



North Mason School District

School Board Meeting Agenda

Published on December 9, 2025 at 1:40 PM PST
Amended on January 21, 2026 at 2:35 PM PST

Date and Time

Monday January 26, 2026 at 6:30 PM PST

Location

North Mason School District Administration Office, 250 E. Campus Drive Belfair, WA 98528.

District Mission

The Mission of North Mason School District, together with our community, is to educate, empower, inspire and prepare all students to graduate confident in their abilities to meet life's challenges and opportunities.

School Board: Rick Biehl, Nicole González Timmons, Leanna Krotzer, Nicholas Thomas, and Erik Youngberg

Superintendent: Dr. Kristine Michael

Student Board Members: Sophia Mairs, Camrynn Pike & Hayden Thomas

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:30 PM
A. Call the Meeting to Order			
	Board President Gonzalez Timmons will call the meeting to order.		

	Purpose	Presenter	Time
B.	Record Attendance		
C.	Flag Salute		
	Board President Gonzalez Timmons will lead the Pledge of Allegiance.		
D.	Approval of Agenda	Vote	
	The board will move to approve or amend the meeting agenda.		
E.	Public Comments on Agenda Items		

- **Please sign in, state your name, and limit comments to three minutes.**
 The NMSD Board of Directors values the opinion and input of the community. This is an opportunity for the public to offer comments regarding issues being considered by the board. On matters of the day-to-day operation of the district, such as policy, curriculum, academic standards, etc. the public is invited and encouraged to meet with the Superintendent.

- F.** Student Board Member Comments
 The Student Board Members will have the opportunity to communicate with the full Board, administration, and community about school events and issues.

II. Consent Items

The consent agenda enables the Board to efficiently deal with matters that have been delegated to the Superintendent, but by law must be approved by the Board. Items on the consent agenda are voted upon as one block and approved with one vote. An item may be removed from the consent agenda only upon approval of a majority of the Board.

**The administration recommends that the Board of Directors...
 ... approve the consent agenda as presented (or as modified at the meeting).**

- A.** Minutes of previous meeting
 Minutes from December 8, 2025 Study Session, School Board Meeting and January 10, 2026 Study Session.
- B.** Accounts Payable
 The board will consider approval of General Fund Warrants, Capital Projects Fund Warrants, and Associated Student Body Program Fund Warrants.
- C.** Payroll

	Purpose	Presenter	Time
	The board will consider approval of Payroll and Employee Benefits Warrants.		
D.	Personnel Report		
	The board will consider approval of employee hire recommendations.		
E.	Donations		
	The board will consider approval of donations to NMSD.		
F.	Agreements/Contracts		
	The board will consider agreements and contracts.		
G.	Policy Review		
	In March, the Board approved changes to ER-4 (Budget Planning) for the 2024–25 and 2025–26 school years. Administration sought to ensure that both policies were fully aligned for 6050.		
H.	2025-2026 Highly Capable District Plan		
I.	Course Proposals		

III. Board Development and Linkage

A.	Sand Hill Presentation	FYI	
B.	Superintendent Update	FYI	
C.	Superintendent Contract Clarification	Vote	
	The superintendent’s contract contains two separate sections that state different amounts of vacation days, creating a conflict within the document. This inconsistency needs to be formally resolved to ensure accurate interpretation, proper payroll/HR processing, and legal clarity.		
D.	Budget Status Update 2025-2026	FYI	
	Included in the board packet is a current budget update. Assistant Superintendent of Finance and Operations, Daniel King, will be available to respond to any questions board members may have.		
E.	Resolution 1-G-26 Emergency Declaration, Repair Funds	Vote	
	The administration recommends that the Board of Directors...		

	Purpose	Presenter	Time
	... approve Resolution 1-G-26 Emergency Declaration, Repair Funds as presented.		
F.	Resolution 2-G-26 Transfer of Interest Earned from the Debt Service Fund to General Fund	Vote	
	The administration recommends that the Board of Directors...		
	... approve Resolution 2-G-26 Transfer of Interest Earned from the Debt Service Fund to General Fund as presented.		
G.	Legislative Representative Report	Discuss	
H.	Washington Interscholastic Activities Association (WIAA) Report		

IV. Five-Minute Recess

President Gonzalez Timmons may call for a motion for a five-minute recess.

V. ASSURANCE OF ORGANIZATIONAL PERFORMANCE AND POLICY REVIEW

A. Monitoring Reports

The school board adheres to the principles of Policy Governance ©. The board has written four sets of policies: Ends, Executive Requirements, Board-Superintendent Relationships, and Governance Process. The Ends policies describe the student outcomes the superintendent is charged with achieving. The Executive Requirement policies set the parameters within which the superintendent must operate as he/she leads the district toward the expected Ends. The BoardSuperintendent Relationships policies describe the way in which the board will oversee the superintendent’s performance and the superintendent will support the board. The Governance Process policies describe how the board and its individual members shall conduct business, represent the community, and relate to each other.

No less than once per year, the Board receives and considers evidence regarding the level of compliance with the provisions of these four sets of policies, a few at each meeting. The following are those policies to be monitored during this meeting.

NO REPORTS THIS MONTH

B. Policy Review

Purpose

Presenter

Time

This is the Board's opportunity to discuss, propose and/or make revisions to the policies. The Board reviewed these policies for compliance in its previous meeting. This is an opportunity for the board to consider any needed changes to these recently monitored policies. The Board did not indicate a need to revise these policies during our monitoring review.

VI. Closing Items

A. Announcements and Comments: Public

Please sign in, state your name, and limit comments to three minutes.

The NMSD Board of Directors values the opinion and input of the community. This is an opportunity for the public to offer comments whether or not they are on the agenda. On matters of the day-to-day operation of the district, such as personnel, policy, curriculum, academic standards, etc. the public is invited and encouraged to meet with the Superintendent.

B. Good of the Order: Board & Superintendent

This is an opportunity for Board Members and the Superintendent to make any comments or announcements that may or may not be related to agenda items or public comments.

C. Board Self-Assessment of Meeting

Director Thomas will process the board's self-assessment of the meeting.

D. Next Board Meeting Date

The next school board meeting will be held on February 23, 2026 at 6:30pm at the NMSD Administration Office Boardroom.

E. Superintendent Mid-Year Evaluation Discuss

In accordance with RCW: 42.30.110, the board will adjourn into executive session for approximately 30 minutes for the purpose of discussing the Superintendent's mid-year evaluation. No action will be taken as a result of this executive session.

F. Adjourn Meeting

President Gonzalez Timmons will adjourn the meeting.

Note: Persons with disabilities needing special accommodations should contact the North Mason School District Office at (360) 277-2300 prior to the date of this meeting.

Coversheet

Public Comments on Agenda Items

Section: I. Opening Items
Item: E. Public Comments on Agenda Items
Purpose: FYI
Submitted by:
Related Material: Board Meeting Guidelines rev 12 31 19.pdf

North Mason School District #403 Board of Directors Meeting

Board Meeting Guidelines – How We Conduct our Meetings

Welcome to our meeting! The NMSD Board of Directors values the opinions, suggestions and thoughts of our community. We also appreciate members of our community “keeping an eye on us” by attending and observing our meetings. This notice will help you understand how the board meeting works, the roles of the Board and the superintendent, and how you might share your thoughts with the board during this meeting.

The NMSD Board of Directors and Superintendent adhere to the principles of **Policy Governance**[®]. The Board runs all meetings according to these principles. Under Policy Governance[®], the board has intentionally delegated administrative and management decisions to the superintendent. The Board is prohibited from making management decisions such as setting staffing levels, selecting instructional materials, or initiating school programs or services. While you are invited to provide input on such matters during the meeting, such decisions are the superintendent’s to make, and we encourage you to talk directly with the superintendent.

Under Policy Governance[®], the Board directs the superintendent through two sets of policies: **Ends** policies and **Executive Requirement** policies. The Ends policies specify the Board’s expectations for student learning and student growth. The Executive Requirements policies set very specific parameters for actions the superintendent may take to attain the expected results. The Board closely monitors the attainment of Ends policies and compliance with Executive Requirement policies. The superintendent’s evaluation is fully dependent on attainment of expected results and compliance with mandated procedures.

In addition to the Ends and Executive Requirement policies, the Board has also defined the relationship between the Board and Superintendent in a set of Board-Superintendent Relationship (BSR) policies, and the way the Board Members will conduct themselves in a set of Governance Process (GP) policies. We invite you to our web site, where these policies are posted, at www.northmasonschoools.org.

Community Participation at Board Meetings

Again, we welcome your comments. It is important that members of the public understand how public participation at board meetings will occur.

1. Board meetings are not community hearings or public forums. They are meetings of the Board, with discussion between board members, the superintendent, and the superintendent’s designees. While the meetings are held in public, they are not open to public participation except as described in items 2-4, below.
2. There is an opportunity on the agenda for public input during the meeting to comment on specific items on the board agenda at the beginning of the meeting. For matters not on the agenda please contact the Superintendent or a board member directly.
3. Comments should be limited to THREE MINUTES. This is not an opportunity to make a formal or extended presentation to the board. If the presenter wishes the board to have more information, the presenter is invited to present written comments.
4. The board will not enter into dialogue with community members during the comment period. It is an opportunity for the board to hear from community members, but not to enter into policy or program discussions. On matters of the day to day operation of the district such as policy, curriculum, academic standards, etc. the public is invited and encouraged to meet with the Superintendent.

Welcome, and thank you for coming.

Sincerely,

Nicole Gonzalez Timmons, Board President

Coversheet

Minutes of previous meeting

Section: II. Consent Items
Item: A. Minutes of previous meeting
Purpose:
Submitted by:
Related Material: 2025_12_08_school_board_study_session_minutes (1).pdf
2025_12_08_board_meeting_minutes.pdf
2026_01_10_school_board_study_session_minutes.pdf

DRAFT



North Mason School District

Minutes

School Board Study Session

Date and Time

Monday December 8, 2025 at 5:30 PM

Location

North Mason School District Administration Office, 250 E. Campus Drive Belfair, WA 98528.

North Mason School District #403

71 E Campus Drive
Belfair, WA 98528

School Board: Leanna Krotzer, Erik Youngberg, Nicole González Timmons, and Nicholas Thomas

Superintendent: Dr. Kristine Michael

Student Board Members: Sophia Mairs & Camrynn Pike

Directors Present

E. Youngberg, L. Krotzer, N. Gonzalez Timmons, N. Thomas, R. Biehl

Directors Absent

A. Shephard Bull

Guests Present

J. Young (remote), K. Michael

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

E. Youngberg called a meeting to order on Monday Dec 8, 2025 at 5:30 PM.

C. Flag Salute

Director Youngberg led the Pledge of Allegiance.

II. Study Session Topics

A. The Board shared their key takeaways from the 2025 WSSDA Annual Conference. Board President Youngberg presented a proposed Board Meeting Attention Schedule for review and discussion. The Board also talked about creating a yearly schedule that could be posted on the district website to provide greater transparency and accessibility for the community.

The Board shared their key takeaways from the 2025 WSSDA Annual Conference. Board President Youngberg presented a proposed Board Meeting Attention Schedule for review and discussion. The Board also talked about creating a yearly schedule that could be posted on the district website to provide greater transparency and accessibility for the community.

III. Closing Items

A. Next Board Meeting Date

The next regular school board meeting will be held on January 26, 2026 at 6:30pm. The meeting will be at the NMSD Administration Office Boardroom.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:25 PM.

Respectfully Submitted,
E. Youngberg

Erik Youngberg, Board of Directors President

Dr. Kristine Michael, Secretary to the Board

Minutes approved at meeting on _____

Documents used during the meeting

None

Note: Persons with disabilities needing special accommodations should contact the North Mason School District Office at (360) 277-2300 prior to the date of this meeting.

DRAFT



North Mason School District

Minutes

School Board Meeting Agenda

Date and Time

Monday December 8, 2025 at 6:30 PM

Location

North Mason School District Administration Office, 250 E. Campus Drive Belfair, WA 98528.

District Mission

The Mission of North Mason School District, together with our community, is to educate, empower, inspire and prepare all students to graduate confident in their abilities to meet life's challenges and opportunities.

School Board: Leanna Krotzer, Erik Youngberg, Nicole González Timmons, and Nicholas Thomas

Superintendent: Dr. Kristine Michael

Student Board Members: Sophia Mairs & Camrynn Pike

Directors Present

E. Youngberg, L. Krotzer, N. Gonzalez Timmons, N. Thomas, R. Biehl

Directors Absent

None

Guests Present

H. Thomas, J. Young (remote), K. Michael, S. Mairs

I. Opening Items

A. Call the Meeting to Order

E. Youngberg called a meeting of the board of directors of North Mason School District to order on Monday Dec 8, 2025 at 6:30 PM.

B. Record Attendance

C. Flag Salute

Director Youngberg led the Pledge of Allegiance.

D. Approval of Agenda

Director Thomas moved to approve the agenda as presented.

E. Board of Directors - Oath of Office

Superintendent Michael administered the Oath of Office to reelected Leanna Krotzer.

F. Board of Directors - Oath of Office

Superintendent Michael administered the Oath of Office to reelected Nick Thomas.

G. Board of Directors - Oath of Office

Superintendent Michael administered the Oath of Office to newly elected Rick Biehl.

H. Student Board Member - Oath of Office

Superintendent Michael introduced the new student board member Hayden Thomas and administered the Oath of Office.

I. Public Comments on Agenda Items

No public comments.

J. Student Board Member Comments

Student board members Sophia Mairs and Hayden Thomas commented about events at the High School.

II. Consent Items

A. Minutes of previous meeting

L. Krotzer made a motion to approve the minutes from School Board Meeting Agenda on 11-24-25.

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

B. Accounts Payable

General Fund, Capital Projects and Associated Student Body Program Fund Warrants were approved as presented.

C. Payroll

Payroll and Employee Benefits Warrants were approved as presented.

D. Personnel Report

Personnel report was approved as presented.

E. Donations

Donations were approved as presented.

F. Establishing a Club

Clubs were approved as presented.

G. Teachers out of Endorsement

Teacher out of Endorsement - Teacher Drewry was approved as presented.

III. Election of Board President

A. Installation of President

President Youngberg nominated Director Gonzalez Timmons to serve for a one-year term as Board President. Director Krotzer seconded the nomination. There were no other nominations for Board President. Director Gonzalez Timmons was unanimously elected. The gavel was turned over from Director Youngberg to Director Gonzalez Timmons. Board President Gonzalez Timmons accepted immediate responsibility as the newly elected president.

B. Election of Board Vice President

Director Krotzer nominated Director Thomas to serve for a one-year term as Vice President. Director Youngberg seconded the nomination. There were no other nominations for Board Vice President. Director Thomas was unanimously elected.

IV. Board Development and Linkage

A. Superintendent Update

Dr. Kristine Michael recognized the High School Band and Color Guard for earning first place in the Shelton Christmas Parade and encouraged the community to attend their upcoming concert on December 18 at 7:00 p.m. in the High School. She also reported

meeting with the Student Board Members last week to brainstorm ways to increase student voice and gather more meaningful feedback. In addition, Dr. Michael announced she will be hosting "Cookies and Coffee" on Wednesday, December 17 at 8:00 a.m. in the District Boardroom.

B. Teaching and Learning Update

Director of Student Services, Amber Nygard, presented an overview of current student data, including updates on hired and contracted staff, as well as a summary of recent discipline trends.

C. Budget Status Update 2025-2026

Assistant Superintendent of Finance and Operations, Dan King presented the budget status update and the 24-25 YE Financial Report.

D. Legislative Representative Report

No Legislative Representative Report.

V. ASSURANCE OF ORGANIZATIONAL PERFORMANCE AND POLICY REVIEW

A. Monitoring Reports

B. ER-5 Budget Execution

Director Youngberg moved to find that the Superintendent's performance complies with the requirements of ER-5. Motion carried.

C. ER-8 Communication and Counsel to the Board

Director Krotzer moved to find that the Superintendent's performance complies with the requirements of ER-8. Motion carried.

