricted for Arbitrage Rebate	0	0	0	0
G.L.850 Restricted for Uninsured Risks	0	0	0	0
G.L.870 Committed to Other Purposes	0	0	0	0
G.L.889 Assigned to Fund Purposes	0	0	0	0
G.L.890 Unassigned Fund Balance	0	0	0	0
H. TOTAL BEGINNING FUND BALANCE	152,190	10,133	47,075	114,616
ENDING FUND BALANCE				
G.L.810 Restricted for Other Items	0	0	0	0

## Aberdeen School District No.005

## F-195F

## SUMMARY OF TRANSPORTATION VEHICLE FUND BUDGET

	2025-2026 Current	2026-2027 Forecast	2027-2028 Forecast	2028-2029 Forecast
G.L.819 Restricted for Fund Purposes	10,133	47,075	114,616	161,858
G.L.830 Restricted for Debt Service	0	0	0	0
G.L.835 Restricted for Arbitrage Rebate	0	0	0	0
G.L.850 Restricted for Uninsured Risks	0	0	0	0
G.L.870 Committed to Other Purposes	0	0	0	0
G.L.889 Assigned to Fund Purposes	0	0	0	0
G.L.890 Unassigned Fund Balance	0	0	0	0
J. TOTAL ENDING FUND BALANCE (G+H, +OR-I) 4/	10,133	47,075	114,616	161,858

1/ Includes interest portion of purchase contracts.

2/ G.L. 536 is an account that is used to summarize actions for other financing uses--transfers out.

3/ G.L. 535 is an account that is used to summarize actions for other financing uses such as long-term financing and debt extinguishments. Nonvoted debts may be serviced in the Debt Service Fund (DSF) rather than in the fund that received the debt proceeds. In order to provide the resources to retire the debt, a transfer is used by the General Fund, Capital Projects Fund, or Transportation Vehicle Fund to transfer out resources to the DSF.



# General Fund MSOC Disclosure

Aberdeen School District No. 5					
2025-2026 MSOC Disclosure					
Combined 1191 MSOC from F-203					
Regular Instruction (Column A)	\$	3,958,215			
Grades 9-12 Additional (Column I)	\$	203,668			
* Total MSOC Allocation	\$	4,161,883			
** Objects of Expenditure from F-195					
	Totals	Prg 01	Prg 02	Prg 03	Prg 97
Object 5 - totals	\$ 1,766,915	\$ 1,355,410	\$ 1,000	\$ 1,500	\$ 409,005
Object 7 - totals	\$ 4,251,289	\$ 1,109,689	\$ 280,000	\$ 15,000	\$ 2,846,600
Object 8 - totals	\$ 31,350	\$ 27,350	\$ -	\$ -	\$ 4,000
Object 9 - totals	\$ 345,000	\$ 45,000	\$ -	\$ -	\$ 300,000
* Total Budgeted 5-9 Expenditures	\$ 6,394,554				
* Difference	\$ (2,232,671)				

Additional funds needed to pay for the expenditures not funded by the state, will come from the EP&O Levy or LEA dollars.

ABERDEEN SCHOOL DISTRICT NO. 5

Minutes of the Regular Meeting of the  
Board of Directors – July 15, 2025

President Jennifer Durney convened a work study at 4:30 p.m. in the Community Room at Aberdeen High School for the purpose of discussing the 2025-2026 budget and the seismic safe schools planning process.

WORK STUDY

President Jennifer Durney convened the regular meeting of the Aberdeen School District Board of Directors at 5:30 p.m. Tuesday, July 15, 2025, in the Community Room at Aberdeen High School. In attendance were Directors Annica Mizin and Suzy Ritter (remotely), along with Superintendents Lynn Green and Traci Sandstrom and four patrons and staff. Vice President Jeremy Wright was excused.

CALL TO ORDER

The meeting began with the flag salute.

On a motion by Director Mizin and seconded by Director Ritter, the board approved the consent agenda, which included the minutes from the regular meeting on June 17, 2025, June payroll vouchers totaling \$4,186,292.24; General Fund vouchers totaling \$718,608.29, ASB Fund vouchers totaling \$4,413.69 and Capital Projects Fund vouchers totaling \$145,404.76; approved a trip request for the cheer team at Aberdeen High School to travel to the University of Puget Sound in Tacoma for cheer camp on July 21-24, and reviewed correspondence from the Office of Superintendent of Public Instruction regarding the Transportation Department's "exceptional" safety and inspection record and correspondence from OSPI approving the district's request for a 180-day waiver for three years in order to conduct fall and spring parent conferences in Grades 6-12 during the school year.

CONSENT AGENDA

President Jennifer Durney read a letter of resignation from Director Jessica Jurasin, to be effective immediately. Her work on the board was praised, with Director Mizin commenting that she was "a huge advocate for students." President Durney said the appointment process will be discussed at the next regular meeting on August 5.

COMMENTS FROM  
THE BOARD

At the request of Superintendent Traci Sandstrom, the board added a contract with TCF Architecture of Tacoma to conduct a study and survey of district facilities to the agenda.

SUPERINTENDENTS'  
REPORTS

Superintendents Lynn Green and Traci Sandstrom discussed the work taking place to prepare the 2025-2026 budget.

2025-2026 BUDGET

Following a presentation from the Construction Services Group consultants, on a motion by Director Mizin and seconded by Director Ritter, the board approved the proposal by TCF Architecture for a study and survey of district facilities as part of the Seismic Safe Schools Planning process in the amount of \$43,567.

STUDY AND SURVEY

Superintendent Green discussed the district’s preparations and intent to apply for a 21<sup>st</sup> Century Grant to fund the After School Program in the district.

The superintendents and the board discussed the appointment process for new student representatives this fall, discussed creating more awareness about school dress codes, the superintendents’ decision to allow for an additional foreign exchange student at Aberdeen High School, and work taking place this summer at the greenhouse. Superintendent Green expressed appreciation for the volunteer crew from the Weyerhaeuser Co. that worked alongside district staff to install the new siding and make other improvements at the greenhouse.

Following a recommendation from the superintendents, the board scheduled a special meeting for 5:30 p.m. Tuesday, July 29, to be conducted remotely for the purpose of awarding contracts for the installation of new intercom and clock systems at Robert Gray and Central Park Elementary Schools.

Superintendent Lynn Green presented the Fiscal Status Report for June. With 83 percent of the fiscal year elapsed, the district has received 79.69 percent of budgeted revenue and incurred 81.72 percent of expenses. She reported fund balances of 2,465,104.71 in the General Fund, \$4,726,859.86 in the Capital Projects Fund, \$749,596.98 in the Debt Service Fund, \$302,733.77 in the Associated Student Body Fund and \$353,388.05 in the Transportation Vehicle Fund. Under enrollment, she reported that the district ended the school year with an average annual FTE 22.01 below budget – 3,062.99 FTE compared to the budgeted expectation of 3,085 FTE.

Superintendent Green presented the annual year-end report to OSPI about the district’s alternative learning programs.

Following a presentation by Superintendent Sandstrom, on a motion by Director Mizin and seconded by Director Ritter, the board approved renewal of the interlocal agreement with the state Department of Children, Youth and Families for operation of the Early Childhood Education and Assistance Program for preschoolers.

Following a presentation by Superintendent Sandstrom, on a motion by Director Mizin and seconded by Director Ritter, the board approved an agreement with WestEd that will allow for the development and pilot of a new math course at the Harbor Learning Center – Integrated Statistics and Quantitative Reasoning (ISQR).

Following a presentation by Superintendent Green, on a motion by Director Mizin and seconded by Director Ritter, the board approved an addendum extending the automatic admission agreement with Pacific Lutheran University to Aug. 31, 2026, with automatic renewals thereafter.

21<sup>ST</sup> CENTURY  
GRANT  
APPLICATION

STUDENT  
REPRESENTATIVES  
DRESS CODE  
AHS GREENHOUSE

SPECIAL MEETING

FISCAL STATUS  
REPORT

2024-2025 ALE YEAR-  
END REPORT

2025-2026 ECEAP  
CONTRACT

WESTED MOU  
2025-2026

PLU AUTOMATIC  
ADMISSION  
AGREEMENT

Following a presentation by Superintendent Sandstrom, on a motion by Director Mizin and seconded by Director Ritter, the board approved an interagency agreement with South Sound Parent to Parent (SSP2P) to provide preschool transition services in 2025-2026.

SOUTH SOUND  
PARENT-TO-  
PARENT 2025-2026

Following a presentation by Superintendent Sandstrom, the board approved two agreements with the Washington State School for the Blind in 2025-2026. On motions by Director Mizin and seconds by Director Ritter, the board approved the Itinerant Teacher Services Agreement and the Orientation and Mobility Instructor agreements for 2025-2026.

WASH. SCHOOL FOR  
THE BLIND 25-26

Following a presentation by Superintendent Sandstrom, on a motion by Director Mizin and seconded by Director Ritter, the board approved a consulting services agreement with the Washington Center for Deaf and Hard of Hearing Youth for 2025-2026.

CDHY AGREEMENT  
2025-2026

Following a presentation by Superintendent Green, on a motion by Director Mizin and seconded by Director Ritter, the board approved an agreement with the ESD 113 for the Healthy Youth Survey and to provide student assistance services at Miller junior High School in 2025-2026.

TRUE NORTH  
2025-2026

Following a presentation by Superintendent Sandstrom, on a motion by Director Mizin and seconded by Director Ritter, the board approved an agreement with Community Integrated Health Services to provide certain medical services at district facilities in 2025-2026.

COMMUNITY  
INTEGRATED  
HEALTH MOU 25-26

On a motion by Director Mizin and seconded by Director Ritter, the board awarded the contract to provide dairy products in 2025-2026 to Dairy Fresh Farms, Inc., the current vendor and only bidder.

2025-2026 DAIRY BID

On a motion by Director Mizin and seconded by Director Ritter, the board awarded the contract to provide paper products to Aberdeen Office Equipment, the current vendor and low bidder.

2025-2026 PAPER BID

On a motion by Director Mizin and seconded by Director Ritter, the board declared equipment and devices as presented by the Business Office as surplus because the items have outlasted their useful life or are no longer needed for an educational purpose.

SURPLUS ITEMS

President Durney announced that the next regular meeting is scheduled for 5:30 p.m. Tuesday, August 5, 2025, in the Community Room at Aberdeen High School at which time a public hearing on the 2025-2026 budget will also be conducted.

NEXT MEETING

At 5:58 p.m., President Durney recessed the meeting for an executive session expected to last 10 minutes under RCW 42.30.110 (g): to evaluate the

EXECUTIVE  
SESSION

qualifications of an applicant for public employment or to review the performance of a public employee. The meeting reconvened in regular session at 6:08 p.m.

On a motion by Director Mizin and seconded by Director Ritter, the board approved the Personnel Report. Under administrative matters, the board approved the hiring of Stefanie Lamont as the director of Special Education for the District effective July 18.

PERSONNEL  
REPORT

Under certificated matters, the board approved the hiring of Chase Bowes as a health teacher and Erik Hiles as a science teacher (current year only) at Aberdeen High School effective Aug. 27, Eric Semanko as a social studies teacher at the Harbor Learning Center effective Aug. 27, Amber Larsen as a math teacher at Miller Junior High School effective Aug. 27, and Danielle Rosetta as a counselor at Stevens and Central Park elementary schools effective Aug. 27, and approved the hiring of Carla White as a special education teacher for the extended school year effective June 23.

CERTIFICATED

CLASSIFIED

Under classified matters, the board approved the hiring of Geneveve Sawyer as a para-educator at A.J. West Elementary School effective Aug. 27; approved the hiring of Kim Daniels as a Food Service worker, Angie Evans as a Food Service and Transport worker, Jennifer Lytle the cook, Leslie McAllister as a Food Service worker at grab-n-go sites, and Maria Ruiz Garcia as a bilingual para-educator, all for Summer School effective June 16; approved a change of assignment for Jennifer Wright from attendance secretary at Miller Junior High School to multi-media technician at Aberdeen High School effective Aug. 20; approved a revised leave of absence for Bill Rattie, a custodian at Miller Junior High School effective June 23 to Aug. 3, 2025; accepted resignations from Joey Singharath as a technology support technician for the district effective July 11 and from Indigo Evensen as a Family Service worker at the Hopkins Preschool effective Aug. 15; approved the hiring of Dan Brown as the head coach for Girls' Basketball at Aberdeen High School effective Nov. 17, Julian Garcia Chavez as assistant coach for Girls' Soccer at Aberdeen High School effective Aug. 25, Jacob Prater as an assistant coach for Football at Aberdeen High School effective Aug. 20, Romeo Sanchez as an assistant coach for Girls' Soccer at Aberdeen High School effective Aug. 25, and Bailey Smith as the head coach for Cheer at Aberdeen High School effective Aug. 20, and accepted resignations from Rachel Wenzel as the assistant coach for Girls' Golf at Aberdeen High School effective June 20 and from Jacob Prater as an assistant coach for Football at Miller Junior High School effective July 9.

There being no further business, the regular meeting was adjourned at 6:08 p.m.

ADJOURN

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Lynn Green, Secretary

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Jennifer Durney, President

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Traci Sandstrom, Secretary

ABERDEEN SCHOOL DISTRICT NO. 5

Minutes of the Special Meeting of the  
Board of Directors – July 29, 2025

President Jennifer Durney convened the special meeting of the Aberdeen School District Board of Directors at 5:30 p.m. Tuesday, July 29, 2025, in the Community Room at Aberdeen High School. In attendance were Directors Annica Mizin and Suzy Ritter, along with Superintendents Lynn Green and Traci Sandstrom and six patrons and staff. Director Jeremy Wright was excused.

The meeting began with the flag salute.

Manuel Saldivar-Aguirre and Andrew Twyman of the Construction Services Group presented information on the vendor selection process and outlined the work that will take place to install new intercom and clock systems at Robert Gray and Central Park elementary schools. During discussion President Durney confirmed the projects are necessary for safety reasons and Executive Director of Business and Operations Elyssa Louderback noted that the projects are being funded using levy revenue in the Capital Projects Fund.

On a motion by Director Ritter and seconded by Director Mizin, the board approved a capital projects contract with Electrocom of Mountlake Terrace, Wash., in the amount of \$237,332.60 for installation of a new intercom and clock system at Robert Gray Elementary School.

On a motion by Director Ritter and seconded by Director Mizin, the board approved a capital projects contract with Electrocom of Mountlake Terrace in the amount of \$12,584.30 to include the analog clock upgrade as part of the new intercom/clock system at Robert Gray Elementary School.

On a motion by Director Ritter and seconded by Director Mizin, the board approved a capital projects contract with Electrocom of Mountlake Terrace in the amount \$181,964.06 for installation of a new intercom and clock system at Central Park Elementary School.

On a motion by Director Ritter and seconded by Director Mizin, the board approved a capital projects contract with Electrocom of Mountlake Terrace in the amount of \$10,098.55 to include the analog clock upgrade as part of the new intercom/clock system at Central Park Elementary School.

President Durney announced that the next regular meeting is scheduled for Tuesday, August 5, 2025, in the Community Room at Aberdeen High School. A public hearing for 2025-2026 budget will begin at 5:30 p.m.

There being no further business, the special meeting was adjourned at 5:37 p.m.

CALL TO ORDER

ROBERT GRAY  
INTERCOM/CLOCK  
PROJECT

ROBERT GRAY  
ANALOG CLOCK  
UPGRADE

CENTRAL PARK  
ELEMENTARY  
INTERCOM/CLOCK  
PROJECT

CENTRAL PARK  
ANALOG CLOCK  
UPGRADE

NEXT MEETING

ADJOURN

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Lynn Green, Secretary

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Jennifer Durney, President

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Traci Sandstrom, Secretary

ABERDEEN SCHOOL DISTRICT NO. 5  
GRAYS HARBOR COUNTY, WASHINGTON

**RESOLUTION NO. 2025 – 06**

**ADOPTION OF 2025-2026 BUDGET**

A RESOLUTION of the Board of Directors of the Aberdeen School District No. 5, Grays Harbor County, Washington, fixing and determining fund appropriations; adopting the 2025-2026 budget, the four-year budget plan summary and the four-year enrollment projection; approving certain fund transfers; and providing for other related matters.

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF ABERDEEN SCHOOL DISTRICT NO. 5, GRAYS HARBOR COUNTY, WASHINGTON, AS FOLLOWS:

Section 1.

Findings and Determinations. The Board of Directors (the Board) of Aberdeen School District No. 5, Grays Harbor County, Washington (the District), takes note of the following facts and hereby makes the following findings and determinations:

(a) Pursuant to RCW 28A.505.040, the District has completed the budget for the 2025-2026 fiscal year and published electronic notice of the same on its website. The 2025-2026 budget includes, among other things, [certain fund transfers,] a complete financial plan of the District for the ensuing 2025-2026 fiscal year and a summary of the four-year budget plan that includes a four-year enrollment projection.

(b) Pursuant to RCW 28A.505.060, the Board shall adopt the 2025-2026 budget on or before August 31, 2025. Prior to adoption of the 2025-2026 budget, the Board shall meet and conduct a public hearing to allow any person to be heard for or against any part of the 2025-2026 budget, the four-year budget plan, or any proposed changes to uses of enrichment funding under RCW 28A.505.240 (a/k/a educational programs and operations levy).

(c) The Board, following notice thereof being published in a newspaper of general circulation within the District, conducted a public hearing on August 5, 2025, in accordance with the requirements of RCW 28A.505.060 for the purpose of adopting the 2025-2026 budget.

Section 2.

Fixing and Determining Fund Appropriations; Adoption of 2025-2026 Budget, Four-Year Budget Summary and Four-Year Enrollment Projection.

(a) The Board hereby fixes and determines the appropriation from each fund contained in the 2025-2026 budget, as follows:

General Fund	\$ 63,271,747
Capital Projects Fund	\$ 10,469,000
Transportation Vehicle Fund	\$ 400,000
Debt Service Fund	\$ 1,601,125
Associated Student Body Fund	\$ 433,414

(b) The Board hereby adopts the 2025-2026 budget, the four-year budget plan summary, and the four-year enrollment projection and the appropriations as fixed and determined above, all of which are on file with the District and incorporated herein by this reference.



Section 3. Fund Transfers.

(a) Pursuant to RCW 28A.150.270 and WAC 392-121-445, the Board, in relation to the 2025-2026 budget, hereby (i) approves the transfer or transfers of funds on an as needed basis in the aggregate amount of not to exceed \$ 1,313,325 from the Capital Projects Fund to the Debt Service Fund for the purpose of repayment of Limited General Obligation bonds, and (ii) authorizes the District's Executive Director of Business & Operations to determine the exact amount and timing of such transfers.

Section 4. General Authorization and Ratification. The Secretaries to the Board, the President of the Board, the District's Executive Director of Business & Operations and other appropriate officers of the District are hereby further authorized to take all other action, to do all other things consistent with this resolution, and to execute all other documents necessary to effectuate the provisions of this resolution, and all actions heretofore taken in furtherance thereof and not inconsistent with the provisions of this resolution are hereby ratified and confirmed in all respects.

ADOPTED by the Board of Directors of the Aberdeen School District No. 5, Grays Harbor County, Washington, at a regular open public meeting thereof, of which due notice was given as required by law, held this 5th day of August, 2025, the following Directors being present and voting in favor of the resolution.

ABERDEEN SCHOOL DISTRICT NO. 5  
GRAYS HARBOR COUNTY, WASHINGTON

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Jennifer Durney, President

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Suzy Ritter

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Annica Mizin

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Jeremy Wright

Attest:

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Superintendent Lynn Green  
Secretary to the Board of Directors

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Superintendent Traci Sandstrom  
Secretary to the Board of Directors

# **INTERDISTRICT COOPERATIVE AGREEMENT**

## **Regarding Operation of the Western Area Educational Cooperative for Twin Harbors, A Branch Campus of New Market Skills Center**

THIS AGREEMENT is made and entered into this \_\_\_\_\_ day of August, 2025 by and between Tumwater School District No. 33, the Host District for New Market Skills Center and Aberdeen School District No. 5, the Host District for the Western Area Educational Cooperative for Twin Harbors (herein after referred to as Twin Harbors), a branch campus of New Market Skills Center.

### **SECTION 1: BACKGROUND**

The 2007 Washington State Legislature through passage of 2SSB 5790 authorized skills centers to conduct feasibility studies to explore opportunities to provide students in rural and remote areas with access to skill center programming through satellite programs and branch campuses. In 2008, New Market Skills Center completed and submitted a feasibility study to the Office of Superintendent of Public Instruction which determined that development of a skill center branch providing access to identified selected high-demand occupations was a viable career and college preparation opportunity for students in Grays Harbor County.

