



# Ephrata School District

## Special Board Meeting

---

### Date and Time

Monday September 29, 2025 at 5:30 PM PDT

### Location

357 Alder ST NW  
Ephrata, WA 98823

---

### Agenda

	Purpose	Presenter
<b>I. Work Session 5:30 pm - 6:00 pm</b>		
Introduction of New Staff		
<b>II. Opening Items</b>		
<b>A.</b> Record Attendance		
<b>B.</b> Call the Meeting to Order		Josh Sainsbury
<b>C.</b> Flag Salute		Josh Sainsbury
<b>D.</b> Public Comment		
<b>E.</b> Approve Minutes	Approve Minutes	Josh Sainsbury

	Purpose	Presenter
	Approve minutes for Board Meeting on August 25, 2025	
<b>F.</b>	Approve Minutes	Josh Sainsbury
	Approve minutes for Special Board Meeting on September 8, 2025	

### III. Action Items

<b>A.</b>	Consent Agenda	Vote	Josh Sainsbury
	i. Hires		
	a. Esthela Garcia, 6.5 Hr One-Year Temporary Special Education Para at Columbia Ridge		
	b. Andrew Jarvis, 6 Hr District Wide Safety and Security		
	c. Nayeli Alvarez, EMS Assistant Volleyball Coach		
	d. Hailey Barberi, 6.5 Hr Special Education Para at Columbia Ridge		
	e. Glenna Eilers, 1.0 Temporary District-Wide Special Education Teacher		
	f. Jamie Brown, 1.0 School Psychologist		
	g. Jana Clarke, 8 Hr High School Secretary		
	ii. Donations		
	a. Carol Moore, \$1,500 to be split between teacher classroom budgets and student needs.		
	iii. Food services will be increasing the lunch meal price from \$5.00 to \$5.50 due to meeting the minimum requirements set by the state. It was brought to our attention by our school meals specialist from OSPI. Breakfast will stay the same at \$3.50. This only affects adult meals purchased daily and 2nd meals purchased by students right now since we are CEP and all free.		
	iv. Accounts Payable & Payroll		
	a. \$1,077,565.74 8/27/25		
	b. \$310,821.22 9/15/25		
	c. \$3,374,404.78 September Payroll		
	v. Second Reading of Policy		
	1111 Oath of Office - Discretionary		
	3143 Notification and Dissemination of Information - Critical		
	3210 Nondiscrimination - Critical		
	3520 Student Fees or Charges - Critical		
	5122 Dress Code - Retired		
	6630 Driver Trainer and Responsibilities - Discretionary		

	Purpose	Presenter
6801 Capital Assests/Theft-Sensitive Assets - Critical		
<b>B.</b>	Approve Out of State Travel for FFA to Billings, MT	Vote Landra Kosa
<p>FFA would like Out-of-State Travel Approval for our Livestock Judging team to attend the NILE Livestock Evaluation contest in Billings, Montana. This is a high caliber contest with teams competing from all over the Pacific Northwest. Attending this contest will help to prepare members to be more competitive at this spring's State FFA contest.</p> <p>Trip will be October 12-14</p> <p>October 12- flying (tentative) Spokane-Billings</p> <p>October 13-Livestock Evaluation Contest- Northern International Livestock Exposition (NILE)</p>		
<b>C.</b>	Approve Out of State Travel for EHS Baseball Coaches	Vote David Tempel
<p>The EHS Baseball staff requests permission to attend the 2026 ABCA National Baseball Coaches Convention in Columbus, OH from Jan 8 - 11, 2026. This convention is nationally regarded as one of the leading conferences for baseball coaches each year. As part of our continuing education requirement, our staff would like to attend this conference once again. The cost incurred to the district would be up to four clinic registrations for the coaches attending (\$90 per coach, \$360 total), two hotel rooms at the convention center (\$1,050 for both rooms), and substitute teacher/para coverage on Thursday and Friday for our classes. Each of the four coaches would cover their own travel expenses to and from the out of state convention.</p> <p>The coaches attending would be David Tempel, David McKeenan, Dylan Stakelin, and a fourth coach if hired by then.</p>		
<b>D.</b>	Approve Teacher Teaching Out of Endorsement	Vote Aaron Cummings
<p>Rosa Placido Barajas - English at Ephrata High School - On Mondays, Rosa will regularly attend the English Department's PLC to discuss curriculum content for learning center courses.</p>		

Out of Endorsement Area Course Assignment School district response and support for nonmatched endorsements to course assignment of teachers is outlined in WAC 181-82-110. According to the WAC, individuals with initial, residency, endorsed continuing, or professional teacher certificates who are employed with a school district under RCW 28A.405.210 may be assigned to classes other than in their areas of endorsement. If teachers are so assigned, the following shall apply:

1. A designated representative of the district and any such teacher so assigned shall mutually develop a written plan for a reasonable amount of planning and study time associated specifically with the out-of-endorsement assignment;
2. Such teachers shall not be subject to nonrenewal or probation based on evaluations of their effectiveness in the out-of-endorsement assignments;
- 3.

	Purpose	Presenter
--	---------	-----------

Such teaching assignments shall be approved by a formal vote of the local school board for each teacher so assigned.

#### IV. Non-Action Items

- |           |   |         |                               |
|-----------|---|---------|-------------------------------|
| <b>A.</b> | National LegoRobotics Trip Update   | FYI     | Rachel Boruff and Julie Jenne |
| <b>B.</b> | Budget Report   | FYI     | Allison Razey                 |
| <b>C.</b> | Superintendent Report   | FYI     | Ken Murray                    |
| <b>D.</b> | Legislative Update  | FYI     | Mike Fleurkens                |
| <b>E.</b> | First Reading of Policy   | Discuss |                               |
|           | 2020 Course Design Selection and Adoption of Instructional Materials- Critical  |         |                               |
|           | 3241 Student Discipline - Critical  |         |                               |
| <b>F.</b> | Procedure Updates   | FYI     |                               |
|           | 2020 Course Design Selection and Adoption of Instructional Materials - Critical |         |                               |
|           | 2161 Special Education and Related Services - Critical                          |         |                               |
|           | 3114 Homeschooling- Important   |         |                               |
|           | 3122 Excused and Unexcused Absences - Critical                                  |         |                               |
|           | 3520 Student Fees, Fines, and Charges - Critical                                |         |                               |
|           | 4120 School Support Organizations - Discretionary                               |         |                               |
|           | 6801 Capital Assests - Theft-Sensitive Assests - Critical                       |         |                               |

#### V. Closing Items

- |           |                 |  |                |
|-----------|-----------------|--|----------------|
| <b>A.</b> | Adjourn Meeting |  | Josh Sainsbury |
|-----------|-----------------|--|----------------|

# Coversheet

## Approve Minutes

<b>Section:</b>	II. Opening Items
<b>Item:</b>	E. Approve Minutes
<b>Purpose:</b>	Approve Minutes
<b>Submitted by:</b>	
<b>Related Material:</b>	Minutes for Board Meeting on August 25, 2025

DRAFT



# Ephrata School District

## Minutes

### Board Meeting

---

#### Date and Time

Monday August 25, 2025 at 6:00 AM

#### Location

357 Alder ST NW  
Ephrata, WA 98823

---

#### Directors Present

Casey Devine, James Adams, Josh Sainsbury, Mike Fleurkens

#### Directors Absent

Matthew Truscott

#### Guests Present

Aaron Cummings, Allison Razey, Cathy Wulf, Ken Murray, Roberto Araujo, Sarah Morford

---

### I. Opening Items

#### A. Record Attendance

#### B. Call the Meeting to Order

James Adams called a meeting of the board of directors of Ephrata School District to order on Monday Aug 25, 2025 at 6:01 AM.

#### C. Flag Salute

Director Adams asked all present to stand for the flag salute.

#### **D. Public Comment**

There were no individuals signed in to speak to the board.

#### **E. Changes or Additions to the Agenda**

Item II.A.iii needs updated. High School annual cost has not been confirmed with the annual advisor. The Board will approve this up to \$70, if it is higher it will be brought to the board again.

Item II.A.iv needs updated. High School Band does not do the Moses Lake parade any longer, we need to add the Wenatchee Apple Blossom and the Fall Jazz Festival.

Item II.A.v need to add FFA Nationals - TBD and High School ASB Leadership - TBD, both are overnight trips.

Josh Sainsbury made a motion to add the changes to the consent agenda.

Mike Fleurkens seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **F. Approve Minutes**

Casey Devine made a motion to approve the minutes from Regular Board Meeting on 07-28-25.

Josh Sainsbury seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **II. Action Items**

#### **A. Consent Agenda**

Mike Fleurkens made a motion to approve the Consent Agenda with the updated changes.

Josh Sainsbury seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **B. Resolution 2024-2025-10 Current Index of Public Records**

Josh Sainsbury made a motion to approve Resolution 2024-2025-10 Current Index of Public Records.

Casey Devine seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **C. Approve Purchase of Refrigerated Vending Machine at Ephrata High School**

A refrigerated school meal vending machine will be installed at Ephrata High School this fall to increase student participation and provide faster access to meals. The machine is expected to be operational in October and will offer a selection of sandwiches, salads and parfaits on demand during school meal times. It can serve up to 200 meals per day, helping to reduce long lines and giving students quicker access to food. Other districts using similar machines have seen significant increases in meals served, ensuring more students eat while also maximizing federal reimbursement for the district's food service program. The new vending machine comes from Venducation LLC of Stanwood, WA for a total purchase price of \$16,692.

#### **D. Teacher Teaching Out of Endorsement**

Casey Devine made a motion to approve teachers teaching out of endorsement.  
Josh Sainsbury seconded the motion.  
The board **VOTED** unanimously to approve the motion.

### **III. Non-Action Items**

#### **A. Budget Report**

Finance Director, Allison Razey, reviewed the July budget report with the Board.

#### **B. Superintendent Report**

1. On August 14, 2025, the State Board of Education (SBA) granted full certification to the Ephrata School District for the 25/26 school year.
2. Update on Summer Projects: a) Tiger Cub Preschool Deck replacement is nearing completion, b) the ADA accessible playground at EMS is almost completed as well and running water has been re-established at the Middle School portable, c) the High School roof looks like it is going to require a full replacement due to ongoing leaks and the end of life for a previous overlay installed about 10 years ago. The District is exploring funding options. The replacement project is projected for next summer, after securing bids in the spring, d) the High School asphalt tennis courts are in poor condition with uneven surfaces, making them unplayable. We are looking at options for repair including replacing the asphalt courts with concrete to replicate the original, durable concrete courts. The plan is to patch three courts for the upcoming spring season and undertake a full renovation the following year, e) The next facility meeting is scheduled for September 15th to finalize a pre-bond package for a potential February bond measure.

#### **C. Legislative Update**

The WSSDA General Assembly will take place on September 20th. Director Fleurkens has signed the District up to partake in the General Assembly. The Board should meet to discuss and reach a consensus on what amendments they will be voting for this year. The Board has agreed to hold a Special Meeting on September 8, 2025 to approve which amendments they will support this year in the General Assembly.

#### **D.**



### **First Reading of Policy**

- 1111 - Oath of Office - Discretionary
- 3143 - Notification and Dissemination of Information about Student Offenses and Notifications of Threats of Violence or Harm - Critical
- 3210 - Nondiscrimination - Critical
- 3520 - Student Fees, Fines or Charges - Critical
- 4260 - Use of School Facilities - Critical
- 5122 - Staff Dress Code - Retired
- 6630 - Driver Trainer and Responsibilities - Discretionary
- 6801 - Capital Assets - Theft Sensitive Assets - Critical

### **E. Procedure Updates**

- 3420P - Anaphylaxis Prevention and Response - Critical
- 3420P - Child Abuse and Neglect - Important
- 4040P - Public Records Request - Important
- 4120P - School Support Organizations - Discretionary

## **IV. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:56 AM.

Respectfully Submitted,  
James Adams

# Coversheet

## Approve Minutes

<b>Section:</b>	II. Opening Items
<b>Item:</b>	F. Approve Minutes
<b>Purpose:</b>	Approve Minutes
<b>Submitted by:</b>	
<b>Related Material:</b>	Minutes for Special Board Meeting on September 8, 2025

DRAFT



# Ephrata School District

## Minutes

### Special Board Meeting

---

#### Date and Time

Monday September 8, 2025 at 5:30 PM

#### Location

357 Alder ST NW  
Ephrata, WA 98823

---

#### Directors Present

Casey Devine, James Adams, Josh Sainsbury, Matthew Truscott, Mike Fleurkens

#### Directors Absent

*None*

#### Guests Present

Cathy Wulf, Ken Murray

---

### I. Opening Items

#### A. Record Attendance

#### B. Call the Meeting to Order

James Adams called a meeting of the board of directors of Ephrata School District to order on Monday Sep 8, 2025 at 5:30 PM.

#### C. Flag Salute

Director Adams asked all present to stand for the flag salute.

#### **D. Public Comment**

There were no individuals signed in to speak to the Board.

### **II. WSSDA General Assembly Preparation**

#### **A. Review WSSDA Legislative Priorities and Position Proposals**

Each proposal was briefly discussed and positions in alignment with current district needs and established priorities were developed. These positions are as follows:

Support Amendments 1, 4, 5, 6, 7, 8, 9, 10, 11, 12, A13\*, 13\*, 14, 15, 16, 23 and A25

Oppose Amendments 2, 3, 17, 18, 22, 24, 25, 26 and 27

*\*Amendment A13 and 13 should both be supported but A13 should be supported before 13.*

#### **B. Discuss District Positions on Submitted Proposals**

Mike Fleurkens made a motion to approve the district positions established during the WSSDA Legislative Priorities and Positions Proposals discussion.

Josh Sainsbury seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **C. Confirm Voting Delegate and Alternates for the General Assembly**

Josh Sainsbury made a motion to approve Mike Fleurkens as the voting delegate and Matthew Truscott as the alternate for WSSDA General Assembly.

Casey Devine seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **D. Identify Questions, Clarifications, or Requests for Additional Information Prior to Assembly**

Mike Fleurkens will determine the WSSDA General Assembly protocols when there is an amendment to an amendment. For example, Amendments A13 and 13. Once these protocols are determined, they will be shared with Superintendent, Ken Murray, who will share them with all school board directors.

### **III. Closing Items**

#### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:11 PM.

Respectfully Submitted,  
James Adams

# Coversheet

## Consent Agenda

**Section:** III. Action Items  
**Item:** A. Consent Agenda  
**Purpose:** Vote

**Submitted by:**

**Related Material:**

2025-08-27 Accounts Payable.pdf

2025-09-15 Accounts Payable.pdf

1111 Oath of Office - Discretionary.pdf

3143 Notification and Dissemination of Information about Student Offenses and Notification of Threats of Violence or Harm - Essential.pdf

3210 Nondiscrimination - Critical.pdf

3520 Student Fees Fines or Charges - Critical.pdf

5122 Dress Code - RETIRE.pdf

6630 Driver Trainer and Responsibilities - Discretionary.pdf

6801 Capital Assets\_Theft-Sensitive Assets - Critical.pdf

**Ephrata School District No. 165**  
**111 4<sup>TH</sup> AVE NW**  
**Ephrata, WA 98823**

<b>GF:</b>	<b>1,000,912.78</b>	<b>651000485- 651000561</b>
<b>CP:</b>	<b>60,021.05</b>	<b>652000010-652000013</b>
<b>ASB:</b>	<b>16,631.91</b>	<b>654000048- 654000054</b>

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the Ephrata School District and that I am authorized to authenticate and certify to said claim.

Dated for payment: **8/27/2025**

Total amount: **\$ 1,077,565.74**

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

As of September 22, 2025, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$200,969.33. The payments are further identified in this document.