D. Policy Review

There were no recommendations for changes to Policy ER-10.

VI. Closing Items

A. Announcements and Comments: Public

No announcements or comments were made.

B. Good of the Order: Board & Superintendent

Several Board Members offered comments for the Good of Order.

C. Board Self-Assessment of Meeting

Director Gonzalez Timmons processed the board self-assessment of their performance during this meeting and gave an overall score of Satisfactory.

D. Next Board Meeting Date

The next regular school board meeting will be held on January 26, 2026 at 6:30 pm at the NMSD Administration Office Boardroom. The board will be holding a board retreat meeting on January 10, 2026 at 8 am - 12 pm at the NMSD Administration Office Boardroom.

E. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:32 PM.

Respectfully Submitted,
N. Gonzalez Timmons

Nicole Gonzalez Timmons, Board of Directors President

Dr. Kristine Michael, Secretary to the Board

Minutes approved at meeting on _____

Note: Persons with disabilities needing special accommodations should contact the North Mason School District Office at (360) 277-2300 prior to the date of this meeting.

DRAFT



North Mason School District

Minutes

School Board Study Session

Date and Time

Saturday January 10, 2026 at 8:00 AM

Location

North Mason School District Administration Office, 250 E. Campus Drive, Belfair, WA 98528.

North Mason School District #403

71 E Campus Drive
Belfair, WA 98528

School Board: Rick Biehl, Nicole González Timmons, Leanna Krotzer, Nicholas Thomas, and Erik Youngberg

Superintendent: Dr. Kristine Michael

Student Board Members: Sophia Mairs, Camrynn Pike & Hayden Thomas

Directors Present

E. Youngberg, L. Krotzer, N. Gonzalez Timmons, N. Thomas, R. Biehl

Directors Absent

None

Guests Present

H. Thomas, J. Young, K. Michael

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

N. Gonzalez Timmons called a meeting to order on Saturday Jan 10, 2026 at 8:10 AM.

C. Flag Salute

No Flag salute

II. Study Session Topics

A. Opening Discussion

Board members shared personal reflections on what inspired them to become board members.

B. Review of Board Materials

- **Board of Directors Handbook:** Reviewed key sections and responsibilities.
- **Upcoming Trainings:** Discussed scheduled training opportunities for board development.
- **Suggested Reading:** Recommendations were shared to support governance and leadership growth.

C. District Goals

The board discussed current district goals, progress updates, and alignment with strategic priorities.

D. Roles and Communication

Clarified board roles and responsibilities, emphasizing effective communication practices between board members and district leadership.

E. Levy Discussion

The board discussed when to run another levy following a double levy failure. Key points included:

- Assessment of previous levy outcomes and contributing factors.
- Timing considerations for proposing a new levy.
- Community engagement strategies to rebuild trust and support.
- Communication plan to clearly convey district needs and priorities.
- Next steps for research and planning before setting a timeline.

III. Closing Items

A.

Next Board Meeting Date

The next school board meeting will be held on January 26, 2026 at 6:30pm at the NMSD Administration Office Boardroom.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 12:38 PM.

Respectfully Submitted,
N. Gonzalez Timmons

Nicole Gonzalez Timmons, Board of Directors President

Dr. Kristine Michael, Secretary to the Board

Minutes approved at meeting on _____

Note: Persons with disabilities needing special accommodations should contact the North Mason School District Office at (360) 277-2300 prior to the date of this meeting.

Coversheet

Accounts Payable

Section: II. Consent Items
Item: B. Accounts Payable
Purpose:
Submitted by:
Related Material: Accounts Payable.pdf
Accounts Payable II.pdf
Accounts Payable III.pdf

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 January 26, 2026, the board, by a Majority vote, approves payments, totaling \$22,135.85. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB Accounts Payable:
Warrant Numbers 160022199 through 160022212, totaling \$22,135.85

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

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160022199	North Mason S.D. ACH	12/15/2025	Comp Tax ASB November 30, 2025	15.06	15.06
160022200	BASES LOADED SPORTING	12/15/2025	25-26 ASB EBasesloaded	497.70	497.70
160022201	Everett School Distri	12/15/2025	25-26 ASB - Everett HS	400.00	400.00
160022202	Gut Check Tournament	12/15/2025	25-26 ASB - Gut Check wrestling	500.00	500.00
160022203	HEMLEYS HANDY KANS	12/15/2025	OPEN PO 25-26 SY NMHS - Hemleys-ASB	375.00	375.00
160022204	HUDL	12/15/2025	ASB 25 - 26 HUDL payment	3,000.00	3,000.00
160022205	JOSTENS	12/15/2025	25-26 ASB- JOSTENS- ATHLETICS	435.76	435.76

	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
	14	Computer	Checks For a Total of	22,135.85
Total For	14	Manual, Wire Tran, ACH & Computer	Checks	22,135.85
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	22,135.85

Check Summary

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 January 26, 2026, the board, by a majority vote, approves payments, totaling \$194,073.17. The payments are further identified in this document.

Total by Payment Type for Cash Account, General Fund Accounts Payable:
Warrant Numbers 160073381 through 160073430, totaling \$194,073.17

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

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160073381	AMAZON CAPITAL SERVIC	12/31/2025	Open PO for Amazon for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	20.48	5,754.77
			Amazon Open PO 2025-2026 School Supplies	77.34	
			OPEN PO - WOODWORKING-NMHS-2 5/26 SY	1,234.27	
			Open PO for District Office	-30.77	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			Supplies		
			9/1/25-8/30/26		
			OPEN PO FOR 25/26	71.42	
			SCHOOL YEAR TO		
			PURCHASE SUPPLIES		
			OPEN	200.32	
			PO-SCIENCE-NMHS		
			25/26 SY		
			Open PO for	35.49	
			Supplies		
			OPEN PO-CULINARY	3,384.55	
			ARTS-NMHS-25/26		
			SY		
			OPEN PO -	85.79	
			WOODWORKING-NMHS-2		
			5/26 SY		
			Amazon, Projector	193.26	
			Light Bulb		
			25-26 OPEN PO	116.76	
			Amazon - PE		
			OPEN	31.46	
			PO-SUPPLIES-HMS-25		
			/26 SY		
			Open PO for	307.70	
			District Office		
			Supplies		
			9/1/25-8/30/26		
			RTSF - Amazon,	290.07	
			Recess Items		
			OPEN	13.56	
			PO-SUPPLIES-HMS-25		
			/26 SY		
			Open PO for	-276.93	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			Natural Gas Open PO 25/26 SY #610 750 6350 5	48.00	
			Boys & Girls Club Natural Gas Open PO 25/26 SY #695 021 0000 6	408.61	
			Community Gym Natural Gas Open PO 25/26 SY #708 965 4613 5	4,872.90	
			NMHS Natural Gas Open PO 25/26 SY #795 021 0000 5	190.20	
160073384	CENTURYLINK	12/31/2025	Maintenance Natural Gas Open PO 25/26 SY #360-275-2658 922B NMHS & HMS Elevator Phone Lines Open PO 25/26 SY	236.43	236.43
160073385	CHAOS TO CALM PARENTI	12/31/2025	OPEN PO 25/26 SY REMOTE PSYCH SERVICES. TERMS: 8/19/25 TO LAST INSTRUCTIONAL DAY JUNE 2026	8,400.00	8,400.00
160073386	COPY THAT REPROGRAPHI	12/31/2025	Copy That Reprographics Invoice #76184 Card Stock Color 11x17	73.11	1,190.38

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			Copy That Reprographics Invoice #76468 13x9 Lamination SQ FT	960.89	
			25-26 Copy that-NMHS signs	156.38	
160073387	DAIRY FRESH FARMS INC	12/31/2025	Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	359.13	6,578.14
			Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	503.48	
			Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research,	565.57	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			History/experience Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	345.72	
			Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	109.08	
			Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	245.83	
			Open PO for Dairy Fresh for food items for SY 25/26 These prices are	375.92	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			determined to be reasonable based on: Research, History/experience Open PO for Dairy Fresh for food items for SY 25/26 These prices are	454.80	
			determined to be reasonable based on: Research, History/experience Open PO for Dairy Fresh for food items for SY 25/26 These prices are	250.05	
			determined to be reasonable based on: Research, History/experience Open PO for Dairy Fresh for food items for SY 25/26 These prices are	410.35	
			determined to be reasonable based on: Research, History/experience Open PO for Dairy Fresh for food	503.30	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for Dairy Fresh for food	275.09	
			items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for Dairy Fresh for food	358.38	
			items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for Dairy Fresh for food	340.17	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			History/experience Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	144.93	
			Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	275.09	
			Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	520.64	
			Open PO for Dairy Fresh for food items for SY 25/26 These prices are	245.60	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			determined to be reasonable based on: Research, History/experience		
			Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	295.01	
160073388	DECA	12/31/2025	25-26 CTE Annual member dues- advisor	40.00	40.00
160073389	DELL	12/31/2025	PowerEdge R760xs Smart Selection PE R760XS TM Server	12,707.02	12,707.02
160073390	DIERCKS, JACQUELINE K	12/31/2025	OPEN PO 25/26 SY PROFESSIONAL SERVICES SPEECH LANGUAGE PATHOLOGIST, BELFAIR ELEMENTARY.	6,460.00	6,460.00
160073391	DRUG FREE BUSINESS	12/31/2025	OPEN PURCHASE ORDER FOR 25-26 SY	54.00	54.00
160073392	EDNETICS, INC.	12/31/2025	Standard User, Analog Adapter/ Fax User, Adjunct	7,384.73	16,307.81

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			User Add-on 09/1/2025 - 08/31/2026 NMSD-FY25 Switching 9300 SPI Invoice# 137906	8,923.08	
160073393	Embrace Education	12/31/2025	OPEN PO 25/26 SY FOR FEE FOR SERVICE ANNUAL CONTRACT	196.68	196.68
160073394	ESD #112	12/31/2025	Communication Consortium Contract 26008-153	5,000.00	5,000.00
160073395	First Choice Health N	12/31/2025	EAP Work/Life Benefits for Certified & Classified Staff Period 09/01/25 - 08/31/2026	478.92	478.92
160073396	FRANZ FAMILY BAKERY	12/31/2025	Open PO for Franz	105.99	613.79
160073397	Gordon Truck Centers,	12/31/2025	Open PO for Franz	507.80	
			OPEN PURCHASE ORDER FOR 25-26 SY	2,590.89	3,310.55
			OPEN PURCHASE ORDER FOR 25-26 SY	103.19	
			OPEN PURCHASE ORDER FOR 25-26 SY	616.47	
160073398	GRAINGER	12/31/2025	OPEN PO FOR SCH	185.97	185.97

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160073399	Great Schools Partner	12/31/2025	YR 25-26 MAINT PO Great Schools, MBLC Coaching, JTHS 25/26	6,600.00	6,600.00
160073400	Johnson, Chasity Daug	12/31/2025	OPEN PO 25/26 SY REMOTE PSYCHOLOGY SERVICES 6TH - 12TH GRADE STUDENTS TERMS 2024 SY THROUGH LAST INSTRUCTIONAL DAY JUNE 2026.	8,400.00	8,400.00
160073401	JW PEPPER AND SON INC	12/31/2025	25-26 SY J.W Pepper Music- NMHS Music Room purchase	17.32 105.22	122.54
160073402	KIWANIS CLUB OF NORTH	12/31/2025	Dues for Joan Moore	160.00	160.00
160073403	MASONWEBTV.COM	12/31/2025	Open PO 9/25-8/26 monthly board meeting recordings	125.00	125.00
160073404	MILES ABA SERVICES	12/31/2025	OPEN PO FOR 25/26 SY PROFESSIONAL DEVELOPMENT FOR STAFF AND STUDENT SUPPORT	132.80	132.80
160073405	NCS PEARSON INC	12/31/2025	OPEN PO FOR 25/26 SY PROTOCOLS AND TESTING DISTRICT WIDE	54.30	54.30

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160073406	North Mason S.D. ACH	12/31/2025	Comp Tax General Fund November 30, 2025	176.80	176.80
160073407	NORTHWEST WATER SYSTE	12/31/2025	OPEN PO FOR SCH YR 25-26 UPPER CAMPUS MAINT	285.35	534.70
			OPEN PO FOR SCH YR 25-26 SH/MAINT	249.35	
160073408	OSPI	12/31/2025	Open PO for OPSI for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	3,100.80	3,100.80
160073409	PACIFIC OFFICE AUTOMA	12/31/2025	Open PO for Copier Usage for 25.26 SY	315.24	2,627.31
			Open PO for Copier Usage for 25-26 SY	392.85	
			Open PO for Copier Usage for 25.26 SY	63.12	
			Open PO for Copier Usage for 25.26 SY	502.57	
			Open PO for Copier Usage for 25-26 SY	540.00	
			Open PO for Copier Usage for 25-26 SY	473.11	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			Open PO for Copier Usage for 25-26 SY	270.88	
			Transportation Open PO for Copier Usage for 25.26 SY	46.02	
			Open PO for Copier Usage 25-26 SY	23.52	
160073410	PACIFICA LAW GROUP LL	12/31/2025	9/25-8/26 Open PO legal fees	416.00	988.00
			9/25-8/26 Open PO legal fees	572.00	
160073411	PHILLIPS 66- CONOCO-7	12/31/2025	11/01/25 INVOICE 164255 HARBOR, WA	79.78	79.78
160073412	Procare Therapy Inc	12/31/2025	OPEN PO 25/26 SY CONTRACTED PROFESSIONAL SERVICES REGISTERED BEHAVIOR TECHNICIAN TERM: 8/26/25-6/17/26	2,540.64	3,943.68
			OPEN PO 25/26 SY CONTRACTED PROFESSIONAL SERVICES REGISTERED BEHAVIOR TECHNICIAN TERM: 8/26/25-6/17/26	1,403.04	
160073413	READ SIDE BY SIDE PUB	12/31/2025	Read Side By Side	97.74	97.74

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160073414	RIFTON EQUIPMENT	12/31/2025	The War With Grandpa Teacher Manual HI/LO MEDIUM ACTIVITY CHAIR SAND HILL STUDENT SSID32175146423 QUOTE#QUO-486450-Z 6V1	4,764.01	4,764.01
160073415	RWC Group	12/31/2025	OPEN PURCHASE ORDER FOR 25-26 SY	76.68	76.68
160073416	SCHETKY NORTHWEST SAL	12/31/2025	OPEN PURCHASE ORDER FOR 25-26 SY OPEN PURCHASE ORDER FOR 25-26 SY	381.17 105.93	487.10
160073417	SCOTT MCLENDON'S HARD	12/31/2025	OPEN PO FOR SCH YR 25-26 MAINT	65.13	65.13
160073418	Soliant Health	12/31/2025	OPEN PO FOR 25/26 SY PSYCH PROFESSIONAL SERVICES. TERMS: 8/19/25 THROUGH 6/17/26 OPEN PO FOR 25/26 SY PSYCH PROFESSIONAL SERVICES. TERMS: 8/19/25 THROUGH 6/17/26	3,937.50 2,100.00	6,037.50
160073419	STAPLES BUSINESS ADVA	12/31/2025	OPEN PO FOR SCH	106.42	332.74

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160073420	SYSCO	12/31/2025	YR 25-26 FOR CUST/WAREHOUSE OPEN PO FOR SCH YR 25-26 MAINT Open PO for Sysco for SY 25/26	226.32 1,703.35	1,703.35
160073421	TACOMA SCHOOL DISTRIC	12/31/2025	These prices are determined to be reasonable based on: Research, History/experience OPEN PO 25.26 SY ESTIMATED COSTS TO SERVE FIVE NMSD STUDENTS WITH DISABILITIES	9,357.96	9,357.96
160073422	TK Elevator	12/31/2025	OPEN PO FOR SCH YR 25-26 ANN GOLD MAINT HS/BEL	4,535.53	14,296.96
160073423	Tobii Dynavox LLC	12/31/2025	OPEN PO FOR SCH YR 25-26 ANN GOLD MAINT HS/BEL PROFESSIONAL BOARDMAKER SUBSCRIPTION, USED BY DEVELOPMENTAL PRESCHOOL PROGRAM FOR STUDENTS WITH SPECIAL NEEDS AT BELFAIR ELEMENTARY.	9,761.43 216.12	216.12
160073424	UniFirst Corporation	12/31/2025	OPEN PURCHASE	168.31	336.62