### **SECTION 2: PURPOSE OF THE AGREEMENT**

The purpose of this agreement is to establish the conditions for the creation of a branch campus of New Market Skills Center to be operated by the Western Area Educational Cooperative for Twin Harbors (Twin Harbors) in accordance with the Office of Superintendent Public Instruction's (hereinafter known as OSPI) WAC 392-600-010-8 (Skills Center Definitions).

### **SECTION 3: DURATION OF AGREEMENT**

This agreement will be renewed from year to year for a period of not less than ten (10) years beginning with the operation of Twin Harbors in June 2010 subject to the provisions for withdrawal outlined in WAC 392-600-120 and contained herein. This agreement, annual renewal and revisions to this agreement shall be submitted to the OSPI's Department of Career and Technical Education (CTE).

### **SECTION 4: MUTUAL AGREEMENTS**

The Tumwater School District, Aberdeen School District, and New Market Skills Center mutually agree to the following terms and conditions:

- A. Aberdeen School District #5 will establish Twin Harbors in accordance with Chapter 392-600 WAC.
- B. Aberdeen School District #5 will serve as the host district for Twin Harbors.
- C. As the host district, the Aberdeen School District will provide the site and facility for Twin Harbors, and will serve as the fiscal agent for all revenues and expenditures of Twin Harbors.
- D. Aberdeen School District will provide fiscal and operational management, including staffing and collection of student apportionment for Twin Harbors.



- E. All students served by Twin Harbors must meet the definition of a K-12 student. Twin Harbors will predominately serve high school juniors and seniors, and students who have not earned their high school diploma and have not reached the age of 21.
- F. Students from districts not participating in the Twin Harbors cooperative may be considered for enrollment on a space available basis. These may include students from school districts outside the Twin Harbors cooperative, private school students, home-schooled students, students who have completed or are currently enrolled in a GED program and out-of state students.
- G. School districts participating in the Twin Harbors cooperative shall be responsible for providing services directly to Twin Harbors. These shall include, but are not limited to:
  - 1) Transportation;
  - 2) Special education;
  - 3) Other noncore skill center needs of the student.
- H. Twin Harbors programs eligible for consideration and approval by OSPI shall be:
  - 1) Voluntary student enrollment;
  - 2) Tuition-free;
  - 3) Necessary for the express purpose of:
    - i. Providing educational programs not otherwise available;
    - ii. Avoiding unnecessary duplications of specialized or unusually expensive programs and facilities.
- I. All programs considered for offering by Twin Harbors will be reviewed and approved by the Twin Harbors and New Market Skills Center Administrative Councils prior to submission for approval by OSPI's Department of Career and Technical Education.
- J. Twin Harbors will remain a branch campus of New Market Skills Center until such time that it meets 150 FTE and/or other requirements of WAC 392-600-50. At such time that Twin Harbors meets the state requirement of 150 FTEs, the Twin Harbors Administrative Council may submit a request to OSPI to become a standalone skills center.
- K. Tumwater School District will assess the Aberdeen School District (Twin Harbors Host District) an annual supervision fee equal to one (1) percent of the total FTE state CTE apportionment for students attending Twin Harbors for the school year for costs incurred by the Tumwater School District and New Market Skills Center for provision of technical and administrative assistance, program coordination, and onsite supervision. New Market Skills Center will invoice the Aberdeen School District for the annual supervision fee at the end of each school year for the following:
  - 1) The New Market Skills Center administrator will provide a minimum of one (1) onsite visit per month to Twin Harbors to provide technical assistance to the Twin Harbor director/principal.
  - 2) Technical assistance will include, but is not limited to, branch campus administration and financing, OSPI reporting requirements, program management, curriculum development, and instructional delivery.

## **SECTION 5: ADMINISTRATIVE OVERSIGHT OF TWIN HARBORS**

- A. Twin Harbors shall be responsible for forming an Administrative Council comprised of the Superintendents, or their designees, of the participating districts for Twin Harbors. An additional voting member shall be the President of Grays Harbor College or his/her



designee in the event a program(s) resides on the college campus, and the Director of New Market Skills Center as a non-voting member.

- B. The Superintendent of Aberdeen School District, the host district for Twin Harbors, shall preside over all meetings of the council.
- C. Duties of the Administrative Council as described in WAC 392-600-030 shall include:
  - 1) Establishing policies and procedures.
  - 2) Responsibility for equipment acquisition, equipment replacement, facility maintenance, and ongoing operation of the Twin Harbors to meet current industry and educational standards.
  - 3) Offering programs that are approved by the OSPI for career and technical education enhancement as defined in WAC 392-121-138 or provide basic support to students enrolled in Twin Harbors programs: Programs that are approved by OSPI for vocational enhancement shall provide a minimum of five hundred forty hours of instruction per year;
  - 4) Providing Twin Harbors programs that are less than the equivalent of three consecutive fifty-minute periods if offered as an extension of the student's one whole full-time equivalent-funded school year;
  - 5) Within three years from the date of approval from OSPI for operation of Twin Harbors establish a financial plan, including the operation and capital funds which will contribute to the ongoing site, facility, equipment, and maintenance and operation of the skill center to be reviewed annually;
  - 6) Serve the majority of Twin Harbor student enrollment at its primary campus. If Twin Harbors serves or intends to serve less than a majority of students at its primary campus, the council shall submit a waiver request to the OSPI Department of Career and Technical Education.
- D. The duties of the council will include receiving recommendations and make decisions regarding budgets, rules and regulations of operations, and other pertinent information from participating districts' staff, citizens, boards of directors, Twin Harbor's staff, the General Advisory Council, and others with concern for the Twin Harbors cooperative and its operations.
- E. Further, the Twin Harbors Administrative Council will provide the Superintendent of the Aberdeen School District with guidance for management decisions and for issues, which must be presented to the host district Board of Directors. The Aberdeen School District Board of Directors has the final authority on all matters concerning Twin Harbors unless otherwise provided in this agreement.

## **SECTION 6: RIGHTS AND OBLIGATIONS OF TWIN HARBORS HOST DISTRICT**

As host district for Twin Harbors, the Aberdeen School District agrees to the following terms and conditions:

- A. Hiring a director/principal as administrator of Twin Harbors: The Twin Harbors director/principal will report to the Superintendent or his/her designee of the host district;
- B. Hiring of Twin Harbors instructional staff;
- C. Report and claim FTE apportionment pursuant with WAC 392-121-136;
- D. Assume responsibility for verifying and reporting of P-223 and P-223H data directly to OSPI.
- E. Ensure that students enrolled in classes at Twin Harbor and at a participating high school are reported for a **maximum combined 1.6 FTE**. A student's resident high school FTE cannot exceed 1.00 and the student's skills center FTE cannot exceed 1.0 (WAC 392-121-



136). The Aberdeen School District and the student's resident school district shall collaborate to ensure that the student is not reported for more than the allowable FTE.

- F. Assist the Twin Harbors director in forming a General Advisory Council (GAC). The GAC shall:
  - 1) Serve the primary function of an advisor to the director of Twin Harbors for the operations of the Twin Harbors;
  - 2) Adopt bylaws, which shall reflect the composition of the GAC;
  - 3) Be responsible for making recommendations concerning program, rules and regulations, and operational procedures as related to Twin Harbors;
  - 4) Receive information and will provide advice on any recommendations received from staff and patrons of the districts in the cooperative as well as from other advisory committees as outlined in their bylaws.
- G. The Aberdeen School District will be responsible for the facilities, furnishings and equipment for any/all Twin Harbors' programs.

## **SECTION 7: INDEMNIFICATION AND INSURANCE**

- A. The Aberdeen School District and Twin Harbors indemnifies and agrees to defend and hold harmless the Tumwater School District and New Market Skills Center, and all of its affiliates, directors, trustees, officers, agents and employees, from and against any and all claims, demands, damages, losses, actions, costs, expenses and liabilities of whatever nature, including, without limitations, all court costs and reasonable attorney's fees, which may arise from the operation and actions of Twin Harbors.
- B. Twin Harbors will procure and maintain in force during the term of this agreement, at its sole cost and expense, insurance to protect it against liability arising from any and all negligent acts or incidents caused by the Twin Harbors faculty members and students. Coverage under such professional and commercial general liability insurance will not be less than \$5,000,000 for each occurrence and \$10,000,000 in the aggregate. Twin Harbors will maintain workers' compensation insurance as required by law for all of its employees. Twin Harbors shall name Tumwater School District and New Market Skills Center as an Additional Insured. A certificate of insurance will be provided to Tumwater School District prior to the beginning of each school year including the Additional Insured Endorsement.

## **SECTION 8: FINANCING ARRANGEMENTS FOR TWIN HARBORS**

- A. The Twin Harbors Administrative Council shall request capital funding for the Twin Harbors facilities construction and/or renovation through the Aberdeen School District and in compliance with RCW 28A.245.030, Revised guidelines for skills center – Satellite and branch campus programs – Capital plan- Studies-Master Plan-Rules.
- B. Should facilities construction or renovation of facilities be necessary, the Twin Harbors Administrative Council will initiate a request through the Aberdeen School District to OSPI School Facilities and Organization, for a capital plan for predesign, design and subsequent capital construction by May 1st of each year.

## **SECTION 9: DISPUTE RESOLUTION**

- A. It is hereby agreed that whenever an issue arises between Tumwater School District, New Market Skills Center and Twin Harbors concerning this agreement, it shall be resolved in accordance with the following procedures:



- 1) The matter will be presented to the Twin Harbors and New Market Skills Center Administrative Councils.
  - 2) If the matter is not resolved, it shall be submitted to the Boards of Directors of the Aberdeen and Tumwater School Districts.
  - 3) If the matter is still not resolved, a committee will be appointed by OSPI and the recommendation of this committee will be binding to all parties. The committee would consist of a representative from each of the parties and a neutral party.
- B. It is hereby agreed that whenever an issue arises between Twin Harbor member districts concerning the operation or program offerings at Twin Harbors, it shall be resolved in accordance with the following procedure:
- 1) The matter will be presented to the Twin Harbors Administrative Council.
  - 2) If the matter is not resolved, it shall be submitted to the Administrative Council of New Market Skills Center who shall advise the Twin Harbors Administrative Council on such matter.
  - 3) If the matter is still not resolved, it shall be submitted to the Board of Directors of the Aberdeen School District.
  - 4) If the matter is still not resolved, a committee will be appointed by OSPI and the recommendation of this committee will be binding to all parties.

## **SECTION 10: WITHDRAWAL AND DISSOLUTION**

It is hereby agreed that Twin Harbors cannot withdraw from this agreement without a minimum of one year's notice to the New Market Skills Center Administrative Council, Tumwater School District and OSPI in accordance with WAC 392-600-010.

## **SECTION 11: OUTSIDE ASSISTANCE**

Twin Harbors may receive assistance from other sources provided no conflict of interest or residual obligations exist.

## **SECTION 12: ASSIGNMENT/WAIVER/SEVERABILITY**

No rights or responsibilities required and authorized by this Agreement can be assigned by any party hereto unless otherwise allowed in this Agreement. No provision of this Agreement, or the right to receive reasonable performance or any act called for by its teams, shall be deemed waived by a breach thereof as to the particular transaction or occurrence.

If any term or condition of this Agreement or application thereof to any person or circumstance is held invalid, such invalidity shall not affect other terms, conditions, or applications of this Agreement that can be given effect without the invalid term, condition, or application; to this end the terms and conditions of this Agreement are declared severable.

## **SECTION 13: AMENDMENTS**

This agreement may be amended by mutual agreement of all districts party hereto.

#### SECTION 14: SIGNATURES

By signing below, each party affirms that this Agreement has been approved by his/her Board of Directors or he/she has been given authority by such Board to enter into this Agreement. If this approval is provided through a resolution, a copy of said resolution will be attached hereto.

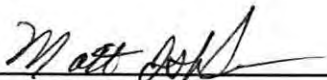
IN WITNESS THEREOF, the parties have hereunto set their hands:

\_\_\_\_\_ Date \_\_\_\_\_

Kevin Bogatin, Superintendent  
Tumwater School District No. 5  
621 Linwood Avenue  
Tumwater, WA 98512

\_\_\_\_\_ Date \_\_\_\_\_

Lynn Green, Co-Interim Superintendent  
Aberdeen School District No. 5  
216 North G Street  
Aberdeen, WA 98520

 \_\_\_\_\_ Date 7-11-2025

Matt Ishler, Executive Director  
New Market Skills Center  
7299 New Market Street SW  
Tumwater, WA 98501

**CTE Four Year Planning Requirement Template**

(formerly "District Wide Plan")

District Goal: The mission of the **Aberdeen School District** is to provide a collaborative learning community, which engages all students in learning the academic and work-life skills needed to achieve their individual potential and become responsible citizens. (Quality Criteria indicators are referenced on the Career & Technical Education Evaluation Form.)

Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
<b>Educator Licensing</b> <a href="#">WAC 181-77-014</a> <b>(Criteria 1)</b>	Collaborate with teachers to support necessary coursework for initial CTE certifications - four teachers applied for initial certificates  Document clock hours required for conditional certifications  Ensure current First Aid/CPR certification for CTE instructors	Collaborate with teachers to support necessary coursework for initial CTE certifications  Document clock hours required for conditional certifications  Ensure current First Aid/CPR certification for CTE instructors	Collaborate with teachers to support necessary coursework for initial CTE certifications  Document clock hours required for conditional certifications  Ensure current First Aid/CPR certification for CTE instructors	Collaborate with teachers to support necessary coursework for initial CTE certifications  Document clock hours required for conditional certifications  Ensure current First Aid/CPR certification for CTE instructors
<b>Curriculum, Instruction, and Evaluation</b> <a href="#">RCW 28A.700.010</a> <b>(Criteria 2)</b>	Continue the use of iCEV in FACSE, STEM  Align new CNA standards into curriculum	Monitor materials and software available across content areas for piloting, adoptions  Expand iCEV to Criminal Justice	Monitor materials and software available across content areas for piloting, adoptions  Align E-Sports modules at Miller with AHS classes	Monitor materials and software available across content areas for piloting, adoptions





# CTE Four Year Planning Requirement Template

(formerly "District Wide Plan")

Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
	<p>Incorporate the return of Jewelry course offerings in Visual Arts</p> <p>Add welding school year and summer courses</p>	<p>Offer E-Sports as a class at AHS</p> <p>Criminal Justice returns to AHS and Twin Harbors Skills Center</p> <p>Continue to incorporate Microsoft Office programs in CTE classes per advisory committee feedback</p> <p>Ensure communication skills and professionalism are embedded into various programs and lead to certification opportunities</p> <p>Implement PCT course (Patient Care Technician incorporating Phlebotomy, EKG)</p> <p>Explore curriculum options for graphics and photography classes using Adobe products</p>		

**CTE Four Year Planning Requirement Template**

(formerly "District Wide Plan")

Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
<b>Academic Integration</b> <a href="#">RCW 28A.700.010(2)(a)</a> (Criteria 3)	Explore cross crediting options for courses across the CTE program  Incorporate KAHS into video production and communications content  Expand Miller Entrepreneurship program  Expand Miller video news capacity to common areas in the building	Explore cross crediting options for courses across the CTE program  Explore Global Health content - implement phlebotomy and EKG standards  Explore options for Cosmetology cross crediting in science and/or fine arts	Explore cross crediting options for courses across the CTE program  Update all frameworks according to newly adopted state standards in 2026	Explore cross crediting options with new state standards
<b>Student Access to Program</b> <a href="#">RCW 28A.700.010</a> (Criteria 4)	Open entry into all CTE exploratory programs  Connect to after school programs for access and exposure to CTE content areas  Explore ADA accessibility to the greenhouse facilities  Incorporate all 7th grade science into CTE	Open entry into all CTE exploratory programs  Connect to after school programs for access and exposure to CTE content areas  Host elementary and or junior high student visits  High school students attend Miller and elementary career events	Open entry into all CTE exploratory programs  Connect to after school programs for access and exposure to CTE content areas  Host elementary and or junior high student visits  High school students attend Miller and elementary career events	Open entry into all CTE exploratory programs  Connect to after school programs for access and exposure to CTE content areas  Host elementary and or junior high student visits  High school students attend Miller and elementary career events

**CTE Four Year Planning Requirement Template**

(formerly "District Wide Plan")

Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
	Host family night to inform students of options  Publish annual nondiscrimination notice	Expand annual nondiscrimination notifications		
<b>Accountability</b> <a href="#">RCW 28A.700.040(1)(c)</a> (Criteria 5)	Conduct CLNA process and review relevant demographic and student performance data as available  Implement application process for some skills center programs due to capacity	Conduct CLNA process and review relevant demographic and student performance data as available  Implement application process for all skills center programs  NATEF Mid-Point Review	Conduct CLNA process and review relevant demographic and student performance data as available	Conduct CLNA process and review relevant demographic and student performance data as available
<b>Safe Practices</b> <a href="#">RCW 28A.700.010</a> (Criteria 6)	Continue OSHA certifications in construction, HVAC, welding and automotive classes  Emphasize safety guidelines in returning jewelry program  Ensure safety foundations and testing are done in classes across pathways	Ensure safety testing is done in all shop and lab classes  Ensure transition of greenhouse instructors includes safety orientation	Ensure safety testing is done in all shop and lab classes	Ensure safety testing is done in all shop and lab classes



# CTE Four Year Planning Requirement Template

(formerly "District Wide Plan")

Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
<b>Facilities</b> <a href="#">RCW 28A.700.010</a> (Criteria 7)	<p>Replace greenhouse siding - assisted by the volunteer program with Weyerhaeuser staff</p> <p>Construct overhang outside of wood shop area for covered outside work area - planning continues</p> <p>Culinary program plans - pursue grant funding and contract for kitchen revisions</p> <p>Redesign 3D Art Room for jewelry station safety</p> <p>Acquire refrigeration trainer for HVAC program</p>	<p>Construct overhang outside of wood shop area for covered outside work area</p> <p>Complete culinary kitchen revisions</p> <p>Explore purchase of venting system for gas fired furnaces for HVAC program</p> <p>Explore outdoor work station for Electrical Engineering program</p>	<p>Evaluate other needs in various program areas</p> <p>Review Room 148 for upgrades</p>	<p>Evaluate other needs in various program areas</p>
<b>Instructional Materials</b> <a href="#">RCW 28A.700.010</a> (Criteria 8)	<p>Update textbook and workbook materials in Professional Medical Careers course to align to new CNA standards</p> <p>Incorporate iCEV program in multiple program areas</p>	<p>Evaluate texts and online materials for updates, new sources</p> <p>Update Deaf Culture materials if available</p> <p>Add Robotics kits for Miller and AHS</p>	<p>Evaluate texts and online materials for updates, new sources</p>	<p>Evaluate texts and online materials for updates, new sources</p>

**CTE Four Year Planning Requirement Template**

(formerly "District Wide Plan")

Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
	Replace video equipment for streaming and recording community events	Explore resources for incorporating AI standards into various CTE courses  Identify CAD software for use in construction and STEM classes		
<b>Leadership and Employability</b> <a href="#">RCW 28A.700.010</a> (Criteria 9)	Pursue SKillsUSA at Miller for junior high students  Pre-Engineering and science students at Miller Junior High partner with community on railway project  Further explore streaming options for district events  Host the 1st ever Art Extravaganza  Host a business and community CTE showcase event  Host regional FBLA event at Grays Harbor College	Evaluate Entrepreneurship program at Miller for any changes  Continue operation of student run enterprises across all buildings  Evaluate program expansion in Career and Technical Student Organizations (FBLA, FFA, SkillsUSA, etc.)  Host a Greater Grays Harbor Inc. Business After Hours event in February for CTE Month	Continue operation of student run enterprises across all buildings  Evaluate program expansion in Career and Technical Student Organizations (FBLA, FFA, SkillsUSA, etc.) - possibilities for HLC programs  Continue Art Extravaganza and CTE Showcase events	Continue operation of student run enterprises across all buildings  Evaluate program expansion in Career and Technical Student Organizations (FBLA, FFA, SkillsUSA, etc.)  Continue Art Extravaganza and CTE Showcase

**CTE Four Year Planning Requirement Template**

(formerly "District Wide Plan")

Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
	<p>Incorporate E-Sports stations at Miller and AHS</p> <p>Expand video production work in the community</p>	<p>Continue ASL workshop, H.A.M. night and ASL performances</p> <p>Resume aquaculture lab activities</p>		
<p><b>Long Range Planning</b>  <a href="#">RCW 28A.700.010(2)(b)</a>            (Criteria 10)</p>	<p>Replace espresso machine in CAT's CAVE</p> <p>Complete greenhouse siding project</p> <p>Continue to open Snug Harbor Childcare Center to ASD5 staff members</p> <p>Pursue available grants for program updates including CORE Plus, High Demand</p>	<p>Explore options for Snug Harbor to re-open to 3 years old and above and how that aligns with HLC building construction</p> <p>Incorporate possibilities for business and marketing options in HLC with facilities through design process</p> <p>Complete wood shop overhang project</p> <p>Restore Criminal Justice skills center block program</p>	<p>Evaluate program evaluation data from advisory committees and incorporate suggestions into annual planning</p> <p>Look at proper facilities for CTE programming in the new Miller Junior High building - incorporate lab stations</p>	<p>Evaluate program evaluation data from advisory committees and incorporate suggestions into annual planning</p>
<p><b>Advisory Committee</b>  <a href="#">RCW 28A.700.020(1)</a>            (Criteria 11)</p>	<p>Annual dinner hosted by Montesano</p>	<p>Annual dinner hosted by Aberdeen</p>	<p>Annual dinner hosted by Hoquiam</p>	<p>Annual dinner hosted by Aberdeen</p>

**CTE Four Year Planning Requirement Template**

(formerly "District Wide Plan")

Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
	Update any advisory committee templates  Natural Resource committee expansion  Schedule all meetings and conduct annual business including program evaluations	Updated any advisory committee templates  Schedule all meetings and conduct annual business including program evaluations  Restore Criminal Justice advisory committee	Update any advisory committee templates  Schedule all meetings and conduct annual business including program evaluations	Update any advisory committee templates  Schedule all meetings and conduct annual business including program evaluations
<b>Program of Study</b> <a href="#">RCW 28A.700.020(2)(a)(b)</a> <b>(Criteria 12)</b>	Continue vertical alignment 7-12  Evaluate Pierce County articulation options	Explore articulations for HLC courses including hospitality and fashion design  Evaluate Pierce County articulation options Renew GHC articulations  Implement new automotive articulation with GHC  Implement new construction articulation with GHC	Renew Grays Harbor College articulations as needed  Evaluate Pierce County articulation options	Renew Grays Harbor College articulations as needed  Evaluate Pierce County articulation options

**CTE Four Year Planning Requirement Template**

(formerly "District Wide Plan")

Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
<b>Certification Work based Learning</b> <a href="#">RCW 28A.700.060(2)(c)(d)</a> (Criteria 13A, 13B)	Incorporate WBL activities into all classes  Expand certification opportunities for students in all programs  OSHA 10 in automotive and welding classes  Add forklift certification for students in automotive  EPA 608 for select individuals in Electrical Engineering program	Incorporate WBL activities into all classes  Explore safety certifications in Dragon Cafe  Expand forklift certification for students in construction program and other applicable areas  Continue to add early childhood certifications at Harbor High	Incorporate WBL activities into all classes  Expand certification opportunities for students in all programs	Incorporate WBL activities into all classes  Expand certification opportunities for students in all programs
<b>Career Guidance</b> <a href="#">RCW 28A.700.010(3)</a> (Criteria 14)	Continue Forestry field trips with Grays Harbor Youth Works  Partner with Big Brothers Big Sisters for Forestry mentors/mentees  Continue field trip and guest speaker opportunities within CTE	Expand Big Brothers Big Sisters partnership to other industry areas  Continue field trip and guest speaker opportunities within CTE programs in addition to Career Day  Continue to pursue partnerships with labor	Expand Big Brothers Big Sisters partnership to other industry areas  Continue field trip and guest speaker opportunities within CTE programs in addition to Career Day	Expand Big Brothers Big Sisters partnership to other industry areas  Continue field trip and guest speaker opportunities within CTE programs in addition to Career Day





# CTE Four Year Planning Requirement Template

(formerly "District Wide Plan")

Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
	programs in addition to Career Day	unions for construction program		
<b>Program Evaluation</b> <a href="#">RCW 28A.700.020(1)</a> (Criteria 15)	Early Achievers re-rating of Snug Harbor  Renew DOH/DSHS program approval for CNA program  Continue annual program evaluations with advisory committee members	Continue annual program evaluations with advisory committee members  Continue Early Achievers requirements  NATEF Mid-Point Review	Renew DOH/DSHS program approval for CNA program  Continue annual program evaluations with advisory committee members	Continue annual program evaluations with advisory committee members
<b>Professional Development</b> <a href="#">RCW 28A.700.005(4)</a> (Criteria 16)	Support various conferences for CTE staff that align with district and program goals	Plan CTE PD for all CTE staff for summer 2026  Support various conferences for CTE staff that align with district and program goals	Support various conferences for CTE staff that align with district and program goals	Plan CTE PD for all CTE staff for summer 2028  Support various conferences for CTE staff that align with district and program goals

Advisory Chairperson: \_\_\_\_\_

Date:

\_\_\_\_\_

CTE Director: \_\_\_\_\_

Date:

\_\_\_\_\_



Washington Office of Superintendent of

**PUBLIC INSTRUCTION**

# **CTE Four Year Planning Requirement Template**

(formerly "District Wide Plan")



Speech-Language Pathology Assisting Department - 306 NE Norton Lane McMinnville, OR 97128  
Phone: 503.589-7815 - Fax: 503. 584-7546 E-Mail: [jennie.price@chemeketa.edu](mailto:jennie.price@chemeketa.edu)

**Practicum Agreement**  
**Speech-Language Pathology Assisting Program**

**Contract No: 10880500**

**1) Parties to the Contract**

This Contract is by and between Chemeketa Community College hereafter known as College, and **Aberdeen School District** hereafter known as Contractor. College and Contractor may be hereinafter identified individually as the “Party” and collectively as the “Parties”.

**2) Recitals**

The College has established training programs providing education in Speech-Language Pathology Assisting which require the use of facilities at schools, clinics and other sites for practicum education. Contractor sites provide practicum facilities suitable for the educational needs of the program. Parties agree that mutual benefits will result from ensuring that students have opportunities for practicum education prior to entry employment as speech-language pathology assistants.

**3) Purpose of Contract**

It is the intention of the Parties to prepare students for positions requiring entry level speech-language pathology assistants. Students are expected to acquire the needed skills through participation with the Parties to this Contract.

**4) Consideration**

The Parties enter into this Contract in consideration of the mutual benefits and obligations herein.

**5) Term and termination**

This Contract shall be effective upon signature by both Parties and shall continue through September 2027 unless earlier terminated or later extended as provided herein.

- a) This agreement shall be automatically renewed in one-year increments from the original expiration date of the Contract or successive renewal periods thereafter, unless either Party notifies the other of its intention not to renew, in writing, not later than 30 days prior to the expiration date of the Contract or Contract renewal period.
- b) This Contract may be terminated by mutual consent of both Parties at any time or by either Party upon 30 days’ notice, in writing, and delivered by email, mail or in person.
- c) Either Party may terminate this agreement upon the other’s material breach of any of its terms, by giving written notice to the Party in breach at least 60 days in advance of the effective date of termination.
  - i) Cure of the breach by the Party in breach within the 60-day period shall void the notice of termination.
- d) Either Party may terminate this Contract effective upon delivery of written notice to the other Party, or at

such later date as may be established by either Party under any of the following conditions:

- i) If federal or state regulations or guidelines are modified, changed, or interpreted in such a way that the services are no longer allowable or appropriate under this Contract;
  - ii) If any license or certificate required by law or regulation to be held by Contractor or College to provide the services required by this Contract is for any reason denied, revoked, or not renewed; or
  - iii) If funding from federal, state, or other sources is not obtained or continued at levels sufficient to allow for the continuation of services, this Contract may be modified or terminated accordingly.
- e) Any such termination of this Contract shall be without prejudice to any obligations or liabilities of either Party already accrued prior to such termination.

## **6) College responsibilities**

Under the terms of this Contract the College shall:

- a) Assume full responsibility for offering an approved educational program for practicum students;
- b) Provide sustained general supervision for all practicum students and the overall coordination of training activities;
- c) Provide and plan for initial orientation and subsequent opportunities for participating College faculty and Contractor site personnel to discuss and evaluate the practicum students;
- d) Assume responsibility for all records for practicum students;
- e) Assure that the established course outline for the practicum is followed;
- f) Respect the confidential nature of student and Contractor site records;
- g) Provide Workers' Compensation Insurance coverage in the amount of \$500,000 per occurrence for registered students "on-site." Maintain, in the amount of \$1,000,000 per occurrence and \$3,000,000 in the aggregate, professional and general liability insurance for College and College's students participating in practicum placement and provide Contractor with a certificate of insurance evidencing the coverage required by this Contract upon request;
- h) Indemnify, defend and hold harmless the Contractor its officers, directors, employees and members of its staff who participate in the speech-language pathology assistant program offered through College at the Contractor's site from and against all claims, damages, losses and liabilities arising from the acts or omissions of College or College's faculty or students with respect to the speech-language pathology assistant program offered at the Contractor's site;
- i) Provide students and instructors with training about federal HIPAA regulations and any and all applicable RCW's and WAC's which implement HIPAA regulations;
- j) Require practicum students and faculty to review the institutions HIPAA guidelines prior to their assignment and to use its protocols during their clinical rotation at the Contractor sites;
- k) Ensure that practicum students assigned to the Contractor site meet both College and Contractor site standards of health and have the academic ability to profit from the experience;

- l) Schedule and assist in evaluation conferences for practicum students;
- m) Ensure that the established course outline is followed; and
- n) Ensure that practicum students will have passed a criminal background check prior to assignment to the Contractor site pursuant to WAC 181-78A-125 and RCW 28A.410.010.
- o) Comply and ensure that practicum faculty and students comply with the Family Educational Rights and Privacy Act, 20 U.S.C. Section 1232g, 34 C.F.R. Part 99; and WAC 392-172A-05180 through 392-172A-05245 with respect to the confidentiality of personally identifiable information regarding Contractor's students and education records.

## **7) Contractor responsibilities**

Under the terms of this Contract the Contractor shall:

- a) Provide practicum facilities, supervision, and guided work experience;
- b) Maintain approved standards of health care practice;
- c) Assist with evaluation of practicum student performance as needed;
- d) Accept practicum students for supervised experience and function as a site for clinical interaction hours;
- e) Provide the minimum clock hours per term of practicum experience required by the program; and
- f) Agree not to reimburse any practicum student for services provided under this Contract.

## **8) Compliance with Family Educational Rights and Privacy Act (FERPA) and College Privacy Policies**

Contractor shall maintain the confidence of practicum student educational records in accordance with FERPA, 20 U.S.C. § 1232g; 34 C.F.R. Part 99, OAR 581-021-0220 through 581-021-0440 and OAR 589-004-0100 through 589-004-0750.

- a) Confidential Information. Contractor (and any affiliates, employees and agents to whom it has disclosed Confidential Information) may use confidential information only to fulfill its obligations to College under this Contract, while using reasonable care to protect it. Contractor is responsible for any actions of its employees and agents in violation of this section.
- b) Required Disclosure. Each Party may disclose the other Party's Confidential Information when required by law but only after it, if legally permissible: (1) uses commercially reasonable efforts to notify the other Party; and (2) gives the other Party the chance to challenge the disclosure.
- c) FERPA. The Parties acknowledge that (1) College Data includes FERPA records; Contractor will be considered a "School Official" (as that term is used in FERPA and its implementing regulations) and will comply with FERPA.

## **9) Compliance with Laws**

College and Contractor certify that in performing their obligations under this Contract, they will comply with all applicable provisions of the federal, state and local laws, regulations, rules, orders, codes, administrative rules, ordinances, and College and Contractor policies applicable to the provision of services under this Contract, including, without limitation the provisions of: (i) Title VI of the Civil Rights Act of 1964; (ii) Section V of the Rehabilitation Act of 1973; (iii) the Americans with Disabilities Act of 1990 and the 2008 amendment to the Americans with Disabilities Act; (v) the Age Discrimination Act; (vi) all other

applicable requirements of federal and state civil rights and rehabilitation statutes, rules, and regulations.

a) This Contract shall be construed under the laws of the state of Washington.

#### 10) Assignment

Neither party shall not assign or transfer its interest in this Contract without the express written consent of the other Party.

#### 11) Notices

All notices and other communication required to be given to a Party under this Contract shall be sufficient if given in writing by email, by first class mail, delivery service, or delivered in person to the contact person(s) listed below:

##### College

Jennie Price MS, Instructor  
Speech Language Pathology Assistant Program  
Chemeketa Community College  
Yamhill Valley Campus  
306 Norton Lane, NE  
McMinnville, OR 97128  
Phone: 503.389.7815  
Email: [jprice59@chemeketa.edu](mailto:jprice59@chemeketa.edu)

##### Contractor

Name  
Title  
Contractor  
PO Box  
Street Address  
City, State, Zip  
Phone:  
Email: xxx@xxxxxx.com

#### Signatures

Parties concur and agree that this Contract constitutes the entire Contract between the Parties. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Contract. Parties, by the signatures below of their authorized representatives, hereby agree to be bound by its terms and conditions.

This Contract and any changes, alterations or amendments will be effective when approved in writing by the authorized representative of the Parties hereto as of the effective date set forth herein.

In witness whereof, the Parties hereto have caused this Contract to be executed on the date set forth below.

**College**

**Contractor**



7/27/2025

(Signature)

(Date)

(Signature)

(Date)

**Name: Jennie Price CCC-SLP**

**Title: Faculty**

\_\_\_\_\_  
Name (Typed or Printed)

Chemeketa Community College prohibits unlawful discrimination based on the following:

- |  |                                   |                                 |
|--|-----------------------------------|---------------------------------|
| • Race   | • Color                           | • Religion                      |
| • National Origin  | • Sex                             | • Marital Status                |
| • Disability   | • Protected Veteran Status        | • Age                           |
| • Gender   | • Gender Identity/Expression      | • Sexual Orientation            |
| • Pregnancy  | • Whistleblowing                  | • Genetic Information           |
| • Domestic Abuse Victim  | • Expunged Juvenile Record        | • Injured Workers               |
| • Protected Hairstyle (CROWN Act)  | • Political Affiliation or Belief | • Tobacco Use During Work Hours |
| • Victims of Domestic Violence (Sexual Assault, Stalking, and/or Harassment) | •                                 | •                               |

Or any other status protected by federal, state, or local law in any area, activity or operation of the College. The College also prohibits retaliation against an individual for engaging in activity protected under this policy, and interfering with the individual's rights or privileges granted under federal, state or local laws.

Under College policies, equal opportunity for employment, admission, and participation in the College's programs, services, and activities will be extended to all persons, and the College will promote equal opportunity and treatment through application of its policies and other College efforts designed for that purpose.

Section 504/ADA Coordinator Students: For concerns, inquires or complaints regarding student disability accessibility and accommodations contact: Karen Alexander, Director, Student Accessibility and Testing Services, 503.399.5276

Section 504/ADA Coordinator Employees: For concerns, inquires or complaints regarding employee disability accessibility and accommodations contact: Patrick Proctor, Associate Vice President, Human Resources, 503.315.4586

Persons having questions or concerns about Title IX, which includes gender-based discrimination, sexual harassment, sexual violence, gender-based violence, and stalking, contact the Title IX coordinator, Jon Mathis at 503-584-7323, 4000 Lancaster Dr. NE, Salem, OR 97305, or <http://go.chemeketa.edu/titleix>.

All persons having questions or concerns related to Equal Employment Opportunity or Affirmative Action should contact the Affirmative Action Officer at 503.315.4586, 4000 Lancaster Dr. NE, Salem OR 97305.

Individuals may also contact the U.S. Department of Education, Office for Civil Rights (OCR), 810 3rd Avenue #750, Seattle, WA 98104, 206.607.1600.

To request this publication in an alternative format, please call 503.399.5192. For language access please call 503.315.4586 or email [patrick.proctor@chemeketa.edu](mailto:patrick.proctor@chemeketa.edu).

**CONTRACT / AGREEMENT AMENDMENT**

<b>Contract Amendment #</b>	<b>6105-IA-0003733</b>
<b>Original Contract #</b>	<b>6105-IA-0003666</b>

This is a contract amendment form – original contract referenced above.

**ESD 113 (ESD 113)**  
6005 Tyee Drive SW · Tumwater, WA 98512  
**AND**  
**ABERDEEN SCHOOL DISTRICT (DISTRICT)**  
216 North G St · Aberdeen, WA 98520

In consideration of the promises and conditions contained herein, ESD 113 and District do mutually agree as follows:

**I. PURPOSE**

No changes

**II. RESPONSIBILITY OF ESD 113**

No changes

**III. RESPONSIBILITIES OF ABERDEEN SCHOOL DISTRICT**

No changes

**IV. TERM OF THE CONTRACT**

No changes

*M*

**V. PAYMENT PROVISIONS**

Adding student JB [REDACTED] effective September 1, 2025, increasing total Annual Tuition by \$125,000.00 (Ten months of service) and Monthly Tuition by \$12,500.00.

**SIGNATURES**

In witness whereof, ESD 113 and District certify that they have read, understand, and executed this entire agreement.

\_\_\_\_\_  
ESD 113 Authorized Signor

Date \_\_\_\_\_

\_\_\_\_\_  
District Signature

Date \_\_\_\_\_

*Original copy to be signed, returned to ESD 113 prior to the commencement of services.*

**OLYMPIC ACADEMY SOUTH PROGRAM MANAGER:** Joshua Maerzke

**PROGRAM ACCOUNT CODE:** 1250/1251

**BILLING RESPONSIBILITY** ☒ BUSINESS OFFICE (Contract will be billed exactly as written in section V. PAYMENT PROVISIONS)

**BOARD NOTIFICATION** If contract/consortium is over \$50,000, summary sent to ESD Contracts Office. ☒ YES ☐ N/A

**DISTRICT CONTACT:** STEFANIE LAMONT

**EMAIL:** SLAMONT@ASD5.ORG

**AUTHORIZED SIGNOR NAME:** ELYSSA LOUDERBACK

**EMAIL:** ELOUDERBACK@ASD5.ORG

**CONTRACT OFFICE APPROVAL** – In accordance with ESD 113 Contract Procedure 6105-P

*ESD Contracts*  
Contract Office Approval

*BT*  
Created by



**CONTRACT / AGREEMENT AMENDMENT**

**Appendix A**  
**2025-2026 Interlocal Agreement**  
**Student Tuition and Fees for Services**

**2025-26 Fee Schedule:**

**10 months of service (September through June) / Monthly rate**  
 Based upon student enrollment/disenrollment

**Olympic Academy (OA)** = \$125,000 annually per student / \$12,500 monthly per student  
**Summit (S)** = \$165,000 annually per student / \$16,500 monthly per student

**Student(s)**

Name	Gr.	SSID	Enroll Date / Withdraw Date	Level / Location	Annual Tuition	Monthly Tuition
	6		9/1/2025	OA	125,000	12,500
	6		9/1/2025	OA	125,000	12,500
					<b>\$250,000</b>	<b>\$25,000</b>

Total Annual Tuition for District as of 9/1/2025: **\$250,000**

Monthly Tuition for District beginning 9/1/2025: **\$25,000**

School District: Aberdeen School District  
 Contact Person: Dr. Richard Bates  
 Phone #: 360-538-2000  
 Email Address: RBATES@ASD5.ORG

**Initials**

District representative: \_\_\_\_\_ ESD 113 representative: \_\_\_\_\_

<b>Contract #</b>	<b>6105-IA-0003666</b>
<b>Title</b>	<b>Aberdeen SD Olympic Academy 2025-26</b>

**Contract for services provided by ESD 113 dated this 10<sup>th</sup> day of June 2025 between:**

**EDUCATIONAL SERVICE DISTRICT 113 (ESD 113)**

6005 Tyee Drive SW · Tumwater, WA 98512

AND

**ABERDEEN SCHOOL DISTRICT (DISTRICT)**

216 North G St · Aberdeen, WA 98520

In consideration of the promises and conditions contained herein, ESD 113 and District do mutually agree as follows:

**I. PURPOSE**

The purpose of this Agreement for ESD 113 is to provide district enrolled student(s) educational services through the Olympic Academy. Olympic Academy is a program operated by the ESD 113 designed to address the academic and behavioral needs of students with severe maladaptive behaviors. The two locations are:

- Olympic Academy is operated at 151 NE Hampe Way, Chehalis, WA 98532

The goal of Olympic Academy is to transition every student that we receive back to their home district. This is accomplished through consistent and honest feedback and opportunities to practice positive behaviors in a school environment. The provision of educational, instructional, or specialized services in accordance with this Agreement will improve student learning or achievement.

