ABERDEEN SCHOOL DISTRICT NO. 5
Regular Meeting of the Board of Directors
Aberdeen High School
November 3, 2026

5:00 p.m. Work-study

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

Flag Salute

Consent Agenda
1. Minutes
2. Gifts to the District

Comments from the Board

Comments from Student Representatives

Comments from the Public

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

Presentations
1. Foodball

Old Business

Superintendent Reports
1. Seismic Safe Schools & Capital Projects
2. Math Pilot
3. Student Focus Groups
4. Device Surveys

New Business
1. Policy 1630 Evaluation of Superintendent
2. Policy 3420 Anaphylaxis Prevention and Response
3. Health Department MOU
4. Next Meeting

Executive Session / Closed Session
1. Personnel Report

ADJOURN

ABERDEEN SCHOOL DISTRICT NO. 5
BOARD INFORMATION AND BACKGROUND
November 3, 2026

5:00 p.m. Work-study

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

Flag Salute

Consent Agenda – Enclosure 1

1. Minutes – The minutes from the regular meeting on October 20, 2026, are enclosed for your review and approval.
2. Gifts to the District
    a. Sierra Pacific has donated 2x4s valued at $400.00 to the Career and Technical Education construction program at Aberdeen High School.
    b. The Twin Harbors Skills Center has been awarded $35,000 by the Grays Harbor Community Foundation for industry upgrades.

Comments from the Board

1. Student Representatives – President Durney will provide an update on the selection of student representatives.

Comments from Student Representatives

Comments from the Public

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

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

Presentations

1. Foodball – The AHS Foodball team will share information about this year's campaign to raise food and funds for area food banks. Enclosure 2

Old Business

Superintendent Reports

1. Seismic Safe Schools and Capital Projects – Superintendents Green and Sandstrom will provide an update on the seismic safe schools and capital projects taking place in the district.

2. Math Pilot – Superintendent Sandstrom will discuss the work that has been taking place to pilot an Integrated Statistics and Quantitative Reasoning course this year. Enclosure 3
3. Student Focus Groups – Superintendents Green and Sandstrom will provide an update on the focus groups taking place with students.
4. Device Surveys – Superintendents Green and Sandstrom will provide an update on the staff/student survey exploring how devices are used for instruction throughout the district.

New Business

1. Policy 1630 Evaluation of Superintendent – An update to Policy 1630 as recommended by WSSDA is presented for first reading. Enclosure 4
2. Policy 3420 Anaphylaxis Prevention and Response – An update to Policy 3420 as recommended by WSSDA is presented for first reading. Enclosure 5
3. Health Department MOU – Programs Administrator Jamie Stotler will present a data sharing agreement with the Grays Harbor Health Department for reporting requirements in the 21st Century Community Learning Center (CCLC after school) for your review and approval. Enclosure 6
4. Next Meeting – The next regular meeting of the Board is scheduled for 5:30 p.m. Tuesday, Nov. 17, 2026, at McDermoth Elementary School. A work-study for continued discussion of a book on math instruction and fluency will begin at 5 p.m.

Executive Session / Closed Session

At this time the meeting will recess for an executive session expected to last 10 minutes under RCW 42.30.110 (g): to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

1. Personnel Report Enclosure 7

ADJOURN

ABERDEEN SCHOOL DISTRICT NO. 5

Minutes of the Regular Meeting of the
Board of Directors – October 20, 2026

President Jennifer Durney convened the regular meeting of the Aberdeen School District Board of Directors at 5:30 p.m. Tuesday, Oct. 20, 2026, in the Community Room at Aberdeen High School. In attendance were Directors Mardi Emard-Colburn, Jeanne Marll, Annica Mizin and Vice President Suzy Ritter, along with Co-Superintendents Lynn Green and Traci Sandstrom, Student Representative Kassandra Kumarasinghe and 14 patrons and staff. Representative Leticia Alvarenga was excused. The meeting began with the flag salute.	CALL TO ORDER
On a motion by Vice President Ritter and seconded by Director Mizin, the Board approved the Consent Agenda, which included the minutes from the regular meeting on October 6, 2026, September payroll vouchers 840298 through 840327 totaling $4,631,346.71, General Fund vouchers 840331 through 840333, 840335, 840351, 840353 through 840444 and 840451 totaling $685,085.41, ASB Fund vouchers 840336 through 840350, 840352 and 840445 totaling $420,550.77, Capital Projects Fund vouchers 840334 and 840448 through 840450 totaling $137,019.48 and Private Purpose Trust Fund vouchers 840446 through 840447 totaling $4,250.00, and trip requests from the Advanced Choirs at Aberdeen High School to travel to Oahu, Hawaii, to perform and take part in educational and recreational activities on April 5-9, 2027, and for the Goldenaires to travel to Columbia Basin College in Pasco to participate in Jazz Unlimited on April 30 to May 1, 2027.	CONSENT AGENDA
Director Mizin shared that she was able to attend a home volleyball game which included a powerful and moving performance of the national anthem by AHS students Gabriella Abruscato and Dylan Brown.	COMMENTS FROM THE BOARD
Student Representative Kumarasinghe reported that she was able to participate in the student focus group session that took place at the Harbor Learning Center.	COMMENTS FROM STUDENT REPRESENTATIVES
President Durney reported that the Board had received a packet of material from Jerry Salstrom sharing information about the educational purposes for technology, artificial intelligence and devices.	COMMENTS FROM THE PUBLIC
Principal Aaron Roiko, along with Vice Principal Rachel Wenzel and MTSS Coach Sal Abruscato, presented the annual report and school improvement plan for Aberdeen High School.	AHS ANNUAL REPORT
Superintendent Sandstrom provided an update on planning for a new elementary school in South Aberdeen and shared renderings of the proposed school.	SEISMIC SAFE SCHOOLS & CAPITAL PROJECTS