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			ORDER FOR 25-26 SY		
			OPEN PURCHASE	168.31	
			ORDER FOR 25-26 SY		
160073425	US Foods Inc.	12/31/2025	OPEN PO-CULINARY-NMHS-2 5/26 SY	1,052.53	22,898.10
			OPEN PO-CULINARY-NMHS-2 5/26 SY	177.15	
			Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	1,454.35	
			Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	841.24	
			Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	1,509.15	
			Open PO for US	0.12	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for US	1,624.06	
			Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for US	2,173.67	
			Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for US	14.65	
			Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for US	5,024.39	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			History/experience Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience OPEN	1,596.04	
			PO-CULINARY-NMHS-2 5/26 SY	546.11	
			Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience OPEN	3,568.75	
			PO-CULINARY-NMHS-2 5/26 SY	50.00	
			Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience OPEN	101.47	
			PO-CULINARY-NMHS-2 5/26 SY	3,132.46	
			Open PO for US Foods SY 25/26 These prices are determined to be reasonable based		

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			on: Research, History/experience Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	26.04	
			OPEN PO-CULINARY-NMHS-2 5/26 SY	47.79	
			OPEN PO-CULINARY-NMHS-2 5/26 SY	-1.77	
			Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	-33.23	
			OPEN PO-CULINARY-NMHS-2 5/26 SY	-6.87	
160073426	Veritas Medical	12/31/2025	OPEN PO 25/26 SY DISTRICT WIDE NURSING SERVICES TERM 6/25/25 TO 7/15/26	11,392.50	11,392.50
160073427	WAXIE SANITARY SUPPLY	12/31/2025	OPEN PO FOR SCH YR 25-26 FOR CUST/WAREHOUSE	5,062.25	5,062.25

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160073428	WESTBAY AUTO PARTS	12/31/2025	OPEN PURCHASE ORDER FOR 25-26 SY	173.08	328.58
			OPEN PURCHASE ORDER FOR 25-26 SY	50.74	
			OPEN PURCHASE ORDER FOR 25-26 SY	104.76	
160073429	WILCOX FLEGEL	12/31/2025	OPEN PURCHASE ORDER FOR 25-26 SY	11,272.79	11,272.79
160073430	WSDOT WASH. STATE FER	12/31/2025	OPEN PURCHASE ORDER FOR 25-26 SY	10.00	10.00
	50 Computer		Check(s) For a Total of		194,073.17

Check Summary

	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
	50	Computer	Checks For a Total of	194,073.17
Total For	50	Manual, Wire Tran, ACH & Computer	Checks	194,073.17
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	194,073.17

Check Summary

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 January 26, 2026, the board, by a majority vote, approves payments, totaling \$642.76. The payments are further identified in this document.

Total by Payment Type for Cash Account, CPF Accounts Payable:
Warrant Numbers 160003076 through 160003076, totaling \$642.76

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

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160003076	N.MASON SCHOOL DIST B	12/31/2025	Reimburse GF for a % of 25-26 employee salaries paid on: Joan Moore	642.76	642.76
	1	Computer	Check(s) For a Total of		642.76

Check Summary

	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
	1	Computer	Checks For a Total of	642.76
Total For	1	Manual, Wire Tran, ACH & Computer Checks		642.76
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	642.76

Check Summary

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 January 26, 2026, the board, by a majority vote, approves payments, totaling \$4,539.57. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB Accounts Payable:
Warrant Numbers 160022213 through 160022221, totaling \$4,539.57

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

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160022213	AMAZON CAPITAL SERVIC	12/31/2025	25-26 ASB Amazon	113.46	803.67
			25-26 Amazon	39.06	
			Girls basketball		
			25-26 ASB Amazon	324.80	
			25-26 Amazon boys	20.62	
			basketball		
			25-26 ASB Amazon-	76.00	
			Mat cleaner for		
			wrestling		
			25-26 ASB Amazon-	153.12	
Mat cleaner for					
wrestling					
25-26 Amazon	25.95				
Girls basketball					
Turkey Trot	50.66				
Prizes					

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160022214	CENTRAL KITSAP SCHOOL	12/31/2025	25-26 ASB - CK High school	400.00	400.00
160022215	IRENES PHOTO AND DESI	12/31/2025	25-26 ASB irenes photos girls basketball	41.53	235.12
			25-26 Irenes Photo and Design	193.59	
160022216	KITSAP SCREEN PRINTIN	12/31/2025	boys basketball Turkey Trot T-Shirt Prize Winners	757.92	757.92
160022217	N.MASON SCHOOL DIST T	12/31/2025	25 -26 N. Mason Transportation WASBO workshop	95.88	95.88
160022218	North Mason S.D. ACH	12/31/2025	BMO ASB DECEMBER 25	968.98	968.98
160022219	SWANK MOVIE LICENSING	12/31/2025	SWANK K-12 Movies	578.00	578.00
160022220	TENINO SCHOOL DISTRIC	12/31/2025	25-26 Summer soccer- girls @ tenino	300.00	300.00
160022221	WEST CENTRAL DISTRICT	12/31/2025	25-26 WCD 3 - annual service fee	400.00	400.00
	9	Computer	Check(s) For a Total of		4,539.57

Check Summary

	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
	9	Computer	Checks For a Total of	4,539.57
Total For	9	Manual, Wire Tran, ACH & Computer Checks		4,539.57
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	4,539.57

Check Summary

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 January 26, 2026, the board, by a majority vote, approves payments, totaling \$608,833.70. The payments are further identified in this document.

Total by Payment Type for Cash Account, General Fund Accounts Payable:
Warrant Numbers 160073431 through 160073493, totaling \$608,833.70

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

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160073431	AMAZON CAPITAL SERVIC	12/31/2025	Open PO for Amazon for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	41.02	3,749.30
			OPEN	30.66	
			PO-SUPPLIES-HMS-25 /26 SY		
			PO Amazon, JTHS Sci classroom sup, 25/26	29.42	
			OPEN	428.95	
			PO-SCIENCE-NMHS		

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			25/26 SY Amazon Open PO 2025-2026 School Supplies	14.43	
			Open PO for District Office Supplies 9/1/25-8/30/26	308.70	
			25-26 Glucas art -paint	44.28	
			PO Amazon, JTHS Sci classroom sup, 25/26	9.99	
			Open PO for District Office Supplies 9/1/25-8/30/26	61.77	
			OPEN PO - WOODWORKING-NMHS-2 5/26 SY	195.65	
			Amazon Open PO 2025-2026 School Supplies	259.77	
			OPEN PO - WOODWORKING-NMHS-2 5/26 SY	851.61	
			Open PO for Amazon for SY 25/26 These prices are determined to be reasonable based on: Research,	72.57	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			History/experience		
			OPEN PO -	30.41	
			WOODWORKING-NMHS-2		
			5/26 SY		
			OPEN PO-CAREER	37.79	
			CHOICES-NMHS-25/26		
			SY		
			OPEN PO-CAREER	37.99	
			CHOICES-NMHS-25/26		
			SY		
			OPEN	40.17	
			PO-SUPPLIES-HMS-25		
			/26 SY		
			Amazon Open PO	34.14	
			2025-2026 School		
			Supplies		
			25-26 OPEN PO	76.01	
			Amazon - PE		
			OPEN	17.10	
			PO-SUPPLIES-HMS-25		
			/26 SY		
			OPEN	171.81	
			PO-SCIENCE-NMHS		
			25/26 SY		
			PO Amazon, JTHS	8.46	
			Sci classroom		
			sup, 25/26		
			Amazon Open PO	115.41	
			2025-2026 School		
			Supplies		
			OPEN PO -	39.09	
			WOODWORKING-NMHS-2		
			5/26 SY		

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			PO Amazon, JTHS Sci classroom sup, 25/26	127.90	
			OPEN	149.84	
			PO-SCIENCE-NMHS 25/26 SY		
			OPEN	50.51	
			PO-SCIENCE-NMHS 25/26 SY		
			OPEN	40.17	
			PO-SCIENCE-NMHS 25/26 SY		
			OPEN	40.74	
			PO-SUPPLIES-HMS-25 /26 SY		
			25-26 SY NMHS	40.49	
			Open PO- AMAZON- Counseling office/health room		
			OPEN PO-CAREER CHOICES-NMHS-25/26 SY	83.55	
			Open PO For 2025-2026 School Year	42.01	
			Open PO for District Office Supplies 9/1/25-8/30/26	74.96	
			OPEN PO FOR 25/26 SCHOOL YEAR TO PURCHASE SUPPLIES	141.93	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160073435	Biehl, Richard Thomas	12/31/2025	SY STUDENT NURSING CARE SSID#3839158527 Travel Reimbursement for WSSDA Conf 11/22/25	180.52	180.52
160073436	BOUCHARD HAULING & RE	12/31/2025	Construction Wall Repair @ SH	4,235.40	4,235.40
160073437	CASCADE FRICTION MATE	12/31/2025	OPEN PURCHASE ORDER FOR 25-26 SY	260.51	260.51
160073438	Central Welding Suppl	12/31/2025	OPEN PO FOR SCH YR 25-26 MAINT	71.51	71.51
160073439	CENTURYLINK	12/31/2025	#360-275-2863 229B Phone Lines Open PO 25/26 SY	113.56	113.56
160073440	CHAOS TO CALM PARENTI	12/31/2025	OPEN PO 25/26 SY REMOTE PSYCH SERVICES. TERMS: 8/19/25 TO LAST INSTRUCTIONAL DAY JUNE 2026	6,300.00	6,300.00
160073441	CLASSLINK, INC.	12/31/2025	Classlink Yearly Renewal 12/01/2025 -11/30/2026 Per Quote: 00025698	9,282.91	9,282.91
160073442	Crystal Springs	12/31/2025	OPEN PURCHASE ORDER FOR 25-26 SY	33.60	33.60
160073443	DAIRY FRESH FARMS INC	12/31/2025	Open PO for Dairy Fresh for food	584.86	4,527.97

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for Dairy Fresh for food	600.49	
			items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for Dairy Fresh for food	390.48	
			items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for Dairy Fresh for food	598.77	
			items for SY 25/26 These prices are determined to be reasonable based on: Research,		

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			History/experience Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	357.51	
			History/experience Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	178.76	
			History/experience Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	275.09	
			History/experience Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	406.11	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			determined to be reasonable based on: Research, History/experience		
			Open PO for Dairy Fresh for food items for SY 25/26 These prices are	504.16	
			determined to be reasonable based on: Research, History/experience		
			Open PO for Dairy Fresh for food items for SY 25/26 These prices are	258.60	
			determined to be reasonable based on: Research, History/experience		
			Open PO for Dairy Fresh for food items for SY 25/26 These prices are	373.14	
			determined to be reasonable based on: Research, History/experience		
160073444	DECA	12/31/2025	CHAPTER ID 149H-3827 25-26	70.00	70.00

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160073445	Doctors Clinic	12/31/2025	DECA CTE area 8 conference- advisor OPEN PURCHASE ORDER FOR 25-26 SY	440.00	440.00
160073446	FASTENAL COMPANY	12/31/2025	OPEN PURCHASE ORDER FOR 25-26 SY	308.76	308.76
160073447	FRANZ FAMILY BAKERY	12/31/2025	Open PO for Franz	145.35	145.35
160073448	Gonzalez Timmons, Nic	12/31/2025	Travel Reimbursement WSSDA Conf 11/22/25	184.44	184.44
160073449	Gordon Truck Centers,	12/31/2025	OPEN PURCHASE ORDER FOR 25-26 SY OPEN PURCHASE ORDER FOR 25-26 SY OPEN PURCHASE ORDER FOR 25-26 SY OPEN PURCHASE ORDER FOR 25-26 SY OPEN PURCHASE ORDER FOR 25-26 SY	352.42 124.74 124.74 29.85 1,158.47	1,790.22
160073450	GRAINGER	12/31/2025	OPEN PO FOR SCH YR 25-26 MAINT OPEN PO FOR SCH YR 25-26 MAINT	191.83 97.65	813.64

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			OPEN PO FOR SCH YR 25-26 MAINT	525.07	
			OPEN PO FOR SCH YR 25-26 MAINT	-97.65	
			OPEN PO FOR SCH YR 25-26 MAINT	96.74	
160073451	GREAT WESTERN INSTALL	12/31/2025	Bark Installation @ SH	5,496.25	5,496.25
160073452	H.D. FOWLER	12/31/2025	OPEN PO FOR SCH YR 25-26 GROUNDS	258.95	258.95
160073453	JW PEPPER AND SON INC	12/31/2025	Music Room purchase 25-26 SY J.W Pepper Music- NMHS	32.57 146.60	322.51
			Music Room purchase 25-26 SY J.W Pepper Music- NMHS	30.40 54.30	
			25-26 SY J.W Pepper Music- NMHS	58.64	
160073454	Krotzer, Leanna Krist	12/31/2025	Travel Reimbursement WSSDA Conf 11/22/25	190.32	190.32
160073455	LISA ROBERTS EDU CONS	12/31/2025	OPEN PO FOR 25/26 SY SUPPORT TO TEACHERS NEW TO DISTRICT OR NEW TO DANIELSON INITIAL TRAINING	700.00	700.00

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160073456	MASONWEBTV.COM	12/31/2025	, PD TO EVALUATION ADMIN, ASSIST IN REVAMPING FORMAS, SGG RUBRICS AND DANIELSON RUBRICS, ETC. Open PO 9/25-8/26 monthly board meeting recordings	125.00	125.00
160073457	MITCHELL LUMBER	12/31/2025	OPEN PO-WOODWORKING-NMH S-25/26 SY OPEN PO-WOODWORKING-NMH S-25/26 SY	2,845.88 544.30	3,390.18
160073458	NCS PEARSON INC	12/31/2025	OPEN PO FOR 25/26 SY PROTOCOLS AND TESTING DISTRICT WIDE	256.13	256.13
160073459	Next Level Speech The	12/31/2025	OPEN PO 25/26 SY PROFESSIONAL SERVICES SPEECH LANGUAGE PATHOLOGIST AND ASSISTANT	21,796.51	21,796.51
160073460	North Mason S.D. ACH	12/31/2025	AP ACH REIMBURSEMENTS - GENERAL FUND DEC 25 BMO GF DECEMBER 25	1,279.95 47,019.25	48,299.20