Total by Payment Type for Cash Account, GENERAL FUND WARRANTS:  
Warrant Numbers 651000485 through 651000535, totaling \$200,969.33

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

Check Nbr	Vendor Name	Check Date	Check Amount
651000485	ABADAN	08/27/2025	1,118.08
651000486	ACCESS INFORMATION PROTECTED	08/27/2025	575.14
651000487	AM HARDWARE	08/27/2025	2,607.02
651000488	AMAZON CAPITAL SERVICES	08/27/2025	1,715.39
651000489	BAIR, SARIAH MICHELLE	08/27/2025	347.00
651000490	BASIN SEPTIC SERVICES INC.	08/27/2025	145.00
651000491	BATTERY SYSTEMS INC	08/27/2025	675.23
651000492	BLACK, ALAIN	08/27/2025	347.00
651000493	BRAVO TOOLS, LLC/SNAP-ON	08/27/2025	5,410.20
651000494	BRUCKNER TRUCK & EQUIP	08/27/2025	283.20
651000495	CAROLINA BIOLOGICAL SUPPLY	08/27/2025	2,556.98
651000496	CENTURYLINK	08/27/2025	53.11
651000497	CHAMPIE, CHRISTINE	08/27/2025	3,000.00
651000498	CINTAS CORP	08/27/2025	443.12
651000499	COLUMBIA BASIN HOSPITAL & FAMI	08/27/2025	29.00
651000500	CONFLUENCE HEALTH	08/27/2025	137.00
651000501	COOLE SCHOOL, INC.	08/27/2025	445.55

Check Nbr	Vendor Name	Check Date	Check Amount
651000502	CROWN PAPER & SUPPLY	08/27/2025	7,971.96
651000503	D & D ENTERPRISES, LLC	08/27/2025	92.14
651000504	EASTSIDE ASPHALT INC.	08/27/2025	2,655.80
651000505	EPHRATA ACE HARDWARE	08/27/2025	1,369.72
651000506	ESD 113	08/27/2025	450.00
651000507	FASTENAL COMPANY	08/27/2025	1,080.11
651000508	FOUR SEASONS FARM SERVICE	08/27/2025	143.63
651000509	GLOBAL DATEBOOKS	08/27/2025	2,195.25
651000510	GRADUATION ALLIANCE, INC	08/27/2025	6,042.82
651000511	GRANT PETTY CASH - LINDA LUTZ	08/27/2025	73.74
651000512	HOLMES ELECTRIC, INC.	08/27/2025	12,578.90
651000513	KOORY'S IRRIGATION INC	08/27/2025	173.59
651000514	LAKESHORE LEARNING MATERIALS	08/27/2025	3,040.19
651000515	LOCALTEL COMMUNICATIONS	08/27/2025	429.80
651000516	MARENEM, INC.	08/27/2025	5,000.00
651000517	MARSON & MARSON LUMBER INC.	08/27/2025	1,424.25
651000518	NAPA AUTO PARTS	08/27/2025	457.32
651000519	NORTHWEST TEXTBOOK	08/27/2025	32,145.76
651000520	OFFICE DEPOT-ODP BUSINESS SOLU	08/27/2025	468.27
651000521	OLIVER PACKAGING & EQUIP	08/27/2025	263.01
651000522	OREILLY AUTO PARTS	08/27/2025	897.48
651000523	PAPE MACHINERY	08/27/2025	301.68
651000524	PIONEER 11 MUFFLER	08/27/2025	205.95
651000525	PITSCO EDUCATION LLC	08/27/2025	7,894.90
651000526	PLATT ELECTRIC SUPPLY	08/27/2025	408.70



Check Nbr	Vendor Name	Check Date	Check Amount
651000527	QUALITY SEWING & VACUUM, INC	08/27/2025	15,560.72
651000528	REALLY GOOD STUFF INC	08/27/2025	108.39
651000529	REVOLVING FUND	08/27/2025	774.38
651000530	RWC INTERNATIONAL, LTD	08/27/2025	40,849.31
651000531	SCOTTS AIR VENT CLEANING	08/27/2025	1,539.28
651000532	SODEXO INC. & AFFILIATES	08/27/2025	32,509.61
651000533	TEKK INTERNATIONAL INC	08/27/2025	804.00
651000534	TRUSCOTT, DIANE BATES	08/27/2025	836.49
651000535	WALMART/CAPITAL ONE	08/27/2025	334.16
51	Computer	Check(s) For a Total of	200,969.33

0	Manual	Checks For a Total of	0.00
---	--------	-----------------------	------

0	Wire Transfer	Checks For a Total of	0.00
---	---------------	-----------------------	------

0	ACH	Checks For a Total of	0.00
---	-----	-----------------------	------

51	Computer	Checks For a Total of	200,969.33
----	----------	-----------------------	------------

Total For 51	Manual, Wire Tran, ACH & Computer	Checks	200,969.33
--------------	-----------------------------------	--------	------------

Less 0	Voided	Checks For a Total of	0.00
--------	--------	-----------------------	------

	Net Amount	200,969.33
--	------------	------------

## F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	General Fund	-184.40	0.00	201,153.73	200,969.33

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

As of September 22, 2025, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$799,943.45. The payments are further identified in this document.

Total by Payment Type for Cash Account, GENERAL FUND WARRANTS:  
Warrant Numbers 651000536 through 651000561, totaling \$799,943.45

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

Check Nbr	Vendor Name	Check Date	Check Amount
651000536	AMAZON CAPITAL SERVICES	08/27/2025	7,216.82
651000537	ASSOCIATION OF WA STUDENT LEAD	08/27/2025	1,000.00
651000538	BALLARD & TIGHE, PUBLISHERS	08/27/2025	7,693.45
651000539	CERTIPOINT INC	08/27/2025	8,959.26
651000540	CHINOOK MUSIC SERVICE	08/27/2025	2,666.64
651000541	FINALFORMS	08/27/2025	4,137.25
651000542	GENERATION GENIUS, INC.	08/27/2025	1,295.00
651000543	HOUGHTON MIFFLIN HARCOURT	08/27/2025	8,497.52
651000544	I:49 DESIGNS	08/27/2025	1,726.27
651000545	JUNIOR LIBRARY GUILD	08/27/2025	750.13
651000546	KING COUNTY DIRECTORS ASSOC.	08/27/2025	15,676.34
651000547	KOBY'S IRRIGATION INC	08/27/2025	663.57
651000548	LAKE SHORE LEARNING MATERIALS	08/27/2025	31.93
651000549	LEARNING WITHOUT TEARS	08/27/2025	16,211.23
651000550	MOON SECURITY SERVICES, INC.	08/27/2025	792.19
651000551	PARENTSQUARE, INC	08/27/2025	16,845.00
651000552	SCHOOL DATA SOLUTIONS	08/27/2025	5,336.00

Check Nbr	Vendor Name	Check Date	Check Amount
651000553	SCREENCASTIFY, LLC	08/27/2025	5,376.64
651000554	SIGNS NOW	08/27/2025	872.51
651000555	SWAY MEDICAL, INC.	08/27/2025	897.00
651000556	THEMES & VARIATIONS INC.	08/27/2025	200.00
651000557	TIME OUT RESTAURANT	08/27/2025	443.46
651000558	ULINE	08/27/2025	1,562.60
651000559	UNITED SCHOOLS INSURANCE PROGR	08/27/2025	683,617.35
651000560	W I A A	08/27/2025	4,660.00
651000561	WALMART/CAPITAL ONE	08/27/2025	2,815.29
26	Computer	Check(s) For a Total of	799,943.45

0	Manual	Checks For a Total of	0.00
0	Wire Transfer	Checks For a Total of	0.00
0	ACH	Checks For a Total of	0.00
26	Computer	Checks For a Total of	799,943.45
Total For 26	Manual, Wire Tran, ACH & Computer Checks		799,943.45
Less 0	Voided	Checks For a Total of	0.00
	Net Amount		799,943.45

## F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	General Fund	0.00	0.00	799,943.45	799,943.45

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

As of September 22, 2025, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$60,021.05. The payments are further identified in this document.

Total by Payment Type for Cash Account, CAPITAL PROJECT WARRANTS:  
Warrant Numbers 652000010 through 652000013, totaling \$60,021.05

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

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

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

Check Nbr	Vendor Name	Check Date	Check Amount
652000010	CHANDLER BUSINESS INTERIORS, I	08/27/2025	17,049.35
652000011	HOLMES ELECTRIC, INC.	08/27/2025	12,669.61
652000012	KING COUNTY DIRECTORS ASSOC.	08/27/2025	29,162.50
652000013	RICKS AUTO TINT, LLC	08/27/2025	1,139.59

4 Computer Check(s) For a Total of 60,021.05

0	Manual	Checks For a Total of	0.00
---	--------	-----------------------	------

0	Wire Transfer	Checks For a Total of	0.00
---	---------------	-----------------------	------

0	ACH	Checks For a Total of	0.00
---	-----	-----------------------	------

4	Computer	Checks For a Total of	60,021.05
---	----------	-----------------------	-----------

Total For 4	Manual, Wire Tran, ACH & Computer	Checks	60,021.05
-------------	-----------------------------------	--------	-----------

Less 0	Voided	Checks For a Total of	0.00
--------	--------	-----------------------	------

	Net Amount	60,021.05
--	------------	-----------

## F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
20	Capital Projects	0.00	0.00	60,021.05	60,021.05

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

As of September 22, 2025, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$7,509.80. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB FUND WARRANTS:  
Warrant Numbers 654000048 through 654000050, totaling \$7,509.80

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

Check Nbr	Vendor Name	Check Date	Check Amount
654000048	EPHRATA SCHOOL DIST. #165	08/27/2025	3,717.21
654000049	TEAM LEADER, INC	08/27/2025	435.44
654000050	VARSITY SPIRIT FASHIONS & SUPP	08/27/2025	3,357.15
3	Computer	Check(s) For a Total of	7,509.80



0	Manual	Checks For a Total of	0.00
0	Wire Transfer	Checks For a Total of	0.00
0	ACH	Checks For a Total of	0.00
3	Computer	Checks For a Total of	7,509.80
Total For 3	Manual, Wire Tran, ACH & Computer Checks		7,509.80
Less 0	Voided	Checks For a Total of	0.00
	Net Amount		7,509.80

## F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
40	Associated Stude	0.00	0.00	7,509.80	7,509.80

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

As of September 22, 2025, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$9,122.11. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB FUND WARRANTS:  
Warrant Numbers 654000051 through 654000054, totaling \$9,122.11

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

Check Nbr	Vendor Name	Check Date	Check Amount
654000051	AMAZON CAPITAL SERVICES	08/27/2025	28.17
654000052	EZ FLEX SPORT MATS	08/27/2025	2,759.73
654000053	KING COUNTY DIRECTORS ASSOC.	08/27/2025	508.37
654000054	VARSITY SPIRIT FASHIONS & SUPP	08/27/2025	5,825.84
4	Computer	Check(s) For a Total of	9,122.11

0	Manual	Checks For a Total of	0.00
---	--------	-----------------------	------

0	Wire Transfer	Checks For a Total of	0.00
---	---------------	-----------------------	------

0	ACH	Checks For a Total of	0.00
---	-----	-----------------------	------

4	Computer	Checks For a Total of	9,122.11
---	----------	-----------------------	----------

Total For 4	Manual, Wire Tran, ACH & Computer	Checks	9,122.11
-------------	-----------------------------------	--------	----------

Less 0	Voided	Checks For a Total of	0.00
--------	--------	-----------------------	------

	Net Amount	9,122.11
--	------------	----------

## F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
40	Associated Stude	0.00	0.00	9,122.11	9,122.11

**Ephrata School District No. 165**  
**111 4<sup>TH</sup> AVE NW**  
**Ephrata, WA 98823**

**GF: 289,602.80      651000563- 651000657**  
**ASB: 21,218.72      654000055- 654000070**

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the Ephrata School District and that I am authorized to authenticate and certify to said claim.

Dated for payment: **9/15/2025**

Total amount: **\$ 310,821.22**

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

As of September 22, 2025, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$123,751.36. The payments are further identified in this document.

Total by Payment Type for Cash Account, GENERAL FUND WARRANTS:  
Warrant Numbers 651000563 through 651000585, totaling \$123,751.36

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

Check Nbr	Vendor Name	Check Date	Check Amount
651000563	AMAZON CAPITAL SERVICES	09/15/2025	184.10
651000564	BARGREEN ELLINGSON	09/15/2025	217.88
651000565	BIG BEND COMMUNITY COLLEGE	09/15/2025	8,950.58
651000566	CENTURYLINK	09/15/2025	833.33
651000567	CITY OF EPHRATA	09/15/2025	19,209.15
651000568	CONSOLIDATED DISPOSAL SERVICE	09/15/2025	105.00
651000569	CROWDER, STEPHEN (MIKE) MICHAEL	09/15/2025	131.40
651000570	ENFORCERS	09/15/2025	3,000.00
651000571	EPHRATA ROTARY CLUB	09/15/2025	120.00
651000572	EPHRATA SCHOOL DISTRICT- DOR	09/15/2025	184.40
651000573	FLINN SCIENTIFIC INC	09/15/2025	291.86
651000574	HARVEST VALLEY PEST CONTROL	09/15/2025	957.99
651000575	HEART MATTERS CPR/ 1ST AID	09/15/2025	80.00
651000576	INLAND OIL & PROPANE	09/15/2025	4,872.80
651000577	LAKESHORE LEARNING MATERIALS	09/15/2025	4,765.00
651000578	LINCOLN ELECTRIC COMPANY	09/15/2025	1,099.17
651000579	MORRIS, CARLY	09/15/2025	510.00

Check Nbr	Vendor Name	Check Date	Check Amount
651000580	PUD NO 2 OF GRANT COUNTY	09/15/2025	19,472.15
651000581	SIGNS NOW	09/15/2025	7,369.60
651000582	SPARTAN ATHLETICS CO.	09/15/2025	860.59
651000583	TYCO INDUSTRIAL LLC	09/15/2025	46,848.31
651000584	UNITED SCHOOLS INSURANCE PROGR	09/15/2025	1,000.00
651000585	WASHINGTON TRUST BANK	09/15/2025	2,688.05
23	Computer	Check(s) For a Total of	123,751.36

0	Manual	Checks For a Total of	0.00
0	Wire Transfer	Checks For a Total of	0.00
0	ACH	Checks For a Total of	0.00
23	Computer	Checks For a Total of	123,751.36
Total For 23	Manual, Wire Tran, ACH & Computer	Checks	123,751.36
Less 0	Voided	Checks For a Total of	0.00
		Net Amount	123,751.36

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	General Fund	159.88	0.00	123,591.48	123,751.36

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

As of September 22, 2025, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$165,851.44. The payments are further identified in this document.

Total by Payment Type for Cash Account, GENERAL FUND WARRANTS:  
Warrant Numbers 651000586 through 651000657, totaling \$165,851.44

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

Check Nbr	Vendor Name	Check Date	Check Amount
651000586	A-L COMPRESSED GASES, INC.	09/15/2025	19.70
651000587	ABADAN	09/15/2025	4,753.72
651000588	ACCO BRANDS USA LLC	09/15/2025	272.56
651000589	AMAZON CAPITAL SERVICES	09/15/2025	14,917.30
651000590	BASIN SEPTIC SERVICES INC.	09/15/2025	507.30
651000591	BRUCKNER TRUCK & EQUIP	09/15/2025	1,622.33
651000592	CEREBELLUM CORPORATION	09/15/2025	495.11
651000593	CERTIPORT INC	09/15/2025	1,788.60
651000594	CHINOOK MUSIC SERVICE	09/15/2025	662.74
651000595	CINTAS CORP	09/15/2025	496.76
651000596	COAST TO COAST COMPUTER PROD.	09/15/2025	2,063.19
651000597	CONNELL OIL INC	09/15/2025	1,844.65
651000598	EPHRATA ACE HARDWARE	09/15/2025	810.78
651000599	EPHRATA ROTARY CLUB	09/15/2025	120.00
651000600	ESD 113	09/15/2025	700.00
651000601	FASTENAL COMPANY	09/15/2025	138.59
651000602	FLINN SCIENTIFIC INC	09/15/2025	889.72



Check Nbr	Vendor Name	Check Date	Check Amount
651000603	G & D ENTERPRISES	09/15/2025	65.04
651000604	GIPPER MEDIA, INC.	09/15/2025	1,200.00
651000605	GOODHEART-WILLCOX CO, INC.	09/15/2025	4,673.13
651000606	GOPHER SPORT	09/15/2025	1,712.12
651000607	GRANITE TELECOMMUNICATIONS LLC	09/15/2025	1,305.35
651000608	GRANTS INC	09/15/2025	2,928.63
651000609	HAGLUNDS TROPHIES	09/15/2025	101.41
651000610	HENRY SCHEIN, INC.	09/15/2025	70.56
651000611	I:49 DESIGNS	09/15/2025	1,168.54
651000612	INLAND PIPE & SUPPLIES	09/15/2025	462.93
651000613	KING COUNTY DIRECTORS ASSOC.	09/15/2025	1,271.96
651000614	LAKESHORE LEARNING MATERIALS	09/15/2025	156.80
651000615	LANGUAGE LINK	09/15/2025	76.57
651000616	LETSGOLEARN, INC	09/15/2025	995.00
651000617	LIFELINE AMBULANCE, INC.	09/15/2025	1,500.00
651000618	LIVESTOCKJUDGING.COM	09/15/2025	300.00
651000619	MARSON & MARSON LUMBER INC.	09/15/2025	558.26
651000620	MARTIN MORRIS AGENCY INC	09/15/2025	18,000.00
651000621	NAPA AUTO PARTS	09/15/2025	795.39
651000622	NATIONAL SPEECH & DEBATE ASSOC	09/15/2025	268.00
651000623	NATURALSOFT LIMITED	09/15/2025	165.89
651000624	NORTH CENTRAL E S D	09/15/2025	697.36
651000625	NORTHWEST TEXTBOOK	09/15/2025	11,579.73
651000626	OFFICE DEPOT-ODP BUSINESS SOLU	09/15/2025	282.83
651000627	OXARC	09/15/2025	163.54

Check Nbr	Vendor Name	Check Date	Check Amount
651000628	PAPE MACHINERY	09/15/2025	3.25
651000629	PAUL H BROOKES PUBLISHING CO	09/15/2025	541.89
651000630	PEARSON ASSESSMENT	09/15/2025	1,501.77
651000631	PITA PIT	09/15/2025	487.80
651000632	PLATT ELECTRIC SUPPLY	09/15/2025	414.73
651000633	PROJECT LEAD THE WAY, INC.	09/15/2025	3,200.00
651000634	PURPLE COYOTE	09/15/2025	393.49
651000635	REALLY GOOD STUFF INC	09/15/2025	109.45
651000636	RENAISSANCE LEARNING, INC.	09/15/2025	3,412.00
651000637	REVOLVING FUND	09/15/2025	742.51
651000638	RIVERSIDE INSIGHTS	09/15/2025	268.93
651000639	RWC INTERNATIONAL, LTD	09/15/2025	8,398.11
651000640	SCHOOL SPECIALTY LLC	09/15/2025	1,556.80
651000641	SODEXO INC. & AFFILIATES	09/15/2025	8,943.91
651000642	SOLUTION TREE	09/15/2025	13,073.00
651000643	SUPERINTENDENT OF PUB INSTRUCT	09/15/2025	3,000.00
651000644	SUSAN SMITH	09/15/2025	2,600.00
651000645	T - MOBILE USA, INC.	09/15/2025	100.00
651000646	TEACHER PAY TEACHERS	09/15/2025	235.31
651000647	TEACHERS CURRICULUM INSTITUTE	09/15/2025	965.19
651000648	TINYEYE TECH CORP.	09/15/2025	707.41
651000649	UNITED RENTALS	09/15/2025	4,000.06
651000650	USI INC	09/15/2025	2,276.35
651000651	VOYAGER SOPRIS LEARNING	09/15/2025	4,430.99
651000652	WASHINGTON TRUST BANK	09/15/2025	4,330.17

Check Nbr	Vendor Name	Check Date	Check Amount
651000653	WELLS FARGO VENDOR FINANCIAL S	09/15/2025	3,835.62
651000654	WEST COAST PUBLISHING	09/15/2025	195.00
651000655	WORTHINGTON DIRECT	09/15/2025	8,713.82
651000656	WSIPC	09/15/2025	281.79
651000657	WSSDA	09/15/2025	4,530.00
72	Computer	Check(s) For a Total of	165,851.44

0	Manual	Checks For a Total of	0.00
0	Wire Transfer	Checks For a Total of	0.00
0	ACH	Checks For a Total of	0.00
72	Computer	Checks For a Total of	165,851.44
Total For 72	Manual, Wire Tran, ACH & Computer	Checks	165,851.44
Less 0	Voided	Checks For a Total of	0.00
	Net Amount		165,851.44

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	General Fund	0.00	0.00	165,851.44	165,851.44

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

As of September 22, 2025, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$4,096.46, and voids/cancellations, totaling \$1,800.00. The payments and voids are further identified in this document.