Superintendents Green and Sandstrom shared information about the focus group they conducted with students at the Harbor Learning Center.	STUDENT FOCUS GROUPS
Superintendents Green and Sandstrom provided an update on the staff/student surveys that were developed in follow-up to the Board's work-study in September exploring how devices are used for instruction.	DEVICE SURVEYS
Executive Director of Business and Operations Elyssa Louderback presented the Fiscal Status Report for September. With 8.33 percent of the fiscal year elapsed the district has received 6.52 percent of budgeted revenue and incurred 8.35 percent of expenses. She reported fund balances of $2,943,688.61 in the General Fund, $953,912.14 in the Capital Projects Fund, $573,731.31 in the Debt Service Fund, $336,001.49 in the Associated Student Body Fund, and $598,060.45 in the Transportation Vehicle Fund.	FISCAL STATUS REPORT
Following a presentation by Programs Administrator Jamie Stotler, on a motion by Vice President Ritter and seconded by Director Mardi Emard-Colburn, the Board approved the annual report to the Office of Superintendent of Public Instruction outlining the school improvement plans throughout the district.	SCHOOL IMPROVEMENT PLANS
Following a presentation by Superintendent Green, on a motion by Director Mizin and seconded by Vice President Ritter, the Board approved renewal of the agreement with Elma Lanes Inc. allowing the district's bowling team to use the facility in 2026-2027.	ELMA LANES
On a motion by Director Mizin and seconded by Director Ritter, the Board declared as surplus an inventory of supplies and equipment that are no longer needed for an educational purpose.	SURPLUS
President Durney announced that the next regular meeting of the Board is scheduled for 5:30 p.m. Tuesday, Nov. 3, in the Community Room at Aberdeen High School. A work-study for the purpose of continued discussion of a book on math instruction and fluency will begin at 5 p.m.	NEXT MEETING
At 6:28 p.m., President Durney recessed the meeting for an executive/closed session expected to last 10 minutes under RCW 42.30.110(g): to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee, and for collective bargaining discussion. The session began at 6:31 p.m. At 6:41 p.m. the meeting was extended for two minutes. The meeting reconvened in regular session at 6:44 p.m.	EXECUTIVE SESSION
On a motion by Vice President Ritter and seconded by Director Mizin, the Board approved the Personnel Report. Under certificated matters, the Board approved the hiring of Ayla Asas as a math teacher at Miller Junior High School; approved a co-curricular contract for Mercedes Bell Taylor as the ASB advisor at McDermoth	PERSONNEL REPORT CERTIFICATED

Elementary School for 2026-2027; issued supplemental contracts for Heather Berentsen at McDermoth Elementary, Martha Lennier at Stevens Elementary, Alexandra Lucas at A.J. West and Central Park elementaries, and Denise Roberts at Robert Gray Elementary and Miller Junior High School as highly capable liaisons for 2026-2027; and approved the hiring of Sara Krum and Kaye Pearse as substitutes for the district.

CLASSIFIED

Under classified matters, the Board approved the hiring of Kim Gordon as a Food Service worker effective Oct. 12, and as a cook in the After School Program effective Oct. 15 at A.J. West Elementary School, Melanie Gillham as a current-year special education para-educator at Central Park Elementary School effective Oct. 2, Rene Garcia as an MTSS assistant at Stevens Elementary School effective Oct. 19 and Pedro Sanchez as a current-year bus driver effective Oct. 5; approved a leave of absence for Stephany Murray, a para-educator at Robert Gray Elementary School, from Oct. 16, 2026 to Jan. 15, 2027; accepted the resignation of Christi Campbell as a para-educator at McDermoth Elementary School effective Oct. 23; approved the termination of Holly Houston as a registered behavior technician for the District effective Oct. 9; approved the hiring at Miller Junior High School of Samantha Deugan, Breanna Gentry, Jimmy McDaniel, Charles Stover and Trina Wallin as head coaches for girls' basketball effective Oct. 26, and Jason Garman as head coach and Peityn Munoz as assistant coach for girls' wrestling effective Oct. 26; approved the hiring of 5th Grade girls' basketball coaches Rebel Jordan at A.J. West Elementary School, Megan Jones at Central Park Elementary School and Amy Thelin at McDermoth Elementary School effective Oct. 12 and Bridget Onasch at Stevens Elementary School and Troy Kaufman at Robert Gray Elementary School effective Oct. 15, and approved the hiring of Russell Bridge, Cynthia Byrd, Makayla Shultz and Dalyne Wennberg as substitutes for the district.