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160073461	OLYMPIC COLLEGE	12/31/2025	9/25-8/26 Open PO running start	73,693.52	73,693.52
160073462	OLYMPIC ESD 114	12/31/2025	Cert services and Teacher clock hour co-op inv 2002600008	202.84	22,132.58
			WRISC-Combined Fiscal and Student System 9/1/2025 - 8/31/2026	9,313.64	
			Olympic ESD 114 School Safety and Security Co-Op Services 09/01/2025 -08/31/2026	502.06	
			OPEN PO FOR 25/26 SY COOPERATIVE SERVICES AGREEMENT APENDIX J SPECIAL EDUCATION AND RELATED SERVICES. TERMS SEPT 1 2025 TO AUG 31, 2026	10,000.00	
			OPEN PO FOR 25/26 SY COOPERATIVE SERVICES AGREEMENT APENDIX J SPECIAL EDUCATION AND RELATED SERVICES.	2,053.75	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			TERMS SEPT 1 2025 TO AUG 31, 2026 25-26 NMHS Olympic ESD 114- CPorter	60.29	
160073463	OMWBE	12/31/2025	Political Subdivision Fee (07/01/24 - 6/30/27)	461.30	461.30
160073464	PACIFIC OFFICE AUTOMA	12/31/2025	7T09741 & 7T09742 Konica Copier Lease 60 Months Jan 2023 - Dec 2027	306.87	5,401.88
			7T09743, 7T09744, 7T09745 Konica Copier Lease 60 Months Jan 2023 - Dec 2027 24.25 SY & Papercut 7T09746 @ \$104.03, 7T09747 @ \$156.19 & Papercut for both @ \$16.80 ea per month Konica Copier Lease 25-26 SY	518.53	
			7T09748 & 7T09749 Konica Copier Lease 60 Months Jan 2024 - Dec 2027	293.82	
				345.98	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			7T09750, 7T09751 Konica Copier lease 60 months January 23- December 2027	345.98	
			7T09752, 7T09754 Konica Copier Lease 60 Months Jan 2023 - Dec 2027	225.93	
			7T09753 Konica Copier Lease 60 Months Jan 2023 - Dec 2027 24.25 SY	78.40	
			7T09755 Konica Copier Lease 60 Months Jan 2023 - Dec 2027	120.83	
			7T12352 Konica Copier Lease Sep 24 thru Aug 29	173.76	
			NMHS Pacific office Automation Open PO for	274.70	
			Copier Usage for 25.26 SY	361.95	
			Open PO for	369.23	
			Copier Usage for 25-26 SY		
			Open PO for	72.47	
			Copier Usage for 25.26 SY		
			Open PO for	434.51	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			Copier Usage for 25.26 SY		
			Open PO for	624.46	
			Copier Usage for 25-26 SY		
			Open PO for	389.79	
			Copier Usage for 25-26 SY		
			Open PO for	378.87	
			Copier Usage for 25-26 SY		
			Transportation	52.92	
			Open PO for		
			Copier Usage for 25.26 SY		
			Open PO for	32.88	
			Copier Usage 25-26 SY		
160073465	PENINSULA TOPSOIL	12/31/2025	OPEN PO FOR SCH YR 25-26 GROUNDS	329.23	329.23
160073466	PITNEY BOWES BANK INC	12/31/2025	Postage Open PO 24/25 SY	500.00	500.00
160073467	Pomp's Tire Service I	12/31/2025	OPEN PURCHASE ORDER FOR 25-26 SY	352.56	352.56
160073468	Porter Foster Rorick	12/31/2025	9/25-8/26 Open PO legal fees	3,850.00	3,850.00
160073469	Procure Therapy Inc	12/31/2025	OPEN PO 25/26 SY CONTRACTED PROFESSIONAL SERVICES REGISTERED BEHAVIOR	2,616.48	5,195.04

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			TECHNICIAN TERM: 8/26/25-6/17/26 OPEN PO 25/26 SY CONTRACTED PROFESSIONAL SERVICES REGISTERED BEHAVIOR TECHNICIAN TERM: 8/26/25-6/17/26	2,578.56	
160073470	ROMAINE ELECTRIC CORP	12/31/2025	OPEN PURCHASE ORDER FOR 25-26 SY	646.18	646.18
160073471	RWC Group	12/31/2025	OPEN PURCHASE ORDER FOR 25-26 SY OPEN PURCHASE ORDER FOR 25-26 SY OPEN PURCHASE ORDER FOR 25-26 SY	5,606.69 589.16 105.95	6,301.80
160073472	SCHETKY NORTHWEST SAL	12/31/2025	OPEN PURCHASE ORDER FOR 25-26 SY OPEN PURCHASE ORDER FOR 25-26 SY	1,018.82 65.65	1,084.47
160073473	SCOTT MCLENDON'S HARD	12/31/2025	OPEN PO FOR SCH YR 25-26 MAINT OPEN PO FOR SCH YR 25-26 MAINT OPEN PO FOR SCH	72.72 40.17 96.59	1,573.30

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			YR 25-26 MAINT OPEN PURCHASE ORDER FOR 25-26 SY	799.17	
			OPEN PO FOR SCH	103.16	
			YR 25-26 MAINT OPEN PO FOR SCH	152.03	
			YR 25-26 MAINT OPEN PO FOR SCH	288.84	
			YR 25-26 GROUNDS OPEN PO FOR SCH	20.62	
160073474	Soliant Health	12/31/2025	YR 25-26 GROUNDS OPEN PO FOR 25/26 SY PSYCH PROFESSIONAL SERVICES. TERMS: 8/19/25 THROUGH 6/17/26	3,937.50	7,875.00
			OPEN PO FOR 25/26 SY PSYCH PROFESSIONAL SERVICES. TERMS: 8/19/25 THROUGH 6/17/26	3,937.50	
160073475	SPROUT THERAPY SOLUTI	12/31/2025	OPEN PO FOR 25/26 SY SPEECH LANGUAGE PATHOLOGIST TERM 10/27/25 THROUGH 6/30/26	5,937.50	5,937.50
160073476	STAPLES BUSINESS ADVA	12/31/2025	OPEN PO FOR SCH YR 25-26 FOR CUST/WAREHOUSE	1,454.15	3,649.28

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			OPEN PO FOR SCH YR 25-26 FOR CUST/WAREHOUSE	76.19	
			OPEN PO FOR SCH YR 25-26 FOR CUST/WAREHOUSE	90.96	
			OPEN PO FOR SCH YR 25-26 FOR CUST/WAREHOUSE	382.16	
			Open PO for Staples for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	37.35	
			Office Supplies - Open PO for 25/26 SY	124.66	
			Office Supplies - Open PO for 25/26 SY	14.53	
			25-26 SY Staples Open PO for supplies NMHS - Front office	165.62	
			OPEN PO FOR SCH YR 25-26 FOR CUST/WAREHOUSE	1,303.66	
160073477	SYSCO	12/31/2025	OPEN PO-CULINARY-NMHS-2 5/26 SY	89.13	2,973.36

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			OPEN	90.40	
			PO-CULINARY-NMHS-2 5/26 SY		
			OPEN	16.28	
			PO-CULINARY-NMHS-2 5/26 SY		
			OPEN	152.28	
			PO-CULINARY-NMHS-2 5/26 SY		
			OPEN	1,242.82	
			PO-CULINARY-NMHS-2 5/26 SY		
			OPEN	701.43	
			PO-CULINARY-NMHS-2 5/26 SY		
			OPEN	681.02	
			PO-CULINARY-NMHS-2 5/26 SY		
160073478	TACOMA SCHOOL DISTRIC	12/31/2025	OPEN PO 25.26 SY ESTIMATED COSTS TO SERVE FIVE NMSD STUDENTS WITH DISABILITIES	17,141.71	122,300.80
			OPEN PO 25.26 SY ESTIMATED COSTS TO SERVE FIVE NMSD STUDENTS WITH DISABILITIES	105,159.09	
160073479	Technology Student As	12/31/2025	CHAPTER ID 150 PAYMENT CODE 2df51779 25-26 TSA additional membership fees	75.00	75.00

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160073480	TED BROWN MUSIC CO	12/31/2025	CTE Open PO for instrument repair and maintenance	228.86	424.82
			Open PO for instrument repair and maintenance	195.96	
160073481	THOMAS, NICK	12/31/2025	Travel Reimbursement for WSSDA Conf 11/22/25	179.12	179.12
160073482	UniFirst Corporation	12/31/2025	OPEN PURCHASE ORDER FOR 25-26 SY	174.77	517.85
			OPEN PURCHASE ORDER FOR 25-26 SY	174.77	
			OPEN PURCHASE ORDER FOR 25-26 SY	168.31	
160073483	UNITED SCHOOLS INSURA	12/31/2025	USIP 25-26 Insurance Premium \$132,563.09/month Sept - Feb	132,563.09	132,563.09
160073484	US Foods Inc.	12/31/2025	Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	4,562.06	42,366.59
			OPEN PO-CULINARY-NMHS-2	58.75	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
		5/26 SY	Open PO for US Foods SY 25/26	904.88	
			These prices are determined to be reasonable based on: Research, History/experience		
			Open PO for US Foods SY 25/26	3,459.42	
			These prices are determined to be reasonable based on: Research, History/experience		
			Open PO for US Foods SY 25/26	1,798.21	
			These prices are determined to be reasonable based on: Research, History/experience		
			OPEN	315.09	
			PO-CULINARY-NMHS-2		
		5/26 SY	Open PO for US Foods SY 25/26	6,515.55	
			These prices are determined to be reasonable based on: Research, History/experience		
			Open PO for US	0.17	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for US	1,901.20	
			Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for US	2,202.06	
			Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for US	82.65	
			Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for US	126.58	

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			History/experience OPEN	1,056.24	
			PO-CULINARY-NMHS-2 5/26 SY		
			Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	1,466.79	
			Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	111.38	
			Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	4,723.60	
			Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	1,318.29	
			Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience OPEN	275.18	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			PO-CULINARY-NMHS-2 5/26 SY OPEN	172.96	
			PO-CULINARY-NMHS-2 5/26 SY OPEN	115.59	
			PO-CULINARY-NMHS-2 5/26 SY Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	139.40	
			OPEN	39.03	
			PO-CULINARY-NMHS-2 5/26 SY Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	5,156.69	
			OPEN	389.15	
			PO-CULINARY-NMHS-2 5/26 SY OPEN	104.90	
			PO-CULINARY-NMHS-2 5/26 SY Open PO for US Foods SY 25/26	3,059.07	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			These prices are determined to be reasonable based on: Research, History/experience		
			Open PO for US Foods SY 25/26	0.13	
			These prices are determined to be reasonable based on: Research, History/experience		
			Open PO for US Foods SY 25/26	2,260.93	
			These prices are determined to be reasonable based on: Research, History/experience		
			OPEN PO-CULINARY-NMHS-2 5/26 SY	50.64	
160073485	Veritas Medical	12/31/2025	OPEN PO 25/26 SY DISTRICT WIDE NURSING SERVICES TERM 6/25/25 TO 7/15/26	12,547.50	16,616.25
			OPEN PO 25/26 SY DISTRICT WIDE NURSING SERVICES TERM 6/25/25 TO 7/15/26	4,068.75	
160073486	WALTER E NELSON CO OF	12/31/2025	OPEN PO FOR SCH	82.75	4,199.93

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			YR 25-26 FOR CUST/WAREHOUSE OPEN PO FOR SCH	34.82	
			YR 25-26 FOR CUST/WAREHOUSE Walk Behind Scrubber @ Belfair Elem	4,082.36	
160073487	WAXIE SANITARY SUPPLY	12/31/2025	OPEN PO FOR SCH YR 25-26 FOR CUST/WAREHOUSE	593.44	1,675.05
			OPEN PO FOR SCH YR 25-26 FOR CUST/WAREHOUSE	1,081.61	
160073488	WESTBAY AUTO PARTS	12/31/2025	OPEN PURCHASE ORDER FOR 25-26 SY	86.85	970.09
			OPEN PURCHASE ORDER FOR 25-26 SY	36.36	
			OPEN PURCHASE ORDER FOR 25-26 SY	30.01	
			OPEN PURCHASE ORDER FOR 25-26 SY	81.41	
			OPEN PURCHASE ORDER FOR 25-26 SY	67.06	
			OPEN PURCHASE ORDER FOR 25-26 SY	15.26	
			OPEN PURCHASE	100.06	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			ORDER FOR 25-26 SY		
			OPEN PURCHASE	24.05	
			ORDER FOR 25-26 SY		
			OPEN PURCHASE	142.79	
			ORDER FOR 25-26 SY		
			OPEN PURCHASE	107.76	
			ORDER FOR 25-26 SY		
			OPEN PURCHASE	20.08	
			ORDER FOR 25-26 SY		
			OPEN PURCHASE	156.98	
			ORDER FOR 25-26 SY		
			OPEN PURCHASE	55.39	
			ORDER FOR 25-26 SY		
			OPEN PURCHASE	4.72	
			ORDER FOR 25-26 SY		
			OPEN PURCHASE	41.31	
			ORDER FOR 25-26 SY		
160073489	WESTERN EXTERMINATOR	12/31/2025	OPEN PO FOR SCH YR 25-26 DIST WIDE MAINT	125.18	1,336.87
			OPEN PO FOR SCH YR 25-26 DIST WIDE MAINT	72.21	
			OPEN PO FOR SCH	138.38	

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			YR 25-26 DIST WIDE MAINT OPEN PO FOR SCH	138.38	
			YR 25-26 DIST WIDE MAINT OPEN PO FOR SCH	140.21	
			YR 25-26 DIST WIDE MAINT OPEN PO FOR SCH	110.74	
			YR 25-26 DIST WIDE MAINT OPEN PO FOR SCH	122.58	
			YR 25-26 DIST WIDE MAINT OPEN PO FOR SCH	98.85	
			YR 25-26 DIST WIDE MAINT OPEN PO FOR SCH	112.04	
			YR 25-26 DIST WIDE MAINT OPEN PO FOR SCH	125.18	
			YR 25-26 DIST WIDE MAINT OPEN PO FOR SCH	80.91	
			YR 25-26 DIST WIDE MAINT OPEN PO FOR SCH	72.21	
160073490	WILCOX FLEGEL	12/31/2025	OPEN PURCHASE ORDER FOR 25-26 SY	1,272.50	1,272.50
160073491	WSIPC	12/31/2025	WSIPC New Student	260.11	260.11

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160073492	Wunderkind Languary L	12/31/2025	Online Enrollment 09/01/2025 - 08/31/2026 25-26 SY Wunderkind WL/NMHS	316.28	316.28
160073493	Youngberg, Erik	12/31/2025	Travel Reimbursement WSSDA Conf 11/22/25	272.84	272.84
63	Computer		Check(s) For a Total of		608,833.70

Check Summary

	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
	63	Computer	Checks For a Total of	608,833.70
Total For	63	Manual, Wire Tran, ACH & Computer	Checks	608,833.70
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	608,833.70

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 January 26, 2026, the board, by a MAJORITY vote, approves payments, totaling \$3,490.92. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB Accounts Payable:
Warrant Numbers 160022222 through 160022225, totaling \$3,490.92

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

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160022222	AMAZON CAPITAL SERVIC	01/15/2026	25-26 Amazon boys	21.71	99.56
			basketball		
			25-26 ASB matt	113.46	
			attack amazon		
			25-26 Amazon boys	7.59	
			basketball		
			25-26 ASB Keyclub	103.62	
160022223	N.MASON SCHOOL DIST T	01/15/2026	amazon		1,016.91
			Turkey Trot	6.30	
			Prizes		
			25-26 ASB Amazon-	-153.12	
			Mat cleaner for		
			wrestling		
			25-26 ASB n.Mason	1,016.91	
Transportation					
DECA- Bellevue					

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160022224	N.MASON SCHOOL DIST O	01/15/2026	25-26 ASB - North Mason School Dist. Gameworker	813.59	2,369.45
			25-26 ASB - North Mason School Dist. security and custodial	1,555.86	
160022225	WA FCCLA	01/15/2026	25-26 WA FCCLA student registration fees	5.00	5.00
		4	Computer	Check(s) For a Total of	3,490.92

	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	3,490.92
Total For	4	Manual, Wire Tran, ACH & Computer	Checks	3,490.92
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	3,490.92

Check Summary

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 January 26, 2026, the board, by a Majority vote, approves payments, totaling \$237,964.99, and voids/cancellations, totaling \$122,300.80. The payments and voids are further identified in this document.