**II. RESPONSIBILITIES OF ESD 113 (ESD 113)**

In accordance with this Agreement, ESD 113 shall:

- 1) Create and oversee operation of Olympic Academy, a program for students with severe maladaptive behaviors.
- 2) Provide academic services and behavioral support to enrolled District students as identified in the students' IEP's.
- 3) Ensure that Olympic Academy staff are appropriately trained to work with students who become enrolled in the Olympic Academy.
- 4) Review each admitted student for appropriateness of placement by 90 school days of enrollment.
- 5) Collaborate with the District to maintain compliance in support of the District's Safety Net applications for enrolled students.
- 6) Invoice the District in accordance with Section VII.
- 7) Inform districts of classes completed per semester along with a report of appropriate additions to students' transcripts.

**III. RESPONSIBILITIES OF ABERDEEN SCHOOL DISTRICT (District)**

In accordance with this Contract the District shall:

- 1) Acknowledge that by entering into this Agreement it is causing financial commitments by other parties, and therefore, agrees not to terminate prior to the expiration date without consent of ESD 113 except when such situations are beyond control of the District (e.g. student withdraw).
- 2) Have full responsibility for the students' evaluation(s), transcript, and participation and attendance in the IEP development and meetings.
- 3) Complete all state and federal reporting for District students. The District shall report the students on the District's P223 and P223H.



- 4) Maintain all responsibilities as the resident district, including providing a free appropriate public education (FAPE). Extended school year services and assistive technology devices, as defined by the student's IEP, will be the responsibility of the District. Maintain transcripts of high school students and award diplomas when appropriate.
- 5) Ensure Olympic Academy receives all pertinent documents (e.g. IEP, evaluation, vaccination record, testing scores, transcripts, etc.).
- 6) Provide transportation of students to and from Olympic Academy and assume full responsibility for all costs associated with such transportation.
- 7) Pay ESD 113 in accordance with Section VII, the service cost required to support the District's student(s) for annual placement and services within Olympic Academy. If a student requires more intensive support or staffing beyond the basic Olympic Academy staffing (e.g. 2:1 assistant support, nursing services, specialty teacher services, etc.), the additional cost will be negotiated between Olympic Academy and the District. The additional cost will be described on Appendix A.

#### **IV. GENERAL RESPONSIBILITIES OF THE PARTIES**

ESD 113 and the District shall:

- 1) Conduct background checks on any officials, employees, volunteers or agents who may perform obligations under this Agreement and who may have contact with children in a public school or ESD 113 facility. No party/person who has plead guilty to, or been convicted of, a crime specified in RCW 28A.400.322 or WAC 170-06-0120 will be allowed to do work under this Agreement if they may have contact with children in a public school or ESD 113 facility. Failure to comply with this provision is grounds for immediate termination.
- 2) Comply with federal, state, and local laws in performing obligations under this Agreement, and any policies or regulations adopted by the Parties' boards of directors. ESD 113 or Olympic Academy operating policies will override home district policies when appropriate. If ESD 113 or Olympic Academy does not have a policy guiding action in a situation, administration will default to home district policy if it is available.
- 3) Obtain and maintain general liability coverage, including contractual liability coverage, and automobile coverage in an amount not less than \$1,000,000 per occurrence. The Parties shall, upon request, provide each other suitable evidence of coverage required.
- 4) Obtain any licenses or permits that are required to perform their respective obligations under the Agreement.
- 5) Maintain books, records, documents, data and other materials compiled and related to the performance of obligations under this Agreement for the time period required under law or any applicable grant agreement. Both Parties agree to provide access to and copies of any such books, records, documents, data or other materials to the other party upon request.
- 6) Take all necessary steps to protect the confidentiality of educational records and shall not disclose such records or the information obtained from having access to such records without obtaining the consent of the other party and the parent of the student whom the record pertains to.

#### **V. TERM OF THE CONTRACT**

The term of the Agreement is one school year, from **SEPTEMBER 1, 2025**, through **JUNE 30, 2026**. Nonrenewal notification is due to ESD 113 by May 1, 2026.



- 1) **Renewal Term.** This Agreement shall automatically be renewed for an additional one-year term (the Renewal Term) unless either party to the Agreement notifies the other party in writing prior to May 1st that it is not renewing the Agreement. The party that fails to provide written notice before May 1st shall be required to pay damages in accordance with Section VI. Changes to services ESD 113 is obligated to provide or fees the District is obligated to pay shall be addressed as Amendments to this Agreement.
- 2) **Agreement Termination.** This Agreement may be terminated by mutual agreement by the Parties.

Pursuant to Section II (4) of this Agreement, this Agreement may be terminated by ESD 113 with 30 calendar days written notice. When termination is initiated by the ESD 113, the ESD 113 shall work with the District to facilitate an orderly transition of the student back to the District or to another school district or non-public agency school, and will adjust any billing to the District to reflect prorated attendance by the student at issue.

- 3) **Damages Paid by the District for Services Provided by Certificated Employees.** If the District fails to notify ESD 113 that it is terminating this Agreement prior to the Renewal Term of May 1st and the Agreement is for services provided by ESD 113 employees who have a certificated contract with ESD 113, there will be material adverse financial consequences to ESD 113. The adverse financial consequences, or damages, will likely exceed the fee the District would have paid for the Renewal Term. If the District terminates the Agreement without giving notice prior to May 1st and ESD 113 has employed certificated staff to provide services under the Agreement, the District agrees to pay ESD 113 the amount owed for the Renewal Term as damages. The damages the District is agreeing to pay represent a reasonable reflection and estimate of the damages ESD 113 shall incur.
- 4) **Damages Paid by the District for Services Provided by Non-Certificated Employees.** If the District fails to notify ESD 113 that it is terminating this Agreement prior to the Renewal Term of May 1st and the Agreement is for services that are provided by ESD 113 employees who do not have a certificated contract with ESD 113, the damages ESD 113 shall incur may be less than the fee the District would have paid to receive the services for the Renewal Term. In that case, the District shall pay ESD 113 for damages ESD 113 incurs as a direct or indirect result of not being notified by May 1st that the District is terminating the Agreement.
- 5) **Damages Paid by ESD 113.** If ESD 113 fails to notify the District that it is terminating this Agreement prior to the Renewal Term of May 1st, ESD 113 shall pay the District the costs the District incurs up to 30 days to obtain the services ESD 113 was obligated to provide from a third party, but only to the extent the costs exceed what the District would have paid ESD 113 and the fees the District is paying the third party must be based on reasonable market rates.
- 6) **Payment.** The damages that are owed under this section shall be paid in full within thirty (30) days of receipt of an invoice. This requirement shall survive termination of the Agreement.

## **VI. PAYMENT PROVISIONS**

- 1) For satisfactory performance of the work as set forth in the "RESPONSIBILITY OF ESD 113", District agrees to pay the ESD 113 the amount as indicated on Appendix A.
- 2) ESD 113 shall invoice the District monthly, September through June. Invoices shall be paid within thirty (30) days of receipt.



- 3) Monthly fees will be prorated for the start month only. The full rate for services through the end of the term will be paid without proration (**equal monthly invoice amounts September through June**). The prorated fees (for starting month) shall be calculated based on the number of days of student attendance divided by eighteen (18), the average attendance days in a month, multiplied by the appropriate services rate.
- 4) All personal property and assets acquired or received in connection with the obligations under this Agreement, including but not limited to equipment, materials, supplies and funds, shall be owned and retained by ESD 113, both during the term of this Agreement and after the Agreement is terminated, partially or completely. Real property shall not be acquired.

## **VII. SUSPENSION AND DEBARMENT**

Per the requirements of Executive Order 12549, ESD 113 and the District certify that neither they, nor their officers, directors, general managers or persons having primary management or supervisory responsibilities, are on the Excluded Parties List Report (web address: <http://www.sam.gov>) and that they are not presently debarred, suspended, proposed for debarment, or declared ineligible or voluntarily excluded for the award of contracts by any Federal governmental agency or department. ESD 113 and the District shall provide immediate written notice to each other if, at any time during the term of this Agreement, including any renewals hereof, they learn that this certification has become erroneous by reason of changed circumstances.

## **IX. INDEMNIFICATION**

Both Parties agree to protect, defend, indemnify and hold the other party, and its directors, officers, agents and employees harmless from any and all claims and losses that are caused by the indemnifying party, or the indemnifying party's directors', officers', agents' or employees' negligent or malicious acts or omissions.

## **X. DISPUTES**

Notice of potential disputes between the District and ESD 113 on the interpretation of the content of this Agreement or any appendices must be served in writing to the other party to this Agreement. There shall be an attempt to resolve the dispute, but if resolution is not possible, each party shall submit their position and supporting documentation to the ESD 113 Board of Directors, whose decision shall be final.

## **XI. VERBAL AGREEMENTS**

This written agreement constitutes the mutual agreement of District and ESD 113 in whole. No alteration or variation of the terms of this agreement and no oral understandings or agreements not incorporated herein, shall be binding unless such amendments have been mutually agreed to in writing.

## **XII. APPLICABLE LAW**

This agreement shall be governed by the laws of the State of Washington. Venue for any legal action shall be proper only in Thurston County, Washington.

District shall comply, where applicable, with the District Work Hours and Safety Standards Act and any other applicable federal and state statutes, rules and regulations.

This Agreement is entered into in accordance with the authority granted in the Interlocal Cooperation Act, RCW 39.34.030 and provisions that authorize educational service districts and school districts to contract with each other for services, specifically 28A.310.010, 28A.310.180, 28A.310.200, 28A.320.080 and 28A.320.035.

A separate legal entity is not being created. ESD 113 shall administer the joint undertaking described in the terms of this Agreement.



### XIII. SIGNATURES

District and/or District's employee(s) or agent(s) signing this document certifies that he/she is the person duly qualified and authorized to bind the District so identified to the foregoing agreement, and under penalty of perjury certifies the federal identification number or social security number provided is correct.

### SIGNATURES

In witness whereof, ESD 113 and the District certify that they have read, understand, and executed this entire agreement.

Dr. Flip Herndon Date 6/19/2025

ESD 113 Authorized Signor

Elyssa Londerback Date 6/17/2025

District's Signature

Original copy to be signed, returned to ESD 113, and approved by its designee prior to the commencement of services.

M KS JP





# OLYMPIC ACADEMY

Capital Region ESD 113

ESD 113  
INTERLOCAL AGREEMENT AR  
FORM 6105-IA  
Page 6 of 7

## PAYMENTS

The District or its designee determines that the services or goods provided by ESD 113 are satisfactory, provided that such determination shall be made within a reasonable time and not be unreasonably withheld.

Interim payments during the contract are allowed as specified. Any date specified herein for payment(s) shall be considered extended as necessary to process and deliver a warrant for the amount(s). Such extension will be not greater than thirty (30) days following completion of the service and receipt of an appropriate invoice, whichever occurs later.

## INDEMNIFICATION

The District or its designee indemnifies and shall defend and hold ESD 113, its employees, agents and representatives, harmless from and against all third-party claims, actions, liens, suits or proceedings asserted against ESD 113 that are related to the District's obligations or performance under this Contract. The District shall timely reimburse ESD 113 for all costs, expenses, damages, losses, liabilities or obligations, including reasonable attorney's fees, incurred by ESD 113 as a result of such third-party claims, actions, liens, suits or proceedings.

## CONTRACTOR'S SIGNATURE

District and/or District's employee(s) or agent(s) signing this document certifies that he/she is the person duly qualified and authorized to bind the District so identified to the foregoing agreement, and under penalty of perjury certifies the federal identification number or social security number provided is correct.

## CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND INELIGIBILITY

If federal funds are the basis for this agreement, ESD 113 certifies that neither it nor its principals are presently debarred, declared ineligible, or voluntarily excluded from participation in transactions by any federal department or District.

OLYMPIC ACADEMY SOUTH PROGRAM MANAGER: Joshua Maerzke

PROGRAM ACCOUNT CODE: 1250/1251

BILLING RESPONSIBILITY ☒ BUSINESS OFFICE (Contract will be billed exactly as written in section V. PAYMENT PROVISIONS)

BOARD NOTIFICATION If contract/consortium is over \$50,000, summary sent to ESD Contracts Office. ☒ YES ☐ N/A

DISTRICT CONTACT: RICHARD BATES

EMAIL: RBATES@ASD5.ORG

AUTHORIZED SIGNOR NAME: ELYSSA LOUDERBACK

EMAIL: ELOUDERBACK@ASD5.ORG

CONTRACT OFFICE APPROVAL – In accordance with ESD 113 Contract Procedure 6105-P

*ESD Contracts*  
Contract Office Approval

*BT*  
Created by



**OLYMPIC**  
ACADEMY  
Capital Region ESD 113

ESD 113  
INTERLOCAL AGREEMENT AR  
FORM 6105-IA  
Page 7 of 7

**Appendix A**  
2025-2026 Interlocal Agreement  
Student Tuition and Fees for Services

**2025-26 Fee Schedule:**

**10 months of service (September through June) / Monthly rate**  
Based upon student enrollment/disenrollment

**Olympic Academy (OA)** = \$125,000 annually per student / \$12,500 monthly per student  
**Summit (S)** = \$165,000 annually per student / \$16,500 monthly per student

**Student(s)**

Name	Gr.	SSID	Enroll Date / Withdraw Date	Level / Location	Annual Tuition	Monthly Tuition
	6		9/1/2025	OA	125,000	12,500
					<b>\$125,000</b>	<b>\$12,500</b>

Total Annual Tuition for District as of 9/1/2025: **\$125,000**

Monthly Tuition for District beginning 9/1/2025: **\$12,500**

School District: Aberdeen School District  
Contact Person: Dr. Richard Bates  
Phone #: 360-538-2000  
Email Address: RBATES@ASD5.ORG

**Initials**

District representative: EL ESD 113 representative: FH



## **Hands On Children's Museum**

### **PROJECT NAME: HOCM Partnership –Aberdeen School District Project ACTION**

MOU for Project Period September 2025-2026

The Hands On Children's Museum is looking forward to partnering with you in 2025-2026.

This letter will serve as an understanding between the Hands On Children's Museum (herein referred to as "HOCM") the Aberdeen School District Before/After School Program (herein referred to as "Project ACTION").

#### **I. HANDS ON CHILDREN'S MUSEUM OBLIGATIONS**

- Ensures all HOCM staff working in Project ACTION buildings with students have appropriate background checks
- Provide an HOCM contact as your primary point person for all scheduling, logistics and activity questions: Heather Wood, Outreach Assistant Manager.
- Visit each school site (AJ West, Robert Gray, Stevens, Miller Jr. High) approx. 5 times October 2025 through May 2026. Visiting McDermoth and Central Park 2 times each during the school day.
- Additional TBD dates as funding permits and need exists
  - Potential summer session visits to the above-mentioned sites
  - Activity kits for classes with accompanying professional development for staff if desired
  - Other professional development
- All HOCM costs, including travel, will be funded through grants secured by HOCM (Goldberg Foundation and Grays Harbor Community Foundation).
- HOCM will communicate directly with sites with as much notice as possible if for any reason a visit needs to be cancelled (weather, illness, etc.) A make-up day will be scheduled if available on a date convenient to both parties.

On the day of the visits, HOCM will

- Provide two staff to facilitate activities at each site.
- Arrive and set up at designated time and then break down at end of day (approx. half an hour before and after programming).
- HOCM Program will run for an hour afterschool (we understand that each site is slightly different in timing and will adjust accordingly).
- Present activities that align with the HOCM mission and inspire Maker/Tinkering/STEAM learning.
  - Some examples include: Balls & ramps; Hex bug mazes; Toy Take Apart; Sewing projects; pegboard pinball; airplane launchers; wind tunnels; pounded plant prints; 3 Little Pigs Engineering; Circuit Blocks & Makey Makey; Wires & Pliers (jewelry and sculptures).

- If activities include natural materials that could be allergens (i.e. natural alpaca fibers), HOCM will reach out to site coordinator to be sure all children can participate. If there are children with allergies to the material, alternate activities will be chosen.
- Projects will be developmentally appropriate for age group served. Projects for Middle school site may vary more significantly than projects for elementary school sites.
- Activities can also be coordinated to align with site themes at the request of site coordinators, if planned sufficiently in advance.

Dates will be confirmed with sites, but when possible visits will occur on **Wednesdays** with 2 sites per date. Scheduling will frequently involve four staff carpooling: two will be dropped off at one school and the other two will continue on to the second school on the schedule.

## **II. PROJECT ACTION OBLIGATIONS**

- Provide room space for HOCM workshop. All regularly scheduled program staff will stay in the room and support HOCM activity program.
- Aberdeen SD will communicate with HOCM with as much notice as possible if for any reason a visit needs to be cancelled (weather, school schedule, etc.) A make-up day will be scheduled if available on a date convenient to both parties.
- Site coordinators may be asked to check allergy profiles for students if HOCM materials contain allergens.

## **III. PROHIBITION AGAINST ASSIGNMENT**

Neither this contract nor any interest therein may be assigned by either party without first obtaining the consent of the other party.

## **IV. INDEPENDENT CONTRACTOR STATUS**

HOCM and HOCM's employee(s) and agents(s) shall perform all duties pursuant to this agreement as an independent contractor. District shall not control or supervise the manner in which this agreement is performed nor withhold or pay taxes on behalf of HOCM and HOCM's employee(s) or agent(s).

## **V. INDEMNIFICATION**

To the fullest extent permitted by law, HOCM agrees to defend, indemnify and hold harmless ASD, its directors, volunteers, students and employees from and against all expenses, damages, losses, claims, and liabilities, direct, indirect or consequential (including attorney fees incurred

on such claims and in proving the right to indemnification), arising out of or resulting from the acts or omissions of HOCM or the operation of the afterschool program at ASD.

Similarly, ASD agrees to defend, indemnify and hold harmless HOCM, its directors, officers, and employees from and against all expenses, damages, losses, claims brought by third parties, and liabilities, direct, indirect, or consequential (including attorney fees incurred) arising out of or resulting from the acts or omissions of ASD and/or its employees relating to the operation and use of the afterschool program at ASD.

#### **VI. TERMINATION**

This Agreement may be terminated by either party, at any time, upon written notification thereof to the other party. The notice shall specify the date of termination. This written Agreement constitutes the mutual agreement of HOCM and ASD #5 in whole. No alteration or variation of the terms of this Agreement and no oral understandings or agreements not incorporated herein, unless made in writing between the parties hereto, shall be binding.

#### **VII. APPLICABLE LAW**

This agreement shall be governed by the laws of the State of Washington.

#### **VIII. NON-DISCRIMINATION**

No person shall, on the ground of race, creed, color, national origin, mental/physical/sensory handicap, or sex, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any activity performed pursuant to this Agreement.

#### **IX. EFFECTIVE DATE-DURATION**

This Agreement shall commence on the 1<sup>st</sup> day of October 2025. This agreement shall terminate at midnight on the 31st day of August 2026, with the sole exception of Section V (Indemnification) which shall continue to bind the parties.

#### **X. FEDERAL BACKUP WITHHOLDING INFORMATION**

HOCM certifies to ASD #5 that HOCM is not subject to backup withholding under Section 3406(a)(1)(c) of the Internal Revenue Code. HOCM agrees to notify ASD #5 in writing if this information is not true.

**XI. CERTIFICATION REGARDING DEBARMENT, SUPERVISION, AND  
ELIGIBILITY**

The contractor certifies that neither it nor its principals are presently debarred, declared ineligible, or voluntarily excluded from participation in transactions by any Federal department or agency.

IN WITNESS THEREOF, ASD and HOCM have executed this Agreement  
consisting of four pages.

\_\_\_\_\_

Meaghan Anderson

Assistant Director of Education, HOCM

\_\_\_\_\_

Date

\_\_\_\_\_

Jamie Stotler\_\_\_\_\_

Program Administrator Aberdeen School District  
Grant Administrator, 21<sup>st</sup> Century Grant

\_\_\_\_\_

Date\_\_\_\_\_

**EDUCATIONAL SERVICE DISTRICT 113**  
**INTERLOCAL AGREEMENT AR**  
**FORM 6105-IA**  
**Page 1 of 3**

<b>Contract #</b>	<b>6105-IA-0003743</b>
<b>Title</b>	<b>Aberdeen SD Network Services 2025-26</b>

**Contract for services provided by Educational Service District 113 dated this 22<sup>nd</sup> day of July 2025 between:**

**EDUCATIONAL SERVICE DISTRICT 113 (ESD113)**

6005 Tyee Drive SW · Tumwater, WA 98512

AND

**ABERDEEN SCHOOL DISTRICT (AGENCY)**

216 North G Street · Aberdeen, WA 98520-5297

In consideration of the promises and conditions contained herein, ESD113 and Agency do mutually agree as follows:

**I. PURPOSE**

The purpose of this Agreement is to provide the AGENCY Network Services technical support.