ADJOURN

There being no further business, the regular meeting was adjourned at 6:44 p.m.

Lynn Green, Secretary

Jennifer Durney, President

Traci Sandstrom, Secretary

Aberdeen
School District

216 North G Street
Aberdeen, WA 98520
360-538-2000
Fax 360-538-2014
www.asd5.org

Office of the Superintendent
360-538-2002

Traci Sandstrom
Co-Superintendent
Teaching and Learning
Technology
360-538-2123

Lynn Green
Co-Superintendent
Career & Technical Education
360-538-2038

Elyssa Louderback
Business & Operations
360-538-2007

Christi Clinkingbeard
Human Resources
360-538-2003

Stefanie Lamont
Special Education
360-538-2017

TO: Traci Sandstrom, Co-Superintendent
Board of Directors, ASD5

FROM: Lynn Green, CTE Director

RE: Donation

DATE: October 23, 2026

The Career and Technical Education construction program has received the following donation from Sierra Pacific Industries:

100 – 8' 2x4's valued at approximately $400.00

We kindly request Board approval for this generous donation. Thank you.

This District is an Equal Opportunity Employer

OCT 27 2026

Grays Harbor Community Foundation

P.O. Box 615, Hoquiam, WA 98550 | (360) 532-1600 | info@gh-cf.org

Board of Directors

OFFICERS
Molly Bold
Chair
Mike Sand
Vice Chair
George Donovan
Secretary
Wes Peterson
Treasurer

ELECTED MEMBERS
Dr. Donald Arima
Dr. Edward Brewster
Judith Davis
Erin DenAdel
Lynn Green
Tim Martin
Tom Quigg
Kathryn Skolrood
Mark Stensager
Bill Stewart
Richard Vroman
Maryann Welch

EMERITUS MEMBERS
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Stan Pinnick
Randy Rust

Staff
Eric Potts
Executive Director
Jessica Hoover
Senior Program Officer
Valerie Piper
Finance & Accounting Officer
Lyndsie Winter
Operations & Program Assistant

October 21, 2026

Aberdeen School District No. 5
Attn: Lynn Green
216 North G Street
Aberdeen, WA 98520

Dear Lynn,

Congratulations! The Grays Harbor Community Foundation is excited to announce you have been awarded a grant in the amount of **$35,000.00.** Your project**, Twin Harbors - Industry Standards Updates**, is awarded from the **Weatherwax Family Fund** held at the Grays Harbor Community Foundation.

To accept the grant award and receive funding, please login to your account and sign the Grant Award Agreement.

Final progress reports are required six months after funds are awarded; please submit your report by May 1, 2027, to be considered for future grant opportunities. You can access the final report by logging into your account. Please use this letter as your reminder to complete the report on time to be considered for future funding opportunities.

The board and staff of the Foundation appreciate your organization for the work it does to improve the lives of our community. Congratulations and good luck with your work in the coming year.

Sincerely,

Eric Potts
Executive Director

Aberdeen & Hoquiam
Foodball 2026

Friday, Nov. 6th	Saturday, Nov. 7th	Sunday, Nov. 8th	Monday, Nov. 9th	Tuesday, Nov. 10th
AHS **Aberdeen's Got Talent** AHS Auditorium 6:00 PM **HHS** **Community Parade** 5:00-6:00 PM **Grizzly Den Takeover** 6:00-7:30 PM	**AHS** **Community Blitz** 10:00 AM **MOB Takeover** Mt. Olympus Brewery 5:00 PM **HHS** **Dinner Auction** HHS Student Center 6:oo - 8:30 PM	**AHS** **Seahawks Game Day Buffet & Auction** AHS Community Room 1:00 PM **HHS** **Bail Out** **Hoquiam Swanson's** 10:00 AM	**AHS** **Staff vs. Students Basketball** 6:00 PM **HHS** **Grizzly Volleyball** Hoquiam Square Garden 6:00 PM	**AHS** **Westside Pizza Takeover** 5:00-8:00 PM **HHS** **PowderPuff Football** Olympic Stadium 5:00 PM **Domino's Takeover** 4:00 - 7:00 PM
Wednesday, Nov. 11th	Thursday, Nov. 12th	Friday, Nov. 13th	**Storefront Canvassing Locations:** **Hoquiam CVS** **Bi-Mart** **Safeway** **Aberdeen Swanson's** **Hoquiam Swanson's**	
AHS **Community Blitz** 10:00 AM **Mazatlan Takeover** 5:00-8:00 PM **HHS** **Community Canvas** 10:00 AM	**AHS** **Muscle Beach Volleyball** Sam Benn Gym 6:00 PM **HHS** **Basket Bingo!** HHS Student Center 6:30 PM	**Foodball Weigh In @ Grays Harbor PUD 5:30pm**		