Total by Payment Type for Cash Account, General Fund Accounts Payable:
Warrant Numbers 160073494 through 160073537, totaling \$237,964.99
Voids/Cancellations, totaling \$122,300.80

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

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160073494	Advanced Door Service	01/15/2026	Open PO Trblshoot/Commercial Serv Roll-Up Door @ HS	2,693.28	2,693.28
160073495	AMAZON CAPITAL SERVIC	01/15/2026	Open PO for PE Curriculum	-10.77	662.12
			Open PO for PE Curriculum	-9.55	
			25-26 Amazon Kottenbacher	278.54	
			25-26 Amazon Kottenbacher	335.39	
			25-26 Amazon Kottenbacher	-266.47	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			Open PO for PE Curriculum	-10.77	
			Open PO for PE Curriculum	-10.77	
			OPEN PO FOR 25/26 SCHOOL YEAR TO PURCHASE SUPPLIES	10.92	
			Open PO for PE Curriculum	-10.77	
			NMHS -Health rm Pads and Tampons	-12.99	
			OPEN PO FOR 25/26 SCHOOL YEAR TO PURCHASE SUPPLIES	253.92	
			OPEN PO - WOODWORKING-NMHS-2 5/26 SY	26.04	
			Open PO for PE Curriculum	-10.77	
			NMHS -Health rm Pads and Tampons	100.17	
160073496	BELFAIR BOB'S LOCKSMI	01/15/2026	OPEN PO FOR SCH YR 25-26 DISTRICT WIDE	40.19	40.19
160073497	CASCADE NATURAL GAS C	01/15/2026	#106 021 0000 9 Grounds Natural Gas Open PO 25/26 SY	26.28	12,128.99
			#245 021 0000 1 Belfair Elem Natural Gas Open PO 25/26 SY	1,478.40	
			#483 050 1845 8	38.86	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			Admin Building		
			Natural Gas Open		
			PO 25/26 SY		
			#538 331 5305 8	3,036.62	
			HMS Natural Gas		
			Open PO 25/26 SY		
			#595 021 0000 7	262.55	
			Transportation		
			Natural Gas Open		
			PO 25/26 SY		
			#608 891 4515 1	37.60	
			Theler Pre-K		
			Natural Gas Open		
			PO 25/26 SY		
			#610 750 6350 5	47.65	
			Boys & Girls Club		
			Natural Gas Open		
			PO 25/26 SY		
			#695 021 0000 6	589.26	
			Community Gym		
			Natural Gas Open		
			PO 25/26 SY		
			#708 965 4613 5	6,336.69	
			NMHS Natural Gas		
			Open PO 25/26 SY		
			#795 021 0000 5	275.08	
			Maintenance		
			Natural Gas Open		
			PO 25/26 SY		
160073498	CENTURYLINK	01/15/2026	#360-275-2863	113.48	349.67
			229B Phone Lines		
			Open PO 25/26 SY		
			#360-275-2658	236.19	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			reasonable based on: Research, History/experience Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	-156.25	
			reasonable based on: Research, History/experience Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	341.03	
			reasonable based on: Research, History/experience Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	325.41	
160073501	DIERCKS, JACQUELINE K	01/15/2026	OPEN PO 25/26 SY PROFESSIONAL SERVICES SPEECH	7,055.00	7,055.00

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160073502	DRUG FREE BUSINESS	01/15/2026	LANGUAGE PATHOLOGIST, BELFAIR ELEMENTARY. OPEN PURCHASE ORDER FOR 25-26 SY	529.30	529.30
160073503	FASTENAL COMPANY	01/15/2026	OPEN PURCHASE ORDER FOR 25-26 SY	168.28	168.28
160073504	First Choice Health N	01/15/2026	EAP Work/Life Benefits for Certified & Classified Staff Period 09/01/25 - 08/31/2026	482.04	482.04
160073505	FRANZ FAMILY BAKERY	01/15/2026	Open PO for Franz	534.96	534.96
160073506	GUARDIAN SECURITY SYS	01/15/2026	FM-200 Semi-Ann Insp @ HS	608.60	608.60
160073507	Johnson, Chasity Daug	01/15/2026	OPEN PO 25/26 SY REMOTE PSYCHOLOGY SERVICES 6TH - 12TH GRADE STUDENTS TERMS 2024 SY THROUGH LAST INSTRUCTIONAL DAY JUNE 2026.	7,875.00	7,875.00
160073508	JOSTENS	01/15/2026	Open PO Jostens, 25/26	628.74	628.74
160073509	JW PEPPER AND SON INC	01/15/2026	Music Room purchase 25-26 SY J.W	30.40 188.08	218.48

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160073510	KITSAP COUNTY AUDITOR	01/15/2026	Pepper Music- NMHS November 2025 Election Cost	593.55	593.55
160073511	N.MASON SCHOOL DIST T	01/15/2026	NMHS Knowledge bowl -building athletics budget	123.14	123.14
160073512	North Mason S.D. ACH	01/15/2026	Comp Tax December 2025 GF	45.99	45.99
160073513	NORTHWEST WATER SYSTE	01/15/2026	OPEN PO FOR SCH YR 25-26 UPPER CAMPUS MAINT OPEN PO FOR SCH YR 25-26 SH/MAINT	285.35 249.35	534.70
160073514	OSPI	01/15/2026	Open PO for OPSI for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	2,581.12	2,581.12
160073515	PITNEY BOWES BANK INC	01/15/2026	Postage Open PO 24/25 SY	1,500.00	1,500.00
160073516	PREMIER POWER ELECTRI	01/15/2026	ASAP Troubleshoot Lighting @ HS Upper Campus Parking	1,303.20	1,303.20
160073517	Procure Therapy Inc	01/15/2026	OPEN PO 25/26 SY CONTRACTED PROFESSIONAL SERVICES REGISTERED BEHAVIOR	4,754.40	4,754.40

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160073518	RHAM NETWORK LLC	01/15/2026	TECHNICIAN TERM: 8/26/25-6/17/26 Financial and HR Landscape Assessment	3,000.00	23,000.00
			Financial and HR Landscape Assessment	20,000.00	
160073519	RWC Group	01/15/2026	OPEN PURCHASE ORDER FOR 25-26 SY	251.57	251.57
160073520	SCHETKY NORTHWEST SAL	01/15/2026	OPEN PURCHASE ORDER FOR 25-26 SY	492.53	1,010.40
			OPEN PURCHASE ORDER FOR 25-26 SY	517.87	
160073521	SCOTT MCLENDON'S HARD	01/15/2026	OPEN PO FOR SCH YR 25-26 MAINT	42.42	173.90
			OPEN PO FOR SCH YR 25-26 MAINT	34.72	
			OPEN PO FOR SCH YR 25-26 MAINT	36.90	
			OPEN PO FOR SCH YR 25-26 MAINT	28.39	
			OPEN PO FOR SCH YR 25-26 MAINT	31.47	
160073522	Soliant Health	01/15/2026	OPEN PO FOR 25/26 SY PSYCH PROFESSIONAL SERVICES. TERMS: 8/19/25 THROUGH 6/17/26	3,465.00	3,465.00

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160073523	SOUTH KITSAP SCHOOL D	01/15/2026	STEM Share 9/1/2025-8/31/2026	2,165.00	2,165.00
160073524	SPROUT THERAPY SOLUTI	01/15/2026	OPEN PO FOR 25/26 SY SPEECH LANGUAGE PATHOLOGIST TERM 10/27/25 THROUGH 6/30/26	1,020.00	1,020.00
160073525	STAPLES BUSINESS ADVA	01/15/2026	Open PO for Staples for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	10.19	10.19
160073526	SWS EQUIPMENT LLC	01/15/2026	EMERG REPAIR TRASH COMPACTOR @ UPPER CAMPUS	1,307.29	1,307.29
160073527	SYSCO	01/15/2026	OPEN PO-CULINARY-NMHS-2 5/26 SY	45.18	45.18
160073528	TACOMA SCHOOL DISTRIC	01/15/2026	OPEN PO 25.26 SY ESTIMATED COSTS TO SERVE FIVE NMSD STUDENTS WITH DISABILITIES OPEN PO 25.26 SY ESTIMATED COSTS TO SERVE FIVE NMSD STUDENTS WITH DISABILITIES	105,159.09 9,376.17	114,535.26
160073529	Technology Student As	01/15/2026	25-26 Nwells TSA	420.00	420.00

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160073530	TRANSFINDER CORPORATI	01/15/2026	registration and conf. WTSa JAN 22, 2026 OPEN PURCHASE ORDER FOR 25-26 SY	1,251.07	1,251.07
160073531	UniFirst Corporation	01/15/2026	OPEN PURCHASE ORDER FOR 25-26 SY	168.31	336.62
			OPEN PURCHASE ORDER FOR 25-26 SY	168.31	
160073532	US Foods Inc.	01/15/2026	Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	1,553.66	17,241.41
			Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	111.29	
			Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	0.10	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	2,806.12	
			Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	26.29	
			Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	51.20	
			Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	11,017.38	
			Open PO for US Foods SY 25/26 These prices are determined to be reasonable based	110.67	

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			on: Research, History/experience Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for US Foods SY 25/26 These prices are determined to be reasonable based	69.43	
			on: Research, History/experience Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO For US foods Storage fees for SY 25/26 These prices are determined to be reasonable based	1,114.27	
			on: Research, History/experience Open PO For US foods Storage fees for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO For US foods Storage fees for SY 25/26 These prices are determined to be reasonable based	3.00	
			on: Research, History/experience Open PO For US foods Storage fees for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO For US foods Storage fees for SY 25/26 These prices are determined to be reasonable based	378.00	
			on: Research, History/experience Open PO For US	0.00	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			foods Storage fees for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience		
160073533	VERNIER SCIENCE EDUCA	01/15/2026	25-26 Vernier science sensor bulb- Slander	527.24	527.24
160073534	WALTER E NELSON CO OF	01/15/2026	OPEN PO FOR SCH YR 25-26 FOR CUST/WAREHOUSE	402.67	402.67
160073535	WAXIE SANITARY SUPPLY	01/15/2026	OPEN PO FOR SCH YR 25-26 FOR CUST/WAREHOUSE	4,559.86	4,559.86
160073536	WESTBAY AUTO PARTS	01/15/2026	OPEN PURCHASE ORDER FOR 25-26 SY	65.68	132.03
			OPEN PURCHASE ORDER FOR 25-26 SY	66.35	
160073537	WILCOX FLEGEL	01/15/2026	OPEN PURCHASE ORDER FOR 25-26 SY	13,306.49	19,894.51
			OPEN PURCHASE ORDER FOR 25-26 SY	6,588.02	
	44	Computer	Check(s) For a Total of		237,964.99

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160073478	TACOMA SCHOOL DISTRIC	01/12/2026	OPEN PO 25.26 SY ESTIMATED COSTS TO SERVE FIVE NMSD STUDENTS WITH DISABILITIES	17,141.71	122,300.80
			OPEN PO 25.26 SY ESTIMATED COSTS TO SERVE FIVE NMSD STUDENTS WITH DISABILITIES	105,159.09	
1	Void		Check(s) For a Total of		122,300.80

Check Summary

	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
	44	Computer	Checks For a Total of	237,964.99
Total For	44	Manual, Wire Tran,	ACH & Computer Checks	237,964.99
Less	1	Voided	Checks For a Total of	122,300.80
			Net Amount	115,664.19

Coversheet

Payroll

Section: II. Consent Items
Item: C. Payroll
Purpose:
Submitted by:
Related Material: Payroll Report.pdf
Payroll Report II.pdf
Payroll Report III.pdf

As of _____ 1/26/2026 by a majority vote does approve for payment those checks (warrants) included in the list and further described as follows: Payroll Cash Account

check numbers 160105229-1601055241

\$127,909.35

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

13 CHECKS FOR A TOTAL OF

\$127,909.35

CERTIFICATION OF AUDITING OFFICER

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 the claims are just, due and unpaid obligations against North Mason School District No. 403 and that I am authorized to authenticate and certify to said claim. I further certify that the expense reimbursements are just, due and unpaid obligations against the North Mason School District No. 403 and that I am authorized to certify said claim.

Daniel S. King
Auditing Officer

December 9, 2025
Date

CTP Payroll Cash Account

<u>PAYEE</u>	<u>DATE</u> <u>ISSUED</u>	<u>WARRANT</u> <u>NUMBER</u>	<u>FND</u>	<u>AMOUNT</u>	<u>MICR</u> <u>NUMBER</u>	<u>DATE</u> <u>REDEEMED</u>	<u>DATE</u> <u>REGISTERED</u>	<u>INTEREST</u>
FUND TOTALS								
Total 403 001 General Fund				127,909.35				
Total 403				127,909.35				

Citizens For North Mason Schools	12/15/2025	160105229	001	9.00	160105229			
DEPT OF RETIREMENT SYSTEMS	12/15/2025	160105230	001	7,321.51	160105230			
DEPT OF RETIREMENT SYSTEMS	12/15/2025	160105231	001	3,002.87	160105231			
HCA-SEBB BENEFITS/Agency#600E15	12/15/2025	160105232	001	33,799.00	160105232			
North Mason Scholarship Foundation	12/15/2025	160105233	001	4.00	160105233			
North Mason S.D. ACH Account	12/15/2025	160105234	001	15,928.76	160105234			
North Mason S.D. ACH - P/R	12/15/2025	160105235	001	57,496.05	160105235			
Olympic ESD 114 UNEMPPOOL-PAYROLL	12/15/2025	160105236	001	168.24	160105236			
Olympic ESD 114 RW CMP TR - PAYROLL	12/15/2025	160105237	001	5,469.91	160105237			
The Standard Insurance Company	12/15/2025	160105238	001	273.37	160105238			
STATE TREASURER	12/15/2025	160105239	001	260.00	160105239			
UFCW 3000	12/15/2025	160105240	001	1,157.65	160105240			
Veba Trust #Y1253	12/15/2025	160105241	001	3,018.99	160105241			
				Page Total				127,909.35
				Subtotal				127,909.35
				GRAND TOTAL				127,909.35

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

As of 1/26/2026 by a majority vote does approve for payment those checks (warrants) included in the list and further described as follows: Payroll Cash Account

check numbers 160105242-160105267

\$2,822,374.70

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

26 CHECKS FOR A TOTAL OF

\$2,822,374.70

CERTIFICATION OF AUDITING OFFICER

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 the claims are just, due and unpaid obligations against North Mason School District No. 403 and that I am authorized to authenticate and certify to said claim. I further certify that the expense reimbursements are just, due and unpaid obligations against the North Mason School District No. 403 and that I am authorized to certify said claim.

Daniel S. King
Auditing Officer

December 30, 2025
Date

CTP Payroll Cash Account

PAYEE	DATE	WARRANT		AMOUNT	MICR	DATE	DATE	INTEREST
	ISSUED	NUMBER	FND		NUMBER	REDEEMED	REGISTERED	
FUND TOTALS								
Total 403 001 General Fund				2,822,374.70				
Total 403				2,822,374.70				

Citizens For North Mason Schools	12/31/2025	160105242	001	44.00	160105242			
DEPT OF RETIREMENT SYSTEMS	12/31/2025	160105243	001	71,798.65	160105243			
DEPT OF RETIREMENT SYSTEMS	12/31/2025	160105244	001	55,136.57	160105244			
DEPT OF RETIREMENT SYSTEMS	12/31/2025	160105245	001	12,811.55	160105245			
Employment Security Department - PFML	12/31/2025	160105246	001	59,158.77	160105246			
Employment Security Department - WA CARES	12/31/2025	160105247	001	34,610.25	160105247			
HCA-SEBB BENEFITS/Agency#600E15	12/31/2025	160105248	001	407,529.00	160105248			
HCA-SEBB FLEX SPEND/Agency#600E15	12/31/2025	160105249	001	3,774.25	160105249			
HCA-SEBB DECAP/AGENCY #600E15	12/31/2025	160105250	001	754.16	160105250			
North Mason Scholarship Foundation	12/31/2025	160105251	001	195.00	160105251			
North Mason S.D. ACH Account	12/31/2025	160105252	001	497,885.58	160105252			
North Mason S.D. ACH - P/R	12/31/2025	160105253	001	1,424,978.20	160105253			
Olympic ESD 114 UNEMPPOOL-PAYROLL	12/31/2025	160105254	001	1,323.29	160105254			
Olympic ESD 114 RW CMP TR - PAYROLL	12/31/2025	160105255	001	24,185.89	160105255			
Omni Group	12/31/2025	160105256	001	21,316.33	160105256			
Paylogix F/B/O N. Mason School Dist #19519	12/31/2025	160105257	001	580.04	160105257			
PUBLIC SCHOOL EMP #909	12/31/2025	160105258	001	4,631.16	160105258			
The Standard Insurance Company	12/31/2025	160105259	001	4,620.36	160105259			
State of WA - DSHS Fin-Recovery	12/31/2025	160105260	001	250.00	160105260			
STATE TREASURER	12/31/2025	160105261	001	9,897.77	160105261			
TEACHER RET SYST	12/31/2025	160105262	001	159,226.65	160105262			
UFCW 3000	12/31/2025	160105263	001	189.00	160105263			
Page Total				2,794,896.47				

CTP Payroll Cash Account

<u>PAYEE</u>	<u>DATE</u> <u>ISSUED</u>	<u>WARRANT</u> <u>NUMBER</u>	<u>FND</u>	<u>AMOUNT</u>	<u>MICR</u> <u>NUMBER</u>	<u>DATE</u> <u>REDEEMED</u>	<u>DATE</u> <u>REGISTERED</u>	<u>INTEREST</u>
UNUM LIFE INSURANCE	12/31/2025	160105264	001	996.90	160105264			
Veba Trust #Y1253	12/31/2025	160105265	001	10,709.69	160105265			
WASH STATE SCH RETIREES ASSOC.	12/31/2025	160105266	001	63.00	160105266			
WEA Payroll Deductions	12/31/2025	160105267	001	15,708.64	160105267			
	Page Total			27,478.23				
	Subtotal			2,822,374.70				
	GRAND TOTAL			2,822,374.70				

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

As of 1/26/2026 by a majority vote does approve for payment those checks (warrants) included in the list and further described as follows: Payroll Cash Account

check numbers 160105268-160105280

\$126,152.35

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

13 CHECKS FOR A TOTAL OF

\$126,152.35

CERTIFICATION OF AUDITING OFFICER

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 the claims are just, due and unpaid obligations against North Mason School District No. 403 and that I am authorized to authenticate and certify to said claim. I further certify that the expense reimbursements are just, due and unpaid obligations against the North Mason School District No. 403 and that I am authorized to certify said claim.