Total by Payment Type for Cash Account, ASB FUND WARRANTS:  
Warrant Numbers 654000055 through 654000058, totaling \$4,096.46  
Voids/Cancellations, totaling \$1,800.00

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

Check Nbr	Vendor Name	Check Date	Check Amount
654000055	CMC NEPTUNE, LLC	09/15/2025	1,800.00
654000056	EMS ASB IMPREST	09/15/2025	795.51
654000057	EPHRATA SCHOOL DISTRICT	09/15/2025	119.95
654000058	WASHINGTON TRUST BANK	09/15/2025	1,381.00

4	Computer	Check(s) For a Total of	4,096.46
---	----------	-------------------------	----------

Check Nbr	Vendor Name	Check Date	Check Amount
165400016	CMC NEPTUNE, LLC	09/15/2025	1,800.00
1	Void	Check(s) For a Total of	1,800.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	4	Computer	Checks For a Total of	4,096.46
Total For	4	Manual, Wire Tran, ACH & Computer Checks		4,096.46
Less	1	Voided	Checks For a Total of	1,800.00
		Net Amount		2,296.46

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
40	Associated Stude	0.00	0.00	2,296.46	2,296.46

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

As of September 22, 2025, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$17,121.96. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB FUND WARRANTS:  
Warrant Numbers 654000059 through 654000070, totaling \$17,121.96

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

Check Nbr	Vendor Name	Check Date	Check Amount
654000059	AMAZON CAPITAL SERVICES	09/15/2025	26.01
654000060	ANLEY, INC.	09/15/2025	843.50
654000061	BSN SPORTS, LLC	09/15/2025	6,145.38
654000062	COLUMBIA BASIN AG TEACHERS ASS	09/15/2025	200.00
654000063	EPHRATA LION'S CLUB #7717	09/15/2025	135.00
654000064	NFINITY ATHLETIC CORP	09/15/2025	2,341.20
654000065	QUINCY HIGH SCHOOL	09/15/2025	300.00
654000066	SOLE PERFORMANCE	09/15/2025	2,117.84
654000067	SPORTS IMPORTS, INC.	09/15/2025	1,005.74
654000068	WASHINGTON TRUST BANK	09/15/2025	1,144.31
654000069	WEINSTEIN BEVERAGE	09/15/2025	1,603.37
654000070	X-GRAIN SPORTSWEAR	09/15/2025	1,259.61

12	Computer	Check(s) For a Total of	17,121.96
----	----------	-------------------------	-----------



0	Manual	Checks For a Total of	0.00
0	Wire Transfer	Checks For a Total of	0.00
0	ACH	Checks For a Total of	0.00
12	Computer	Checks For a Total of	17,121.96
Total For 12	Manual, Wire Tran, ACH & Computer Checks		17,121.96
Less 0	Voided	Checks For a Total of	0.00
	Net Amount		17,121.96

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
40	Associated Stude	0.00	0.00	17,121.96	17,121.96

## **OATH OF OFFICE**

Each newly elected, re-elected, or appointed director will take an oath or affirmation to support the constitutions of the United States and the state of Washington, and the laws of the state of Washington and to faithfully discharge the duties of the office to the best of his or her ability. The oath or affirmation must be endorsed by and sworn to before an officer authorized to administer oaths. School officials are authorized to administer all oaths or affirmations pertaining to their respective offices. After the oath or affirmation is made, it will be filed with the county auditor.

Legal Reference:           RCW 28A.343.360           Oath of Office

First Reading 8.25, Second Reading 9.25  
Revised 02.00; 12.11; 2.18; 7.25

## Notification and Dissemination of Information about Student Offenses and Notification of Threats of Violence or Harm

The district is committed to providing a safe and secure environment for all its students and staff. All students, including those who have committed or been adjudicated for offenses, have constitutional rights to public education.

### **A. Notification of Student Offenses from County Sheriff's Office, Courts, Department of Social and Health Services, Department of Corrections, and Other School Districts.**

The district receives notices and information about student offenders from several statutorily authorized sources, including the county sheriff's office, the courts, the department of social and health services, the department of corrections, and other school districts where the student previously enrolled. The district will take appropriate precautionary measures when it receives notices and information of student offenses from any of these sources. Student discipline, if any, will be consistent with 3241 – Student Discipline.

The superintendent, or his or her designee, and school principals play an important role in determining and implementing appropriate precautionary measures relating to notices and information about student offenses. If the superintendent, a designee of the superintendent, or a principal of a school receives student offense information under RCW 28A.225.330 (notifications from other school districts), 9A.44.138 (sheriff notifications to school districts), 13.04.155 (court notifications to school districts), 13.40.215 (department of children, youth, and families notifications to school districts), or 72.09.730 (department of corrections notifications to school districts), the following notification provisions will be followed.

#### **1. Sex Offenses and Registered Sex or Kidnapping Offenders.**

**a. Superintendent or Designee.** Upon receipt of information about sex offenses as defined in RCW 9.94A.030 or upon receipt of information about registered sex or kidnapping offenders pursuant to RCW 9A.44.138, the superintendent or his or her designee will provide the information to the principal of the school where the student is enrolled or will enroll—or, if not known, where the student was most recently enrolled.

**b. Principals.** When the principal receives the information described above, he or she must then disclose the information as follows.

If the student is classified as a risk level II or III, the principal shall provide the information received to every teacher of the student and to any other personnel who, in the judgment of the principal, supervises the student or for security purposes should be aware of the student's record.

If the student is classified as a risk level I, the principal shall provide the information received only to personnel who, in the judgment of the principal, for security purposes should be aware of the student's record.

**c. Convicted Juvenile Sex Offenders Attendance at Victims School.** Convicted juvenile sex offenders are prohibited from attending the elementary, middle, or high school attended by their victims or their victims' siblings. The parents or legal guardians of the convicted juvenile sex offender shall be responsible for providing transportation or covering other costs associated with or required by the sex offender's change in school.

The Department of Social and Health Services (DSHS) Sex Offender School Attendance Program assists with ensuring that juvenile sex offenders, committed to Juvenile Rehabilitation Administration (JRA), do not enroll in the same school as their victim or their victims' siblings. If there is a conflict in schools, DSHS program staff will work with JRA to have the offender moved to another school.

**d. Collaboration.** The principal or designee will consult and collaborate with department of corrections, juvenile justice staff, treatment providers, victim support groups, and families, as applicable, when working with students required to register as a sex or kidnapping offender.

**e. Inquiries by the Public.** Law enforcement agencies receive relevant information about the release of sex and kidnapping offenders into communities and decide when such information needs to be released to the public. Therefore, district and school staff will refer all inquiries by the public at large (including parents and students) regarding students required to register as a sex or kidnapping offender directly to law enforcement.

## **2. Violent Offenses, Firearms and Dangerous Weapons Crimes, Unlawful Possession or Delivery of Controlled Substances, or School Disciplinary Actions.**

**a. Superintendent or Designee.** Upon receipt of information about a violent offense as defined in RCW 9.94A.030, any crime under chapter 9.41 RCW, unlawful possession or delivery, or both, of a controlled substance in violation of chapter 69.50 RCW, or a school disciplinary action, the superintendent or designee will provide the information to the principal of the school where the student is enrolled or will enrolled—or, if not known, where the student was most recently enrolled.

**b. Principals.** When the principal, receives the information described above, he or she, *has discretion* to share the information with a district staff member if, in the principal's judgment, the information is necessary for:

- The staff member to supervise the student;
- The staff member to provide or refer the student to therapeutic or behavioral health services; or
- Security purposes.

School principals and staff should use care not to allow a student's demographic or personal characteristics to bias the decision of whether to share information received.

Upon receipt of information about an adjudication in juvenile court for an unlawful possession of a controlled substance in violation of chapter 69.50 RCW, the principal *must* notify the student and the parent or legal guardian at least five days before sharing the information with a district staff member.

If either the student or the student's parent or legal guardian objects to the proposed sharing of the information, the student, the student's parent or legal guardian, or both, may, within five business days of receiving notice from the principal, appeal the decision to share the information with staff to the superintendent of the district in accordance with procedures developed by the district.

The superintendent shall have five business days after receiving an appeal under the above to make a written determination on the matter. Determinations by the superintendent under this subsection are final and not subject to further appeal.

A principal may not share adjudication information under this subsection with a district staff member while an appeal is pending.

## **3. Public Records Act.**

Any information received by district staff under this section is exempt from disclosure under the public records act (chapter 42.56 RCW) and may not be further disseminated except as provided in RCW 28A.225.330, other statutes or case law, and the family and educational and privacy rights act of 1994 (20 U.S.C. Sec. 1232g et seq.).

## **4. Assignment of Student Offenders to Certain Classrooms.**

A student committing an offense under chapter 9A.36 (assault), 9A.40 (kidnapping, unlawful imprisonment, custodial interference, luring, trafficking, and coercion of involuntary servitude), 9A.46

(harassment), or 9A.48 RCW (arson, reckless burning, and malicious mischief) when the activity is directed toward the teacher, shall not be assigned to that teacher's classroom for the duration of the student's attendance at that school or any other school where the teacher is assigned.

A student who commits an offense under chapter 9A.36 (assault), 9A.40 (kidnapping, unlawful imprisonment, custodial interference, luring, trafficking, and coercion of involuntary servitude), 9A.46 (harassment), or 9A.48 RCW (arson, reckless burning, and malicious mischief), when directed toward another student, may be removed from the classroom of the victim for the duration of the student's attendance at that school or any other school where the victim is enrolled.

## **B. Notification of Threats of Violence or Harm.**

Students and school employees who are subjects of threats of violence or harm will be notified of the threats in a timely manner. "Threats of violence or harm" means direct or indirect communications by any means of the intent to inflict physical harm upon a specific individual or individuals or that place a person in fear of the imminent likelihood of serious harm.

The district will assess and address potential threats of violence or harm in a manner consistent with Policy and Procedure 3225 – School-Based Threat Assessment, other safety policies, and comprehensive safe school plans. In instances where the threat is deemed moderate risk or high risk, or requires further intervention to prevent violence or serious harm, the school administrator shall notify the parent and/or guardian of any student who is the target/recipient of a threat as well as the parent and/or guardian of any student who made the threat. The district will ensure that the notice is in a language the parent and/or guardian understands, which may require language assistance for parents or guardians with limited-English proficiency under Title VI of the Civil Rights Act of 1964.

If there is a specific and significant threat to the health or safety of a student or other individuals, the district may disclose information from education records to appropriate parties whose knowledge of the information is necessary. Timing and details of the notice will be as extensive as permitted by the federal Family Educational Rights and Privacy Act, other legal limitations, and the circumstances.

The district may use information about a threat of harm or violence in connection with student discipline consistent with Policy and Procedure 3241 – Student Discipline.

The district, board, school officials, and school employees providing notice in good faith as required and consistent with the board's policies are immune from any liability arising out of such notification. A person who intentionally and in bad faith or maliciously, knowingly makes a false notification of a threat under this section is guilty of a misdemeanor punishable under RCW 9A.20.021.

## **C. Immunity.**

Any school district or district employee who releases the information in compliance with federal and state law is immune from civil liability for damages unless it is shown that the school district or district employee acted with gross negligence or in bad faith.

## **D. Notification of Criminal Action**

Upon receiving a report that a criminal action is alleged to have been committed against a student on school property during the school day or during a school-sponsored activity, including if there has been a shooting on school property, or that a student has been detained based on probable cause that they were involved in criminal activity on school property during the school day, the district will immediately notify the student's parents or legal guardians.

### **Cross References:**

2161 - Special Education and Related Services for Eligible Students  
2162 - Education of Students With Disabilities Under Section 504 of the Rehabilitation Act of 1973  
3120 - Enrollment  
3140 - Release of Resident Students

Policy 3143  
Critical

3207 - Prohibition of Harassment, Intimidation, and Bullying of Students  
3225 - School-Based Threat Assessment  
3231 - Student Records  
3241 - Student Discipline  
4020 - Confidential Communications  
5281 - Disciplinary Action and Discharge  
6513 - Workplace Violence Prevention

Legal References:

RCW 13.04.155 Notification to designated recipient of adjudication or conviction — Information exempt from disclosure  
RCW 13.40.215 Juveniles found to have committed violent or sex offense or stalking — Notification of discharge, parole, leave, release, transfer, or escape — To whom given — School attendance — Definitions  
RCW 28A.600.460 Classroom discipline — Policies - Classroom placement of student offenders — Data on disciplinary actions  
RCW 28A.605.005 Parental rights  
RCW 4.24.550 Sex offenders and kidnapping offenders — Release of information to public — Website  
RCW 9A.44.130 Registration of sex offenders and kidnapping offenders — Procedures — Definition — Penalties  
RCW 28A.225.330 Enrolling students from other districts — Requests for information and permanent records — Immunity from liability — Rules  
RCW 28A.320.128 Notice and disclosure policies — Threats of violence — Student conduct — Immunity for good faith notice — Penalty  
RCW 28A.320; 2020 c 167 § 1 – Notification provisions  
RCW 72.09.345 Sex offenders — Release of information to protect public — End-of-sentence review committee — Assessment — Records access — Review, classification, referral of offenders — Issuance of narrative notices  
WAC 392-400 Student Discipline  
20 U.S.C. 1232g; 34 C.F.R. Part 99 Family Educational Rights and Privacy Act  
Article IX, Section 1, Washington State Constitution

Management Resources:

2018 - December 2018 - December Policy Issue  
2018 - August 2018 - August Policy Issue  
2010 - October Issue  
Policy News, June 1999 School Safety Bills Impact Policy  
Policy News, August 1997 Legislature addresses student discipline  
2020 - August Issue

## Nondiscrimination

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

### Definition

"Protected status" is short for the phrase "sex, race, ethnicity, creed, religion, color, national origin, honorably discharged veteran or military status, sexual orientation, gender expression, gender identity, homelessness, immigration or citizenship status, the presence of any sensory, mental, or physical disability, neurodivergence, or the use of a trained dog guide or service animal by a person with a disability."

### Nondiscrimination Statement

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

1. Notice that the district may not discriminate in any programs or activities based on sex, race, ethnicity, creed, religion, color, national origin, honorably discharged veteran or military status, sexual orientation, gender expression, gender identity, homelessness, immigration or citizenship status, the presence of any sensory, mental, or physical disability, neurodivergence, or the use of a trained dog guide or service animal.
2. The name or title, office address, and telephone number of the employee designated as the compliance officer under this policy, the Section 504 Coordinator, and the Title IX Coordinator.
3. Notice that the district provides equal access to the Boy Scouts of America and any other youth group listed in Title 36 of the United States Code as a patriotic society.

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

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

### Model Student Handbook Language

The district will adopt the model student handbook language described in RCW 28A.300.286 and include the language in any student, parent, employee, and volunteer handbook it or its schools publish and on its and its schools' websites.

### Discriminatory Harassment

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

1. The alleged conduct is based on a student's protected status.
2. The alleged conduct creates a hostile environment. A hostile environment is created if the alleged conduct is sufficiently severe, persistent, or pervasive that it limits or denies a student's ability to participate in or benefit from the district's course offerings, including any educational program or activity. A hostile environment could impact a student's life in many ways. Physical illness, anxiety about going to school, or a decline in grades or attendance could signal a hostile environment.
3. After receiving notice of the alleged conduct, the district fails to take prompt and appropriate action to investigate it or fails to take prompt and effective steps reasonably calculated to end the harassment, eliminate the hostile environment, prevent its recurrence, and remedy its effects as appropriate. The district has notice of discriminatory harassment if a reasonable

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

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

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

### **Complaint Procedure**

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

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

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

### **Compliance Officer**

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

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

### **Training**

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

### **Retaliation Prohibited**

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

Any person who retaliates will be subject to appropriate discipline.

Cross References:                   2020 - Course Design, Selection, and Adoption of Instructional Materials  
  2030 - Service Animals in Schools  
  2140 - Comprehensive School Counseling Program

Adoption Date: First Reading 8.25, Second 9.25  
Revised Dates: 12.06; 08.07; 02.11; 06.11; 12.12; 04.13; 12.13; 12.14; 01.15; 1.23



2150 - Co-Curricular Program  
2151 - Interscholastic Activities  
3205 - Sexual Harassment of Students Prohibited  
3206 - Pregnant and Parenting Students  
3207 - Prohibition of Harassment, Intimidation, and Bullying of Students  
3211 - Gender-Inclusive Schools  
4217 - Effective Communication  
4260 - Use of School Facilities

Legal References:

RCW 28A.300.286 Discrimination, harassment, intimidation, and bullying—  
Policies and complaint procedures—Posting of model student handbook  
language  
Chapter 392-190 WAC Equal Educational Opportunity—Unlawful  
Discrimination Prohibited  
Chapter 28A.640 RCW Sexual equality  
Chapter 28A.642 RCW Discrimination prohibition  
Chapter 49.60 RCW Discrimination—Human rights commission  
WAC 392-190-020 Training—Staff responsibilities—Bias awareness  
20 U.S.C. § 7905 Boy Scouts of America Equal Access Act  
42 U.S.C. §§ 12101-12213 Americans with Disabilities Act  
20 U.S.C. §§ 1681-1688 Title IX of the Education Amendments of 1972  
42 U.S.C. § 2000d, et seq. Title VI of the Civil Rights Act of 1964  
34 CFR Part 100 Nondiscrimination Under Programs Receiving Federal  
Assistance Through the Department of Education Effectuation of Title VI of  
the Civil Rights Act of 1964  
34 CFR 104 Nondiscrimination on the basis of handicap in programs or  
activities receiving federal financial assistance  
34 CFR Part 106 Nondiscrimination on the Basis of Sex in Education  
Programs or Activities Receiving Federal Financial Assistance

Management Resources:

2016 - March Issue  
2014 - December Issue  
2013 - April Issue  
2012 - December Issue  
2011 - June Issue  
Policy News, August 2007 Washington's Law Against Discrimination

## Student Fees, Fines, or Charges

The district will provide an educational program for the students as free of cost as possible.