Donate Online!
www.hoquiam.net **www.ahs.asd5.org**

Aberdeen High School
Main Office: 360-538-2040
ASB Advisor: Ashley Kohlmeier
akohlmeier@asd5.org

Hoquiam High School
Main Office: 360-538-8210
ASB Advisor: Terry Helland
thelland@hoquiam.net

The University of Texas at Austin
Charles A. Dana Center

WestEd
WestEd.org

October 27, 2026

Lynn Green & Traci Sandstrom
Co-Superintendents
Aberdeen School District
216 North G Street
Aberdeen, WA 98520

Subject: Recognition and Appreciation for Launching the Integrated Statistics and Quantitative Reasoning Pilot

Dear Ms. Green & Ms. Sandstrom,

On behalf of WestEd and the Dana Center, I am writing to express our sincere appreciation to Aberdeen School District for your partnership and leadership in piloting the Integrated Statistics and Quantitative Reasoning course during the 2026-2027 academic year.

Bringing an innovative mathematics course to life requires significant foresight, planning, and dedication. Over the past year, a small team of your teachers and staff have invested incredible effort into preparing for this launch—from participating in curricular feedback activities and professional learning to ensuring students were thoughtfully advised and registered. The individuals on your team are: Jesse Winter, Kasi Turner, and Lisa Griebel.

Because of that thorough groundwork, teachers in your district are now actively delivering this high-quality mathematics experience in the classroom. This initiative expands valuable learning opportunities for your students, equipping them with quantitative reasoning skills directly applicable to their postsecondary and career ambitions.

In addition to these local benefits, your district team has contributed to a project that has garnered national attention. Their input has shaped the design of the course and the tools that will support other districts nationwide to implement it.

We deeply value Aberdeen School District's commitment to educational innovation and student success. Thank you to your entire district team for their hard work, adaptability, and collaborative spirit during the preparation phase and throughout this implementation year.

We look forward to our continued partnership as we observe the positive impact of this work in the months ahead.

Warm regards,

Sandy Gilpin, M.Ed.
Relationship Manager Lead, ISQR Project
sandygilpin@yahoo.com

EVALUATION OF THE SUPERINTENDENT

The board will establish evaluative criteria and will be responsible for evaluating the performance of the superintendent.

The superintendent will have the opportunity for confidential conferences with the board members ~~on no less than three occasions in each year~~, for the purpose of aiding the superintendent in ~~his/her~~ their performance. The board, on the basis of the evaluation, may vote to ~~terminate, renew or~~ extend the superintendent's contract for periods not to exceed three years. In the event of an unsatisfactory evaluation, the board may review the superintendent's contract regarding termination provisions.

Pursuant to state law, RCW 28a.150.230, names the school board as responsible "to adopt policies to: (a) Establish performance criteria and an evaluation process for its superintendent …" and through RCW 42.30.110(g) dictates the use of executive sessions for evaluating the performance of public employees.

Legal References:	RCW 28A.400.010	Employment of superintendent — Superintendent's qualifications, general powers, term, contract renewal

Adopted: 3/16/04
Revised: 4/17/18, _____

ANAPHYLAXIS PREVENTION AND RESPONSE

Anaphylaxis is a life-threatening allergic reaction that may involve systems of the entire body. Anaphylaxis is a medical emergency that requires immediate medical treatment and follow-up care by an allergist/immunologist.

The Aberdeen School District Board of Directors expects school administrators, teachers, and support staff to be informed and aware of life threatening allergic reactions (anaphylaxis) and how to deal with the resulting medical emergencies. For students, some common life threatening allergens are peanuts, tree nuts, fish, bee or other insect stings, latex, and some medications. Affected students require planned care and support during the school day and during school sponsored activities. Additionally, any student could potentially have a life threatening allergic reaction even without a history of such.

Parents/guardians are responsible for informing the school about their student's potential risk for anaphylaxis and for ensuring the provision of ongoing health information and necessary medical supplies. The district will take reasonable measures to avoid allergens for affected students. The district will also train all staff in the awareness of anaphylaxis and prepare them to respond to emergencies. Additionally, student specific training will be provided for appropriate personnel. The plan shall be distributed to appropriate staff based on the students' needs and the staffs' level of interaction with the student as determined in the health plan.