 Daniel S. King
Auditing Officer

 January 14, 2026
Date

CTP Payroll Cash Account

<u>PAYEE</u>	<u>DATE</u> <u>ISSUED</u>	<u>WARRANT</u> <u>NUMBER</u>	<u>FND</u>	<u>AMOUNT</u>	<u>MICR</u> <u>NUMBER</u>	<u>DATE</u> <u>REDEEMED</u>	<u>DATE</u> <u>REGISTERED</u>	<u>INTEREST</u>
FUND TOTALS								
Total 403 001 General Fund		126,152.35						
Total 403		126,152.35						

Citizens For North Mason Schools	01/15/2026	160105268	001	9.00	160105268			
DEPT OF RETIREMENT SYSTEMS	01/15/2026	160105269	001	7,319.47	160105269			
DEPT OF RETIREMENT SYSTEMS	01/15/2026	160105270	001	3,083.06	160105270			
HCA-SEBB BENEFITS/Agency#600E15	01/15/2026	160105271	001	34,516.00	160105271			
North Mason Scholarship Foundation	01/15/2026	160105272	001	4.00	160105272			
North Mason S.D. ACH Account	01/15/2026	160105273	001	15,693.72	160105273			
North Mason S.D. ACH - P/R	01/15/2026	160105274	001	59,218.06	160105274			
Olympic ESD 114 UNEMPPPOOL-PAYROLL	01/15/2026	160105275	001	168.60	160105275			
Olympic ESD 114 RW CMP TR - PAYROLL	01/15/2026	160105276	001	1,390.21	160105276			
The Standard Insurance Company	01/15/2026	160105277	001	278.63	160105277			
STATE TREASURER	01/15/2026	160105278	001	260.00	160105278			
UFCW 3000	01/15/2026	160105279	001	1,165.65	160105279			
Veba Trust #Y1253	01/15/2026	160105280	001	3,045.95	160105280			
	Page Total			126,152.35				
	Subtotal			126,152.35				
	GRAND TOTAL			126,152.35				

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

Coversheet

Personnel Report

Section: II. Consent Items
Item: D. Personnel Report
Purpose:
Submitted by:
Related Material: Personnel Report 25-26 January.pdf

PERSONNEL REPORT

January, 2026

FOR BOARD APPROVAL:

LEAVE OF ABSENCE RECOMMENDATION

RESIGNATION/RETIREMENT/NON-RENEWAL

Bonnell, Nicole
Lester, Julie
Oblizalo, Jody
Scheibner, Al

RECOMMENDATION

RESIGNATION/RETIREMENT/NON- RENEWAL/LEAVE OF ABSENCE

Bremm, Emily
Byerly, Tammy

RECOMMENDATION

Kenyon, Lisa
Myers, Daniel
Ramos, Alfonso

RESIGNATION/RETIREMENT/NON-RENEWAL

Connell, Don

CERTIFICATED PERSONNEL

POSITION

Teacher, Hawkins Middle School
Teacher, Hawkins Middle School
Teacher, Hawkins Middle School
Teacher, James Taylor High School

Resignation - end of school year
Retirement - end of school year
Retirement - end of school year
Retirement - end of school year

CLASSIFIED PERSONNEL

POSITION

Paraeducator, Belfair Elementary
Payroll & Accounting Supervisor, District Office

Resignation - December 19th
Resignation - June 30th

COACHING PERSONNEL

POSITION

Volunteer Coach
Head Boys Soccer Coach, North Mason HS
Assistant Boys Soccer Coach, North Mason HS

Assistant Boys Soccer Coach, North Mason HS Resignation

Coversheet

Donations

Section: II. Consent Items
Item: E. Donations
Purpose:
Submitted by:
Related Material: Donation Report to board .pdf

DONATIONS, GIFTS & TEACHER GRANTS
Board Meeting, January 26, 2026

By	To	For	Donation
Under \$250.00			
Jourdan Eastman	BE	ASB	\$10.00
Shawn Bass	BE	ASB	\$10.00
\$250.00 - \$999.99			
Lakeland Village Book Club	BE	Students-Misc clothings	\$750.00
Coca Cola	NMHS	ASB	\$635.53
Leo's Photography	NMHS	ASB/General	\$506.50
\$1,000.00 - \$4999.99			
Kiwanis NM Football Consessions	NMHS	ASB	\$1,251.00
 \$5,000.00 or greater (requires Board acceptance)			
			<u>\$3,153.03</u>

Coversheet

Agreements/Contracts

Section: II. Consent Items
Item: F. Agreements/Contracts
Purpose:
Submitted by:
Related Material: PSE MOU 12 12 25.pdf

Memorandum of Understanding
between
North Mason School District
and
Public School Employees of North Mason #909

PSE and NMSD agree to clarify Section 16.9 of the collective bargaining agreement as follows as of December 1, 2025, and through the duration of the current contract.

A food service employee who takes unpaid leave for any amount of time on a given day will count as a full day of unpaid leave for the purposes of this section.

Additionally, days where sack lunches are served are considered serving on school sites.

Unpaid leave may only be taken when no lunch is served. The following are possible scenarios that may occur where this leave would be taken where students would be prevented from attending school and no meal services would be provided: power outages, inclement weather, or facility issues (flooding, electrical outage, etc.).



Dr. Kristine Michael, Superintendent
North Mason School District



Samantha Cook, PSE #909 President

12/12/25

Date

12/12/25

Date

Coversheet

Policy Review

Section: II. Consent Items

Item: G. Policy Review

Purpose:

Submitted by:

Related Material:

6050 Financial Management rev 01 26 26 Markup.pdf

2106 Program Compliance rev 01 26 26 Markup.pdf

2140 Comprehensive Counseling rev 01 26 26 Markup.pdf

2108 Learning Assistance Program rev 01 26 26 Markup.pdf

5010 Nondiscrimination & Affirmative Action rev 01 26 26 Markup.pdf

5011 Sexual Harassment of District Staff Prohibited rev 01 26 26 Markup.pdf

6955 Maintenance of Facilities Records rev 01 26 26 Markup.pdf

6220 Bid Requirements rev 01 26 26 Markup.pdf

6910 Construction Financing rev 01 26 26 Markup.pdf

6920 Construction Design revised 01 26 26 Markup.pdf

6570 Property and Data Management rev 1 26 26 Markup.pdf

GP-02-E2 ELECTION OF MEMBERS rev 1 26 26 Markup.pdf

FINANCIAL MANAGEMENT

Fund Balance

The North Mason School District recognizes the importance of maintaining a prudent fund balance in the general fund to ensure operational cash flow needs are met, to set aside resources for known obligations and to help protect against unforeseen circumstances. Accordingly, the district adopts this policy in regards to those portions of fund balance that are in spendable form but are not legally restricted as to their use from outside sources. Annually, the superintendent or designee will present a general fund budget that includes a commitment of at least between 8.0% and 10.0% of the prior year’s expenditures towards a minimum fund balance or sufficient funds to meet one month’s complete payroll whichever is greater. For the 24-25 and 25-26 budget years, the minimum fund balance is reduced to between 4% and 6%.

13	Cross Reference:	Policy 6040	Expenditures in Excess of Budget
14		Policy 6020	System of Funds and Accounts
15			
16	Legal reference:	RCW 28A.320.070	School District as Self-Insured—Authority
17			
18		28A.505	School Districts’ Budgets
19		28A.505.130	Budget – Requirement for Balancing
20			Estimated Expenditures

Adoption Date: 8/26/04
Revised: 10/28/04
Revised: 02/28/08
Revised: 12/19/13
Revised: 04/21/16
Revised: 02/21/18

PROGRAM COMPLIANCE

Annually, on or before October 1, the superintendent shall determine if the district is in compliance with the following program requirements:

- A. Appropriate measures are taken to safeguard all student and school district permanent records against loss or damage.
- B. Provision is made for the supervision of instructional practices and procedures.
- C. Current basic instructional materials are available for required courses of study.
- D. A program of guidance, counseling and testing services is maintained for students in all grades offered by the school district.
- E. A learning resources program is maintained.
- F. The physical facilities of each building are adequate and appropriate for the educational program offered.
- G. There is adequate provision for the health and safety of all pupils within the custody of the school district.
- H. A current policy statement pertaining to the administration and operation of the school district is available in each building's administrative office including, but not limited to, policies governing the school building and classroom visitation rights of non-students.
- I. The district is in compliance with the statutes which prohibit unequal treatment of individuals on the basis of race, ethnicity, sex, creed, color, national origin, sexual orientation, gender expression, gender identity, homelessness, immigration or citizenship status, the presence of any sensory, mental, or physical disability or the use of a trained guide dog or service animal, religion, and honorably discharged veteran or military status~~national origin~~ in activities supported by common schools.
- J. Within each school, the school principal has determined that appropriate student discipline is established and enforced. The school principal has conferred with the certificated employees in the school building in order to develop and/or review building disciplinary standards and the uniform enforcement of those standards.
- K. Written high school graduation requirements and rules have been adopted by the school district board of directors.
- L. Equivalence among schools in teachers, administrators and auxiliary personnel and equivalence in the provision of curriculum materials and supplies among schools who receive Title 1 funds.

Cross References:	Board Policy 1310	Policy Adoption, Manuals and Administrative Procedures
	Board Policy 2010	Learning Improvement Teams
	Board Policy 2090	Program Evaluation
	Board Policy 2140	Guidance and Counseling
	Board Policy 2020	Curriculum Development and Adoption of Instructional Materials

Policy No. 2106
Instruction

1	Board Policy 2080	Comprehensive Student Assessment System
2	Board Policy 2410	High School Graduation Requirements
3	Board Policy 3200	Student Rights and Responsibilities
4	Board Policy 3210	Nondiscrimination
5	Board Policy 3410	Student Health
6	Board Policy 3231	Student Records
7	Board Policy 4000	Public Information Program
8	Board Policy 4040	Public Access to District Records
9	Board Policy 5240	Evaluation of Non-administrative Staff
10	Board Policy 6800	Operation and Maintenance of District Facilities

11
12
13
14
15
16
17

Adoption Date: 08/27/98
Revised: 03/27/08
Revised: **01/26/2026 Important**

Comprehensive School Counseling Program

The North Mason School District Board of Directors recognizes that a comprehensive school counseling program based on current national and state standards of best practice is an important part of the total program of instruction and support for all students. The District shall create a written plan to develop comprehensive school counseling program of tiered services in accordance with state laws and regulations, school improvement plans, ethical standards and district policies and procedures. The district will revise its plan as necessary based on relevant data. The district will also create a transition plan that supports the long-term goal of full implementation of the written plan over time.

As school counselor is a professional educator who holds a valid school counselor certification as defined by the professional educator standards board. School counselors serve a vital role in the comprehensive school counseling program. The school counselor plans, develops, organizes, and leads delivery of a comprehensive school counseling program that focuses on the academic, career, and social-emotional needs of all students, based on the national standards for school counseling programs of the American School Counselor Association and state standards. School counselors align supports with the district's vision, mission, and school improvement goals. In addition to school counselors, all Educational Staff Associate (ESA) staff, in collaboration, serve to support the implementation of a comprehensive, multi-tiered system of student supports.

School counselors and other ESA staff implementing the comprehensive school counseling program will spend no less than 80% of their contracted time on direct and indirect supports to students and no more than 20% of their contracted time on program planning and school support activities.

It is the goal of the North Mason School District Board of Directors that the district's comprehensive school counseling program will assist every student in acquiring the knowledge, skills, and attitudes needed to become an effective student, responsible citizen, productive worker, and a lifelong learner. To that end, the district will develop and use materials, orientation programs, professional learning, and evidence-based counseling techniques that encourage participation in all available guidance and support opportunities, school programs, and courses of study, including career and vocational technical programs and employment opportunities.

The district will not deny any student the ability to participate in or benefit from its student support system based on sex, race, ethnicity, homelessness, immigration or citizenship status, creed, religion, color, national origin, honorably discharged veteran or military status, sexual orientation, gender expression or identity, the presence of any sensory, mental, or physical disability, or the use of a trained dog guide or service animal, whether they take place on or off school grounds or are offered as part of the district's online or alternative learning programs.

The board will provide resources to support the foundation, content, and continuous improvement of a comprehensive K-12 school counseling program, consistent with best practices described in state and national models. As feasible within existing resources, all school counseling programs will include the following elements: classroom counseling curriculum, individual student planning, responsive services, and systems support for the counseling program.

Policy No 2140
Instruction

- 1 Cross References: Board Policy 2170 Career and Technical Education
- 2 Board Policy 3112
- 3 Board Policy 3123 Withdrawal Prior to Graduation
- 4 Board Policy 3210 Nondiscrimination
- 5
- 6 Legal References: RCW 28A.320.280 School counselors, social workers, and
- 7 psychologists – Priorities
- 8 RCW 28A.320.290 School counselors, social workers, and
- 9 psychologists-Professional collaboration
- 10 RCW 28A.320.600 - 620
- 11 RCW 28A.410.043 School counselor certification
- 12
- 13 WAC 392-190-010 Agency filings affecting this section.
- 14 Counseling and guidance — Course and
- 15 program enrollment —
- 16
- 17 Management Resources: 2022 – March Issue
- 18 2019 – July issue
- 19 2014 – December issue
- 20 2008 – December Issue
- 21
- 22
- 23
- 24
- 25
- 26
- 27 **Adoption Date: 03/27/08**
- 28 **Revised: 02/19/15**
- 29 **Revised: 05/21/2020**
- 30 **Revised: 05/19/2022 Encouraged**
- 31 **Revised: 01/26/2026 Important**

LEARNING ASSISTANCE PROGRAMS

The district will implement a learning assistance program designed to enhance educational opportunities for students enrolled in kindergarten through twelfth grade who are not meeting academic standards by providing supplemental instruction and services to those students. “Students who are not meeting academic standards” means students with the greatest academic deficits in basic skills as identified by statewide, school, or district assessments or other performance measurement tools.

~~Students’ Affected By COVID-19 Pandemic~~

~~Until the expiration or termination of Proclamation 20-05 declaring a state of emergency for all counties in Washington due to COVID-19 or until September 1, 2025 whichever is later the district will budget and expend learning assistance program funds to identify and address the academic and nonacademic needs of students resulting from and exacerbated by the COVID-19 pandemic.~~

Washington Integrated Student Supports Protocol

The district will budget and expend learning assistance program funds using the framework of the Washington integrated student supports protocol, established under RCW 28A.300.139.