The superintendent or designee may approve the use of supplementary supplies or materials for which a charge is made to the student so long as the charge does not exceed the cost of the supplies or materials, students are free to purchase them elsewhere, or provide reasonable alternatives, and proper accounting is made of all money received by staff for supplies and materials.

The board delegates authority to the superintendent or designee to establish appropriate fees and procedures governing the collection of such fees and to make annual reports to the board regarding fee schedules. Arrangements will be made for the waiver or reduction of fees for students whose families, because of their low income, would have difficulty paying the full fee. For programs governed by the National School Lunch Act, the USDA Child Nutrition Program guidelines will be used to determine qualification for waiver. The superintendent or designee will establish a procedure for annually notifying parents of the availability of fee waivers and reductions, including eligibility information for free or reduced-price meals.

A student will be responsible for the cost of replacing any property belonging to others that are, lost or damaged due to the student's negligence. A student's diploma may be withheld until restitution is made by payment or the equivalency through community service. The student or his/her parents may appeal the imposition of a charge for damages to the superintendent or designee and board of directors.

If any property of the district, a contractor of the district, an employee, or another student has been lost or willfully cut, defaced, or injured, with the damages exceeding \$1,000, the district may withhold the diploma, but not the grades or transcripts, of the student responsible for the damage or loss for the earlier of either 5 years from the date of the student's graduation or until the amount owed is less than \$1,000. If the student and parent or guardian are unable to pay for the damages, the district shall provide a program of community service for the student in lieu of the payment of monetary damages. Community service completed must be credited at the applicable local or state minimum wage, whichever is greater. Upon completing community service that reduces the amount owed to less than \$1000, the student's diploma must be released.

The student or his/her parents or guardians may appeal the imposition of a charge for damages or fines. The student and his/her parents or guardians will be notified regarding the nature of the charge for damages or fines, whether the student's diploma may be withheld, how restitution may be made, and how an appeal may be instituted. When the damages or fines do not exceed \$100, the student or his/her parents or guardians will have the right to an informal conference with the principal. As is the case for appealing a short-term suspension, the principal's decision may be appealed to the superintendent or designee and board. When damages are in excess of \$100, the appeal process for long-term suspension will apply.

### Cross References:

3241 - Student Discipline  
2020 - Course Design, Selection and Adoption of Instructional Materials  
3115 - Students Experiencing Homelessness - Enrollment Rights and Services  
3231 - Student Records

### Legal References:

42 U.S.C. 11431 et seq. McKinney-Vento Homeless Assistance Act

RCW 28A.220.040 Fiscal support — Reimbursement to school districts — Enrollment fees — Deposit

RCW 28A.225.330 Enrolling students from other districts — Requests for information and permanent records — Immunity from liability— Rules

RCW 28A.320.230 Instructional materials — Instructional materials committee

RCW 28A.330.100 Additional powers of board

RCW 28A.635.060 Defacing or injuring school property — Liability of pupil, parent or guardian — Withholding, diplomas — Suspension and restitution — Community service program as alternative — Publication of information on withheld diplomas – Student rights protected

AGO 1966, #No. 113 Districts - Schools - Fees — Tuition - Supplies — Authority of school districts to charge tuition fees or textbook fees

AGO 1973, No. 11 Districts - Schools – Tuition and Fees — Authority of school districts to charge various fees

Management Resources:

2023 – July Issue

2019 - July Policy Issue

2018 - May Policy Issue

Policy News, June 1999 School Safety Bills Impact Policy

## **SCHOOL STAFF DRESS CODE**

In dress, conduct, and interpersonal relationships, staff members (both certified and classified) should recognize that they are being continuously observed by students, parents, other staff members, and the community. In order to have the respect of the students, community, and their colleagues, they must dress and conduct themselves appropriately as role models for students. It is strongly recommended that staff must dress themselves in an appropriate manner to a level of professionalism found in the educational environment. Therefore, discretion and good common sense call for an avoidance of any extreme in dress or appearance that would diminish the employee's good standing in the view of students or parents as a role model to young people.

It is expected that supervisors and administrators will counsel employees assigned to their area of responsibility on appearance and conduct. Employees are expected to set a good example for boys and girls in every possible way. As adults and professionals, teachers and classified staff are expected to follow grooming habits that are generally accepted in a professional business environment. Repeated violations of the staff dress code shall constitute grounds for employee discipline and/or discharge.

**Adopted 2/11/03**

RETIRED

## DRIVER TRAINING AND RESPONSIBILITY

School bus drivers will observe all state statutes and regulations governing traffic safety and school bus operation. The district will, at the beginning of each school year, provide each school bus driver a copy of: (a) the OSPI School Bus Driver Handbook; (b) the district's policy and procedure on the prohibition of harassment, intimidation and bullying; (c) all state and local rules and regulations pertaining to the operation of a school bus; and (d) the district's written rules for student conduct on buses.

### Bus Driver Qualifications

School bus drivers shall meet the qualification requirements established by the Office of Superintendent of Public Instruction and applicable state and federal law.

### General School Bus Driver Requirements

School bus drivers shall: (a) wear a properly adjusted seat belt whenever the school bus is in motion; (b) immediately report any suspected malfunction or needed repair of the school bus in their charge; (c) only allow individuals authorized under the provisions of chapter 392-144 WAC to operate the school bus with passengers on board. No person except the driver shall be allowed to sit in the driver's seat; (d) Except in accordance with district policy no school bus driver shall leave the driver's seat without first securing the school bus by setting the parking brake, placing the transmission in the manufacturer's recommended position, shutting off the engine, and removing the key from the ignition switch. The keys shall be kept in the driver's or other authorized school official's possession; (e) All school bus drivers shall meet the qualifications established in chapter 392-144 WAC prior to transporting students; (f) Except in accordance with district policy, a school bus driver shall not use a personal electronic device for personal communications while operating a school bus, except for the use of such devices to report illegal activity, summon medical or other emergency help, or prevent injury to a person or property, as permitted under RCW 46.61.667. For the purpose of this section, operating a school bus is defined as when the school bus engine is running; and (g) Except in accordance with district policy, a school bus driver shall not distribute anything edible to students riding the bus.

### Supervision of Students

When a teacher, coach or other staff member is assigned to accompany students on a school bus, such person will be responsible for the behavior of the students in his/her charge and will ensure that passengers comply with state rules and district policies and procedures for student transportation. However, the bus driver will have final authority and responsibility.

### Charter Buses or Excursion Carriers or Subcontracted Carriers

Every contract between the district and a charter bus carrier or excursion carrier, or subcontracted carrier shall require a carrier profile report indicating a satisfactory rating from the Washington utilities and transportation commission before any service is provided. Supervision of children on trips under this subsection shall be designated to a specific employee of the district who shall ensure that the driver shall not have unsupervised access to students during the trip.

Cross References: 6690 - Contracting for Transportation Services

Legal References:

- WAC 392-145-031 General school bus driver requirements
- WAC 392-145-011 School district requirements
- RCW 28A.160.210 School bus drivers — Training and qualifications — Rules
- Chapter 46.25 RCW Uniform commercial driver's license act
- Chapter 392-144 WAC School bus driver qualifications
- WAC 392-145-016 Rules for students riding school buses
- WAC 392-145-021 General operating requirements
- 49 CFR 382 FMCSA CDL Controlled substances and alcohol use and testing

Policy 6630  
Discretionary

Management Resources:           2018 - August 2018 - August Policy Issue  
Policy News, April 2007 School Bus Driver Qualifications  
Policy News, October 2006 OSPI Updates Bus Driver Rules

## Capital Assets/Theft-Sensitive Assets

### Capital Assets

The district will maintain a comprehensive capital assets record-keeping system. The goal of the capital assets program is to protect the district against losses that would significantly affect the district's students, staff, property, budget or the ability of the district to continue to fulfill its stewardship responsibilities.

For purpose of this policy, "capital assets" will mean land, improvements to land, easements, building improvements, vehicles, machinery, equipment, works of art and historical treasures, infrastructure and all other tangible and intangible assets that are used in operations and that have initial useful lives extending beyond a single reporting period which:

- A. Retains its shape and appearance with use;
- B. Is nonexpendable, meaning if the item is damaged or some of its parts are lost or worn out, it may be more feasible to repair it than to replace it with an entirely new item.
- C. It does not lose its identity when incorporated into a more complex unit;
- D. Is valued no less than 10,000 unless a lesser amount is set by the district; and
- E. Has a life expectancy of at least one year.

Federal law requires a physical inventory of federally-funded assets at least once every two years. Reconciled inventory reports will be provided to the board. Such report will identify lost, damaged or stolen capital assets. Missing capital assets will be removed from district property records by a vote of the board.

No equipment will be removed for personal or non-school use.

### Theft-Sensitive Assets

For purposes of this policy, "theft-sensitive" are those items identified by the district as most subject to loss. A list of theft-sensitive assets shall be maintained by the district. The district should establish procedures for internal controls and conduct an annual inventory of theft-sensitive assets.

The board will be provided a report identifying assets not accounted for in the annual inventory. These assets will be removed from the district property records through school board action annually.

The superintendent will develop procedures to implement this policy, including maintenance requirements and sales procedures to ensure the highest possible return.

Cross References:	6570 - Property and Data Management
Legal References:	RCW 28A.335.090 Conveyance and acquisition of property — Management — Appraisal 7 CFR § 3015, 3016 Agriculture 34 CFR § 80.32 Uniform Administrative requirements for grants and cooperative agreements to state and local governments – Equipment 45 CFR § 92.32 Health and Human Services Office of Management and Budget (OMB) Circular A-87, Cost Principles for State, Local, and Indian Tribal Governments, Attachment B(19)
Management Resources:	2012 - June Issue Policy News, June 2008, Capital Assets/Theft-Sensitive Assets Policy News, April 2006, Fixed Assets

## Coversheet

### Approve Out of State Travel for FFA to Billings, MT

<b>Section:</b>	III. Action Items
<b>Item:</b>	B. Approve Out of State Travel for FFA to Billings, MT
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	NILE Livestock Evaluation Trip Budget.pdf



**NILE Livestock Evaluation Trip**

Budget is based on 6 members, plus one advisor

**Itinerary**

- 10/12 Fly out of Spokane to Billings, MT
- 10/13 Nile Livestock Evaluation Contest
- 10/14 Fly back to Spokane

**FFA Portion** (covered by FFA's ASB Fund)

<b>Air Travel</b>	Cost
Budgeted at \$348 each	\$2,088.00
(Members will be asked to pay 1/2, 174.00)	
<b>Hotel</b>	
151 per night (2 rooms for 2 nights)	\$592.00
<b>Registration</b>	\$75.00
<b>Meals During Contest</b>	\$60.00
<b>Member Total</b>	<b>\$ 2,815.00</b>

**Advisor Portion** (CTE Budget will cover)

<b>Air Travel</b>	\$ 348.00
<b>Hotel</b> (2 nights at 151.00)	<b>\$302.00</b>
<b>Meals</b> (3 days per diem at \$ 51.00 per day )	\$153.00
<b>Advisor Total</b>	<b>\$803.00</b>

# Coversheet

## Budget Report

<b>Section:</b>	IV. Non-Action Items
<b>Item:</b>	B. Budget Report
<b>Purpose:</b>	FYI
<b>Submitted by:</b>	
<b>Related Material:</b>	August Board Report.pdf



**EPHRATA**  
**SCHOOL DISTRICT**

# August 2025 Financial Report

# DISTRICT FINANCIAL REPORT

## ➤ Financial Highlights

## ➤ Budget Status Report

**General Fund**

**Capital Projects Fund**

**Debt Service Fund**

**Associated Student Body Fund**

**Transportation Vehicle Fund**

**Prepared by:**

**Allison Razey**

**Director of Finance & Business Services**

# ENROLLMENT & FUND STATUS

## ◊ ENROLLMENT:

- Our 24-25 K-12 budgeted enrollment was established at **2,545.**
- K-12 Average Enrollment - **2,608.43**

## ◊ GENERAL FUND:

- The General Fund is financed from local, county, state and federal revenue sources. These revenues are generally used for financing the current operations of the school district such as programs of instruction for the students, food services, maintenance, IT, and pupil transportation.
- We have completed 100% of the fiscal year.
- Revenues exceed budget at 100.37%. This is to be expected as we budget our revenues low.
- The District has received **\$2,182,82.63** in property tax revenue which is **101.96%** of what was budgeted for property tax revenue for the year.

# ENROLLMENT & FUND STATUS

## *Cont'd.*

### GENERAL FUND: *Cont'd.*

- Our year to date expenditures are **95%** of our total budgeted expenditures. However, including encumbered PO's for payroll and other expenses we are at **95.33%** of our budgeted expenditures.
- The District's ending fund balance is sufficient to cover the minimum fund balance policy requirement of **\$3,564,550** which is **7.0%** of the prior year's budgeted expenditures. Included in our fund balance is:
  - **GL 821 Restricted for Carryover - \$587,167.43.** This is based on final year-end calculations from FY2023-24.
  - **GL 830 Restricted for Debt Service - \$107,401.00**
  - **GL 890 Unassigned Fund Balance - \$3,827,581.29**

## ENROLLMENT & FUND STATUS

### *Cont'd.*

➤ **CAPITAL PROJECTS FUND:** *(The Capital Projects Fund accounts are used for the acquisition or construction of major capital facilities.)*

- The District has received \$794,621.89 in property tax revenue which is 101.35% of what was budgeted for property tax revenue for the year.

➤ **DEBT SERVICE FUND:** *(The Debt Service Fund accounts for the payment of long-term debt principal and interest.)*

- The District has received \$2,262,381.57 in property tax revenue which is 101.56% of what was budgeted for property tax revenue for the year.

➤ **ASSOCIATED STUDENT BODY FUND:** *(The ASB Fund is for student activities that are cultural, recreational or social.)*

- No significant changes.

➤ **TRANSPORTATION VEHICLE FUND:** *(The TVF is for the major repair or purchase of yellow buses used to transport students to and from school.)*

- The District has received \$124,784.40 in property tax revenue which is 101.45% of what was budgeted for property tax revenue for the year.

**EPHRATA SCHOOL DISTRICT #165****MONTHLY REVENUE REPORT****AS OF 08.31.25****GENERAL FUND - REVENUES**

YEAR	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	12 MO. AVG
2020-21	\$ 2,456,160	\$ 3,303,622	\$ 2,435,229	\$ 2,933,770	\$ 2,948,482	\$ 2,852,178	\$ 3,126,402	\$ 4,421,504	\$ 2,736,731	\$ 2,382,391	\$ 3,953,080	\$ 3,601,169	\$ 3,095,893
2021-22	\$ 2,442,875	\$ 3,057,367	\$ 2,780,932	\$ 3,392,181	\$ 2,934,924	\$ 3,191,937	\$ 3,292,581	\$ 4,672,460	\$ 2,877,841	\$ 2,334,709	\$ 4,060,632	\$ 3,766,917	\$ 3,233,780
2022-23	\$ 2,765,170	\$ 3,490,864	\$ 2,641,161	\$ 3,831,405	\$ 3,495,708	\$ 3,443,346	\$ 3,800,667	\$ 5,043,036	\$ 3,021,702	\$ 2,552,440	\$ 4,522,000	\$ 4,690,805	\$ 3,608,192
2023-2024	\$ 3,051,716	\$ 3,899,318	\$ 3,088,398	\$ 3,515,487	\$ 3,968,936	\$ 3,549,189	\$ 3,823,245	\$ 5,471,695	\$ 3,283,616	\$ 2,750,259	\$ 4,863,777	\$ 4,893,041	\$ 3,846,556
2020-2024 4 Yr Avg	\$ 2,678,980	\$ 3,437,793	\$ 2,736,430	\$ 3,418,211	\$ 3,337,013	\$ 3,259,162	\$ 3,510,724	\$ 4,902,174	\$ 2,979,972	\$ 2,504,950	\$ 4,349,872	\$ 4,237,983	\$ 3,446,105
<b>2024-25</b>	<b>\$ 3,136,485</b>	<b>\$ 3,629,303</b>	<b>\$ 3,955,453</b>	<b>\$ 3,935,152</b>	<b>\$ 3,952,196</b>	<b>\$ 3,937,995</b>	<b>\$ 3,970,997</b>	<b>\$ 5,876,561</b>	<b>\$ 3,100,019</b>	<b>\$ 2,714,216</b>	<b>\$ 5,601,762</b>	<b>\$ 4,608,642</b>	<b>\$ 4,034,899</b>

**CAPITAL PROJECTS FUND - REVENUES**

YEAR	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	12 MO. AVG
2020-21	\$ 4,131	\$ 5,630	\$ 5,636	\$ 6,438	\$ 6,165	\$ 6,477	\$ 7,976	\$ 7,360	\$ 5,575	\$ 4,554	\$ 955,702	\$ 1,324,254	\$ 194,991
2021-22	\$ 4,632,878	\$ 2,329,773	\$ 200,759	\$ 1,859,546	\$ 4,789	\$ 2,376,196	\$ 1,120,614	\$ 190,673	\$ 542,262	\$ 556,120	\$ (2,128,149)	\$ 1,952,749	\$ 1,136,518
2022-23	\$ 10,468	\$ 67,958	\$ 2,778,889	\$ 856,359	\$ 80,086	\$ 909,585	\$ 1,055,813	\$ 310,648	\$ 690,785	\$ 622,063	\$ 97,023	\$ 1,675,859	\$ 762,961
2023-2024	\$ 90,675	\$ 283,449	\$ 706,681	\$ 288,944	\$ 111,461	\$ 179,142	\$ 26,939	\$ 654,336	\$ 240,653	\$ 42,310	\$ 33,431	\$ 511,217	\$ 264,103
2020-2024 4 Yr Avg	\$ 1,184,538	\$ 671,703	\$ 922,991	\$ 752,822	\$ 50,625	\$ 867,850	\$ 552,836	\$ 290,754	\$ 369,819	\$ 306,262	\$ (260,498)	\$ 1,366,020	\$ 589,643
<b>2024-25</b>	<b>\$ 26,552</b>	<b>\$ 133,529</b>	<b>\$ 193,744</b>	<b>\$ 14,914</b>	<b>\$ 7,622</b>	<b>\$ 70,371</b>	<b>\$ 514,335</b>	<b>\$ 396,955</b>	<b>\$ 89,266</b>	<b>\$ 15,461</b>	<b>\$ 128,513</b>	<b>\$ 506,419</b>	<b>\$ 174,807</b>