**II. RESPONSIBILITY OF ESD113**

In accordance with this Agreement, ESD113 shall provide:

- Network Monitoring and Reporting (Active Device Status Monitoring and Alerting)
- Phone and Email Support (Technical Contact Typically)
- Grandstream VoIP Phone System Maintenance and Support (Value Add)
- Remote Support via VPN Access
- Technical Support (Assist District Technical Contact)  
This can include desktop support, printers, copiers, HVAC, Lighting, servers, etc.
- Equipment Maintenance (Upgrades, Patches, Event Log Review - Typically performed after hours)
- System Changes (Firewall Rules, Content Filter Rules, Routing, VLANs, Port Assignments)
- Design Services (Connecting New Buildings, Wide Area Services, Infrastructure Changes)
- E-rate RFP Guidance and Bid Evaluation
- Emergency Support - Prioritized (Building, District, or Service Down Events)
- Knowledge Base and Experience
- Advice and Guidance on what similar districts are doing (Pros / Cons and Avoiding Pitfalls)
- Archive of written onsite notes and configuration backups
- Email System Custodial Services:
  - ESD113 shall be responsible for providing custodial services for the district's email systems, ensuring their secure operation and maintenance.
  - ESD113 will manage and safeguard the integrity and confidentiality of the district's email communications, including system backups, data retention, and security measures.
- Public Records Requests:
  - ESD113 acknowledges its obligation to assist the district with public records requests as directed by the district.
  - In the event of a public records request related to the district's email system, ESD113 shall provide reasonable assistance, subject to additional fees.
  - ESD113 will not directly respond to public records requests unless explicitly directed by the district to do so.

**III. RESPONSIBILITIES OF AGENCY**

In accordance with this Contract the Agency shall:

- Establish primary and back-up contract persons for the School District who will coordinate all Network Services activity district wide with ESD 113 personnel.
- Provide ESD 113 personnel twenty-four-hour access to District communications infrastructure or as mutually agreed upon by District and ESD 113.

EDUCATIONAL SERVICE DISTRICT 113  
INTERLOCAL AGREEMENT AR  
FORM 6105-IA  
Page 2 of 3

IV. TERM OF THE CONTRACT

The initial term start of this Contract is September 1, 2025 through August 31, 2026.

Auto-renewing? ☒ NO ☐ YES *If yes, Contract shall be automatically renewed for three years unless either party provides written notice of its election to terminate sixty days prior to the contract end date of the current year. Contract renewals may be subject to an ESD 113 board approved Cost of Living Adjustment (COLA) price increase.*

V. PAYMENT PROVISIONS

For satisfactory performance of the work as set forth in the "Responsibilities of Educational Service District 113"; the Agency shall pay **\$44,434 (Forty-four thousand, four hundred thirty-four dollars and 00/100's).**

Educational Service District 113 shall submit a properly computed invoice to the district **Monthly for \$3,702.83.**

SIGNATURES

In witness whereof, Educational Service District 113 and the Agency certify that they have read, understand, and executed this entire agreement.

\_\_\_\_\_  
Educational Service District 113 Authorized Signor

\_\_\_\_\_  
District Authorized Signor

*Original copy to be signed, returned to Educational Service District 113, and approved by its designee prior to the commencement of services.*

Bk

**EDUCATIONAL SERVICE DISTRICT 113  
INTERLOCAL AGREEMENT AR  
FORM 6105-IA  
Page 3 of 3**

**AUTHORITY**

This agreement between Educational Service District 113 and AGENCY, is entered into in accordance with the authority granted in the Interlocal Cooperation Act, RCW 39.34.030 and provisions that authorize educational service districts and school districts to contract with each other for services, specifically 28A.310.010, 28A.310.180, 28A.310.200, 28A.320.080 and 28A.320.035

The provisions of educational, instructional or specialized services in accordance with this Agreement shall improve student learning or achievement.

A separate legal entity is not being created. Educational Service District 113 shall administer the joint undertaking described in the terms of this Agreement.

**PAYMENTS**

The Agency or its designee determines that the services or goods provided by Educational Service District 113 are satisfactory, provided that such determination shall be made within a reasonable time and not be unreasonably withheld.

Interim payments during the contract are allowed as specified. Any date specified herein for payment(s) shall be considered extended as necessary to process and deliver a warrant for the amount(s). Such extension will be not greater than thirty (30) days following completion of the service and receipt of an appropriate invoice, whichever occurs later.

**INDEMNIFICATION**

The Agency or its designee indemnifies and shall defend and hold Educational Service District 113, its employees, agents and representatives, harmless from and against all third-party claims, actions, liens, suits or proceedings asserted against Educational Service District 113 that are related to the Agency's obligations or performance under this Contract. The Agency shall timely reimburse Educational Service District 113 for all costs, expenses, damages, losses, liabilities or obligations, including reasonable attorney's fees, incurred by Educational Service District 113 as a result of such third-party claims, actions, liens, suits or proceedings.

**DISPUTES**

Notice of potential disputes between the Agency and Educational Service District 113 on the interpretation of the content of this contract or any appendices must be served in writing to the other party to this contract. There shall be an attempt to resolve the dispute, but if resolution is not possible, each party shall submit their position and supporting documentation to Educational Service District 113 Board of Directors, whose decision shall be final.

**TERMINATION**

This agreement may be terminated by Educational Service District 113 or any designee thereof at any time, with or without reason, upon written notification thereof to the Agency. The notice shall specify the date of termination and shall be conclusively deemed to have been delivered and received by Agency as of midnight of the second day following the date of its posting in the United States mail addressed as first noted herein in the absence of proof of actual delivery to and receipt by Agency by mail or other means at an earlier date and/or time.

In the event of termination by Educational Service District 113, Agency shall be entitled to an equitable proration of the total compensation provided herein for uncompensated services which have been performed as of termination, and to the reimbursement of expenses incurred as of termination, but solely to the extent such expenses are reimbursable pursuant to the provision of the agreement.

**VERBAL AGREEMENTS**

This written agreement constitutes the mutual agreement of Agency and Educational Service District 113 in whole. No alteration or variation of the terms of this agreement and no oral understandings or agreements not incorporated herein, shall be binding unless such amendments have been mutually agreed to in writing.

**APPLICABLE LAW**

This agreement shall be governed by the laws of the State of Washington. Venue for any legal action shall be proper only in Thurston County, Washington. Agency shall comply, where applicable, with the Agency Work Hours and Safety Standards Act and any other applicable federal and state statutes, rules and regulations.

**CONTRACTOR'S SIGNATURE**

Agency and/or Agency's employee(s) or agent(s) signing this document certifies that he/she is the person duly qualified and authorized to bind the Agency so identified to the foregoing agreement, and under penalty of perjury certifies the federal identification number or social security number provided is correct.

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND INELIGIBILITY**

If federal funds are the basis for this agreement, Educational Service District 113 certifies that neither it nor its principals are presently debarred, declared ineligible, or voluntarily excluded from participation in transactions by any federal department or agency.

**ESD 113 PROGRAM MANAGER** Brandon Kahler

**PROGRAM ACCOUNT CODE:** 1807

**BILLING RESPONSIBILITY**

- ☐ PROGRAM (Program will be responsible for notifying Business Office when work is ready to be invoiced.)  
☒ BUSINESS OFFICE (Contract will be billed exactly as written in section V. PAYMENT PROVISIONS)

**BOARD NOTIFICATION** If contract/consortium is over \$50,000, summary sent to ESD Contracts Office.

☐ YES ☒ N/A

**AGENCY CONTACT NAME:**

**EMAIL:**

**AUTHORIZED SIGNOR NAME:** ELYSSA LOUDERBACK

**EMAIL:** ELOUDERBACK@ASD5.ORG

**CONTRACT OFFICE APPROVAL** – In accordance with Educational Service District 113 Contract Procedure 6212-P

*ESD Contracts*  
Contract Office Approval



**Capital Region ESD 113**  
*Your goals, our reason*

## **ESD 113 Network Services**

### **Rate Sheet for 2025-26**

Benefits of our annual support plans:

- Network Monitoring and Reporting (Active Device Status Monitoring and Alerting)
- Phone and Email Support (Technical Contact Typically)
- Grandstream VoIP Phone System Maintenance and Support (Value Add)
- Remote Support via VPN Access
- Technical Support (Assist District Technical Contact)  
This can include desktop support, printers, copiers, HVAC, Lighting, servers, etc..
- Equipment Maintenance (Upgrades, Patches, Event Log Review - Typically performed after hours.)
- System Changes (Firewall Rules, Content Filter Rules, Routing, VLANs, Port Assignments)
- Design Services (Connecting New Buildings, Wide Area Services, Infrastructure Changes)
- E-rate RFP Guidance and Bid Evaluation
- Emergency Support - Prioritized (Building, District, or Service Down Events)
- Knowledge Base and Experience
- Advice and Guidance on what similar districts are doing. (Pros / Cons and Avoiding Pitfalls)
- Archive of written onsite notes and configuration backups.

Contractual support visits are based around the needs of each district. Typically, a list of projects or tasks is developed in coordination with the primary technical contact at the district. Some tasks can and are performed remotely throughout the month. Routine maintenance and upgrades are generally scheduled for after-hours so as to not impact users. During each visit, there is often some amount of discussion about projects, future planning, and comparisons with what other districts around the region are doing.

Considerable time is spent developing a comprehensive understanding of the network layout within each district. Everything from network infrastructure, building and cabling layouts, servers, and storage, all the way down to computer labs and workstations. This helps us better support you as well as plan for future projects and growth. It is our belief, every district deserves high level attention to detail and expert guidance in all aspects of technology support, and planning.

Hourly billing does not include any proactive monitoring, maintenance, or ongoing support. We only work on the tasks we've specifically been instructed to assist with.





# Capital Region ESD 113

*Your goals, our reason*

## ESD 113 Network Services Fee Schedule 2025-26

Network Support Plan 1	
1 day/mo scheduled on site and/or remote support	\$12,860 annually
Network Support Plan 2	
2 day/mo scheduled on site and/or remote support	\$24,570 annually
Network Support Plan 3	
4 day/mo scheduled on site and/or remote support	\$44,434 annually
Hourly Support	
50 Hour Block	\$6,900 non-recurring
Per Hour	\$154.00

- Rates increased 2.5% to cover COLA and Benefit increases

### Cost Table Notes:

Daily rate is for an 8-hour day, which includes travel time.

Support plans can be billed annually, quarterly, or monthly.

**CONTRACT FOR PERSONAL SERVICES  
BETWEEN  
ABERDEEN SCHOOL DISTRICT #5**  
(hereinafter referred to as ASD #5)  
216 North "G" Street  
Aberdeen, WA 98520

And:

Dr. Trinity Parris  
(hereinafter referred to as Consultant)

In consideration of the promises and conditions contained herein, ASD #5 and Consultant do mutually agree as follows:

**I. DUTIES OF CONSULTANT**

Consultant shall perform the following duties to the satisfactions of ASD #5's designee:

- The consultant shall provide the following services for the 2025-2026 school year:
  - Athletic training
  - Concussion evaluation and return to play
- In order to accomplish the general objectives(s) of this agreement, Consultant shall perform the following specific duties:
  - Athletic training for the following athletic events
    - Home and away football games
    - Home boys' and girls' soccer matches
  - Concussion evaluation, parent contact and student return to play
  - Athlete pre game sports medicine services
  - Prepare annual order of medical supplies for AD to order
  - Distribute medical supplies to various team coaches
  - On call as needed for student injury assessment with parent permission
  - Other duties as mutually agreed upon via contract addendum between contractor and ASD #5
- The time schedule for completion of Consultant's duties shall be as follows:

September 1, 2025 through August 31, 2026
- The contractor shall be responsible for:
  - Certificate of Liability Insurance in the amount of \$1,000,000 naming the Aberdeen School District as the Certificate Holder.
  - Formal Physical Therapy services due to a referral specifically for physical therapy (MD, DO, ARNP, PA-C, DC) will not be billed to the school district.
  - All costs associated with the place of business when services are performed at the Doctor's clinic for items associated with the duties of this contract.
  - Criminal background check for employees working with students of ASD as part of this agreement.
  - Vaccination status on file with the HR department of ASD pursuant to state regulations.
  - Maintaining all professional licenses and certifications in order to carry out the duties of this position.

## **II. DUTIES OF ASD #5**

In consideration of Consultant's satisfactory performance of the duties set forth herein, ASD #5 shall compensate and / or reimburse the expenses of Consultant as follows:

- A. Consultant shall be compensated in the following amount: \$ 12,300 dollars.
1. Payment shall be made within a reasonable period following termination of this agreement and upon Consultant's compliance with the terms and conditions of this agreement.
  2. Progress payments shall be made, in the following amounts, upon the dates specified and in return for the partial performance, all as set forth as follows:
- | <u>Number of Payments</u> | <u>Date</u>                | <u>Amount</u>    |
|---------------------------|----------------------------|------------------|
| 12                        | Last business day of month | 1/12 of contract |
- B. All payments of compensation and expenses to consultant shall be conditioned upon Consultant's:
1. Submission of detailed vouchers which support the performance which has been rendered or pre-approved expenses incurred, for which payment is requested; and
  2. Performance to the satisfaction of Superintendent's designee: PROVIDED, that approval shall not be unreasonably withheld.
- C. Any date specified for payment(s) to Consultant shall be considered extended as necessary to process and deliver an ASD #5 warrant for the amount(s).
- D. Expenses directly related to travel for away league events will be reimbursed by the district in accordance with district policy and procedure 6213. Expenses related to travel for non-league events will be reimbursed by the ASB upon their approval of travel for the team.

## **III. PROHIBITION AGAINST ASSIGNMENT**

Neither this contract nor any interest therein may be assigned by either party without first obtaining the consent of the other party.

## **IV. OWNERSHIP OR WORK PRODUCTS AND RESTRICTION AGAINST DISSEMINATION**

All correspondence, papers, documents, reports, files, films, work products (inclusive of intellectual concepts and properties) and all copies thereof, which are received or developed by Consultant and Consultant's employee(s) and agent(s) in the course of performing, or as incident thereto, Consultant's duties pursuant to this agreement shall, immediately upon receipt, preparation, or development, become the exclusive property of ASD #5 in perpetuity for any and all purposes. All items described above shall be provided to and left with ASD #5 upon the termination of this agreement by ASD #5 and upon Consultant's performance, whichever shall occur first.

Consultant and Consultant's employee(s) and agent(s) shall not, without prior written approval of ASD #5, either during the term of this agreement or at any time thereafter, directly or indirectly, disclose or give to any state or federal government, or corporation, agency or political subdivision of any state or federal government, or any educational agency, institution or organization, any portion of the above described items and properties or any information acquired in the course of or as an incident to the performance of Consultant's duties hereunder, for any purpose or reason.

## **V. INDEPENDENT CONTRACTOR STATUS OF CONSULTANT**

Consultant and Consultant's employee(s) and agents(s) shall perform all duties pursuant to this agreement as an independent contractor. Superintendent shall not control or supervise the manner in which this agreement is performed nor withhold or pay taxes in behalf of Consultant or Consultant's employee(s) or agent(s).

## **VI. INDEMNIFICATION**

Any and all claims which hereafter arise on the part of any and all persons as a direct or indirect result of Consultant's or its employee's(') or agent's(') performance or failure to perform duties pursuant to this agreement, shall be the Consultant's sole obligation and the Consultant shall indemnify and hold harmless the Superintendent and ASD #5 in full for any and all such acts or failures to act on the part of Consultant or its employee(s) or agent(s).

## **VII. TERMINATION**

This agreement may be terminated by ASD #5 or any designee thereof, at any time, with or without reason, upon written notification thereof to the Consultant. The notice shall specify the date of termination and shall be conclusively deemed to have been delivered to and received by Consultant as of midnight of the second day following the date of its posting in the United States mail – addressed as first noted herein in the absence of proof of actual delivery to and receipt by Consultant by mail or other means at an earlier date and / or time.

In the event of termination by ASD #5, Consultant shall be entitled to an equitable portion of the total compensation provided herein for uncompensated services which have been performed as of termination and to the reimbursement of expenses incurred as of termination by solely to the extent such expenses are reimbursable pursuant to the provisions of this Agreement.

## **VIII. VERBAL AGREEMENT**

This written Agreement constitutes the mutual agreement of Consultant and ASD #5 in whole. No alteration or variation of the terms of this Agreement and no oral understandings or agreements not incorporated herein, unless made in writing between the parties hereto, shall be binding.

## **IX. APPLICABLE LAW**

This agreement shall be governed by the laws of the State of Washington.

## **X. NON-DISCRIMINATION**

No person shall, discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated your groups. No student shall be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any activity performed pursuant to this Agreement.

## XI. EFFECTIVE DATE-DURATION

This Agreement shall commence on the 1<sup>st</sup> day of September 2025. This agreement shall terminate at midnight on the last day of August 2026 with the sole exception of Sections IV (Ownership of Work Products and Restriction Against Dissemination) and VI (Indemnification) which shall continue to bind the parties, their heirs and successors.

## XII. FEDERAL BACKUP WITHHOLDING INFORMATION

The consultant certifies to ASD #5 that the Consultant is not subject to backup withholding under Section 3406(a)(1)(c) of the Internal Revenue Code. The Consultant agrees to notify ASD #5 in writing if this information is not true.

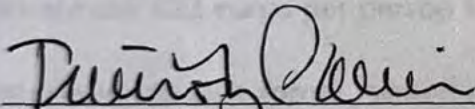
IN WITNESS THEREOF, ASD #5 and Consultant have executed this Agreement consisting of 4 pages.

## XIII. CERTIFICATION REGARDING DEBARMENT AND SUSPENSION, SUPERVISION AND ELIGIBILITY

The contractor certifies that neither it nor its principals are presently debarred, declared ineligible, or voluntarily excluded from participation in transactions by any Federal department or agency.

### CONSULTANT


The undersigned certifies that he/she is the person duly qualified and authorized to bind the Consultant so identified to the foregoing Agreement and under penalty of perjury, certifies the Social Security Number or Federal Identification Number provided is Correct.



Consultant Signature

7-22-25

Date

  
Social Security Number or Federal ID#

Are you incorporated?  
Yes \_\_\_\_\_ No ☒

Aberdeen School District Superintendent/Designee

Date





## Sports/League Photography Contract

This agreement was made on the 22nd day of July 2025 between the Aberdeen School District and Pamela Pelan Photography. During the term of this contract Pamela Pelan Photography shall be the *only* photographer and have full rights for all official team, individual and the option for "Media Day" photos taken of student athletes for Aberdeen High School (AHS) Sports Photography for the duration of the upcoming 2025-2026 school year. Even though Pamela Pelan Photography will be providing all student athletes with team, individuals, group, buddies and/or Media Day photos, ALL games, jamboree's, playoff games, including State competitions may be subject to other local and non-local photographers' work depending on what the district allows.

**Service:** Pamela Pelan Photography will provide high resolution, downloadable team, individual and group images for AHS to the Athletic Director and yearbook staff only. "Media Day" is an optional separate service by appointment only and an additional cost to the student athlete and separate from team and individual picture day.

**Give Back:** Pamela Pelan Photography agrees to give one 8x10 team photo to each head coach, \$50 for every \$250 in APC presales to each team, various other coupons, promotions and discounts.

**Scheduling:** Pamela Pelan Photography encourages all AHS coaches, student athletes and parents to be aware about picture day. All teams must be present, in full uniform and on time for their scheduled picture day. All head coaches will be responsible for scheduling and rescheduling all team photo sessions through a booking app at <https://pamelapelanpelanphotography.pixieset.com/booking/sports-shots>. Retakes *will not* be taken, unless arrangements are made with the photographer on another sports picture day as long as the other coach and/or coaches are willing.

**Location and Flow of Photographing:** AHS will provide Pamela Pelan Photography with a location to photograph and **allow** access to that location at least a half hour before the scheduled session. Team and Individual sessions usually take approximately 1 hour based on prior experience. Team photographs taken first followed by individuals. Senior groups and buddy photos are at the discretion of each coach and/or student athletes.

**Communication:** Pamela Pelan Photography requests that the AHS participates by sharing picture day information via: email, Final Forms, etc. with student athletes, parents, coaches and administration at least 2 weeks prior to picture day in order to make picture day a success for everyone.

**Transferring of Information:** To ensure optimal communication with parents and student athletes Pamela Pelan Photography requests the following data be sent via: Google Sheets in csv or xlsx format at least two weeks prior to photo day.

- Team Name and Info (ex. Varsity, JV, etc)
- Coaches Name, phone number and email
- Parents Name, phone number and email

Pamela Pelan Photography assures Aberdeen School District the above information will not be shared or misused in any way. Please sign and return the contract if you agree to the above agreement and thank you for allowing me to work with your coaches and student athletes!