The district may use up to 15% of its learning assistance program allocation to deliver academic, nonacademic, and social-emotional supports and services to students through partnerships with community-based or other out-of-school organizations in accordance with RCW 28A.300.139. If the district enters into an agreement with a community partner in accordance with RCW 28A.300.139, the agreement must do the following:

- A. Specify that learning assistance program funds may be used only to provide direct supports and services to students;
- B. Clearly identify the academic, nonacademic, or social-emotional supports and services that will be made available to students by the community partner and how those supports and services align to the needs of the students as identified in the student-level needs assessment required by RCW 28A.300.139; and
- C. Identify the in-school supports that will be reinforced by the supports and services provided by the community partner to promote student progress towards meeting academic standards.

Coordination with Other Programs

The district may coordinate federal, state, and local programs in order to serve the maximum number of students who are below grade level in basic skills. Students receiving assistance in

1 another special needs program may also be served in the learning assistance program if they
2 meet student eligibility and selection requirements.

3
4 **Annual Report to OSPI**

5
6 The district will submit an annual report on September 30th to the Office of Superintendent of
7 Public instruction detailing the following:

- 8
- 9 A. The amount of academic growth gained by students participating in the learning assis-
10 tance program;
- 11
- 12 B. The number of students who gain at least one year of academic growth;
- 13
- 14 C. The specific practices, activities, and programs used by each school building that re-
15 ceived learning assistance funds;
- 16
- 17 D. The percentage of learning assistance program funding used to engage community part-
18 ners, the number of students receiving direct supports and services from those community
19 partners, and the types of supports and services that are being provided; and
- 20
- 21 E. The number of students served by the learning assistance program during the school year
22 who were able to exit the program because student academic growth resulted in meeting
23 the academic standard for grade level.
- 24

25 Cross References: Board Policy 2161 Education of Students with Disabilities
26 2180 Parent, Family and Community Partnerships
27 4130 Title 1, Parent Involvement
28 6100 Revenues from Local, State and Federal Sources

29 Legal References: RCW 28A.165.010-090 Learning Assistance Program
30 Chapter 392-162 WAC Special Program — Remediation Assistance
31 SHB 1208, Chapter 111, Laws of 2021 Learning Assistance Program-Var-

32 ious Provisions

33 Management Resources: *Policy News*, June 2005 Learning Assistance Policy Update
34
35
36
37
38
39
40

41 **Adoption Date:** 08/27/98
42 **Revised:** 03/27/08
43 **Revised:** 04/19/18
44 **Revised:** 07/15/2021 Essential
45 **Revised:** 01/26/2026 Critical

1 **NONDISCRIMINATION AND AFFIRMATIVE ACTION**
2 **DISCRIMINATION-Free Workplace**

3 **Nondiscrimination**

4 Definition

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

10
11 The North Mason district is committed to an educational and working environment free from
12 discrimination and harassment based on a person’s protected status.

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

16
17 The district will make all employment decisions in a non-discriminatory manner and will not
18 limit, segregate, or classify any person in a way that could adversely affect their employment
19 opportunities or status based on their protected status.

20
21 The district will not enter into any contractual or other relationship that directly or indirectly
22 results in the discrimination of any person in connection with employment based on their
23 protected status.

24
25 The district will not grant preferential treatment to applications for employment based on an
26 applicant's enrollment at any education institution or entity that only predominantly admits
27 students based on sex, race, color, or national origin if the giving of such preferences has the
28 effect of discriminating based on sex, race, color, or national origin.

29 **Equal Employment Opportunity**

30 The district shall provide equal employment opportunity and treatment for all applicants and
31 staff in recruitment, hiring, retention, assignment, transfer, promotion and training.

32 To promote equal employment opportunities, the district will develop a program or plan in
33 accordance with WAC 392-190-0592.

34
35 **Examples of Employment Discrimination**

36 Employment discrimination may include the following:

- 37
38 1. Unfair treatment based on an employee’s protected status, including unfair or separate
39 treatment in pay scale, assignment of duties, opportunities for advancement, conditions of
40 employment, hiring practices, leaves of absence, hours of employment, and assignment
41 of instructional and non-instructional duties.
42
43 2. Harassment based on an employee’s protected status by supervisors, co-workers, or
44 others in the workplace that is so severe or persistent that it creates a hostile environment.

- 1
- 2 3. Denial of a reasonable workplace accommodation that an employee needs because of
- 3 religious beliefs or a disability.
- 4
- 5 4. Retaliation because an employee complained about employment discrimination or
- 6 assisted with an employment discrimination investigation or lawsuit.
- 7
- 8 5. Making employment or placement decisions based on stereotypes or assumptions about
- 9 one's protected status.
- 10
- 11 6. Discriminating against individuals married to or otherwise associated with people of a
- 12 certain group.
- 13
- 14 7. Prohibiting an employee from using the restroom consistent with his or her gender
- 15 identity.
- 16

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

18 **Discriminatory Harassment**

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

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

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

30 **Employment of Persons with Disabilities**

31 To fulfill its commitment of nondiscrimination to those with disabilities, the following
32 conditions shall prevail:

- 33
- 34
- 35
- 36
- 37
- 38 A. The district will not discriminate against a qualified individual based on their disability, nor
- 39 will the district limit, segregate, or classify any applicants for employment or any staff
- 40 member in any way that adversely affects their opportunities or status because of their
- 41 disability. This prohibition applies to all aspects of employment, from recruitment to
- 42 promotions, and includes fringe benefits and other elements of compensation.
- 43
- 44 B. The district shall reasonably accommodate the known physical or mental limitations of an
- 45 otherwise qualified disabled applicant or staff member unless it is clear that an
accommodation would impose an undue hardship.

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

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

10 C. The district shall not use any employment tests or criteria that screens out persons with
11 disabilities unless the tests or criteria ~~is~~ are clearly and specifically job-related, and the
12 district will not use such tests or criteria if alternative tests or criteria that do not screen out
13 persons with disabilities are available.

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

17 **Nondiscrimination for Military Service**

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

24 ~~**Affirmative Action Program**~~

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

27
28 ~~Regarding sex discrimination, the district's affirmative action employment plan or program must~~
29 ~~include the requirements to maintain credential requirements for all personnel without regard to~~
30 ~~sex; make no differentiation in pay scale based on sex; make no differentiation in the assignment~~
31 ~~of school duties based on sex except where an assignment would involve duty areas or situations~~
32 ~~such as, but not limited to, a shower room, where persons might be disrobed; provide the same~~
33 ~~opportunities for advancement for males and females; and make no differentiation in conditions~~
34 ~~of employment based on sex, including, but not limited to, hiring practices, leaves of absence,~~
35 ~~hours of employment, and assignment of or payment for instructional or noninstructional duties.~~

37 **Complaint Procedure**

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

39
40 Annually, the district will publish a notice of the complaint procedure in a way that is reasonably
41 calculated to inform all employees of it. The district will provide the notice in a language each
42 employee can understand, which may require language assistance in accordance with Title VI of
43 the Civil Rights Act of 1964 for those with limited English proficiency.
44

1 The district will not adopt any policy, procedure, or practice that would limit a person’s right to
2 file a complaint under the complaint procedure.
3

4 **Compliance Officer**

5 The superintendent will designate an employee who is responsible for monitoring and
6 coordinating the district’s compliance with chapter 392-190 WAC and the guidelines the Office
7 of the Superintendent of Public Instruction has adopted under WAC 392-190-005.
8

9 The compliance officer is responsible for ensuring that all complaints filed under the complaint
10 procedure are promptly investigated and resolved.
11

12 **Retaliation Prohibited**

13 The district will not intimidate, threaten, coerce, or discriminate against any individual who
14 seeks to secure their rights under this policy or chapter 392-190 WAC or because the individual
15 has filed a complaint under the complaint procedure. Further, the district will not tolerate
16 someone else retaliating against another because they sought to secure their rights under this
17 policy or chapter 392-190 WAC or because they have filed a complaint under the complaint
18 procedure.
19

20 Any person who retaliates will be subject to appropriate discipline.
21

22	Cross References: Board Policy 2030	Service Animals in Schools
23	Board Policy 5270	Resolution of Staff Complaints
24	Board Policy 5407	Military Leave
25	Board Policy 5011	Sexual Harassment of District Staff
26		Members Prohibited
27	Legal References: RCW 28A.400.310	Law against discrimination applicable to
28		districts’ employment practices
29	RCW 28A.640.020	Regulations, guidelines to eliminate
30		discrimination — Scope — Sexual
31		harassment policies
32	Chapter 28A.642 RCW	Discrimination prohibition
33	Laws of 2018, ch 116	Wages and Advancement Opportunities-
34		Gender
35	Chapter 49.60 RCW	Discrimination — Human rights
36		commission
37	RCW 49.60.030	Freedom from discrimination — Declaration
38		of civil rights -
39	RCW 49.60.180	Unfair practices of employers
40	RCW 49.60.400	Discrimination, preferential treatment
41		prohibited
42	Chapter 73.16 RCW	Employment and Reemployment
43		
44	Chapter 392-190 WAC	Equal Educational Opportunity – Unlawful
45		Discrimination Prohibited

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

42 USC §§ 2000e1 – 2000e10	Title VII of the Civil Rights Act of 1964
20 USC § 1681 - 1688	Title IX Educational Amendments of 1972
42 USC §§ 12101 – 12213	Americans with Disabilities Act
8 USC § 1324	Immigration Reform and Control Act of 1986
38 USC §§ 4301-4333	Uniformed Services Employment and Reemployment Rights Act
29 USC § 794	Vocational Rehabilitation Act of 1973
34 CFR § 104	Nondiscrimination on the basis of handicap in Programs or activities receiving federal financial assistance
38 USC § 4212	Vietnam Era Veterans Readjustment Act of 1974

~~WAC 392-190-0591~~ ~~Public School employment and contract practices~~ ~~Nondiscrimination~~

Management Resources:	2023 – July Issue	
	2018 – May Issue	
	2017 – April Issue	
	2014 – December Issue	
	2013 - June Issue	
	<i>Policy News</i> , June 2011	Laws Against Discrimination Address Equal Education Opportunities
	<i>Policy News</i> , February 2011	Nondiscrimination
	<i>Policy News</i> , August 2007	Washington’s Law Against Discrimination
	<i>Policy News</i> , June 2001	State Updates Military Leave Rights

Adoption Date: 08/27/98
Revised: 09/25/08
Revised Date: 10/20/11
Revised Date: 11/18/14
Revised: 02/19/15
Revised: 05/18/17
Revised: 10/18/18
Revised: 08/17/2023
Revised: 02/24/2025 Encouraged
Revised: 08/25/2025 Important
Revised: 01/26/2026 Important

Sexual Harassment of District Staff Prohibited

This district is committed to a positive and productive working environment free from discrimination, including sexual harassment. This commitment extends to all employees and other persons involved in academic, educational, extracurricular, athletic, and other programs or activities of the school, whether that program or activity is in a school facility, on school transportation, or at a class or school training held elsewhere.

Definitions

For purposes of this policy, sexual harassment means unwelcome conduct or communication of a sexual nature. Sexual harassment can occur student to adult, adult to adult or can be carried out by a group of students or adults and will be investigated by the district even if the alleged harasser is not a part of the school staff or student body. The district prohibits sexual harassment of district employees by other students, employees or third parties involved in school district activities.

The term “sexual harassment” is defined by the regulations implementing the federal law Title IX of the Education Amendments Act of 1972 at 34 C.F.R. § 106.30.

Under federal and state law, the term “sexual harassment” may include:

- Acts of sexual violence;
- Unwelcome sexual or gender-directed conduct or communication that interferes with an individual's employment performance or creates an intimidating, hostile or offensive environment.
- Unwelcome sexual advances
- Unwelcome requests for sexual favors
- Sexual demands when submission is a stated or implied condition of obtaining a work opportunity or other benefit;
- Sexual demands where submission or rejection is a factor in a work or other school-related decision affecting an individual.

A “hostile environment” for an employee is created where the unwanted conduct is sufficiently severe or pervasive to create a work environment that a reasonable person would consider intimidating, hostile, or abusive.

Investigation and Response

If the district knows, or reasonably should know, that sexual harassment has created a hostile environment, the district will promptly investigate to determine what occurred and will take appropriate steps to resolve the situation. If an investigation reveals that sexual harassment has created a hostile environment, the district will take prompt and effective steps reasonably calculated to end the sexual harassment, eliminate the hostile environment, prevent its recurrence and, as appropriate, remedy its effects. The district will take prompt, equitable and remedial action within its authority every time a report, complaint and grievance alleging sexual harassment comes to the attention of the district, either formally or informally.

Allegations of criminal misconduct will be reported to law enforcement and suspected child abuse will be reported to law enforcement or Child Protective Services. Regardless of whether

1 the misconduct is reported to law enforcement, school staff will promptly investigate to
2 determine what occurred and take appropriate steps to resolve the situation to the extent that such
3 investigation does not interfere with an ongoing criminal investigation. A criminal investigation
4 does not relieve the district of its independent obligation to investigate and resolve sexual
5 harassment.

6 Engaging in sexual harassment will result in appropriate discipline or other appropriate sanctions
7 against offending staff or other third parties involved in school district activities. Anyone else
8 who engages in sexual harassment on school property or at school activities will have their
9 access to school property and activities restricted, as appropriate.

10 **Retaliation and False Allegations**

11 Retaliation against any person who makes or is a witness in a sexual harassment complaint is
12 prohibited and will result in appropriate discipline. The district will take appropriate actions to
13 protect involved persons from retaliation.

14 It is a violation of this policy to knowingly report false allegations of sexual harassment. Persons
15 found to knowingly report or corroborate false allegations will be subject to appropriate
16 discipline.

17 **Staff Responsibilities**

18 The superintendent will develop and implement formal and informal procedures for receiving,
19 investigating and resolving complaints or reports of sexual harassment. The procedures will
20 include reasonable and prompt timelines and delineate staff responsibilities under this policy.

21 Any employee who witnesses sexual harassment or receives a report, informal complaint or
22 written complaint about sexual harassment is responsible for informing the district's Title IX or
23 Civil Rights Compliance Coordinator. All staff are also responsible for directing complainants to
24 the formal complaint process.

25 This policy applies to sexual harassment (including sexual violence) targeted at district
26 employees carried out by a student, employee, or a third party involved in school district
27 activities.

28 A formal complaint filed by or on behalf of a student complainant against an employee
29 respondent will be investigated under the definitions, requirements, and procedures of policy
30 3205 and procedure 3205P.

31
32 Reports of sex discrimination and sexual harassment will be referred to the district's Title IX
33 Coordinator. Reports of discrimination based on sexual orientation, gender expression, gender
34 identity, ethnicity, race, creed, color, national origin, religion, homelessness, immigration or
35 citizenship status, the presence of any sensory, mental, or physical disability or the use of a
36 trained guide dog or service animal, honorably discharged veteran or military status, or age, or
37 complaints alleging violations of the Boy Scouts of America Act will be referred to the district's
38 Civil Rights Compliance Coordinator.

39
40 Reports of disability discrimination or harassment will be referred to the district's Section 504
41 Coordinator.

42
43

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42

Notice and Training

The superintendent will develop procedures to provide information and education to district staff, parents and volunteers regarding this policy and the recognition and prevention of sexual harassment. At a minimum, sexual harassment recognition and prevention and the elements of this policy will be included in staff and regular volunteer orientation. This policy and the procedure, which includes the complaint process, will be posted in each district building in a place available to staff, parents, volunteers and visitors. Information about the policy and procedure will be easily understood and conspicuously posted throughout each school building, provided to each employee and reproduced in each staff, volunteer and parent handbook. Such notices will identify the District’s Title IX coordinator and provide contact information, including the coordinator’s email address.