**DEBT SERVICE FUND - REVENUES**

YEAR	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	12 MO. AVG
2020-21	\$ 63,654	\$ 693,783	\$ 165,097	\$ 19,039	\$ 3,996	\$ 19,973	\$ 242,289	\$ 852,178	\$ 223,909	\$ 117,673	\$ 11,564	\$ 16,628	\$ 202,482
2021-22	\$ 62,057	\$ 681,533	\$ 140,701	\$ 27,476	\$ 7,013	\$ 42,136	\$ 219,248	\$ 856,893	\$ 251,490	\$ 109,357	\$ 10,560	\$ 11,081	\$ 201,629
2022-23	\$ 60,005	\$ 696,504	\$ 136,735	\$ 20,954	\$ 4,283	\$ 46,266	\$ 199,162	\$ 1,185,512	\$ 266,024	\$ 115,204	\$ 12,160	\$ (280,749)	\$ 205,172
2023-2024	\$ 58,710	\$ 747,948	\$ 114,730	\$ 24,389	\$ 7,080	\$ 6,633	\$ 20,752	\$ 924,906	\$ 401,125	\$ 126,600	\$ 17,602	\$ 15,195	\$ 205,472
2020-2024 4 Yr Avg	\$ 61,106	\$ 704,942	\$ 139,316	\$ 22,964	\$ 5,593	\$ 28,752	\$ 170,363	\$ 954,872	\$ 285,637	\$ 117,209	\$ 12,972	\$ (59,461)	\$ 203,689
<b>2024-25</b>	<b>\$ 59,600</b>	<b>\$ 384,279</b>	<b>\$ 513,026</b>	<b>\$ 34,734</b>	<b>\$ 8,393</b>	<b>\$ 5,952</b>	<b>\$ 44,215</b>	<b>\$ 1,053,177</b>	<b>\$ 145,362</b>	<b>\$ 131,900</b>	<b>\$ 19,381</b>	<b>\$ 3,640</b>	<b>\$ 200,305</b>

**ASB FUND - REVENUES**

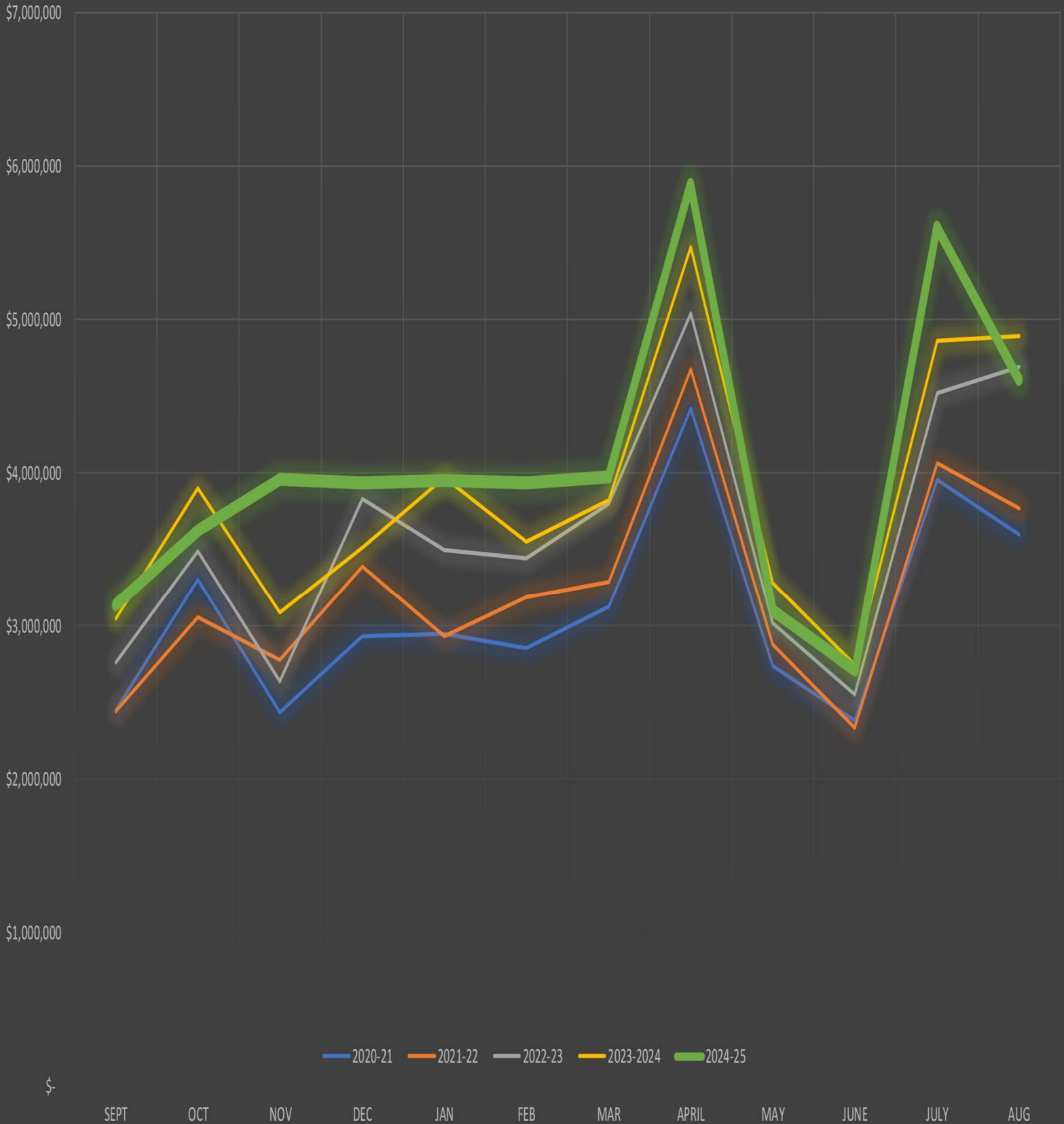
YEAR	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	12 MO. AVG
2020-21	\$ 3,090	\$ 4,008	\$ 955	\$ 15,032	\$ 2,021	\$ 3,432	\$ 4,784	\$ 11,065	\$ 10,626	\$ 3,497	\$ 16,996	\$ 27,307	\$ 8,568
2021-22	\$ 27,730	\$ 27,921	\$ 19,447	\$ 36,870	\$ 11,549	\$ 20,842	\$ 24,254	\$ 24,342	\$ 44,520	\$ 28,175	\$ 3,778	\$ 16,503	\$ 23,828
2022-23	\$ 77,842	\$ 69,760	\$ 31,884	\$ 35,565	\$ 40,690	\$ 19,918	\$ 31,723	\$ 47,642	\$ 50,194	\$ 34,854	\$ 5,379	\$ 25,002	\$ 39,204
2023-2024	\$ 72,240	\$ 53,946	\$ 37,170	\$ 28,277	\$ 39,842	\$ 34,310	\$ 31,412	\$ 31,096	\$ 63,471	\$ 30,997	\$ 8,059	\$ 38,000	\$ 39,068
2020-2024 4 Yr Avg	\$ 45,225	\$ 38,909	\$ 22,364	\$ 28,936	\$ 23,525	\$ 19,625	\$ 23,043	\$ 28,536	\$ 42,203	\$ 24,381	\$ 8,553	\$ 26,703	\$ 27,667
<b>2024-25</b>	<b>\$ 59,659</b>	<b>\$ 78,126</b>	<b>\$ 61,700</b>	<b>\$ 47,126</b>	<b>\$ 39,054</b>	<b>\$ 44,658</b>	<b>\$ 36,075</b>	<b>\$ 36,106</b>	<b>\$ 38,667</b>	<b>\$ 28,194</b>	<b>\$ 16,929</b>	<b>\$ 31,687</b>	<b>\$ 43,165</b>

**TRANSPORTATION FUND - REVENUES**

YEAR	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	12 MO. AVG
2020-21	\$ 37	\$ 51	\$ 52	\$ 62	\$ 65	\$ 68	\$ 37	\$ 38	\$ 38	\$ 38	\$ 41	\$ 176,119	\$ 14,720
2021-22	\$ 128	\$ 124	\$ 109	\$ 122	\$ 123	\$ 112	\$ 139	\$ 141	\$ 134	\$ 83	\$ 102	\$ 205,712	\$ 17,252
2022-23	\$ 385	\$ 441	\$ 488	\$ 476	\$ 691	\$ 5,664	\$ 24,743	\$ 112,157	\$ 32,513	\$ 2,038	\$ 1,470	\$ 407,214	\$ 49,023
2023-2024	\$ 8,271	\$ 95,087	\$ 15,365	\$ 2,900	\$ 1,564	\$ 1,465	\$ 3,168	\$ 116,557	\$ 50,959	\$ 4,036	\$ 3,080	\$ 507,621	\$ 67,506
2020-2024 4 Yr Avg	\$ 2,205	\$ 23,926	\$ 4,004	\$ 890	\$ 611	\$ 1,828	\$ 7,022	\$ 57,223	\$ 20,911	\$ 1,549	\$ 1,173	\$ 324,167	\$ 37,126
<b>2024-25</b>	<b>\$ 9,642</b>	<b>\$ 49,999</b>	<b>\$ 65,197</b>	<b>\$ 5,187</b>	<b>\$ 2,516</b>	<b>\$ 2,123</b>	<b>\$ 2,299</b>	<b>\$ 2,477</b>	<b>\$ 1,922</b>	<b>\$ 2,251</b>	<b>\$ 5,641</b>	<b>\$ 324,885</b>	<b>\$ 39,512</b>



# General Fund Revenues History



**EPHRATA SCHOOL DISTRICT #165****MONTHLY EXPENDITURE REPORT****AS OF 08.31.25****GENERAL FUND - EXPENDITURES**

YEAR	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	12 MO. AVG
2020-21	\$ 3,208,941	\$ 3,047,735	\$ 2,677,934	\$ 2,604,385	\$ 2,856,342	\$ 2,750,388	\$ 2,873,876	\$ 3,114,385	\$ 3,030,785	\$ 3,455,932	\$ 2,957,426	\$ 6,115,647	\$ 3,000,754
2021-22	\$ 3,100,477	\$ 3,237,740	\$ 3,213,556	\$ 3,196,234	\$ 3,149,941	\$ 2,985,563	\$ 3,816,564	\$ 3,217,420	\$ 3,229,438	\$ 3,248,890	\$ 3,191,024	\$ 4,154,358	\$ 3,311,767
2022-23	\$ 3,058,538	\$ 3,969,282	\$ 3,348,925	\$ 3,322,075	\$ 3,372,273	\$ 3,746,522	\$ 3,444,208	\$ 3,492,788	\$ 3,449,421	\$ 3,762,236	\$ 3,638,918	\$ 3,538,766	\$ 3,511,996
2023-24	\$ 4,085,331	\$ 3,755,332	\$ 3,636,684	\$ 3,919,629	\$ 3,682,262	\$ 3,600,197	\$ 3,665,263	\$ 3,736,276	\$ 4,154,211	\$ 4,052,749	\$ 3,872,129	\$ 3,824,801	\$ 3,832,072
2020-2024 4 Yr Avg	\$ 3,363,322	\$ 3,502,522	\$ 3,219,275	\$ 3,260,581	\$ 3,265,204	\$ 3,270,667	\$ 3,449,978	\$ 3,390,217	\$ 3,465,964	\$ 3,629,952	\$ 3,414,874	\$ 4,408,393	\$ 3,414,147
<b>2024-25</b>	<b>\$ 4,389,016</b>	<b>\$ 4,005,796</b>	<b>\$ 3,759,103</b>	<b>\$ 3,807,607</b>	<b>\$ 3,887,311</b>	<b>\$ 3,996,390</b>	<b>\$ 3,864,507</b>	<b>\$ 4,176,770</b>	<b>\$ 3,932,447</b>	<b>\$ 4,256,646</b>	<b>\$ 3,974,047</b>	<b>\$ 4,285,820</b>	<b>\$ 4,027,955</b>

**CAPITAL PROJECTS FUND - EXPENDITURES**

YEAR	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	12 MO. AVG
2020-21	\$ 73,988	\$ 115,128	\$ 1,425,819	\$ 1,660,431	\$ 1,125,656	\$ 1,480,660	\$ 1,955,848	\$ 3,432,279	\$ 2,510,384	\$ 2,604,377	\$ 2,527,163	\$ 5,246,595	\$ 2,013,194
2021-22	\$ 5,000	\$ 2,721,537	\$ 1,587,634	\$ 1,656,447	\$ 1,096,292	\$ 881,455	\$ 1,289,086	\$ 768,301	\$ 992,045	\$ 1,432,205	\$ 1,140,297	\$ 1,197,053	\$ 1,230,613
2022-23	\$ -	\$ 1,323,503	\$ 766,149	\$ 804,523	\$ 92,630	\$ 1,167,623	\$ 256,627	\$ 844,939	\$ 594,488	\$ 832,103	\$ 734,237	\$ 1,438,855	\$ 737,973
2023-24	\$ 62,197	\$ 530,346	\$ 252,331	\$ 341,294	\$ 162,993	\$ 295,236	\$ 36,956	\$ 175,293	\$ 445,423	\$ 132,731	\$ 4,228	\$ 167,111	\$ 217,178
2020-2024 4 Yr Avg	\$ 35,296	\$ 1,172,629	\$ 1,007,983	\$ 1,115,674	\$ 619,393	\$ 956,243	\$ 884,629	\$ 1,305,203	\$ 1,135,585	\$ 1,250,354	\$ 1,101,481	\$ 2,012,404	\$ 1,049,740
<b>2024-25</b>	<b>\$ 125,301</b>	<b>\$ 650,874</b>	<b>\$ 95,848</b>	<b>\$ 18,575</b>	<b>\$ 133,722</b>	<b>\$ 635,453</b>	<b>\$ (204,716)</b>	<b>\$ 68,916</b>	<b>\$ 205,270</b>	<b>\$ 132,417</b>	<b>\$ 147,626</b>	<b>\$ 84,640</b>	<b>\$ 174,494</b>

**DEBT SERVICE FUND - EXPENDITURES**

YEAR	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	12 MO. AVG
2020-21	\$ -	\$ -	\$ -	\$ 1,070,254	\$ -	\$ 62	\$ -	\$ 852,178	\$ -	\$ 633,690	\$ -	\$ -	\$ 213,015
2021-22	\$ 300	\$ -	\$ -	\$ 1,670,961	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600,728	\$ -	\$ -	\$ 189,332
2022-23	\$ -	\$ 300	\$ -	\$ 1,781,302	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 572,250	\$ -	\$ 350	\$ 196,183
2023-24	\$ -	\$ -	\$ -	\$ 1,902,487	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 424,801	\$ -	\$ -	\$ 193,941
2020-2024 4 Yr Avg	\$ 75	\$ 75	\$ -	\$ 1,606,251	\$ -	\$ 16	\$ -	\$ 213,045	\$ -	\$ 557,867	\$ -	\$ 88	\$ 198,118
<b>2024-25</b>	<b>\$ 525</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,845,154</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 389,672</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 186,279</b>