Client Signature

Date

Photographer's Signature

Date

## **CERTIFICATED**

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Lilly Hamilton	Stevens Elementary	Developmental Preschool Teacher	08/27/25

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Nicole Ulakovich	AJ West Elementary	Teacher	09/08/25-12/19/25

**SUPPLEMENTAL CONTRACTS:** We recommend the Board approve the following supplemental contracts:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Heidi Armenta	Miller Jr. High School	National Board Certification stipend	2024-25
Jennifer Arquette	AJ West Elementary	National Board Certification stipend	2024-25
Mercedes Bell Taylor	McDermoth Elementary	National Board Certification stipend	2024-25
Joseph Fagerstedt	Robert Gray Elementary	National Board Certification stipend	2024-25
Dawn Fillo	Miller Jr. High School	National Board Certification stipend	2024-25
Doris Hatton	McDermoth Elementary	National Board Certification stipend	2024-25
Molly Houk	Aberdeen High School	National Board Certification stipend	2024-25
Rachel Johnson	AJ West Elementary	National Board Certification stipend	2024-25
Myka Jugum	Robert Gray Elementary	National Board Certification stipend	2024-25
Martha Lennier	Stevens Elementary	National Board Certification stipend	2024-25
Maria Mays	A. J. West Elementary	National Board Certification stipend	2024-25
Amber Melville	McDermoth Elementary	National Board Certification stipend	2024-25
Cindy Miller	A. J. West Elementary	National Board Certification stipend	2024-25
Julie Niemi	Robert Gray Elementary	National Board Certification stipend	2024-25
Donna Portmann	Aberdeen High School	National Board Certification stipend	2024-25
Jolene Powell	Miller Jr. High School	National Board Certification stipend	2024-25
Marnie Ranheim	A. J. West Elementary	National Board Certification stipend	2024-25
Rebecca Richie	McDermoth Elementary	National Board Certification stipend	2024-25
Dawn Skorzewski	Aberdeen High School	National Board Certification stipend	2024-25
Melissa Smith	Stevens Elementary	National Board Certification stipend	2024-25
Stacy Swinhart	Aberdeen High School	National Board Certification stipend	2024-25
Sara Verde	A.J. West Elementary	National Board Certification stipend	2024-25
Jessie Winter	Aberdeen High School	National Board Certification stipend	2024-25

## **CLASSIFIED**

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Addie Morrow	Central Park Elementary	SpEd Paraeducator	08/27/25
Antonia Frye	Stevens Elementary	Preschool Paraeducator	08/27/25
India Williams	Transportation	Bus Driver	08/27/25

**CHANGE OF ASSIGNMENT:** We recommend the Board approve the following classified change of assignment:

<u>Name</u>	<u>Location:</u>	<u>Position To:</u>	<u>Position From:</u>	<u>Effective Date</u>
Marisa Hernandez	District	RBt	Paraeducator	08/27/25

**CLASSIFIED (Cont'd)**

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Todd Bridge	Aberdeen High School	Head Football Coach	08/20/25
Zachary Carpenter	Aberdeen High School	Assistant Football Coach .5 FTE	08/20/25
Macoy Gronseth	Aberdeen High School	Assistant Football Coach	08/20/25
Kaj Martin	Aberdeen High School	Assistant Football Coach .5 FTE	08/20/25
Frank Matthews	Aberdeen High School	Assistant Football Coach	08/20/25
David Tarrence	Aberdeen High School	Assistant Football Coach	08/20/25
Anne Eisele	Aberdeen High School	Head Girls' Swim Coach	08/25/25
Rob Burns	Aberdeen High School	Assistant Girls' Swim Coach	08/25/25
Carly Giles	Aberdeen High School	Assistant Girls' Swim Coach .5 FTE	08/25/25
Desiree Glanz	Aberdeen High School	Head Volleyball Coach	08/25/25
Marisa Kealoha	Aberdeen High School	Assistant Volleyball Coach	08/25/25
Rees Sturm	Aberdeen High School	Assistant Volleyball Coach	08/25/25
Kyle Guggisberg	Aberdeen High School	Head Boys' Tennis Coach	08/25/25
Patric Haerle	Aberdeen High School	Assistant Boys' Tennis Coach	08/25/25
Steve Reed	Aberdeen High School	Head Cross Country Coach	08/25/25
Dennis Nelson	Aberdeen High School	Assistant Cross Country Coach	08/25/25
Brandon Ainsworth	Aberdeen High School	Head Boys' Golf Coach	08/25/25
Tristan Stutesman	Aberdeen High School	Assistant Boys' Golf Coach	08/25/25
Larry Fleming	Aberdeen High School	Head Girls' Soccer Coach	08/25/25
Lindsey Scott	Aberdeen High School	Assistant Girls' Soccer Coach	08/25/25
Summer Powell	Aberdeen High School	Assistant Cheer Coach .5 FTE	08/20/25
Christine Kincaid	Aberdeen High School	Assistant Cheer Coach .5 FTE	08/20/25
Joe Fagerstedt	Miller Jr. High	Head Football Coach	08/20/25
Jason Garman	Miller Jr. High	Assistant Football Coach	08/20/25
Charles Stover	Miller Jr. High	Assistant Football Coach	08/20/25
Breanna Gentry	Miller Jr. High	Head Girls' Soccer Coach	08/25/25
Annette Duvall	Miller Jr. High	Assistant Girls' Soccer Coach	08/25/25
Trina Wallin	Miller Jr. High	Assistant Girls' Soccer Coach	08/25/25
Jason Garman	Miller Jr. High	Head Boys' Wrestling Coach	10/27/25

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

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Jason Garman	Miller Jr. High	Assistant Wrestling Coach	07/22/25



COLLECTIVE BARGAINING AGREEMENT

Between the

ABERDEEN SCHOOL DISTRICT NO. 5

and the

GRAYS HARBOR LOCAL 275, WASHINGTON STATE COUNCIL OF  
COUNTY AND CITY EMPLOYEES, AFSCME AFL-CIO

ABERDEEN SCHOOL DISTRICT CHAPTER of MAINTENANCE AND  
OPERATIONS

**SEPTEMBER 1, 2025 TO AUGUST 31, 2030**

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## **PURPOSE OF THIS AGREEMENT**

The general purpose of this Agreement, which is in the mutual interests of the Directors of the Aberdeen School District No. 5 and the non-certificated employees of the departments hereinafter mentioned, is to provide the instrument for the conduct of orderly collective bargaining.

It is the further purpose of this Agreement to specifically provide rules and procedures for collective bargaining and conflict resolution, and to enumerate the conditions of employment.

Local 275, Washington State Council of County and City Employees of the American Federation of State, County, and Municipal Employees, AFL-CIO (The Union) is the sole bargaining Agent for the non-certificated personnel of the departments hereinafter mentioned of the Aberdeen School District No. 5 (The District).

## **ARTICLE 1 - ADMINISTRATION**

### **SECTION 1 - MEMBERSHIP**

Employees of the following departments are subject to the provisions of this Agreement:

- A. Operation (Custodian, Groundskeeper, General Laborer)
- B. Maintenance (Lead Mechanical/Electrical Technician;  
Mechanical/Electrical Technician; and Utility/Maintenance Worker).
- C. Substitute employees are not members of the bargaining unit until they work thirty (30) or more consecutive workdays in a twelve (12) month period ending in the current or immediately preceding school year. If the District has reasonable expectation that a substitute will have a duration of thirty (30) or more days, the employee shall be included in the bargaining unit.

The only provision of this Agreement applicable to substitutes shall be Article 1, Section 1; Article 4; and Article 17, Section 1.

Supervisory or managerial personnel who are employed in the above-named departments are not subject to the provisions of this Agreement.

The district shall remain neutral when communicating with employees about union membership and direct the employee to discuss union membership with a union staff representative.

For current Union members and those who choose to join the Union, the District shall deduct once each month all Union dues and fees uniformly levied and shall continue to do so such time and on conditions set forth in the authorization for payroll deduction regardless of employee's continued membership in the Union. The District shall honor the terms and conditions of each employee's authorization for payroll deduction. The District shall

transfer amounts deducted to Council 2. Authorizations for Payroll Deduction are valid whether executed in writing or electronically.

The Chapter Chair or designee shall provide a copy of the Authorization for Payroll Deduction and Representation card (Union card) to new employees at the New Member Orientation, per Section 2 of this Article.

On a monthly basis the District shall submit an electronic copy of the Authorization for Payroll Deduction and Representation via email to *C2everett@council2.com* that they have received.

The district will maintain its copies of union cards in a secure location that is available to the Union upon request with reasonable notice.

When new employees join the unit, the district will provide to the Union a complete list of all bargaining unit members that includes: Employee name, mailing address, personal phone, work email, birth date, hire date in current bargaining unit, department and monthly base wage. The employer shall rely on information provided by the exclusive bargaining representative regarding revocation of deductions. The Union shall indemnify the District and save the District harmless from any and all claims against the District arising out of administration of this article so long as the District complies with this article.

## SECTION 2 - NEW EMPLOYEE ORIENTATION

The district agrees to notify the Union staff representative and local Union President in writing of any new positions and new employees within the first week of hire. The Human Resources Department will arrange for a union official, at no loss of pay, to be granted up to thirty (30) minutes during the orientation process to provide a basic overview of the new employees' rights and responsibilities regarding union membership, dues authorizations, and Union insurance. The district will show all newly hired employees where the current agreement is posted on the ASD5 website.

## SECTION 3 - ADMINISTERING THE CONTRACT

The Superintendent or designee and one other representative of the District and the Union Chapter President and one other Union Member or Union Staff Representative will meet monthly or as needed to discuss the orderly monitoring of this contract. By mutual agreement of the parties, the number of representatives may be changed.

The District shall inform candidates for positions within the bargaining unit of the union membership requirement and shall furnish all newly hired employees with an electronic copy of the most current union agreement, with the ability to print a full copy one time on a district device.

91 **SECTION 4 - APPLICATION OF CONTRACT**

92 All provisions in this Contract shall be fairly and equitably applied to all bargaining unit  
93 employees.

94  
95 **SECTION 5 – HARASSMENT**

96 Harassment of employees based on protected legal status is prohibited in the work place by  
97 any person and in any form at any time. The District and the Union are committed to a  
98 working and learning environment that is free of discriminatory intimidation. The  
99 exploitation of authority to harass employees is a form of illegal discrimination and will not  
100 be tolerated if such conduct creates an intimidating, hostile, or offensive work environment  
101 for the employee. This will not limit the District's ability to supervise or evaluate employees  
102 as long as this action is not deemed discriminatory or arbitrary pursuant to this contract or  
103 state law. The District and Union are committed to treating such complaints or allegations  
104 with respect and confidentiality regarding the personal privacy of all concerned parties. An  
105 employee who brings a complaint can do so without fear of retaliation.

106  
107 **SECTION 6 – COMPLAINTS**

108 The District and the Union are committed to treating any complaints or allegations with respect  
109 and confidentiality regarding the personal privacy of all concerned parties.

110  
111 **ARTICLE 2 - MANAGEMENT RIGHTS**

112  
113 The customary and usual rights, powers, functions, and authority of management are vested  
114 in management officials of the District. Included in these rights in accordance with and  
115 subject to applicable laws, regulations, and the provision of this Agreement, are the right to  
116 direct the work force, the right to hire, promote, retain, transfer, and assign employees in  
117 positions; the right to suspend, discharge, demote, or take other disciplinary action against  
118 employees for cause; and the right to release employees from duties because of lack of work  
119 or for other legitimate reasons. The District shall retain the right to maintain efficiency of  
120 the District operation by determining the methods, the means, and the personnel by which  
121 such operation is conducted.

122  
123 The right to make reasonable regulations shall be considered acknowledged functions of the  
124 District. In making regulations relating to matters of working conditions, the District shall  
125 give consideration to the legal rights of the employee and, when possible, will advise the  
126 employee organization in advance of changes to existing regulations. The District retains and  
127 reserves all powers, rights, authority, duties, and responsibilities conferred by law and the  
128 regulations of the Washington Administrative Code.

129  
130  
131 **ARTICLE 3 - CONFLICT RESOLUTION**

132  
133 **DEFINITION**

134 A grievance is a claim filed by a member or members of the bargaining unit alleging that  
135 the District has violated, misinterpreted, unfairly applied or not applied any provision of

this Agreement which affects said employee(s).

Time limits may be extended by mutual consent.

This Article shall not limit an Employee's right to discuss a complaint via administrative channels and to solve this problem without resort to these grievance channels.

#### STEP ONE

Employees shall first discuss the grievance with their immediate supervisor/building administrator. If employees so wish, they may be accompanied by a Union representative. All grievances not brought to the immediate supervisor within fifteen (15) working days of the occurrence of the grievance or within fifteen (15) working days of the time the grievant should reasonably have known of the grievance shall be withdrawn and subject to no further processing. If the District fails to meet a time limit the grievance shall, at the option of the Union, proceed to the next step.

#### STEP TWO

If the grievance is not resolved to the employee's satisfaction by informal discussion with the supervisor/building administrator within ten (10) working days of the date of that discussion, the employee shall reduce to writing the statement of the grievance, including the following information:

- A. The facts on which the grievance is based including the name of the individual with whom the preliminary conference was held;
- B. A reference to the provisions in the Agreement which have been allegedly violated;
- C. The date this matter was discussed with the supervisor/building administrator; and
- D. The remedy sought.

The employee, with Union assistance if desired, shall submit the written statement of grievance to the immediate supervisor/building administrator and Union Grievance Committee and shall submit a copy to the office of the Superintendent. The Superintendent or his/her designee will have five (5) working days from the submission of the written statement to meet with the employee, who may be represented by the Union, or to set a mutually agreeable meeting date. Provided that, any public employee at any time may present his/her grievance to the District and have such grievance adjusted without the intervention of the exclusive bargaining representative, if the adjustment is not inconsistent with the terms of a collective bargaining agreement then in effect. Notification of meetings to the bargaining representative is the responsibility of the grievant. The decision of the Superintendent or his/her designee will be presented in writing to the Employee and the Union within five (5) working days following the meeting.

#### STEP THREE

If the grievance is not resolved at Step Two, the Union may refer the grievance to arbitration.

Unless the parties can mutually agree on an arbitrator, they will request from the Washington State Public Employment Relations Commission a list of eleven (11) qualified arbitrators. The parties will attempt to agree upon an arbitrator from this list. If they cannot agree within five (5) calendar days from receiving the list, a flip of the coin will determine which party strikes the first name from the list. This striking of names will alternate between the parties until one name remains and this person shall be the arbitrator. Referral to arbitration must be made within fifteen (15) working days after the decision in Step Two and will be accompanied by the following information:

- A. Nature of dispute
- B. Section(s) violated
- C. Remedy sought

In connection with any arbitration proceeding held pursuant to this Agreement, it is understood as follows:

- A. The arbitrator shall have no power to render a decision that will add to, subtract from or alter, change or modify the terms of this Agreement, and his power shall be limited to interpretation or application of the terms of this Agreement. All other matters shall be excluded from arbitration.
- B. The decision of the arbitrator shall be final, conclusive and binding upon the District, the Union, and the employee involved.
- C. The cost of the arbitrator shall be borne equally by the Union and the District. Each party shall bear the cost of presenting its own case.
- D. The arbitrator's decision shall be made in writing and shall be issued to the parties as soon as possible after the case is submitted to the arbitrator.

#### **ARTICLE 4 - HOURS OF WORK AND OVERTIME**

##### **SECTION 1 - WORKDAY**

The regularly scheduled hours of work may vary from department to department and from building to building.

##### **SECTION 2 - EMPLOYEE ASSURANCE**

The employees assure the District that they will report for work regularly during the normal work week, unless illness or some circumstances beyond their control prevent their working.

### SECTION 3 - WORK WEEK

The work week shall consist of five (5) consecutive days of eight (8) hours or less which are followed by two (2) consecutive days of rest.

An optional four ten-hour day work schedule is available for the maintenance employees year-round and for custodial employees during summer only.

- A. The employee must have the Maintenance and Custodial Manager's or building supervisor's approval to work the four ten-hour workday schedule.
- B. Holidays will be paid at eight (8) hours or the employee's normally scheduled workday (less than 8 hours). Schedules will be adjusted to reduce the number of hours worked to accommodate the holiday pay. Employees will be paid at straight time for adjusted hours worked during a holiday week.
- C. Employees working the four-ten schedule will receive overtime pay after ten (10) hours per day or forty (40) hours per week instead of after eight (8) hours per day.
- D. Vacation, sick leave, personal leave and other compensated time will be recorded on a time sheet and deducted from the employee's balance at the (10) hours per day.

### SECTION 4 – REGULAR WORK TIMES

Each work assignment will have regular starting and ending times (the same time each day).

Employees working five (5) hours or more per day will have a non-paid thirty (30) minute lunch period. Employees are entitled to a fifteen (15) minute rest break for each four (4) hours they work. If the District finds it necessary to adjust the assigned shift, the employee shall have at least one week's (five [5] work days') notice of the change. The notice requirement may be waived by mutual agreement.

### SECTION 5 – IN-SERVICE

Two (2) days of in-service training will be offered to employees each school year. One in-service day will be held outside the normal work day in the evening or on Saturday, but not on a three (3) day weekend and attendance by employees will be voluntary. Employees attending the in-service day outside of the normal work week will be paid at their overtime rate of pay if the hours are in excess of an eight (8) hour shift or a forty (40) hour week. The second in-service day will be held during the normal work week and will be paid at straight time.

Vector training shall be done during work hours. The supervisor shall work with the employee to ensure adequate time to complete the training.

### SECTION 6 - OVERTIME PAY

Overtime pay at one and one-half (1 ½) times the base hourly rate shall be paid for all time worked in excess of an eight (8) hour shift or a forty (40) hour week. Overtime pay at one and one-half (1 ½) times the base hourly rate shall be allowed for all time worked on Saturday and Sunday unless it is a flex time adjustment per Section 7 or part of the regularly



scheduled work week for an employee assigned to the Maintenance Department. All work done on paid holidays shall be paid at the rate of double the hourly rate in addition to the regular holiday pay.

When activities extend past the school's regular custodial shift, a custodian may be authorized up to two (2) hours of additional time to clean under the procedures outlined in Appendix D of this agreement - *Procedures for Custodial Coverage for Building Activities*. Any overtime required will first be offered to the employee assigned to that work area, then to other employees within the same site, by seniority, on a rotating basis.

When an issue can be resolved remotely (for example, over the telephone), and the employee does not have to physically return to work, the employee will receive overtime pay at fifteen (15) minute increments, or thirty (30) minute increments between midnight and 5:00 a.m., for time actually worked. Prior authorization to be able to work overtime remotely will be given. This provision was specifically created for the Custodial Lead position, though could apply to others with prior approval.

#### SECTION 7 – TEMPORARY FLEX TIME

Temporary changes in the regular working hours of the employee(s) for the convenience of the District and or the employee(s) shall not be construed to be in conflict with this agreement as long as mutually agreed upon by the parties.

#### SECTION 8 - CALL-OUT

If an employee (excluding lead custodian) is called back to work after leaving the job site, they will be paid for a minimum of two (2) hours at their regular rate of pay, regardless of the time actually worked. This call-out pay does not apply if the employee is informed before leaving the job site where they are expected to return later for additional work, and that work is a continuation of their regular shift. In such cases, the hours worked will be paid according to the applicable overtime rules - typically, time and a half for any hours beyond eight (8) hours in a day or forty (40) hours in a work week.

#### SECTION 9 - MONTHLY PAYMENT

Less than twelve (12) month employees shall be paid as follows: the total estimated salary shall be divided equally over eleven (12) months, and paid on the last business day of September through the last business day in August.

The employee's salary shall be adjusted monthly for time loss without pay and overtime work authorized by the District on a time sheet to time sheet basis.

#### SECTION 10

No employee will be required to take work home.

#### SECTION 11 - SCHOOL CLOSURE

In the event of an unscheduled school closure due to inclement weather or in operation, the District will request radio and television stations to announce such closure. In the event there is less than one (1) hour's prior notice given, the employees not needed will be released by their supervisors and receive a minimum of two (2) hours' pay.

If the Superintendent declares an extreme emergency and employees are required to leave the work site, the emergency leave section in Article 7 will apply. In the case of a school closure such as inclement weather, an employee who does not report to the work site or who chooses to leave the work site, must report their absence to the District and will not be compensated. However, an employee may use vacation leave, emergency leave, or personal leave in lieu of non-compensated time without the usual required notice.

If the Governor's Office or other authorized agency orders an emergency closure of schools. The district will work with the union to assess the impact.

#### SECTION 12 - USE OF PERSONAL VEHICLE

Employees required to use their automobile for travel or school business, which is approved for reimbursement, will be reimbursed at the rate authorized by the IRS. If the IRS adopts regulations that allow employees to claim more without additional reporting, the payment under this section will be adjusted accordingly.