Even with the district's best efforts, staff and parents/guardians need to be aware that it is not possible to achieve a completely allergen-free environment. However, the district will take ~~precautions to reduce the risk of a student with a history of anaphylaxis coming into contact with the offending allergen in school~~ reasonable precautions to reduce the risk of exposure to allergens for students with history of anaphylaxis.

The district may maintain at designated school locations a supply of epinephrine or nasal spray based on the number of students enrolled at the school. Undesignated epinephrine or nasal spray must be obtained with a prescription in the name of the school by a licensed health professional within the scope of their prescribing authority and must be accompanied by a standing order protocol for their administration. Prescriptions and standing orders may be obtained from a community Licensed Health Care Provider or through a statewide standing order from the Secretary of Health or designee.

In the event a student with a current prescription for epinephrine on file at the school experiences an anaphylactic event, the school nurse or designated trained school personnel may use the school supply of epinephrine to respond if the student's supply is not immediately available. In the event a student without a current prescription for epinephrine on file with the school or a student with undiagnosed anaphylaxis experiences an anaphylactic event, the school nurse may

utilize the school supply of epinephrine to respond under the standing order protocol according to RCW 28A.210.370, RCW 28A.210.380 and RCW 28A.210.383.

The school's supply of epinephrine auto injectors or nasal spray does not negate parent/guardian responsibility to ensure that they provide the school with appropriate medication and treatment orders pursuant to RCW 28A.210.320 if their student is identified with a life-threatening allergy.

The superintendent will establish procedures to support this policy and to ensure:

1. Rescue protocol in cases of suspected anaphylaxis will follow OSPI's Guidelines for the Care of Students with Anaphylaxis (2009);
2. A simple and standardized format for emergency care plans is utilized;
3. A protocol is in place to ensure emergency care plans are current and completed;
4. Medication orders are clear and unambiguous;
5. Training and documentation are a priority, and
6. Each school's supply of epinephrine, if any, is maintained pursuant to manufacturer's instructions and district medication policy and procedures.

Cross References:	Policy 3419	Self-Administration of Asthma and Anaphylaxis Medications
	Policy 3418	Response to Student Injury or Illness
	Policy 3416	Medication at School
Legal References:	WAC 392-380	Public Schools Pupils – Immunization Requirement and Life-Threatening Health Condition
	RCW 28A.210.383	Anaphylaxis — Policy guidelines — Procedures — Reports.
	RCW 28A.210.370	Students with asthma and anaphylaxis—Uniform policy—Authorization for self-medication.

Adopted: 02/21/23
Revised: _____

Anaphylaxis Prevention and Response

For students with a medically diagnosed life-threatening allergy (anaphylaxis), the district will take appropriate steps for the student's safety, including implementing a ~~nursing care~~ health plan. The district will utilize the Guidelines for the Care of Students with Anaphylaxis published by the Office of the Superintendent of Public Instruction.

Parent/Guardian Responsibility

Prior to enrolling a student, the parent/guardian will inform the school in writing of the medically diagnosed allergy(ies) and risk of anaphylaxis. During enrollment parents/guardians will be instructed on reporting requirements if a student receives an allergy diagnosis in the middle of the school year. School districts will develop a process to identify students at risk for life-threatening allergies and to report this information to the school nurse. Upon receiving the diagnosis, school staff will contact the parent/guardian to develop a nursing care plan. A nursing care plan will be developed for each student with a medically diagnosed life-threatening allergy.

Nursing Care Plan

The school nurse (registered nurse) will develop a written plan that identifies the student's allergies, symptoms of exposure, practical strategies to minimize the risks, and how to respond in an emergency.

The principal or designee (school nurse) may arrange for a consultation with the parent/guardian prior to the first day of attendance to develop and discuss the ~~nursing care~~ health plan. The plan will be developed by the school nurse in collaboration with parent/guardian, licensed health care provider (LHP), and appropriate school staff. If the treatment plan includes self-administration of medications, the parent/guardian, student, and staff will comply with model policy and procedure 3419, *Self-Administration of Asthma and Anaphylaxis Medication.*

Students will be permitted to self-administer anaphylaxis medication if an LHP prescribed the medication for use in school hours and instructed the student on responsible use of the medication. The student must demonstrate to both the school nurse and the LHP that they have the skill level to administer the medication. The LHP will submit a written treatment plan for managing anaphylaxis and the parent/guardian will submit the LHP treatment plan to the school nurse. If the student completes these steps, then they should have their medication on them while at school, on the way to school, or at a school-sponsored activity. Parents and guardians may provide the school nurse with backup medication to be kept in a location the student can immediately access.