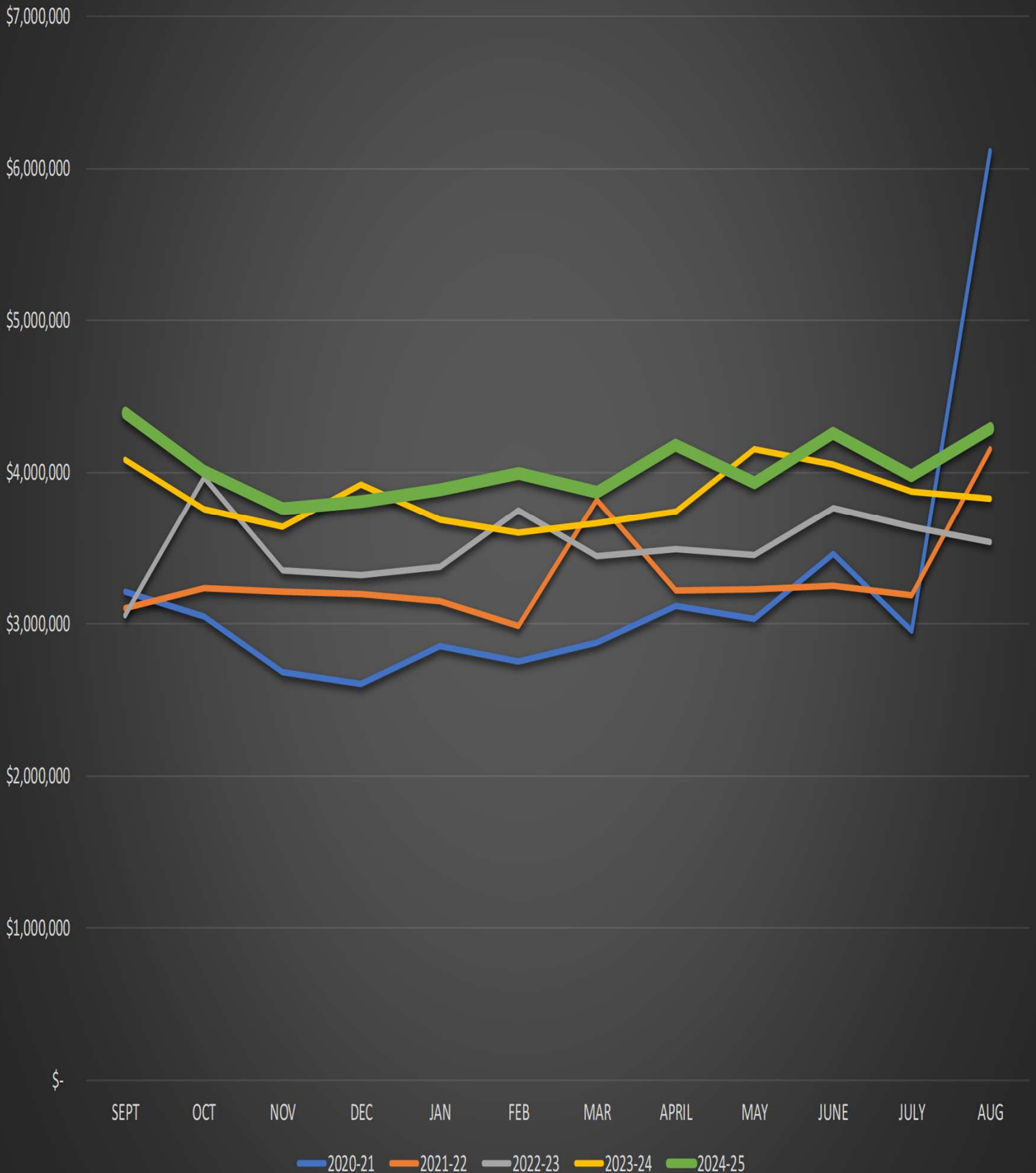
**ASB FUND - EXPENDITURES**

YEAR	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	12 MO. AVG
2020-21	\$ 6,542.43	\$ 15,614.60	\$ 5,487.21	\$ 5,806.23	\$ 16,229.73	\$ 3,431.50	\$ 7,843.45	\$ 7,483.00	\$ 10,626.38	\$ 6,965.29	\$ 1,477.00	\$ 19,597.93	\$ 8,925
2021-22	\$ 10,173.00	\$ 21,942.00	\$ 10,002.00	\$ 21,202.20	\$ 7,967.42	\$ 18,279.54	\$ 31,675.72	\$ 16,381.16	\$ 37,669.00	\$ 43,083.58	\$ 8,226.55	\$ 8,979.68	\$ 19,632
2022-23	\$ 22,235.80	\$ 47,316.06	\$ 26,623.05	\$ 37,652.94	\$ 23,103.66	\$ 39,487.91	\$ 41,456.00	\$ 30,196.76	\$ 42,051.05	\$ 34,449.45	\$ 26,473.12	\$ 43,562.87	\$ 34,551
2023-24	\$ 67,578.53	\$ 48,708.67	\$ 64,710.55	\$ 24,406.62	\$ 46,922.85	\$ 35,585.08	\$ 32,506.86	\$ 48,730.00	\$ 47,591.99	\$ 41,671.26	\$ 8,929.86	\$ 11,279.80	\$ 39,885
2020-2024 4 Yr Avg	\$ 26,632.44	\$ 33,395.33	\$ 26,705.70	\$ 22,267.00	\$ 23,555.92	\$ 24,196.01	\$ 28,370.51	\$ 25,697.73	\$ 34,484.61	\$ 31,542.40	\$ 11,276.63	\$ 20,855.07	\$ 25,748
<b>2024-25</b>	<b>\$ 38,474</b>	<b>\$ 40,581</b>	<b>\$ 23,694</b>	<b>\$ 57,067</b>	<b>\$ 35,622</b>	<b>\$ 65,985</b>	<b>\$ 53,519</b>	<b>\$ 29,590</b>	<b>\$ 38,017</b>	<b>\$ 40,375</b>	<b>\$ 77,999</b>	<b>\$ 15,886</b>	<b>\$ 43,067</b>

**TRANSPORTATION VEHICLE FUND - EXPENDITURES**

YEAR	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	12 MO. AVG
2020-21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2021-22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 148,894	\$ -	\$ -	\$ -	\$ 12,408
2022-23	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 283,850	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23,654
2023-24	\$ -	\$ -	\$ 351,375	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,080	\$ -	\$ 29,538
2020-2024 4 Yr Avg	\$ -	\$ -	\$ 87,844	\$ -	\$ -	\$ 70,962	\$ -	\$ -	\$ 37,224	\$ -	\$ -	\$ -	\$ 16,400
<b>2024-25</b>	<b>\$ -</b>	<b>\$ 387,264</b>	<b>\$ -</b>	<b>\$ 5,187</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 17,500</b>	<b>\$ 191,552</b>	<b>\$ 1,922</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,285</b>

# General Fund Expenditures History



**EPHRATA SCHOOL DISTRICT #165****MONTHLY FUND BALANCE REPORT****AS OF 08.31.25****GENERAL FUND - FUND BALANCE**

YEAR	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	12 MO. AVG
2020-21	\$ 8,296,245	\$ 8,552,132	\$ 8,309,427	\$ 8,638,811	\$ 8,730,951	\$ 8,832,742	\$ 9,085,267	\$ 10,392,386	\$ 10,098,332	\$ 8,920,500	\$ 9,218,563	\$ 9,388,819	\$ 9,038,681
2021-22	\$ 9,501,106	\$ 9,320,734	\$ 8,888,109	\$ 9,084,056	\$ 8,869,039	\$ 9,075,414	\$ 8,551,431	\$ 10,006,471	\$ 9,654,874	\$ 8,646,765	\$ 9,516,373	\$ 9,055,370	\$ 9,180,812
2022-23	\$ 8,983,225	\$ 8,504,808	\$ 7,821,335	\$ 8,321,163	\$ 8,444,598	\$ 8,141,149	\$ 8,497,608	\$ 10,047,855	\$ 9,620,137	\$ 8,313,266	\$ 9,196,348	\$ 10,356,959	\$ 8,854,038
2023-24	\$ 9,309,355	\$ 9,453,342	\$ 8,905,056	\$ 8,493,602	\$ 8,780,277	\$ 8,729,268	\$ 8,887,250	\$ 10,622,669	\$ 9,752,074	\$ 8,449,584	\$ 9,341,580	\$ 9,817,427	\$ 9,211,790
2020-2024 4 Yr Avg	\$ 9,022,483	\$ 8,957,754	\$ 8,480,982	\$ 8,634,408	\$ 8,706,216	\$ 8,694,643	\$ 8,755,389	\$ 10,267,345	\$ 9,781,354	\$ 8,582,529	\$ 9,318,216	\$ 9,654,644	\$ 9,071,330
2024-25	\$ 8,564,721	\$ 8,188,228	\$ 8,384,754	\$ 8,507,294	\$ 8,572,582	\$ 8,514,187	\$ 8,620,677	\$ 10,320,467	\$ 9,488,039	\$ 7,843,213	\$ 9,470,928	\$ 9,168,159	\$ 8,803,604

**CAPITAL PROJECTS FUND - FUND BALANCE**

YEAR	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	12 MO. AVG
2020-21	\$ 24,924,292	\$ 24,814,794	\$ 23,394,611	\$ 21,740,618	\$ 20,621,128	\$ 19,146,944	\$ 17,199,072	\$ 13,774,153	\$ 11,269,343	\$ 8,669,519	\$ 7,098,509	\$ 3,175,717	\$ 16,319,058
2021-22	\$ 12,303,630	\$ 11,911,865	\$ 10,524,991	\$ 10,728,090	\$ 9,636,587	\$ 11,131,328	\$ 10,962,855	\$ 10,385,228	\$ 9,935,445	\$ 9,059,360	\$ 8,010,395	\$ 8,766,091	\$ 10,279,655
2022-23	\$ 7,821,718	\$ 6,566,173	\$ 8,578,913	\$ 8,630,748	\$ 8,618,204	\$ 8,360,166	\$ 9,159,352	\$ 8,625,061	\$ 8,721,357	\$ 8,511,318	\$ 7,874,103	\$ 8,111,108	\$ 8,298,185
2023-24	\$ 8,864,175	\$ 8,617,278	\$ 9,071,629	\$ 9,019,278	\$ 8,967,746	\$ 8,851,653	\$ 8,841,636	\$ 3,124,081	\$ 2,919,311	\$ 2,828,890	\$ 2,858,093	\$ 3,202,199	\$ 6,430,498
2020-2024 4 Yr Avg	\$ 13,478,453.49	\$ 12,977,527.50	\$ 12,892,535.77	\$ 12,529,683.52	\$ 11,960,916.18	\$ 11,872,522.74	\$ 11,540,728.97	\$ 8,977,130.62	\$ 8,211,364.11	\$ 7,267,271.63	\$ 6,460,275.21	\$ 5,813,778.62	\$ 10,331,849.03
2024-25	\$ 3,103,449	\$ 2,586,104	\$ 2,684,000	\$ 2,680,339	\$ 2,554,239	\$ 1,989,158	\$ 2,708,209	\$ 3,036,248	\$ 2,920,243	\$ 2,803,287	\$ 2,784,174	\$ 3,205,953	\$ 2,754,617

**DEBT SERVICE FUND - FUND BALANCE**

YEAR	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	12 MO. AVG
2020-21	\$ 442,006	\$ 1,135,788	\$ 1,300,885	\$ 249,670	\$ 253,667	\$ 273,577	\$ 515,866	\$ 1,368,043	\$ 1,591,952	\$ 1,075,934	\$ 1,087,499	\$ 1,104,126	\$ 866,584
2021-22	\$ 1,165,833	\$ 1,847,416	\$ 1,988,117	\$ 344,632	\$ 351,645	\$ 393,781	\$ 613,030	\$ 1,469,923	\$ 1,721,412	\$ 1,230,041	\$ 1,240,601	\$ 1,251,681	\$ 1,134,843
2022-23	\$ 1,311,686	\$ 2,007,890	\$ 2,144,625	\$ 384,278	\$ 388,561	\$ 434,827	\$ 633,989	\$ 1,819,501	\$ 2,085,525	\$ 1,628,480	\$ 1,640,640	\$ 1,359,542	\$ 1,319,962
2023-24	\$ 1,418,252	\$ 2,166,200	\$ 2,280,930	\$ 402,831	\$ 409,911	\$ 416,544	\$ 437,296	\$ 1,362,202	\$ 1,763,327	\$ 1,465,126	\$ 1,482,728	\$ 1,497,923	\$ 1,258,606
2020-2024 4 Yr Avg	\$ 1,084,444	\$ 1,789,324	\$ 1,928,639	\$ 345,353	\$ 350,946	\$ 379,682	\$ 550,045	\$ 1,504,917	\$ 1,790,554	\$ 1,349,895	\$ 1,362,867	\$ 1,303,318	\$ 1,144,999
2024-25	\$ 1,556,998	\$ 1,941,277	\$ 2,454,303	\$ 643,883	\$ 652,277	\$ 658,229	\$ 702,443	\$ 1,755,620	\$ 1,900,982	\$ 1,643,209	\$ 1,662,590	\$ 1,666,230	\$ 1,436,503

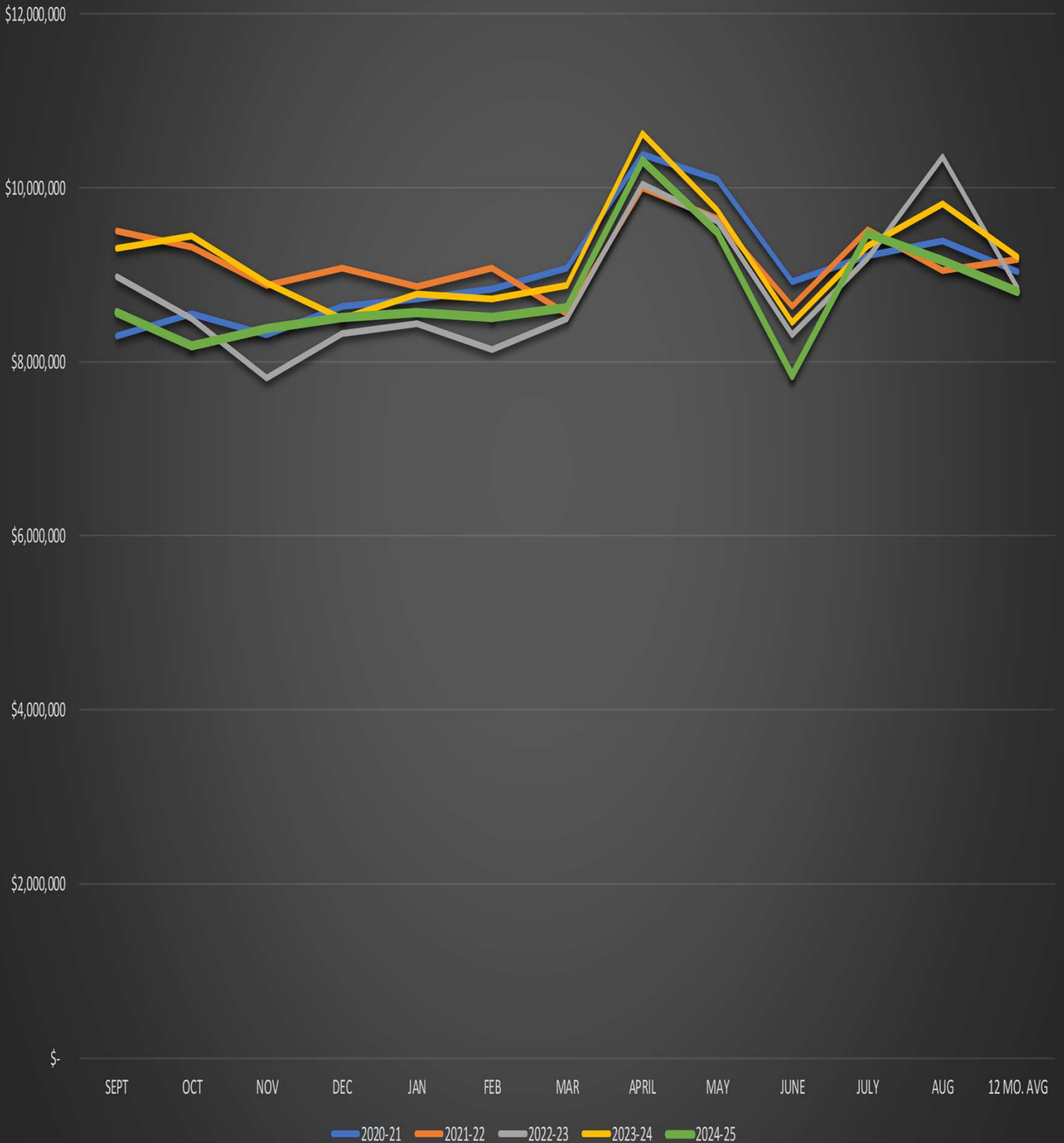
**ASB FUND - FUND BALANCE**

YEAR	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	12 MO. AVG
2020-21	\$ 323,721	\$ 312,115	\$ 307,583	\$ 316,808	\$ 302,599	\$ 309,445	\$ 306,385	\$ 313,868	\$ 327,548	\$ 324,080	\$ 339,598	\$ 359,196	\$ 320,246
2021-22	\$ 365,942	\$ 371,920	\$ 381,365	\$ 397,032	\$ 400,614	\$ 403,177	\$ 395,755	\$ 403,716	\$ 410,567	\$ 395,658	\$ 391,209	\$ 398,732	\$ 392,974
2022-23	\$ 436,418	\$ 458,862	\$ 464,123	\$ 462,035	\$ 479,621	\$ 460,051	\$ 450,318	\$ 467,763	\$ 476,225	\$ 476,630	\$ 455,536	\$ 436,975	\$ 460,380
2023-24	\$ 440,601	\$ 445,839	\$ 418,299	\$ 422,169	\$ 415,088	\$ 413,813	\$ 412,718	\$ 395,084	\$ 410,963	\$ 400,289	\$ 399,418	\$ 426,139	\$ 416,702
2020-2024 4 Yr Avg	\$ 391,671	\$ 397,184	\$ 392,842	\$ 399,511	\$ 399,481	\$ 396,621	\$ 391,294	\$ 395,108	\$ 406,326	\$ 399,164	\$ 396,440	\$ 405,260	\$ 397,575
2024-25	\$ 447,324	\$ 484,868	\$ 522,874	\$ 512,934	\$ 516,366	\$ 495,039	\$ 477,596	\$ 484,112	\$ 484,752	\$ 472,573	\$ 411,503	\$ 427,304	\$ 478,104