#### SECTION 13– INSURANCE COVERAGE

The District agrees to maintain the present insurance policies or reasonably comparable coverage, if available, for the duration of this Agreement. Current policies are: Errors and Omissions, General Liability, Fire and Umbrella Excess Costs. If comparable coverage is unavailable, the Union will be informed.

#### SECTION 14 – ON CALL PAY

To meet the after-hours and emergency needs of the District, one employee from Maintenance shall be On-Call, on a rotating basis, at all times of non-scheduled work in the Maintenance Department.

The weekly On-call schedule shall be posted annually (September to August), but two weeks prior to the beginning of the school year. The On-Call schedule shall be established by seniority. Employees may opt out of the rotation provided there is adequate coverage provided. Employees may voluntarily agree to trade or reassign their scheduled On-Call day(s) to another employee with Supervisor approval.

On-Call employees shall carry and keep charged a District furnished electronic device. The On-Call employees shall be able to physically respond to the call.

Employees shall be paid \$2.00 per hour for hours where there is non-scheduled work in the Maintenance Department.

If there are no bargaining unit volunteers a supervisor or foreman may fill in for emergency responses.

## **ARTICLE 5 - HOLIDAYS**

### **SECTION 1**

The following are paid holidays for twelve (12) month employees provided that they have worked their last scheduled shift or portion thereof preceding the holiday and their first scheduled shift or portion thereof following the holiday(s) or are on paid leave. Any other paid holiday observed by the State of Washington shall be recognized for the duration of this agreement. No payment shall be received if the employee is on unpaid leave immediately before or after the holiday.

New Year's Day	Veterans' Day
Martin Luther King Day	Thanksgiving Day
Presidents' Day	Day after Thanksgiving Day
Memorial Day	Christmas Day
Independence Day	Day before or day after Christmas Day
Labor Day	Juneteenth

### **SECTION 2**

All less than twelve (12) month employees shall receive the following paid holidays that fall within their work year provided that they have worked their last scheduled shift or portion thereof preceding the holiday and their first scheduled shift or portion thereof following the holiday(s) or are on paid leave. Any other paid holiday observed by the State of Washington shall also be recognized for the duration of this agreement. No payment shall be received if the employee is on unpaid leave immediately before or after the holiday. For employees whose hours per day vary during the week, holiday pay will be based on the average hours worked per day.

New Year's Day	Veterans' Day
Martin Luther King Day	Thanksgiving Day
Presidents' Day	Day after Thanksgiving Day
Memorial Day	Christmas Day
Independence Day	Day before or day after Christmas Day
Labor Day	Juneteenth

### **SECTION 3**

If the following holidays fall on Saturday or Sunday, the Friday preceding or the Monday following will be considered as paid holidays: New Year's Day, Independence Day and Christmas Day. Employees may have their choice of Monday or Friday as long as the day off is not in conflict with the school calendar.

The day before or the day following Christmas Day may be adjusted, by mutual agreement between the supervisor and employee, as long as it is taken within the holiday break.

## **ARTICLE 6 – VACATIONS**

### **SECTION 1**

Twelve (12) month employees shall accrue vacation monthly according to years worked as follows:

One Years	10 Days per Year
Two Years	11 Days per Year
Three Years	12 Days per Year
Four Years	13 Days per Year
Five Years	14 Days per Year
Six Years	15 Days per Year
Seven Years	16 Days per Year
Eight Years	17 Days per Year
Nine Years	18 Days per Year
Ten Years	19 Days per Year
Eleven Years	20 Days per Year
Twelve Years	21 Days per Year
Thirteen Years	22 Days per Year
Fourteen Years	23 Days per Year
Fifteen Years	24 Days per Year
Sixteen Years	25 Days per Year

### **SECTION 2**

Employees shall schedule their vacation, with at least five (5) days advance notice, by mutual agreement with the Maintenance & Custodial Manager, who will attempt to grant such requests. If there is less than twenty-four (24) hours' notice given by the employee, the Maintenance and Custodial Manager may make an exception to allow leave to be authorized for emergency use. Factors that may preclude the District from granting a request are cost of substitutes, work responsibilities of the employee and any other adverse effects on the school or District. Because of site governance and differing educational programs at sites, this section may apply differently at different locations.

### **SECTION 3**

Vacation pay will be paid at the rate of the employee's regular base pay.

At the time of his/her termination, an employee who has earned, but has not received, paid vacation shall receive pay for such earned vacation. For purposes of retirement pay only, an employee can accumulate vacation to a maximum of thirty (30) days' vacation time during the twenty-four (24) months prior to retirement.

### **SECTION 4**

Employees may carry over unused accrued vacation from one school year to the next, and may accrue a maximum of the equivalent of thirty (30) days' accrual.

## **ARTICLE 7 - SICK LEAVE**

### **SECTION 1 - ACCUMULATION OF SICK LEAVE**

- A. At the beginning of each school year, all twelve (12) month employees shall be credited with an allowance of twelve (12) days sick leave. Nine (9) month employees shall be allowed ten (10) days sick leave per year. Sick leave shall be vested when earned and may accumulate up to the number of days established by RCW 28A.400.300 (180 regular days or their work year, whichever is less). Sick leave shall be accumulated and recorded and charged in a minimum of fifteen (15) minute increments. Sick leave benefits shall be paid on the basis of the hourly rate applicable to the employee's normal daily work shift. Each employee's monthly payroll statement will show the employee's accrued sick leave.
- B. Employees may vote each year to participate in VEBA, a medical benefit plan for sick leave conversion funds. If approved, funds that would otherwise be paid to the employee for unused sick leave would instead be deposited into a VEBA trust account for approved medical expenses.

### **SECTION 2 - USE OF SICK LEAVE**

An employee is authorized to use paid sick leave for the following reasons:

- A. An absence resulting from an employee's mental or physical illness, injury or health condition; to accommodate the employee's need for medical diagnosis, care or treatment of a mental or physical illness, injury or health condition; or an employee's need for preventative care.
- B. To allow the employee to provide care for a family member (as defined in Section 4 below) with a mental or physical illness, injury, or health condition; care of a family member who needs medical diagnosis, care or treatment of a mental or physical illness, injury, or health condition; or care for a family member who needs preventive medical care.
- C. When the employee's place of business has been closed by order of a public official for any health-related reason, or when an employee's child's school or place of care has been closed for such a reason.
- D. An employee is authorized to use paid sick leave for absences that qualify for leave under the Domestic Violence Leave Act, Chapter 49.76 RCW.
- E. The District may require a signed statement from a physician for any absences in excess of three (3) days due to reasons listed in Subsection A above. If the employee feels this creates an unreasonable burden, the District will evaluate their reasoning and provide an alternative.
- F. Any employee proved to have misused sick leave may be subject to immediate discipline, which could include suspension or discharge.

SECTION 3 – SICK LEAVE ATTENDANCE INCENTIVE PROGRAM.

In January of the year following any year in which a minimum of sixty (60) days of leave for illness or injury is accrued, and each January thereafter, any eligible employee may exercise an option to receive remuneration for unused leave for illness or injury accumulated in the previous year at a rate equal to one (1) day's monetary compensation of the employee for each four (4) days of accrued leave for illness or injury in excess of sixty (60) days. Leave for which compensation has been received shall be deducted from accrued leave at the rate of four (4) days for every one (1) of monetary compensation.

At the time of separation from school district employment due to retirement or death, an eligible employee or the employee's estate shall receive remuneration at the rate equal to one (1) day's current monetary compensation for each four (4) days accrued leave for illness or injury. Maximum accumulation for such remuneration under this formula shall be one hundred and eighty (180) days.

SECTION 4 - FAMILY ILLNESS

Employees will be granted leave with pay charged against sick leave to care for:

- A. A child, including a biological, adopted or foster child, stepchild, or a child to whom the employee stands in loco parentis, is legal guardian, or is a de facto parent regardless of age or dependency status;
- B. A biological, adoptive, de facto, or foster parent, step-parent, parent-in-law or legal guardian of an employee or the employee's spouse or domestic partner, or a person who stood in loco parentis when the employee was a minor child;
- C. A spouse;
- D. A domestic partner;
- E. A grandparent;
- F. A grandchild;
- G. A sibling, or
- H. Any person living with or legally dependent upon the employee.

Federal and/or State Family Leave Laws shall apply.

SECTION 5 - WORKERS' COMPENSATION

- A. The Employee shall file an application for Workers' Compensation for the period of absence from work due to injury or occupational disease resulting from employment.
- B. TIME LIMIT: All job-related accidents must be reported promptly, to the ESD 113 Workers' Compensation Trust. In the event an accident is not timely reported, a full deduction from sick leave will be made.
- C. An employee may elect to receive only Workers' Compensation rather than utilize available accumulated sick/vacation leave. An employee may elect to receive available accrued sick leave or vacation leave in addition to Workers' Compensation

time loss benefits for the number of hours/days they are disabled from work. They may supplement their Workers' Compensation benefits with sick/vacation leave up to receiving a full day's pay of sick/vacation in addition to Workers' Compensation benefits. The hours are deducted from their accrued sick/vacation leave balance.

- D. An employee who applies for Workers' Compensation and whose claim is at some point denied may use accumulated sick leave and/or vacation leave for the absence.
- E. For up to one (1) year, an employee who is on Workers' Compensation will continue to accrue seniority benefits. However, annual increment date will be adjusted to reflect the time off.
- F. The employee's same position will be held for twelve (12) months while the employee is out on Workers' Compensation. After twelve (12) months the employee will be terminated.

#### SECTION 6 - EMERGENCY LEAVE

Employees may be granted leave with pay chargeable to sick leave when absence is caused by unforeseen personal emergencies not spoken to in other sections of this Article and the leave is within the policies and procedures of the District.

### **ARTICLE 8 - LEAVE OF ABSENCE**

#### SECTION 1 - DISABILITY LEAVE

At the Employee's request, the District may grant a leave of absence for a period not to exceed twelve (12) months, without pay, to a regular employee with one or more years of service. In the event of the employee's ill health or temporary disability, the District shall grant a leave of absence for up to a period of twelve (12) months. The employee shall have ten (10) working days from the time his/her sick leave is exhausted to request a leave of absence. If the employee does not timely request a leave of absence, the Board, at its discretion, may terminate the employee's employment status without further action. State and/or Federal Family Leave Laws may apply.

- A. Leave of thirty (30) or fewer Calendar Days: The employee's position, the wage scale and seniority date will be protected. No adjustment will be made in vacation days. Other fringe benefits will be pro-rated.
- B. Leaves of Thirty-one (31) to Ninety (90) Calendar Days: The employee will not accumulate vacation time or other fringe benefits for the period of time he/she is on leave that is in excess of thirty (30) days. Job, seniority, or increment date is not affected.
- C. Leave of Ninety-one (91) Calendar Days to Twelve (12) Months: The employee will not accrue vacation time nor any other fringe benefits during the period of time in excess of thirty (30) days that the employee is on leave. The employee's job or a

comparable position will be protected. Seniority date and the annual increment date will be adjusted.

- D. Duration of Disability Leave. Unless otherwise specified by the District, the leave of absence shall begin after the employee's sick leave is exhausted and will continue for the time requested to a maximum of twelve (12) months. When requested by an employee, the Board, at its discretion, may terminate a disability leave prior to the scheduled termination date if the employee is able to perform his/her assigned duties.

## SECTION 2 - EXTENDED LEAVE

At the employee's request, the District may grant a leave of absence for a period not to exceed twelve (12) months, without pay, to a regularly employed classified staff member with one or more years of service. The employee shall request a short-term (under ten (10) working days) leave of absence as soon as the reason for the leave is known; other leave should be requested at least thirty (30) days in advance. If the Employee does not timely request a leave of absence, the Board, at its discretion, may terminate the employee's employment status without further action.

- A. Leave of Thirty (30) Calendar Days or Less: The employee's position, wage scale, and seniority date will be protected. Other benefits will be pro-rated.
- B. Leaves of Thirty-one (31) to Ninety (90) Calendar Days: The employee's job will be protected. Seniority and increment date will be adjusted and no other benefits will accrue.
- C. Leave of Ninety-one (91) Calendar Days to Twelve (12) Months: The employee will be assigned a comparable position when a position opens. Seniority and increment date will be adjusted. No other benefits will accrue.

## SECTION 3 - APPLICATION FOR LEAVE

The written request shall include the timeframe the employee intends to be out and their return date. The District shall respond to the employee's request, in writing, within 15 working days following School Board approval.

## SECTION 4 - APPLICATION FOR REINSTATEMENT

For any leave in excess of ninety (90) calendar days, the employee shall be required to make written application to the Board of Directors, through the superintendent, for reinstatement. This application should be made as soon as the date of return is known, but in any event, no later than thirty (30) days prior to the expiration of such leave. Failure to comply with the timelines for written application for reinstatement provided herein may result in termination of employment. In case of leave because of ill health or temporary disability, the application for reinstatement must be accompanied by a written statement from a licensed physician stating that the employee is able to perform his/her normally assigned duties.



## SECTION 5 – WASHINGTON PAID FAMILY MEDICAL LEAVE

Per Washington State Law (RCW Title 50A) employees may be eligible for benefits under the Paid Family and Medical Leave program to receive up to 12 weeks of paid leave for:

- Bonding after the birth or placement of a child,
- An employee's serious health condition,
- A serious health condition of a qualifying family member, and
- Certain military events.

The District shall pay 50 percent of the monthly premium for the Paid Family and Medical Leave program.

## SECTION 6 - ASSIGNMENT ON RETURN FROM LEAVE

An employee who returns from a leave will be assigned as indicated in Section 1 and Section 2 of this Article.

## SECTION 7 - PERSONAL LEAVE

An employee shall be granted two (2) days of personal leave with pay, per year, for personal reasons.

- A. Employees shall request personal leave at least two days in advance of their intent to take personal leave.
- B. Employees may not use their personal leave to extend a three-day weekend or to extend any holiday or vacation period.
- C. Except at the discretion of the Superintendent, no more than two (2) employees shall be permitted to take personal leave on any one day. Notice of intent to take the leave shall be given to the Building Administrator and/or the Maintenance and Custodial Manager, who will contact the employees regarding the availability of substitutes and whether the request can be approved and if not, the next available date of request by the employee.

Employees who do not use their personal leave during the school year may request a personal leave reimbursement in writing to the business office by June 30 of that year. Reimbursement will be based on the employee's hourly rate.

## SECTION 8 – PUBLIC OFFICE LEAVE

Employees may be granted public office leave, without pay, to serve in an elected State or Federal Government position, provided such position does not extend beyond two (2) full years. Upon return to employment with the District, the employee shall be offered a suitable position if one is vacant and the District is willing to offer it, or at the beginning of the following school year if a suitable position is not available on the date of return. All non-economic benefits provided by this Agreement shall be retained by the employee during the

leave. The employee shall notify the District if he/she wishes to return to the District the following year.

If the leave is for ninety (90) days or fewer during any one (1) school year, the employee shall be placed in the same position held prior to the commencement of the leave.

## **ARTICLE 9 - FAMILY BEREAVEMENT**

Employees will be granted a leave of absence with pay of not more than five (5) working days when the absence is occasioned by the death of father, mother, parent substitute, brother, sister, spouse, children, grandchildren, parent of spouse, grandparent, or dependent relative residing in the household of the employee of the District. One (1) day will be granted for family members not listed above. Bereavement leave is non-cumulative and is not deducted from accumulated sick leave.

At an employee's request, a Bereavement leave without pay not to exceed ten (10) working days will be granted after the leave with pay has been taken.

## **ARTICLE 10 – MATERNITY/PATERNITY LEAVE**

State and Federal Family Leave Laws shall apply.

## **ARTICLE 11 - RETIREMENT**

All eligible employees are subject to the provisions of the School Employee Retirement System and Social Security coverage.

## **ARTICLE 12 - WAGES AND BENEFITS**

### **SECTION 1 – SALARY PLACEMENT**

All employees when hired will be placed on Step 0.00 of the salary schedule. Eligibility for salary schedule advancement will be based upon the employee's years of seniority (and according to RCW 28A.400.300 (i)). Advancement from one step to another will occur only on September 1. Employees whose 1<sup>st</sup> day of work for the district occurred prior to March 1 of a year will be credited with a year of employment for salary advancement purposes. Employees whose first day of work for the District occurred on or after March 1 of a year will have zero years of salary advancement credit on the following September 1.

New employees' previous maintenance and operations employment that is determined to be "like" and "similar in nature" based upon written and signed Verification of Employment statements provided by previous employers shall be considered for salary placement purposes.

Verified and applicable previous maintenance and operations employment will be counted

as follows: Every five (5) consecutive years of "like" and "similar in nature" employment will count toward one (1) additional step increase on the appropriate salary schedule (e.g. 3 years' experience= Step 0, 5 years' experience= Step 1, etc.)

New employees will have up to 90 calendar days from the date of hire to provide written and signed Verification of Employment statements to the district for salary placement purposes. Compensation will be retroactive to the first date of employment. Substitute experience does not count for salary placement.

## SECTION 2 – LONGEVITY PAY

Employees shall be paid longevity pay in addition to their regular hourly rate. Longevity pay as follows:

- After 15 years of Service with the District (.30) thirty cents
- After 20 years of Service with the District (.40) forty cents
- After 25 years of Service with the District (.50) fifty cents
- After 30 years of Service with the District (.60) sixty cents

## SECTION 3 – TERMINATION PAY

Employees terminating their work with the District will be compensated on the district's regularly scheduled pay period only.

## SECTION 4 – PARTICIPATION IN HEALTH PLANS

Employees may participate in the School Employees Benefit Board (SEBB) insurance plan for payroll deduction. All employees working more than 630 hours per year are eligible for SEBB benefits. Benefits will be administered according to SEBB and currently include: Medical, Dental, Vision, Long-Term Disability and Retirement Subsidy. The district agrees to pass through any State allocated funds during the term of this Agreement. Employees will be required to pay the Employee portion as designated by SEBB. The district shall follow the SEBB rules and regulations. The District agrees to provide for payroll deductions as determined by employee's plan choice annually. The District will offer Section 125 deductions for all premiums allowed.

## SECTION 5 – SALARY BENEFIT FOR SUBSEQUENT YEARS

### Year 1

For the period of September 1, 2025, through August 31, 2026, Appendix A, Wage Schedule, shall be increased by \$0.25 added to Step 0 of Position 24A/25A plus 1% and the pass-through [implicit price deflator (IPD)] (2.5%) allocated and funded by the Legislature.

### Year 2

For the period of September 1, 2026, through August 31, 2027, Appendix A, Wage Schedule, shall be increased by a 3% increase inclusive of IPD, or IPD whichever is greater.

### Year 3

On or about May 1, 2027, the parties will open the agreement for the purpose of salary schedule adjustments to be effective September 1, 2027 through August 31, 2028. The District and the

Union will survey five (5) mutually agreed-upon districts for the purpose of conducting a wage comparison survey. Wages shall be increased by a 3% increase inclusive of IPD, or IPD whichever is greater.

#### Year 4

For the period of September 1, 2028, through August 31, 2029, Appendix A, Wage Schedule, shall be increased by a 3% increase inclusive of IPD, or IPD whichever is greater.

#### Year 5

On or about May 1, 2030, the parties will open the agreement for the purpose of salary schedule adjustments to be effective September 1, 2029 through August 31, 2030. The District and the Union will survey five (5) mutually agreed-upon districts for the purpose of conducting a wage comparison survey. Wages shall be increased by a 3% increase inclusive of IPD, or IPD whichever is greater.

### **ARTICLE 13 - SENIORITY**

#### **SECTION 1 — ACCRUAL**

Employees begin accruing seniority from the date they are hired as regular District employees working eighty (80) hours or more per month. Employees shall be employed for a continuous period of not less than one (1) school year before they become entitled to seniority rights. Employees shall accrue seniority on the basis of one (1) full year of seniority for each anniversary of employment, except as provided in the Leave of Absence Article. The District will provide the Union with an updated seniority list annually in December.

#### **SECTION 2 – JOB OPENINGS**

Within ninety (90) days of the occurrence of a vacant shift, it will be posted, or the District will notify the Union that the position is eliminated. Custodial positions shall be building specific. The District maintains the right to determine the number of positions and the number of hours for each position. The District has the right to post temporary positions.

Job openings in the bargaining unit will be posted at each work site within the District for five (5) working days, unless an emergency exists, before the District advertises the vacancies to outside applicants. Applications for such openings shall be made in accordance with the application procedure listed on the job announcement.

Bargaining unit candidates who meet the minimum qualifications shall be granted an interview. Bargaining unit employees shall be interviewed prior to the District's interviewing other candidates, or will be included in the initial group interview if one is held.