Annually and prior to the first day of attendance, the student health file will contain:

1. A current, completed ~~nursing care~~ health plan;
2. A written description of the treatment order, signed by an LHP; and
3. An adequate and current supply of auto-injectors (and other medications if needed).

The school will also recommend to the parents/guardians that the student wear a medical alert bracelet all times. The parents/guardians are responsible for notifying the school if the student's condition changes and for providing the medical treatment order, appropriate auto-injectors, and other medications as ordered by the LHP.

The district will exclude from school those students who have a medically diagnosed life-threatening allergy and no medication or treatment order presented to the school to the extent that the district can do so consistent with federal requirements for students with disabilities under the Individuals with Disabilities Act and Section 504 of the Rehabilitation Act of 1973, and pursuant to the following due process requirements:

1. Written notice to the parents/guardians or persons in loco parentis is delivered in person or by certified mail;

2. Notice of the applicable laws, including a copy of the laws and rules; and

3. The order that the student will be excluded from school immediately and until medications and a treatment order are presented, and

4. The student's and parents' right to a hearing to challenge the decision.

Communications Plan and Responsibility of School Staff
After the nursing care plan is developed, the school principal or a designee will inform appropriate staff regarding the affected student. The school nurse (registered nurse) will train appropriate staff regarding the affected student and the nursing care plan. The plan will be distributed to appropriate staff and placed in appropriate locations in the district (classroom, office, school bus, lunchroom, near playground, etc.). With the permission of parents/guardian and the student, (if appropriate), other students and parents may be given information about anaphylaxis to support the student's safety and control to exposure to allergens.

All School Staff Training
Annually, the district will provide training on how to minimize exposure and how to respond to an anaphylaxis emergency. The training will include a review of avoidance strategies, recognition of symptoms, the emergency protocols to respond to an anaphylaxis episode (calling 911/EMS when symptoms of anaphylaxis are first observed), and hands-on training in the use of an autoinjector. Training should also include notifications that more than one dose may be necessary in a prolonged anaphylaxis event.

Student specific training and additional information will be provided (by the school nurse) to teachers, teacher's assistants, clerical staff, food service workers, and bus drivers who will have known contact with a student diagnosed with a known allergen.

Student-specific Training
Annually, before the start of the school year and/or before the student attends school for the first time, the school nurse will provide student-specific training and additional information to teachers, teacher's assistants, clerical staff, food service workers, and bus drivers who will have

known contact with a student diagnosed with a known allergen and are implementing the ~~nursing care~~ health plan.

Communications Plan and Responsibility of School Staff
After the health plan is developed, the school principal or a designee will inform appropriate staff regarding the affected student. The school nurse (registered nurse) will train appropriate staff regarding the affected student and the nursing care plan. The plan will be distributed to appropriate staff and placed in appropriate locations in the district (classroom, office, school bus, lunchroom, near playground, etc.). With the permission of parents/guardian and the student, (if appropriate), other students and parents may be given information about anaphylaxis to support the student's safety and control to exposure to allergens.

All School Staff Training
Annually, each school principal will for an in-service training on how to minimize exposure and how to respond to an anaphylaxis emergency. The training will include a review of avoidance strategies, recognition of symptoms, the emergency protocols to respond to an anaphylaxis episode (calling 911/EMS when symptoms of anaphylaxis are first observed), and hands-on training in the use of an autoinjector and nasal spray. Training should also include notifications that more than one dose may be necessary in a prolonged anaphylaxis event.

Student-specific Training
Annually, before the start of the school year and/or before the student attends school for the first time, the school nurse will provide student-specific training and additional information to teachers, teacher's assistants, clerical staff, food service workers, and bus drivers who will have known contact with a student diagnosed with a known allergen and are implementing the nursing care plan.

Controlling the Exposure to Allergens
Controlling the exposure to allergens requires the cooperation of parents, students, the health care community, school employees, and the board. The district will inform parents of the presence of a student with life threatening allergies in their child's classroom and/or school and the measures being taken to protect the affected student. Parents will be asked to cooperate and limit the allergen in school lunches and snacks or other products. The district will discourage the sharing of food, utensils, and containers. The district will take other precautions such as avoiding the use of party balloons or contact with latex gloves. Additionally, play areas will be specified that are lowest risk for the affected student.

The district will also identify high-risk events and areas for students with life-threatening allergies, such as foods and beverages brought to school for seasonal events, school equipment, and curricular materials used by large numbers of students (play-dough, stuffed toys, science projects, etc.), and implement appropriate accommodations.

During school-sponsored activities, appropriate supervisors, staff, and parents will be made aware of the identity of the student with life-threatening allergies, the allergens, symptoms, and treatment. The lead teacher will ensure that the auto-injector is brought on field trips.