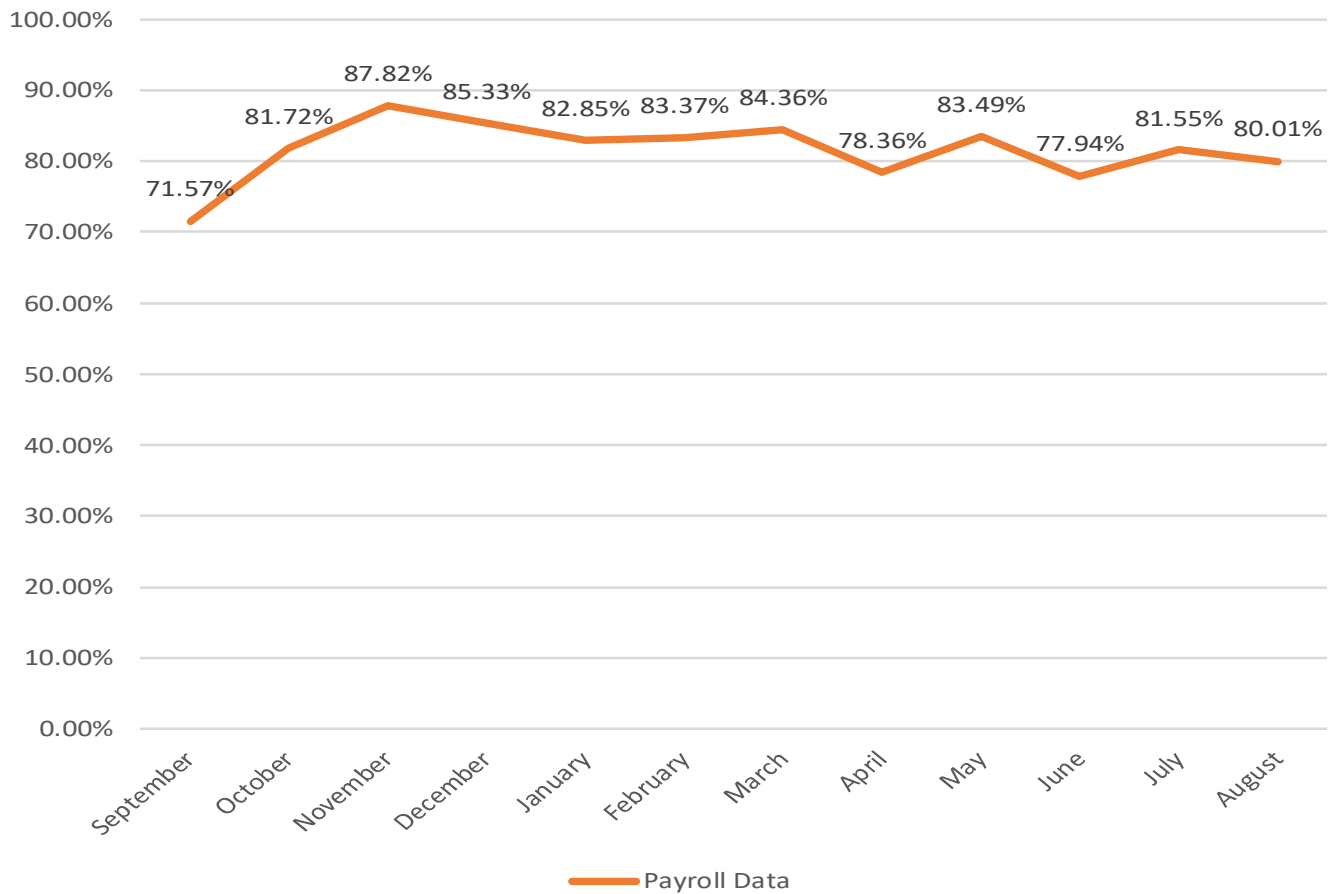
**TRANSPORTATION VEHICLE FUND - FUND BALANCE**

YEAR	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	12 MO. AVG
2020-21	\$ 223,151	\$ 223,202	\$ 223,254	\$ 223,316	\$ 223,382	\$ 83,056	\$ 83,092	\$ 83,132	\$ 83,169	\$ 83,208	\$ 53,249	\$ 259,367	\$ 153,715
2021-22	\$ 259,495	\$ 259,619	\$ 259,728	\$ 259,850	\$ 259,973	\$ 260,086	\$ 260,224	\$ 260,365	\$ 111,604	\$ 111,688	\$ 111,789	\$ 317,501	\$ 227,660
2022-23	\$ 317,886	\$ 318,327	\$ 318,815	\$ 319,291	\$ 319,982	\$ 41,796	\$ 66,539	\$ 178,696	\$ 211,209	\$ 213,247	\$ 214,717	\$ 621,932	\$ 261,870
2023-24	\$ 630,203	\$ 725,290	\$ 389,280	\$ 392,180	\$ 393,743	\$ 395,208	\$ 398,376	\$ 514,933	\$ 565,893	\$ 569,929	\$ 573,009	\$ 1,080,631	\$ 552,390
2020-2024 4 Yr Avg	\$ 357,684	\$ 381,610	\$ 297,769	\$ 298,659	\$ 299,270	\$ 195,036	\$ 202,058	\$ 259,282	\$ 242,969	\$ 244,518	\$ 238,191	\$ 569,858	\$ 298,909
2024-25	\$ 1,090,273	\$ 753,009	\$ 818,206	\$ 823,393	\$ 825,908	\$ 828,032	\$ 812,830	\$ 623,755	\$ 625,677	\$ 627,928	\$ 633,569	\$ 958,454	\$ 785,086

# General Fund Balance History

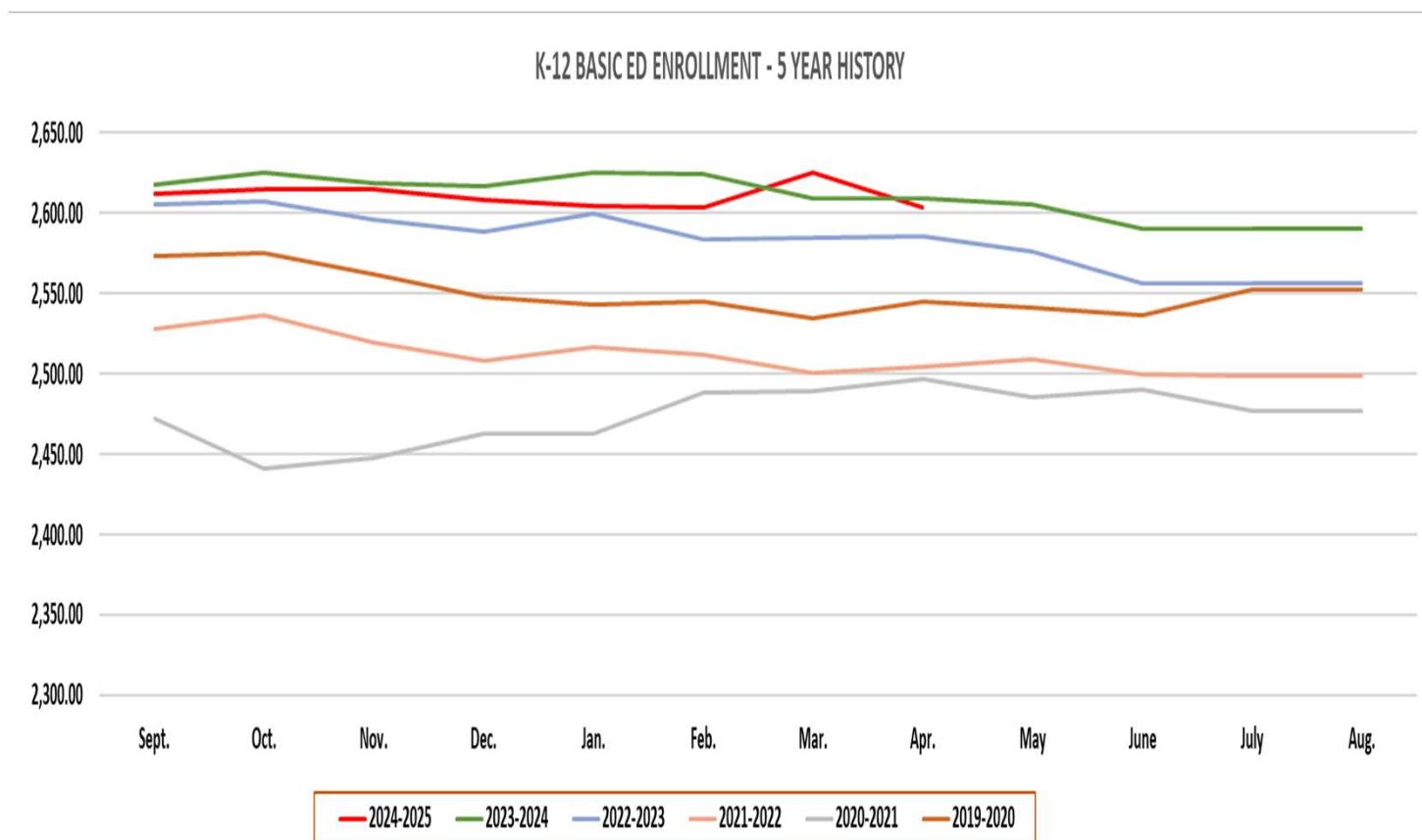


### Payroll Percentage of Overall Expenditures



	Payroll Expenditures	Overall Expenditures	Percentage
September	3,141,031.00	4,389,016.06	71.57%
October	3,273,716.00	4,005,795.59	81.72%
November	3,301,151.90	3,759,102.57	87.82%
December	3,248,500.38	3,807,204.40	85.33%
January	3,220,676.69	3,887,310.73	82.85%
February	3,331,693.10	3,996,389.68	83.37%
March	3,260,264.06	3,864,507.36	84.36%
April	3,272,884.98	4,176,770.27	78.36%
May	3,283,237.65	3,932,446.88	83.49%
June	3,415,406.90	4,382,237.22	77.94%
July	3,240,738.66	3,974,047.11	81.55%
August	3,429,263.25	4,285,819.70	80.01%
<b>TOTAL</b>	<b>39,418,564.57</b>	<b>48,460,647.57</b>	<b>81.34%</b>

# ENROLLMENT



## ENROLLMENT - 5 YEAR HISTORY

Month	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	AVERAGE
2024-2025	2,612.12	2,614.91	2,615.33	2,608.15	2,604.21	2,603.71	2,625.61	2,603.81	2,598.62	2,598.84	2,598.84	2,598.84	2,608.43
2023-2024	2,618.18	2,625.23	2,618.55	2,617.33	2,625.33	2,624.24	2,608.94	2,608.97	2,605.58	2,590.02	2,590.02	2,590.02	2,614.24
2022-2023	2,605.69	2,607.00	2,596.21	2,588.99	2,600.35	2,584.25	2,584.88	2,585.73	2,576.03	2,556.53	2,556.53	2,556.53	2,588.73
2021-2022	2,528.13	2,536.96	2,520.02	2,508.35	2,516.35	2,511.80	2,500.69	2,504.65	2,508.99	2,499.61	2,498.61	2,498.61	2,514.32
2020-2021	2,472.01	2,441.47	2,447.72	2,463.16	2,463.19	2,488.08	2,489.61	2,496.65	2,485.72	2,489.88	2,477.03	2,477.03	2,477.03
2019-2020	2,573.80	2,575.16	2,561.92	2,547.52	2,542.86	2,545.21	2,535.00	2,544.64	2,541.61	2,536.27	2,552.57	2,552.57	2,552.57



**EPHRATA SCHOOL DISTRICT**  
**General Fund Budget Status**  
**For the Period Ended August 31, 2025**

**FY 2024-25****GENERAL EXPENSE FUND**Revenues

	Budget	Actual thru August-25	Encumbrances	Budget Remaining	% of Budget
1000 Local Taxes	2,140,835	2,182,882.63	-	(42,047.63)	101.96%
2000 Local Nontax	2,184,445	361,790.40	-	1,822,654.60	16.56%
3000 State, General Purpose	30,330,285	31,044,165.59	-	(713,880.59)	102.35%
4000 State, Special Purpose	9,618,968	11,356,626.46	-	(1,737,658.46)	118.06%
5000 Federal, General Purpose	-	317.42	-	(317.42)	0.00%
6000 Federal, Special Purpose	3,944,761	3,433,780.35	-	510,980.65	87.05%
7000 Revenues from Other School Dist			-	-	0.00%
8000 Revenues from Other Agencies	21,791	39,218.86	-	(17,427.86)	179.98%
9000 Other Financing Sources		-	-	-	0.00%
<b>Total Revenues</b>	<b>48,241,085</b>	<b>48,418,781.71</b>	<b>-</b>	<b>(177,696.71)</b>	<b>100.37%</b>

Expenditures

00 Regular Instruction	24,313,794	24,141,885.02		171,908.98	99.29%
10 Federal Stimulus	0	4,360.04		(4,360.04)	0.00%
20 Special Ed Instruction	5,010,051	5,022,357.29	166,973.92	(179,280.21)	103.58%
30 Vocational Instruction	3,018,341	2,689,338.57		329,002.43	89.10%
50/60 Compensatory Instruction	3,981,429	3,870,910.62		110,518.38	97.22%
70 Other Instructional Program	2,125,346	172,251.04		1,953,094.96	8.10%
80 Community Support	945,665	940,871.87		4,793.13	99.49%
90 Support Services	11,616,384	11,618,674.12		(2,290.12)	100.02%
<b>Total Expenditures</b>	<b>51,011,010</b>	<b>48,460,648.57</b>	<b>166,973.92</b>	<b>2,383,387.51</b>	<b>95.33%</b>

Operating Transfers Out	607,401.00	607,401.33
Prior Year Adjustment		

**REVENUES OVER (UNDER)**

<b>TOTAL EXPENDITURES</b>	<b>(3,377,326.00)</b>	<b>(649,268.19)</b>
---------------------------	-----------------------	---------------------

**Fund Balance at September 1, 2024**

<b>10,000,000</b>	<b>9,817,427.01</b>
-------------------	---------------------

**Current Total Ending Fund Balance**

<b>6,622,674</b>	<b>9,168,158.82</b>
------------------	---------------------

**Ending Fund Balance Accounts**

GL 810 Reserved For Other Items	311,126	471,935.59
GL 821 Reserved For Carryover	701,387	587,167.43
GL 828 Reserved For Food Service Carryover	159,689.00	158,841.76
GL 830 Reserved For Debt Service	107,401.00	107,401.00
GL 840 Reserved For Inventory/Prepaid		789,887.01
GL 870 Committed -Other Items		
GL 872 Committed to Min Fund Bal Policy		
GL 884 Assigned to Other Cap Projects		
GL 888 Assigned to Other Purposes		
GL 875 Unrsrvt, Dsgntd-Contingencies		
GL 890 Unassigned Fund Bal	1,778,521	3,827,581.29
GL 891 Unassigned Min Fnd Bal Policy	3,564,550	3,225,344.74
<b>TOTAL Ending Fund Balance</b>	<b>6,622,674</b>	<b>9,168,158.82</b>



**EPHRATA SCHOOL DISTRICT**  
**Capital Projects Fund Budget Status**  
**For the Period Ended August 31, 2025**

FY 2024-25					
	Budget	Actual thru August-25	Encumbrances	Budget Remaining	% of Budget
<b>CAPITAL PROJECTS FUND</b>					
<u>Revenues</u>					
1000 Local Taxes	784,000	794,621.89	-	(10,621.89)	101.35%
2000 Local Nontax	150,000	72,697.01	-	77,302.99	48.46%
4000 State, Special Purpose	265,000	730,361.76	-	(465,361.76)	275.61%
6000 Federal, Special Purpose			-	-	0.00%
9000 Other Financing Sources	500,000	500,000.00	-	-	100.00%
<b>Total Revenues</b>	<b>1,699,000</b>	<b>2,097,680.66</b>	<b>-</b>	<b>(398,680.66)</b>	<b>123.47%</b>
<u>Expenditures</u>					
10 Sites		83,421.02	-	(83,421.02)	0.00%
20 Building	1,809,790	1,494,951.91	123,512.17	191,325.92	89.43%
30 Equipment	1,770,801.00	515,553.81	-	1,255,247.19	29.11%
40 Energy				-	0.00%
50 Sales & Lease Equipment			-	-	0.00%
60 Bond Issuance Expenditure			-	-	0.00%
90 Debt	-	-	-	-	0.00%
<b>Total Expenditures</b>	<b>3,580,591</b>	<b>2,093,926.74</b>	<b>123,512.17</b>	<b>1,363,152.09</b>	<b>61.93%</b>
Operating Transfers Out	-	-			
Other Financing Uses	-	-			
Prior Year Adjustment	-	-			
<b>EXCESS (DEFICIT) OF TOTAL REVENUES OVER (UNDER) TOTAL EXPENDITURES</b>	<b>(1,881,591)</b>	<b>3,753.92</b>			
<b>Fund Balance at September 1, 2024</b>	<b>1,881,591</b>	<b>3,202,198.93</b>			
<b>Current Fund Balance</b>	<b>-</b>	<b>3,205,952.85</b>			
<u>Ending Fund Balance Accounts</u>					
GL 810 Reserved For Other Items	-	-			
GL 821 Reserved For Carryover	-	-			
GL 830 Reserved For Debt Service	-	-			
GL 861 Restricted from Bond Proceeds	-	-			
GL 862 Committed from Levy Proceeds	-	1,346,245.68			
GL 863 Restricted from State Proceeds	-	124,400.58			
GL 864 Reserve from Fed Proceeds	-	-			
GL 865 Restricted from Other Proceeds	-	-			
GL 872 Committed to Min Fund Bal Policy	-	-			
GL 888 Assigned to Other Purposes	-	-			
GL 875 Unsrvd, Dsgntd-Contingencies	-	-			
GL 889 Assigned to Fund Purposes	-	1,735,306.59			
GL 891 Unassigned Min Fnd Bal Policy	-	-			
<b>TOTAL Ending Fund Balance</b>	<b>-</b>	<b>3,205,952.85</b>			

**EPHRATA SCHOOL DISTRICT**  
**Debt Service Fund Budget Status**  
**For the Period Ended August 31, 2025**

FY 2024-25					
	Budget	Actual thru August-25	Encumbrances	Budget Remaining	% of Budget
<b>DEBT SERVICE FUND</b>					
<u>Revenues</u>					
1000 Local Taxes	2,227,560	2,262,381.57	-	(34,821.57)	101.56%
2000 Local Nontax	7,500	33,700.38	-	(26,200.38)	449.34%
3000 State, General Purpose			-	-	0.00%
4000 Federal, General Purpose			-	-	0.00%
5000 Federal, Special Purpose			-	-	0.00%
9000 Other Financing Sources	107,401	107,576.33	-	(175.33)	100.16%
<b>Total Revenues</b>	<b>2,342,461</b>	<b>2,403,658.28</b>	<b>-</b>	<b>(61,197.28)</b>	<b>102.61%</b>
<u>Expenditures</u>					
Matured Bond Expenditures	1,612,393	1,612,393.49		(0.49)	100.00%
Interest on Bonds	622,433	622,432.84		0.16	100.00%
Interfund Loan Interest				-	0.00%
Bond Transfer Fees	10,000	525.00		9,475.00	5.25%
Arbitrage Rebate				-	0.00%
<b>Total Expenditures</b>	<b>2,244,826</b>	<b>2,235,351.33</b>	<b>-</b>	<b>9,474.67</b>	<b>99.58%</b>
Other Financing Uses:	-	-			
<b>EXCESS (DEFICIT) OF TOTAL REVENUES OVER (UNDER) TOTAL EXPENDITURES</b>	<b>97,635.00</b>	<b>168,306.95</b>			
<b>Fund Balance at September 1, 2024</b>	<b>1,501,513</b>	<b>1,497,922.73</b>			
<b>Current Fund Balance</b>	<b>1,599,148</b>	<b>1,666,229.68</b>			
<b>Ending Fund Balance Accounts</b>					
GL 810 Reserved For Other Items	-	-			
GL 830 Reserved For Debt Service	1,599,148	1,666,229.68			
GL 835 Restricted for Arbitrage Rebat	-	-			
GL 870 Committed -Other Items	-	-			
GL 889 Assigned to Fund Purposes	-	-			
GL 890 Unassigned Fund Bal	-	-			
<b>TOTAL Ending Fund Balance</b>	<b>1,599,148</b>	<b>1,666,229.68</b>			