The District shall hire or promote the best qualified applicant for **all** job openings. When performance factors and interview evaluations are considered by the District to be substantially equal, and the bargaining unit employee's most recent evaluation was

satisfactory, seniority within an appropriate job classification for employees of the District shall be the determinant factor in filling the position.

Upon request, any bargaining unit employee not selected for a job opening will be told the reasons the successful applicant was selected, along with a constructive recommendation for performance improvement to enhance their promotability in the future.

The District agrees to involve the Union in its hiring procedures. An individual from the bargaining unit shall be selected by the Union to participate in the hiring committee, on paid work time.

The committee shall be a recommending committee to the Superintendent. The Superintendent will have the final decision as to who will be recommended to the School Board for employment. Each member of the interview committee will have equal weight in the recommendation process.

### SECTION 3 - SUMMER HELP

Less than twelve (12) month custodial employees will be offered any available custodial work during the summer prior to hiring casual and temporary custodial employees.

### SECTION 4 - LAYOFF PROCEDURE

After the Board has determined the number of positions to be filled within the District, the District shall notify the Union not less than 21 calendar days prior to the potential layoffs.

The District will give fourteen (14) calendar days' notice to those employees whose positions will be eliminated or whose hours or months will be reduced. The affected employees will have the option of retaining the position as changed or taking the position of the least senior employee which would allow the employee to maintain his/her status quo (status quo shall mean the same shift and same hours) in that job classification. The job classifications are identified as Lead Mechanical/Electrical Technician, Mechanical/Electrical Technician, Utility/Maintenance Worker, Groundskeeper, General Laborer and Custodian. Affected employees shall be allowed to bump less senior employees (by District seniority) in equal or lower classifications to positions for which they are qualified. As determined by the District, qualified shall mean having demonstrated skills and required qualifications and experience to perform the job. The District shall provide an explanation if the person is determined to be not qualified. An employee who has exercise his/her bumping rights shall serve a probation period of three (3) months. An employee who does not successfully complete this probation period shall be laid off and shall remain on the recall list for the portion of his/her twelve (12) months remaining at the time the bumping was exercised.

The last employee laid off in any given classification shall be the first employee to be returned to any opening later created in that classification for a period of one (1) calendar year from the date of layoff if the employee is available for work. Bargaining unit members will not be laid off while a specially funded ad hoc program employee is employed in a position performing basically the same duties. If advance information is available, the District will attempt to make necessary reductions via attrition.

Employees on layoff status shall file their mailing address, email address and phone number with the Human Resources Department of the District and shall thereafter promptly advise the District, in writing, of any change in contact information. An employee shall forfeit all rights to re-employment with the District if the employee does not comply with the requirement to provide a current mailing address and phone number or if the employee does not accept the offer of re-employment with the District within five (5) working days of notification.

## SECTION 5 – ESTABLISHING A HIRE DATE

The seniority of an employee shall be established as of the date on which the employee began continuous daily employment (hereinafter "hire date").

In the event more than one (1) employee in the bargaining unit set forth in this contract is awarded the same hire date, the most senior employee shall be determined as follows:

- A. The employee with the most hours scheduled on the first day of employment. In the event more than one employee has the same scheduled hours on their first day;
- B. The employee names will be placed in a hat and names will be drawn from the group and placed on the seniority list in the order drawn. A representative of the Union and a representative of the District will be present during the drawing.

## ARTICLE 14 - PROBATION PERIOD

All newly hired employees shall serve a ninety (90) work day probation period. During this period the District shall provide the direction and training normally provided a new employee. Employees will receive a 30-day and a 90-day written evaluation during the probation period.

Employees may be terminated with one (1) days' notice during the probation period and do not have recourse to the grievance procedure over such termination. All other contract provisions shall apply to probationary employees.

For the purposes of this Article, all time spent in paid leave status is considered as time worked.

## ARTICLE 15 - DISCIPLINE AND DISCHARGE

### SECTION 1 - DISCIPLINE

The following progressive disciplinary steps shall be followed prior to discharge of an employee. Written notification of unsatisfactory performance will include timelines to correct the unsatisfactory performance. Exceptions to the following step process shall occur only in the event of gross misconduct. Disciplinary action or measures shall be taken only for just cause and will usually include only the following steps:

- Oral reprimand
- Written reprimand
- Suspension with or without pay
- Termination

Oral reprimands shall be defined as those occasions in which an immediate supervisor or administrator admonishes an employee for misconduct, unsatisfactory work, or the like, and which are designated by the immediate supervisor or administrator as an oral reprimand. Counseling, giving of directions, and/or oral reprimands shall not be grievable. Any other disciplinary action or measure imposed upon an employee may be processed as a grievance through the regular grievance procedure.

Information concerning the basis for disciplinary action taken by the District shall be given to the employee in writing unless prohibited by law.

If the District has reason to reprimand an employee, it shall be normally done in a manner that will not unduly embarrass the employee.

Upon request, employees have the right to have a Union representative attend all meetings with the District which could lead to disciplinary action. Time of the meeting will be mutually scheduled.

No employee shall receive any type of discipline based on anonymous complaints without an investigation by the District. Employees have the right to involve the Union in the investigation process if they desire.

## SECTION 2 – NOTICE OF SUSPENSION AND DISCHARGE

The District shall not suspend or discharge any employee without sufficient cause. The employee will be notified within two (2) working days in advance in writing that the employee has been suspended or discharged.

The Union shall have the right to take up the suspension and/or discharge as a grievance at the second step of the grievance procedure, and the matter shall be handled in accordance with this procedure through the arbitration step if deemed necessary by the Union.

## ARTICLE 16 - JURY DUTY

An employee who is summoned to serve as a juror, or is named as a co-defendant with the District, shall receive a normal day's pay for each day of required presence in court during his regular work hours. An employee who is not selected for jury duty will report back to his/her regular job as soon as released.

## **ARTICLE 17 - MISCELLANEOUS PROVISIONS**

### **SECTION 1 – NON-DISCRIMINATION**

Neither the District, nor the Union, shall discriminate against any employee subject to this Agreement on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression, gender identity, disability, or the use of a trained dog guide or service animal by a person with a disability and provides equal access to the Boy Scouts and other designated youth groups.

### **SECTION 2 - SAVINGS CLAUSE**

If any provision of this Agreement shall be found to be contrary to law, such provision shall have effect only to the extent permitted by law and all other provisions of this Agreement shall continue in full force and effect. The parties shall meet to negotiate a replacement provision.

### **SECTION 3 - PERSONNEL FILE**

The District shall retain one official personnel file for each employee. The employee will have the right to review in the presence of the human resources administrator all material contained in his/her file in the Human Resources Department. At the request of the employee, the District will provide copies of material contained in the file. A reasonable charge may be made for providing excess copies. Employees may authorize their bargaining representative access to their personnel file to be reviewed in the presence of the human resources administrator by providing written authorization. All non-routine material placed in the file must be signed and dated by the employee.

The employee may, at his/her option, have the right to submit written comments relating to any document that is in the personnel file. The annual evaluation as well as the employee's comments and necessary supporting data may be retained in the personnel file. Material not shown to an employee within ten (10) days of receipt will not become part of the employee's personnel files.

Material relating to an offense may be removed from the employee's personnel file after two years, provided there are no infractions of a similar nature during the intervening period. Materials relating to sexual misconduct are prohibited by state law from being removed. Material relating to an offense for which an employee could have been discharged shall only be removed by mutual agreement between the employee and the District. Either the Employee or the District may initiate the action to have material removed.

### **SECTION 4 - EVALUATION FILE**

All employees will be evaluated on or before June 1 by the Maintenance/Custodial manager with input from the building administrator. Evaluation will be a continuous process based on established criteria involving employees for the purpose of improving performance.



The supervising administrator may retain an evaluation file on each employee. All non-routine material placed in the file must be signed and dated by the employee. The employee shall have the right to review this file in the presence of the evaluator. An employee who transfers will be evaluated immediately prior to the transfer. Any pertinent information relating to comments on the evaluation will be forwarded with the evaluation to the District personnel file. All other data in the administrator's evaluation file that relates to the employee will be destroyed.

#### SECTION 5 - GRIEVANCE FILE

Grievances will be kept in a separate grievance file. Only the letter outlining the final disposition of the grievance will be placed in the employee's personnel file.

#### SECTION 6 - UNION OFFICIALS

Union elected officials shall be given time off without pay to attend Union Steward training or other Union activities not to exceed sixteen (16) hours per steward per school year. Elected union officials and shop stewards shall be given time off to attend Collective Bargaining and Labor Management Committee meetings. All time away from the work site will be made up within the same week at straight time pay. Employees participating on the Hiring Committee and Benefits Advisory Committee during their regular scheduled shift will not be required to make up the time.

#### SECTION 7 - UNION MEETINGS

Employees will be allowed to attend planned and posted Union meetings not to exceed twice per month after reasonable notice and supervisor approval. Such time shall be shown on their time cards and shall be made up the same day.

#### SECTION 8 - BULLETIN BOARDS

A specific space will be provided on bulletin boards at each work site for the purpose of posting Union notices and material but cannot be used to endorse political issues or candidates.

#### SECTION 9 - SUBCONTRACTING

In accordance with applicable labor laws, the District agrees to notify the Union, in advance, of its intent to contract out any bargaining unit work in excess of the current practice. Upon such request by the Union, the District agrees to meet and negotiate the impact on the bargaining unit of such contracting out.

#### SECTION 10 - HEALTH & SAFETY

The District agrees to maintain a safe and healthful working environment and to maintain all equipment in safe working order. The employees agree to follow all safety regulations, rules and guidelines.

The District is a drug, alcohol and weapon free zone. Use or display of tobacco is prohibited on school property.

SECTION 11 – ORIENTATION

New employees may be oriented by current employees during the current employee’s shift.

SECTION 12 – JOURNEY LEVEL

Commencing September 1, 2025, employees shall be eligible for \$500 per year, who hold a Journey level license or certification.

**ARTICLE 18 – TERM OF AGREEMENT**

SECTION 1

This Agreement shall become effective September 1, 2025, and shall remain in force through August 31, 2025.

SECTION 2

All additional funds for classified employees’ salary or fringe benefits allocated and funded by the Legislature during the term of this agreement will be passed on to Employees and salary schedules will be adjusted accordingly.

Either party may open the agreement for the purpose of salary schedule adjustment as per Article 12 - Wages and Benefits, Section 5 – Salary Benefit for Subsequent Years

SIGNED this 5th day of August 2025

FOR THE UNION:

\_\_\_\_\_  
X  
\_\_\_\_\_  
X  
\_\_\_\_\_  
X  
\_\_\_\_\_

FOR THE DISTRICT:

\_\_\_\_\_  
X  
\_\_\_\_\_  
X  
\_\_\_\_\_  
X  
\_\_\_\_\_

**Aberdeen School District No. 5**  
**Procedures for Custodial Coverage for Building Activities**

**Activity During Regular Working Hours:**

- Employee or substitute will cover. No extra help or time is needed.
- Per Article 4, Section 6 of the contract: Supervisor may allow some overtime if activity extends past shift in the evening.

**Student Activities and or Student Fundraisers on the Weekend:**

- Custodian required, minimum to open, close, and clean area, restrooms and kitchen, if used
- Custodian may not be needed for the entire event depending on the needs and number of participants.

**Non-Profit Groups and Non-Student Groups:**

- Facility Use Form is required
- Custodian will be on site for duration of the event

**Rental for All Other Groups:**

- Facility Use Form is required
- Custodian is required on site for rentals of district facilities

ABERDEEN SCHOOL DISTRICT No. 5  
COUNTY/CITY WAGE SCHEDULE MAINTENANCE AND OPERATIONS EMPLOYEES  
SEPTEMBER 1, 2025 - AUGUST 31, 2026

								LONGEVITY			
POSITION		STEP 0	STEP 1	STEP 2	STEP 3	STEP 4		15 years	20 years	25 years	30 years
20A	Lead Mechanical/Electrical Technician	\$ 32.63	\$ 34.26	\$ 35.97	\$ 37.77	\$ 39.66		\$ 39.96	\$ 40.06	\$ 40.16	\$ 40.26
	Lead Custodian & Safety Officer										
21A	Mechanical/ Electrical Technician	\$ 30.02	\$ 31.52	\$ 33.10	\$ 34.75	\$ 36.49		\$ 36.79	\$ 36.89	\$ 36.99	\$ 37.09
22A	Utility/ Maintenance Worker/ Groundskeeper	\$ 28.71	\$ 30.15	\$ 31.66	\$ 33.24	\$ 34.90		\$ 35.20	\$ 35.30	\$ 35.40	\$ 35.50
	Warehouse & Distribution										
24A/25A	General Laborer/Custodian	\$ 26.10	\$ 27.41	\$ 28.78	\$ 30.22	\$ 31.73		\$ 32.03	\$ 32.13	\$ 32.23	\$ 32.33
								\$ 0.30	\$ 0.40	\$ 0.50	\$ 0.60
	Board Approved:										
	Effective: September 1, 2025										

[illegible]

<b><u>POSITION</u></b>	<b>STEP 0</b>	<b>STEP 1</b>	<b>STEP 2</b>	<b>STEP 3</b>	<b>STEP 4</b>	<b>STEP 5</b>
30B BUS DRIVER	\$28.22	\$29.63	\$31.11	\$32.66	\$34.30	\$36.01
31B COOK	\$24.83	\$26.07	\$27.38	\$28.74	\$30.18	\$31.69
32B FOOD SERVICE WORKER	\$21.85	\$22.94	\$24.09	\$25.29	\$26.56	\$27.89
33B LEAD FOOD SERVICE WORKER (SATELLITE KITCHEN)	\$22.84	\$23.99	\$25.19	\$26.44	\$27.77	\$29.15
34B Head Cook (AHS)	\$26.81	\$28.15	\$29.56	\$31.04	\$32.59	\$34.22

Board Approved:

Effective:

2.50%

ABERDEEN SCHOOL DISTRICT NO. 5  
Aberdeen, Washington  
2025-26

SUBSTITUTE SALARY SCHEDULE

1. **Substitute Certificated Employees** will be paid at the rate of **\$222.00** per (full) day.
2. **Substitute Custodial Employees** will be paid at the initial Step of the assigned M&O classification, M&O salary schedule. **\$26.10** per hour.
3. **Substitute Cafeteria Employees** will be paid at the initial Step of the assigned F&T classification, F&T salary schedule. **\$21.85** per hour.
4. **Substitute Clerical Employees** will be paid at the initial Step of the assigned PSE classification, PSE salary schedule. **\$26.78** per hour.
5. **Substitute Para-educator Employees** will be paid at the initial Step of the assigned PSE classification, PSE salary schedule **\$23.62** per hour.
6. **Substitute Maintenance Employees** will be paid at the initial Step of the assigned M&O classification, M&O salary schedule. **\$28.71** per hour.
7. **Substitute Bus Drivers** will be paid at the initial Step of the assigned F&T classification, F&T salary schedule. **\$28.22** per hour.
8. **Tutors** will be paid the current state minimum hourly wage **\$16.66 + \$2.00** per hour
9. **All Student Helpers** will be paid at the current state minimum hourly wage of **\$16.66** per hour.
10. **Interpreters** will be paid at the rate of **\$23.62** per hour.
11. **Gear Up Math and ELA Tutors** will be paid at the rate of **\$50.00** per hour.
12. **Site Coordinators** for Summer School and 21<sup>st</sup> Century/After School Program will be paid at a rate of **\$35.00** per hour.

Substitutes and student helpers will not receive fringe benefits such as vacation, insurance, etc. Affordable Care Act benefit eligibility criteria apply to substitutes and student helpers. In the event of the need for a substitute for an extended period of time or other extenuating circumstances, modifications will be made to fit the particular need as determined by the Superintendent.

**Summer Custodial or Maintenance Employees**

Short-term summer custodial or maintenance employees will be paid at the beginning step of the custodial classification. Summer employees will not receive insurance contribution or vacation pay.

Board Approved:

Effective: August 27, 2025

SCHEDULE A ABERDEEN ATHLETICS ACTIVITIES ASSOCIATION HEAD COACH SALARY SCHEDULE 2025-26

<u>HIGH SCHOOL</u> <u>ATHLETIC PROGRAM</u>	<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>
FOOTBALL	\$7,694	\$8,195	\$8,696	\$9,196
BASKETBALL	\$7,272	\$7,770	\$8,267	\$8,764
TRACK	\$6,618	\$7,103	\$7,585	\$8,069
WRESTLING	\$6,792	\$7,290	\$7,787	\$8,283
SOCCER	\$6,346	\$6,934	\$7,523	\$8,110
VOLLEYBALL	\$6,421	\$6,910	\$7,400	\$7,889
FASTPITCH	\$6,638	\$7,128	\$7,620	\$8,110
BASEBALL	\$6,638	\$7,128	\$7,620	\$8,110
CROSS COUNTRY	\$5,453	\$5,631	\$6,095	\$6,557
GOLF	\$5,213	\$5,676	\$6,139	\$6,602
TENNIS	\$5,667	\$6,167	\$6,667	\$7,168
SWIMMING	\$5,926	\$6,405	\$6,883	\$7,362
BOWLING	\$5,554	\$5,984	\$6,413	\$6,842
CHEER	\$6,370	\$6,775	\$7,179	\$7,582

Intramurals	\$	1,051		
Pre-Season:			Per	
			Activity/Day	
Head	\$	250.00	\$	50.00
Assistant	\$	162.50	\$	32.50
Post Season:				
Head	\$	250.00	\$	50.00
Assistant	\$	162.50	\$	32.50

Effective: August 15, 2025 Board approved:



SCHEDULE A ABERDEEN ATHLETICS ACTIVITIES ASSOCIATION HEAD COACH SALARY SCHEDULE 2025-26

<b><u>JUNIOR HIGH SCHOOL</u></b> <b><u>ATHLETIC PROGRAM</u></b>	<b><u>STEP 1</u></b>	<b><u>STEP 2</u></b>	<b><u>STEP 3</u></b>	<b><u>STEP 4</u></b>
FOOTBALL	\$3,771	\$4,133	\$4,496	\$4,858
BASKETBALL	\$3,451	\$3,807	\$4,164	\$4,520
TRACK	\$3,269	\$3,625	\$3,983	\$4,339
SOCCER	\$3,513	\$3,847	\$4,181	\$4,515
WRESTLING	\$3,311	\$3,646	\$3,979	\$4,314
VOLLEYBALL	\$3,426	\$3,782	\$4,140	\$4,496
CROSS COUNTRY	\$3,004	\$3,377	\$3,749	\$4,121

**ASSISTANT COACH****HIGH SCHOOL**

<b>ATHLETIC PROGRAM</b>	<b><u>STEP 1</u></b>	<b><u>STEP 2</u></b>	<b><u>STEP 3</u></b>	<b><u>STEP 4</u></b>
FOOTBALL	\$5,001	\$5,327	\$5,653	\$5,978
BASKETBALL	\$4,727	\$5,050	\$5,374	\$5,697
TRACK	\$4,323	\$4,639	\$4,953	\$5,270
WRESTLING	\$4,415	\$4,738	\$5,062	\$5,384
SOCCER	\$4,126	\$4,507	\$4,890	\$5,271
VOLLEYBALL	\$4,174	\$4,492	\$4,810	\$5,127
FASTPITCH	\$4,315	\$4,634	\$4,953	\$5,271
BASEBALL	\$4,315	\$4,634	\$4,953	\$5,271
CROSS COUNTRY	\$3,545	\$3,862	\$4,180	\$4,496
GOLF	\$3,575	\$3,892	\$4,210	\$4,527
TENNIS	\$3,684	\$4,008	\$4,334	\$4,659
SWIMMING	\$3,852	\$4,164	\$4,474	\$4,785
BOWLING	\$3,610	\$3,889	\$4,169	\$4,447
CHEER	\$4,141	\$4,404	\$4,666	\$4,928

**JUNIOR HIGH SCHOOL**

<b><u>ATHLETIC PROGRAM</u></b>	<b><u>STEP 1</u></b>	<b><u>STEP 2</u></b>	<b><u>STEP 3</u></b>	<b><u>STEP 4</u></b>
FOOTBALL	\$2,451	\$2,687	\$2,922	\$3,158
BASKETBALL	\$2,244	\$2,475	\$2,706	\$2,938
TRACK	\$2,125	\$2,357	\$2,590	\$2,821
SOCCER	\$2,284	\$2,500	\$2,718	\$2,934
WRESTLING	\$2,153	\$2,370	\$2,587	\$2,804
VOLLEYBALL	\$2,227	\$2,458	\$2,691	\$2,922
CROSS COUNTRY	\$1,953	\$2,194	\$2,437	\$2,678