District Prescription and Standing Order Protocol
The district may maintain a supply of undesignated epinephrine autoinjectors or nasal spray that will be prescribed in the name of the district by a licensed health professional with the authority to prescribe epinephrine. The district prescription is valid for one school year only and will need to be renewed prior to the start of each school year. A standing order and prescription from a licensed health care provider may be used for the purposes of maintaining and administering undesignated epinephrine autoinjectors.

Each prescription must be accompanied by a standing order for the administration of school-supplied epinephrine autoinjectors for potentially life-threatening allergic reactions. The standing order protocol should include specific symptoms of anaphylaxis, the does of medication, and directions to summon emergency medical services (EMS 911) upon observance of symptoms of anaphylaxis. Parent/guardian notification should occur as soon as possible after EMS is notified.

Donation
The district will obtain epinephrine autoinjectors or nasal spray directly from an appropriate practitioner, pharmacist, medical facility, drug manufacturer, or drug wholesaler. All epinephrine must be accompanied by a prescription.

Storage/maintenance/expiration/disposal
School staff will comply with all manufacturer's instructions as to storage, maintenance, expiration, and disposal of epinephrine autoinjectors. School staff will also comply with district medication policy and procedures related to safe, secure management of medications.

Administration
Epinephrine may be used on all school property, including buildings, playgrounds, and school buses. For school-sponsored events and field trips, the school nurse or designated trained school personnel may carry an appropriate supply of school-supplied epinephrine. This does not negate the need to carry the supply of epinephrine devices belonging to students with known anaphylaxis.

In the event a student without a current prescription on file with the school or a student with undiagnosed anaphylaxis experiences an anaphylactic event, the school nurse may utilize the school supply of epinephrine to respond under the standing order protocol. In the event a student with a current prescription for epinephrine on file at the school experiences an anaphylactic event, the school nurse or designated trained school personnel may use the school supply of epinephrine to respond if the student's supply is not immediately available. If a student has been approved to self-administer medication, they may do so in the event of an anaphylactic event.

The district will maintain all practices regarding prescriptions and self-medication for children with existing epinephrine autoinjector prescriptions and/or a guided anaphylaxis care plan. Parents/guardians of students with identified life-threatening allergies must continue to provide the school with appropriate medication and treatment orders pursuant to RCW 28A.210.320, Life-Threatening Conditions.

Employee Opt-Out
School employees (except licensed nurses) who have not previously agreed in writing to the use of epinephrine autoinjectors as part of their job description may file a written letter of refusal to administer epinephrine autoinjectors with the districts. The employee's refusal may not serve as grounds for discharge, non-renewal, or other action adversely affecting the employee's contract status.

No Liability
If the school employee or school nurse who administers epinephrine by autoinjector to a student substantially complies with the student's prescription (that has been prescribed by a licensed health professional within the scope of the professional's prescriptive authority) and the district's policy on anaphylaxis prevention and response, the employee, nurse, district, superintendent, and board are not liable for any criminal action or civil damages that result from the administration.

Aberdeen School District Data Sharing Agreement

Purpose of the data sharing agreement
The purpose of this data sharing agreement is for the Aberdeen School District #5 and Grays Harbor County Public Health to share student information for 5th grade students attending the 21st CCLC IMPACT Academy after school programs at AJ West and Stevens Elementary Schools. This agreement recognizes the Aberdeen School District #5 as an "authorized representative" that conducts the 21st CCLC as an educational program. The information shared in this agreement enables the Aberdeen School District #5 and Grays Harbor County Public Health to meet State and Federal annual reporting requirements as a result of receiving state and federal funds, to obtain continued funding for the program, to monitor effectiveness and calculate the impact the 21st CCLC program has on student achievement, to improve the 21st CCLC program, and to provide educational support and assistance to students.

Period of agreement
This agreement is in effect beginning November 10th, 2026 and concluding on February 26, 2027.

Description of data to be shared
The Aberdeen School District 21st CCLC program will use a registration form to gather the following data elements directly from the families of students, which will be provided to Grays Harbor County Public Health:

- Student First Name
- Student Last Name
- Birthday: month and year
- Zip code
- Student gender
- Student ethnicity
- Student race

The Aberdeen School District 21st CCLC program will provide Grays Harbor Health attendance records for the day of the 5th grade lessons and pre/post surveys as follows:

- Student First Name
- Student Last Name

Grays Harbor County Public Health will prepare and administer pre/post surveys for 5th grade students enrolled in the Aberdeen School District 21st CCLC program. These surveys will be coded with:

- a unique identifier for each student
- entered into the Health Care Authority's (funder) secure reporting portal
- retained for a period of six (6) years

Procedure for sharing data - The Aberdeen School District 21st CCLC District Director will work with the program site coordinators to generate the data described above and will compile it in a secure manner for Grays Harbor County Public Health. All shared data will be transmitted to Grays Harbor County Public Health via a portable device under the physical control of the Aberdeen School District 21st CCLC District Director.