**EPHRATA SCHOOL DISTRICT**  
**ASB Fund Budget Status**  
**For the Period Ended August 31, 2025**

FY 2024-25					
	Budget	Actual thru August-25	Encumbrances	Budget Remaining	% of Budget
<b>ASSOCIATED STUDENT BODY FUND</b>					
<u>Revenues</u>					
1000 General Student Body	319,000	150,217.85	-	168,782.15	47.09%
2000 Athletics	429,350	228,501.72	-	200,848.28	53.22%
3000 Classes	23,300	9,327.67	-	13,972.33	40.03%
4000 Clubs	455,415	117,193.77	-	338,221.23	25.73%
6000 Private Moneys	40,312	12,702.49	-	27,609.51	31.51%
<b>Total Revenues</b>	<b>1,267,377</b>	<b>517,943.50</b>	<b>-</b>	<b>749,433.50</b>	<b>40.87%</b>
<u>Expenditures</u>					
1000 General Student Body	409,650	191,306.50		218,343.50	46.70%
2000 Athletics	338,235	176,577.78		161,657.22	52.21%
3000 Classes	20,000	8,136.42		11,863.58	40.68%
4000 Clubs	444,105	129,067.97		315,037.03	29.06%
6000 Private Moneys	28,200	11,689.79	-	16,510.21	41.45%
<b>Total Expenditures</b>	<b>1,240,190</b>	<b>516,778.46</b>	<b>-</b>	<b>723,411.54</b>	<b>41.67%</b>
<b>EXCESS (DEFICIT) OF TOTAL REVENUES OVER (UNDER) TOTAL EXPENDITURES</b>	<b>27,187</b>	<b>1,165.04</b>			
<b>Fund Balance at September 1, 2024</b>	<b>385,921</b>	<b>426,138.54</b>			
<b>Current Fund Balance</b>	<b>413,108</b>	<b>427,303.58</b>			
<b>Ending Fund Balance Accounts</b>					
GL 810 Reserved For Other Items	-	-			
GL 819 Restricted for Fund Purposes	413,108	425,615.79			
GL 840 Nonspnd FB - Invent/Prepd Itms	-	1,687.79			
GL 850 Committed to Other Purposes	-	-			
GL 870 Committed -Other Items	-	-			
GL 889 Assigned to Fund Purposes	-	-			
GL 890 Unassigned Fund Bal	-	-			
<b>TOTAL Ending Fund Balance</b>	<b>413,108</b>	<b>427,303.58</b>			

# EPHRATA SCHOOL DISTRICT

## Transportation Vehicle Fund Budget Status

### For the Period Ended August 31, 2025

FY 2024-25					
	Budget	Actual thru August-25	Encumbrances	Budget Remaining	% of Budget
<b>TRANSPORTATION VEHICLE FUND</b>					
<u>Revenues</u>					
1000 Local Taxes	123,000.00	124,784.40	-	(1,784.40)	101.45%
2000 Local Nontax	4,800	20,768.29	-	(15,968.29)	432.67%
3000 State, General Purpose	-	-	-	-	0.00%
4000 State, Special Purpose	504,711	324,400.83	-	180,310.17	64.27%
5000 Federal, General Purpose	-	-	-	-	0.00%
8000 Revenues fr Other Agencies	-	-	-	-	0.00%
9000 Other Financing Sources	-	4,185.00	-	(4,185.00)	0.00%
<b>Total Revenues</b>	<b>632,511</b>	<b>474,138.52</b>	<b>-</b>	<b>158,372.48</b>	<b>74.96%</b>
<u>Expenditures</u>					
Type 30 Equipment	1,718,591	596,315.32	-	1,122,275.68	34.70%
Type 60 Bond Levy Issuance	-	-	-	-	0.00%
Type 90 Debt	-	-	-	-	0.00%
<b>Total Expenditures</b>	<b>1,718,591</b>	<b>596,315.32</b>	<b>-</b>	<b>1,122,275.68</b>	<b>34.70%</b>
Operating Transfers:					
In From General Fund	-	-			
<b>EXCESS (DEFICIT) OF TOTAL REVENUES OVER (UNDER) TOTAL EXPENDITURES</b>	<b>(1,086,080)</b>	<b>(122,176.80)</b>			
<b>Fund Balance at September 1, 2024</b>	<b>1,086,080</b>	<b>1,080,630.53</b>			
<b>Current Fund Balance</b>	<b>-</b>	<b>958,453.73</b>			
<b>Ending Fund Balance Accounts</b>					
GL 810 Reserved For Other Items	-	-			
GL 819 Restricted for Fund Purposes	-	958,453.73			
GL 830 Reserved for Debt Service	-	-			
GL 835 Restricted for Arbitrage Rebate	-	-			
GL 850 Committed to Other Purposes	-	-			
GL 889 Assigned to Fund Purposes	-	-			
GL 890 Unassigned Fund Bal	-	-			
<b>TOTAL Ending Fund Balance</b>	<b>-</b>	<b>958,453.73</b>			

# Coversheet

## First Reading of Policy

**Section:** IV. Non-Action Items  
**Item:** E. First Reading of Policy  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:**  
2020 Course Design Selection and Adoption of Instructional Materials - Critical.pdf  
3241 Student Discipline - Critical.pdf

# Policy Console - WSSDA

**Policy: 2020**  
**Section: 2000 - Instruction**

## Course Design, Selection, and Adoption of Instructional Materials

The board recognizes its responsibility for ~~the improvement~~improving and ~~growth of~~growing the ~~schools'~~ educational ~~program of the schools programs~~. To this end, ~~the~~ course designs ~~shall~~will be evaluated, adapted, and developed on a continuing basis. Instructional materials shall be selected to ensure alignment with state learning standards and enable all students to master foundational skills and knowledge to achieve college and career readiness.

### I. Definitions

For the purpose of policy and procedure 2020, the following definitions will apply:

- **A. Course Design** is the process that includes identifying and sequencing essential content ~~supporting to support~~ students' skill development towards state learning standards. Course design involves providing ~~teachers with~~ appropriate instructional materials, professional development, and support systems ~~for teachers~~ as they implement the course.
- **B. Instructional Materials** are ~~all~~ materials designed for ~~use by~~ students and their teachers as learning resources to help students ~~to~~ acquire facts, ~~and~~ skills, ~~and/or to~~ develop cognitive processes. ~~These instructional materials, used to help students, and~~ meet state learning standards. ~~Instructional materials~~ may be printed or digital, and may include textbooks, technology-based materials, other educational media, and assessments. They may carry different licensing types, from open to all rights reserved. For the purposes of this policy, there are five categories of instructional materials:
  - **Core Instructional Materials** are the primary instructional resources for a given course. They are district-approved and provided to all students to help meet learning standards and provide instruction ~~toward~~toward course requirements.
  - **Alternative Core Materials** are the primary instructional materials for a given course ~~that are~~ used with a subset of students. These materials are intended to replace approved core materials and may be used for specialized course offerings or flexible learning environments.
  - **Intervention Materials** are designed to support strategic or intensive intervention for students ~~who are~~ at risk of not meeting established learning standards. Intervention materials are used with students to accelerate progress toward particular learning goals based on systematic assessment, decision-making, and progress monitoring.
  - **Supplemental Instructional Materials** are used in conjunction with the core instructional materials of a course ~~that are not expressly required by the school or district and are~~ instead selected at a teacher's discretion. These items extend and support instruction. They include, but are not limited to, books, periodicals, visual aids, video, sound recordings, computer software, and other digital content.

**Temporary Supplemental Materials** are those items used in conjunction with the core instructional materials of a course that are of interest or value for a short period ~~of time~~ and are chosen within district-established guidelines. They are not intended to supplant the adopted curriculum nor be used on a regular instructional basis. Examples might include timely articles from relevant, reliable sources, websites, or news broadcasts. The use of temporary supplemental materials for ~~time periods of~~ over one year requires consideration of the material as either part of the core instructional material for a course or supplemental material for the course, depending on the nature and scope of the material.

**C. Instructional Materials Committee** is the body that ~~makes recommendations~~ core instructional materials ~~adoption recommendations~~ to the ~~School Board~~ board based on superintendent-established procedures.

## **II. Course Design**

The superintendent or designee will establish procedures for course design that:

- ~~Provide~~ provide for the regular review of selected content areas and implementation of any suggested changes;
- ~~Provide and~~ Provide and for the involvement of community representatives and staff members at appropriate times.

## **III. Selection and Adoption of Instructional Materials**

The primary objective in selecting instructional materials is to implement, enrich, and support the educational program of the schools. All instructional materials will be selected in conformance with: applicable state and federal laws, goals and learning standards of the district and state, and Procedure 2020.

- A. ~~Applicable state and federal laws;~~
- B. ~~Goals and/or learning standards of the district and state; and~~
- C. ~~Procedures established by the instructional materials committee which address the criteria detailed in the corresponding procedure 2020P.~~

The board is responsible for ~~the adoption of~~ adopting all core instructional materials used in the district.

The superintendent, or designee, will establish procedures for core material, alternate core, and intervention material selection and adoption using criteria around evidence-based practices.

The superintendent or designee will ensure that the district maintains a listing of all core instructional materials used within the school curriculum ~~is maintained in the district and~~ and that it is available for public review ~~either in-~~ person or online.

The ~~intent of the board is that~~ intends for the superintendent to delegate responsibility for examining, evaluating, and selecting all supplemental and temporary supplemental materials to the district's professional staff ~~of the district~~. This includes preparing all student reading lists. Staff will rely on reason and professional judgment in ~~the selection of~~ selecting high-quality supplemental materials that align ~~to~~ with state learning standards and are appropriate for ~~the~~ their students' instructional ~~program~~ and programs, developmental ~~level~~ levels, and interests ~~of their students.~~

Cross References: 2027 - District Ownership of Staff-Created Work

Legal References: RCW 28A.150.230 District school directors' responsibilities

Adoption Date: First Reading 4.15, Adopted 5.15  
Revised Dates: 04.99; 06.11; 04.15; 12.15

RCW 28A.320.230 Instructional materials —\_\_\_\_\_ Instructional materials committee  
~~RCW 28A.320.170 Tribal history and culture [as amended by SSB 5433]~~  
RCW 28A.320.170 Tribal history and culture [as amended by SSB 5433]  
 RCW 28A.405.060 Course of study and regulations —\_\_\_\_\_ Enforcement  
 —\_\_\_\_\_ Withholding salary warrant for failure  
 Chapter 28A.640 RCW Sexual Equality  
 WAC 180-44-010 Responsibilities related to instruction  
 WAC 392-190-055 Textbooks and instructional materials —\_\_\_\_\_ Scope  
 —\_\_\_\_\_ Elimination of bias  
RCW 28A.320.233 Student materials \_\_\_\_\_ Denial based on protected class prohibited \_\_\_\_\_ Complaint procedure  
RCW 28A.320.235 Supplemental instructional materials \_\_\_\_\_ Policies and procedures \_\_\_\_\_ Definitions  
RCW 28A.345.130 Model policy and procedure for instructional materials \_\_\_\_\_ Diverse and inclusive curricula  
Chapter 28A.642 RCW Discrimination Prohibition

Management Resources: 2015 -- December Issue  
2025 - April Issue

Last Revised: **April 16, 2025**  
 Classification: **Critical**  
 Prior Revised Dates: **06.97; 06.11; 04.15; 12/01/2015**

---

© 2020-2025 Washington State School Directors' Association. All rights reserved.

Adoption Date: First Reading 4.15, Adopted 5.15  
 Revised Dates: 04.99; 06.11; 04.15; 12.15



# Student Discipline

## Introduction/Philosophy/Purpose

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

The purposes of this policy and accompanying procedure include:

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

## Rights and Responsibilities/District Commitment

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

- ~~Identifying and addressing discipline policies and practices that perpetuate educational opportunity gaps;~~
- ~~Proactively implementing discipline practices that support students in meeting behavioral expectations without losing access to instruction;~~

The District

### Students' Fundamental Rights

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

- 1. Unlawfully discriminate against a student on the basis of sex, race, creed, ethnicity, religion, color, national origin, sexual orientation, gender expression, gender identity, homelessness, immigration or citizenship status, the presence of any sensory, mental, or physical disability, neurodivergence, or the use of a trained dog guide or service animal; by a person with a disability is prohibited.

2. Deprive a student of the student's constitutional right to freedom of speech and press, the constitutional right to peaceably assemble and to petition the government and its representatives for a redress of grievances, the constitutional right to the free exercise of religion and to have the student's school free from sectarian control or influence, subject to reasonable limitations upon the time, place, and manner of exercising the right<sup>7.2</sup>
3. Deprive a student of the student's constitutional right to be secure in the student's person, papers, and effects against unreasonable searches and seizures<sup>7.1</sup>
4. Unlawfully interfere in a student's pursuit of an education while in the custody of the school district; or
5. Deprive a student of the student's right to an equal educational opportunity, in whole or in part, by a school district without due process of law.

### **Student Responsibilities**

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

### **Development and review**

~~Accurate and complete reporting of all disciplinary actions, including the associated student level information, behavioral violations, and other forms of discipline the district considered or attempted, is essential for effective review of this policy; therefore, the district will ensure such reporting. The district will collect data on disciplinary actions administered in each school, as required by RCW 28A.300.042, and any additional data required under other district policies and procedures.~~

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

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

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

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

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

~~School principals will confer with certificated building employees at least annually to establish criteria for when certificated employees must complete classes to improve classroom management skills.~~

The District will periodically review ~~and further develop this a discretionary and nondiscretionary discipline~~ policy and procedure with the participation of school personnel, students, parents, families, and the community. ~~As part of this During the development and review process,~~ the district ~~will must~~ use disaggregated data collected under RCW ~~28A.300.042 28A.300.042~~ to monitor the impact of ~~studentthe district's discipline policy, procedure, and practices as well as and update its policy and procedure~~ to improve fairness and equity in the administration of ~~student discipline. Discipline data must be disaggregated by:~~

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

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

The District will support each school to:

- set at least one goal annually for improving equitable student outcomes;
- create an actions plan or plans;
- evaluate previous goal and action plans; and
- revise goals and action plans, based on evaluations.

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

~~The policy and procedure will be developed in accordance with WAC 392-400-110.~~

#### **~~Distribution of policies~~Policies and ~~procedures~~Procedures**

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

~~The District will ensure district employees and contractors are knowledgeable of this student discipline policy and procedure. At the building level, schools will annually provide the current building discipline standards, developed as stated above, to all school personnel, students, parents, and families, which may require language assistance for students and parents with Limited English proficiency under Title VI of the~~

~~The district will ensure district employees and contractors are knowledgeable of this student discipline policy and procedure.~~

~~Civil Rights Act of 1964. Schools will ensure all school personnel are knowledgeable of the school building discipline standards. Schools are encouraged to provide discipline training developed under RCW ~~28A.415.410~~ to support implementation of this policy and procedure to all school staff as feasible.~~

**Application**

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

-

Cross References:

- 2121 - Substance Abuse Program
- 2161 - Special Education and Related Services for Eligible Students
- 2162 - Education of Students With Disabilities Under Section 504 of the Rehabilitation Act of 1973
- 3122 - Excused and Unexcused Absences
- 3210 - Nondiscrimination
- 3244 - Prohibition of Corporal Punishment
- 3520 - Student Fees, Fines, or Charges
- 4210 - Regulation of Dangerous Weapons on School Premises
- 4218 - Language Access ~~Plan~~

Legal References:

~~42 U.S.C. 2000d et seq. Civil Rights Act of 1964~~

~~RCW 9A.41.280 Possessing dangerous weapons on school facilities — Penalty — Exceptions~~

~~RCW 28A.150.240 Certificated teaching and administrative staff as accountable for classroom teaching — Scope — Responsibilities — Penalty~~

~~Chapter 28A.225, RCW Compulsory school attendance and admission~~

~~Chapter 28A.320, RCW Provisions applicable to all districts~~

~~RCW 28A.400.100 Principals and vice principals — Employment of — Qualifications — Duties~~

~~RCW 28A.400.110 Principal to assure appropriate student discipline — Building discipline standards — Classes to improve classroom management skills~~

~~Chapter 28A.600 RCW, Students~~

~~WAC 392-190-048 Access to course offerings — Student discipline~~

~~Chapter 392-400 WAC, Student Discipline~~

34 CFR Part 100.3 Regulations implementing Civil Rights Act of 1964

Chapter 392-400, WAC Student Discipline

WAC 392-190-048 Access to course offerings - Student discipline and corrective action

Chapter 28A.320, RCW Provisions applicable to all districts

Chapter 28A.600 RCW, Students

RCW 28A.400.110 Principal to assure appropriate student discipline  
Building discipline standards Classes to improve classroom management skills

RCW 28A.400.100 Principals and vice principals Employment of  
Qualifications Duties ~~42 U.S.C. 2000d et seq. Civil Rights Act of 1964~~

Chapter 28A.225, RCW Compulsory school attendance and admission

RCW 28A.150.240 Certificated teaching and administrative staff as accountable for classroom teaching Scope Responsibilities  
Penalty

Policy 3241  
Critical

RCW 9.41.280 Possessing dangerous weapons on school facilities  
Penalty      Exceptions

Management Resources:

~~2023~~ ~~July Issue~~  
~~2021~~ ~~February Issue~~  
~~2019~~ ~~April Policy Alert~~  
~~2018~~ ~~August~~ ~~2010 - June~~ Issue  
~~2016~~ ~~July~~ ~~2014 - August~~ Issue  
2014 - December Issue  
2016 - July Policy Issue  
2014 2018 - August 2018 - August Policy Issue  
2010 June Issue 2019 - April April Policy Alert