Data security - storage

All shared data will be stored in a secure environment with access limited to the least number of staff needed to complete the purpose of this agreement. Specifically, data will be stored on network servers and made available through shared folders. Access to the data will be restricted to authorized users through the use of a unique user ID and complex password or other authentication mechanisms. Any paper documents will be protected by storing the records in a secure area which is only accessible to authorized individuals. When not in use, such records will be stored in a locked container, such as a file cabinet, locking drawer, or safe, to which only authorized persons have access. Data will not be stored on portable devices. All pre/post surveys and attendance records will be retained for a period of six (6) years as required by grant compliance.

Data confidentiality

Grays Harbor County Public Health acknowledges the personal and confidential nature of this data and agrees that all Grays Harbor County Public Health staff will comply with all laws, regulations and policies that apply to the protection of the confidentiality of the data. Only individuals involved in providing services to students through the 21st CCLC grant and individuals involved in reporting the data as required by the 21st CCLC grant will have access to this information. No data that identifies a student or family served by the 21st CCLC will be released. No data will be shared with any third party.

Use of data

The Aberdeen School District #5 may use the data to complete the federal and state required reporting requirements for this 21st CCLC grant. Grays Harbor County Public Health may use the data to complete the required reporting that utilizes program data to describe characteristics of students attending and does not identify individual students. Each school served by this project receives a copy of this local evaluation report. Any use of data beyond this purpose, such as the use of data for presentations or publications will be the subject of an additional data sharing agreement.

Disposition of data

After six years, February 2033, Grays Harbor County Public Health will dispose of the data received. Data on paper documents will be shredded onsite. Data on server or workstation hard drives or on removable media will be "wiped" so that it cannot be reconstructed.

Signatures

	Aberdeen School District
Name	
TItle	
Signature	

	Grays Harbor County Health Department
Name	Mike McNickle
TItle	Director
Signature	

CERTIFICATED

Certificated Substitute Hires:
Kylie Alvar
Meaghan Steinfeld

CLASSIFIED

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

Name	Location	Position	Effective Date
Elizabeth Dorhofer	Miller Jr. High	SpEd Paraeducator – CYO	11/05/26
Ronda Mix	Miller Jr. High	Food Service Worker	10/19/26
Jenna Undem	Miller Jr. High	SpEd Paraeducator – CYO	11/09/26
Siobhan Choate	McDermoth Elementary	Paraeducator	10/26/26
Kaye Pearse	McDermoth Elementary	EL MTSS Asst – CYO	11/02/26
Taylor Jones	Stevens Elementary	Preschool Paraeducator	11/09/26
Lauren Touch	Stevens Elementary	Preschool Paraeducator	11/09/26

LEAVE OF ABSENCES: We recommend the Board approve the following classified leave of absences:

Name	Location	Position	Effective Date
Lisa Anderson	Aberdeen High School	Food Service Worker	10/01/26-11/16/26
Raquel Palmer	Central Park Elementary	Paraeducator	09/16/26-12/16/26

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

Name	Location	Position	Effective Date
Ryan Scott	Aberdeen High School	Assistant Boys' Basketball Coach	11/16/26
Dan Brown	Aberdeen High School	Head Girls' Basketball Coach	11/16/26
Erin Pehl	Aberdeen High School	Assistant Girls' Basketball Coach	11/16/26
Robert Burns	Aberdeen High School	Head Boys' Swim Coach	11/16/26
Anne Eisele	Aberdeen High School	Assistant Boys' Swim Coach	11/16/26
Jeff Hatton	Aberdeen High School	Head Boys' Wrestling Coach	11/16/26
Michael Hatton	Aberdeen High School	Assistant Boys' Wrestling Coach	11/16/26
Michael Cady	Aberdeen High School	Assistant Boys' Wrestling Coach	11/16/26
Kyle Strode	Aberdeen High School	Assistant Boys' Wrestling Coach	11/16/26
Craig Yakovich	Aberdeen High School	Head Girls' Wrestling Coach	11/16/26
Caleb Lock	Aberdeen High School	Assistant Girls' Wrestling Coach .5 FTE	11/16/26
Drew Lock	Aberdeen High School	Assistant Girls' Wrestling Coach	11/16/26
Emmersyn Yakovich	Aberdeen High School	Assistant Girls' Wrestling Coach .5 FTE	11/16/26
Tamar Yakovich	Aberdeen High School	Assistant Girls' Wrestling Coach	11/16/26
Annette Duvall	Aberdeen High School	Head Bowling Coach	11/02/26
Stacey Boone	Aberdeen High School	Assistant Bowling Coach	11/02/26

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

Name	Location	Position	Effective Date
Annette Duvall	Miller Jr. High	Head Girls' Soccer Coach	10/16/26

Classified Substitute Hires:
Nancy Benner
Ronnie Heyd
Peityn Munoz