Policy Review

The superintendent will make an annual report to the board reviewing the use and efficacy of this policy and related procedures. Recommendations for changes to this policy, if applicable, will be included in the report. The superintendent is encouraged to involve staff, volunteers and parents in the review process.

Cross References:	Board Policy 3205	Sexual Harassment of Students
	3207	Prohibited
	3210	Prohibition of Harrassment, Intimidation and Bullying
	3211	Nondiscrimination
	3240	Transgender Students
	3421	Student Conduct
	5010	Child Abuse, Neglect and Exploitation Prevention
		Nondiscrimination and Affirmative Action
Legal References:	RCW 28A.640.020	Regulations, guidelines to eliminate discrimination — Scope—Sexual harrassement policies
	WAC 392-190--058	Sexual harassment
	20 U.S.C. §§ 1681-1688	
	34 C.F.R. § 106	

Management Resources: 2022 – June Issue

1 2021 – June Issue
2 2015 – July Policy Alert
3 Policy News, December 2014
4 *Policy News*, October 2010
5 **2024- August Issue**

6 **2025 December**

7
8
9
10 **Adoption Date: 08/27/98**
11 **Revised: 01/22/09**
12 **Revised: 12/15/11**
13 **Revised: 02 19 15**
14 **Revised: 08/20/15**
15 **Revised: 07/15/2021 Essential**
16 **Revised: 08/18/2022 Essential**
17 **Revised: 06/23/2025 Essential**
18 **Revised: 01/26/2026 Critical**

MAINTENANCE OF FACILITIES RECORDS

The maintenance of adequate records is vitally important to the future facilities' operation and maintenance program within the district and to the resolution of any disputes that may arise regarding a construction project.

The superintendent or designee shall keep all-relevant reports, documents and plans as they relate to an existing or proposed project. The records shall include copies of all-relevant correspondence relating to the project. The superintendent or designee shall require from the architect, engineer, contractor or other parties at least the following, as they become available:

- A. Inspection ~~and~~, progress, and compliance reports;
- B. Results from tests of material quality and composition, ~~etc.~~;
- C. Drawings, plans, specifications, estimates, as-built documents, and maintenance manuals of for buildings and sites;
- D. Conveyance records, title searches, bond issuance records, and any-permits, licenses and legal documents issued or executed pursuant to the project;
- E. Guarantees and warranties; and
- F. Other papers-documents relevant to the project, such as ~~the record of~~ board resolutions and change orders.

19 Cross Reference:	Board Policy 6570	Property and Data Management
21 Legal References:	RCW 39.04.020 RCW 39.04.040 RCW 39.04.070 RCW 39.04.080 RCW 39.04.100	Plans and specifications — Estimates — Publications — Emergencies Work to be executed according to plans — Supplemental plans Account and record of cost Certified copy to be filed — Engineers' certificate Records open to public inspection — Certified copies

Adoption Date: 08/27/98
Revised: 01/22/09
Revised: 04/21/16
Revised: 01/26/2026 Important

BID OR PROPOSAL REQUIREMENTS

The board recognizes the importance of:

- maximizing the use of district resources;
- the need for sound business practices in spending public money
- the requirement of complying with state and federal laws governing purchasing and public works
- the importance of standardized purchasing regulations; and
- the need for clear documentation.

Procurement and Public Works Using Non-Federal Funds

A. Furniture, Supplies or Equipment

Whenever the estimated cost of furniture, supplies or equipment (except books) will cost:

- Less than \$40,000 no competitive bidding process is required to make the purchase;
- Between \$40,000 and \$75,000, the board will follow its informal competitive bidding procedure: and
- Over \$75,000, the board will follow its formal competitive bidding process by:
 1. Preparing clear and definite plans and specifications for such purchases;
 2. providing notice of the call for formal bids by publication in at least one newspaper of general circulation in the district at least once each week for two consecutive weeks;
 3. ensuring that the district takes steps to assure that when possible, the district will use small and minority businesses, women's business enterprises and labor surplus firms
 4. providing the clear and definite plans and specifications to those interested in submitting a bid;
 5. requiring that bids be in writing;
 6. opening and reading bids in public on the date and in the place named in the notice; and
 7. filing all bids for public inspection after opening.

B. Use of Non-Federal Funds for Improvements or Repairs

The board may make improvements or repairs to district property through a district department without following the competitive bidding process if the total cost of improvements or repairs does not exceed \$75,000. If the board estimates that the total cost of a building, improvement, repair, or other public works project is \$75,000 or more, the board will follow its formal competitive bidding procedure outlined above unless the contract is let using the small works roster process authorized by RCW 39.04.155 or under any other procedure authorized for school districts. There are no statutory bidding requirements for public works projects involving improvements or repairs that are within the \$75,000 to \$100,000 range. For projects in this range, the district may consider: using its small works roster process, under RCW 39.04.155; using an inter-local agreement or contract with a vendor of the district's choice, without any competitive process, under RCW 28A.335.190; or choosing to require quotes for the work to make the process more competitive.

C. Construction-related services

The board, when contracting for construction-related professional and personal services, shall include in bid documents language that encourages participation by minority or women-owned

1 business enterprises. The services covered by this section include, but are not limited to, con-
2 struction management services, value engineering services, and building commissioning ser-
3 vices.

4 **D. Exemptions**

6 The board may waive bid requirements for purchases:

- 7 • clearly and legitimately limited to a single source of supply;
- 8 • involving special facilities or market conditions;
- 9 • in the event of an emergency;
- 10 • of insurance or bonds; and
- 11 • involving public works in the event of an emergency.

12
13 The board may also waive bid requirements for making improvements to district property if
14 it contracts with an eligible local organization, such as a chamber of commerce, service or-
15 ganization, or other community, youth, or athletic association. Such organizations may utilize
16 non-paid volunteers for completing the projects. The total value of such contracts may not
17 exceed the lesser of \$75,000 or \$2 per resident of the district in a calendar year.

18
19 "Emergency" means unforeseen circumstances beyond the district's control that present a real,
20 immediate threat to the proper performance of essential functions or will likely result in material
21 loss or damage to property, bodily injury or loss of life if immediate action is not taken.

22
23 Whenever the board waives bid requirements, the board will issue a document explaining the
24 factual basis for the exception and record the contract for open public inspection.

25 **E. Rejection of Bids**

26 The board may by resolution reject any and all bids and make further calls for bids in the same
27 manner as the original call.

28 **F. Interlocal Cooperation Act**

29
30 The board reserves the right to enter into inter-local cooperative agreements for purchases and
31 public works with other governmental agencies pursuant to the Interlocal Cooperation Act,
32 Chapter 39.34 RCW. The board will ensure that the other governmental entities have followed
33 their own procedures and procurement prior to making any purchases under this section. The
34 board must have entered into these agreements prior to making any purchase arrangements utiliz-
35 ing the contracted terms. Use of cooperative agreements for public works contracts does not re-
36 lieve the board of other obligations under public works contract requirements, such as retainage,
37 prevailing wage, etc.

38 **G. Crimes Against Children**

39 The board shall include in any contract for services with an entity or individual other than an
40 employee of the district a provision requiring the contractor to prohibit any employee of the
41 contractor from working at a public school who has contact with children at a public school
42 during the course of his or her employment and who has pled guilty or been convicted of any
43 felony crime specified under RCW 28A.400.322. The contract shall also contain a provision
44 that any failure to comply with this section shall be grounds for the district immediately
45 terminating the contract.
46

H. Women and Minority Owned Businesses

The district will ensure that it is providing every opportunity for businesses owned by women or minorities to submit bids on any contract. The district will maintain documentation of efforts to collect bids from women or minority-owned businesses as a part of the bidding process. The district will also ensure that any small works roster or similar list is open and available to participation by women or minority-owned businesses, and that such businesses on its small works roster are treated fairly and equally when requesting bids.

Procurement Using Federal Funds**A. Goods**

When the district uses federal funds for procurement of textbooks, the allowable self-certification is \$50,000. When the district uses federal funds for procurement of goods, including (furniture, supplies, and equipment):

- Purchases of \$~~10~~15,000 or less do not require quotes. However, the district must consider price to be reasonable based on research, experience, purchase history, or other information and must document this determination. In addition, to the extent practical, purchases must be distributed equitably among suppliers.
- Purchases between \$~~10~~15,000 and \$75,000 must be procured using price or rate quotations from three or more qualified sources.
- Purchases of \$75,000 or more must be publicly solicited using its formal bidding procedure.

Self-Certification

If during a given fiscal year, the district qualifies as a low-risk auditee in accordance with criteria in 2 C.F.R. § 200.520, as determined by the auditor, or has documentation it received a low risk assessment after an annual internal institutional risk assessment to identify, mitigate, and manage financial risks, then the district may use the following Self Certification thresholds instead of the ones described above:

- Purchases of \$40,000 or less do not require quotes. However, the district must consider the price to be reasonable based on research, experience, purchase history or other information and must document this determination. In addition, to the extent practical, purchases must be distributed equitably among suppliers.
- Purchases between \$40,000 and \$75,000 must be procured using price or rate quotations from three or more qualified sources. Purchases of \$75,000 or more must be publicly solicited using the district's formal bidding procedure.

If the district uses Self-Certification, the Superintendent will develop Self-Certification procedures to accompany this policy. Additionally, if the district qualifies for Self-Certification and wants to go above the \$40,000 or \$50,000 Self-Certification limits, the district reserves the right to seek approval for higher limits from OSPI.

B. Services

When the district uses federal funds for procurement of services:

- 1 • Purchases of \$~~10,000~~15,000 or less do not require quotes. However, the district must con-
- 2 sider price to be reasonable based on research, experience, purchase history or other infor-
- 3 mation and must document this determination. In addition, to the extent practical, purchases
- 4 should be distributed equitably among suppliers.
- 5 • Purchases between \$~~10~~15,000 and \$~~250~~350,000 must be procured using price or rate quota-
- 6 tions from a reasonable number of qualified sources.
- 7 • Purchases of \$~~250~~350,000 or more must be publicly solicited using the district's formal bid-
- 8 ding procedure.

10 Self-Certification

11 If during a given fiscal year, the district qualifies as a low-risk auditee in accordance with criteria
12 in 2 C.F.R. § 200.520, as determined by the auditor, or has documentation it received a low risk
13 assessment after an annual internal institutional risk assessment to identify, mitigate, and manage
14 financial risks, then the district may use the following Self-Certification thresholds instead of the
15 ones described above:

- 17 • Purchases of \$50,000 or less do not require quotes. However, the district must consider
- 18 the price to be reasonable based on research, experience, purchase history or other infor-
- 19 mation and must document this determination. In addition, to the extend practical, pur-
- 20 chases should be distributed equitably among suppliers.
- 21 • Purchases between \$50,000 and \$~~250~~350,000 must be procured using price or rate quota-
- 22 tions from a reasonable number of qualified sources.
- 23 • Purchases of \$~~250~~350,000 or more must be publicly solicited using sealed bids or re-
- 24 quests for proposals.

25 If the district uses Self-Certification, the Superintendent will develop Self-Certification pro-
26 cedures to accompany this policy. Additionally, if the district qualifies for Self-Certification
27 and wants to go above the \$40,000 or \$50,000 Self-Certification limits, the district reserves
28 the right to seek approval for higher limits from OSPI.

30 C. Noncompetitive Procurement

31 Noncompetitive procurement may be used only when one of the following five circumstances
32 applies.

- 33 a. Acquiring property or services that do not exceed \$~~10~~15,000 [or in the case of a
- 34 school district who qualifies as a low-risk auditee in accordance with criteria in 2
- 35 C.F.R. § 200.520 or has documentation of an annual internal institutional risk assess-
- 36 ment to identify, mitigate, and manage financial risks, \$40,000];
- 37 b. The item is only available from a single source;
- 38 c. The public exigency or emergency for the requirement will not permit a delay result-
- 39 ing from competitive solicitation;
- 40 d. The awarding agency (e.g. OSPI) authorizes noncompetitive procurement in response
- 41 to a written request from the district; or
- 42 e. After solicitation of a number of sources, competition is determined inadequate.

44 The district must maintain documentation supporting the applicable circumstance for noncom-
45 petitive procurement.

47 D. Cost/Price Analysis

1 The district will perform a cost or price analysis in connections with every procurement action in
2 excess of the federal simplified acquisition threshold, currently set at \$250,000 or other limits
3 identified in 48 CFR 2.101, including contract modifications. The method and degree of analysis
4 is dependent on facts surrounding the procurement situation, but should include, as a starting
5 point, independent estimates before receiving bids or proposals.

6 In cases where no price competition exists and in all cases where the district performs the cost
7 analysis, profit must be negotiated as a separate element in the process. To ensure profit is fair
8 and reasonable, consideration must be given to the complexity of the work performed, the risk
9 borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of
10 the contractor's past performances, and industry standard profit rates in the surrounding geo-
11 graphical area.

12
13 Costs or prices based on estimated costs for contracts are allowed only to the extent that the costs
14 incurred, or cost estimates would be allowable under 2 CFR 200.400 - .476.

15 16 **E. Suspension and Debarment**

17 Before entering into federally funded vendor contracts for goods and services that equal or ex-
18 ceed \$25,000.00 and any subcontract award, the district will ensure the vendor is not suspended
19 or debarred from participating in federal assistance programs.

20 21 **F. Conflict of Interest**

22 No employee, officer or agent may participate in the selection, award or administration of a con-
23 tract supported by federal funds if he or she has a real or apparent conflict of interest. Such a
24 conflict would arise when the employee, officer or agent, any member of his or her immediate
25 family, his or her partner, or an organization that employs or is about to employ any of the par-
26 ties indicated herein has a financial or other interest in or a tangible personal benefit from a firm
27 considered for a contract.

28 No employee, officer or agent of the district may solicit or accept gratuities, favors or anything
29 of monetary value from contractors or parties to subcontracts. Violation of these standards may
30 result in disciplinary action including, but not limited to, suspension, dismissal, or removal.

31 **G. Interlocal Cooperation**

32
33 The board reserves the right to enter into interlocal cooperative agreements for purchases with
34 other governmental agencies, or groups of governmental agencies, pursuant to 2 CFR 200.318(e)
35 and the Interlocal Cooperation Act, Chapter 39.34 RCW. Prior to making any purchases through
36 agreements entered into in this manner, the district will confirm the other governmental agency
37 has followed its purchasing procedures and shall maintain that documentation for the duration of
38 the contract. The board must have entered into these agreements prior to making any purchase
39 arrangements utilizing the contracted terms. Use of cooperative agreements for public works
40 contracts does not relieve the board of other obligations under public works contract require-
41 ments, such as retainage, prevailing wage, etc.

H. Women and Minority-Owned Businesses

The district will ensure that it is providing every opportunity for businesses owned by women or minorities to submit bids on any contract. The district will maintain documentation of efforts to collect bids from women or minority-owned businesses as a part of the bidding process. The district will also ensure that any small works roster or similar list is open and available to participation by women or minority-owned businesses, and that such businesses on its small works roster are treated fairly and equally when requesting bids. The district will also include language requiring any prime contractor that employs subcontractors to show proof that it provides equal opportunity for bidding to women or minority-owned businesses.

I. Federal Agency or Pass-Through Entity Review

The district will maintain records of all purchases made using Federal funds and shall provide any and all documentation to the Federal awarding agency or the state pass-through entity for compliance with all rules and regulations.

Procedures

The superintendent or designee shall establish bidding and contract awarding procedures consistent with state and federal law.

Legal References:

RCW 28A.335.190	Advertising for bids — Competitive Bid procedure-Purchases from inmate work programs-Telephone or written quotation solicitation, limitations — Emergencies
RCW 28A.400.330	Crimes Against Children — Contractor Employees — Termination of Contract
RCW 39.04.155	Small Works roster contract procedures-limited public works process definition
RCW 39.04.280	Competitive Bidding Requirements — Exemptions
RCW 39.26.160	Bid awards – Considerations – Requirements and criteria to be set forth – Negotiations – Use of enterprise vendor registrations and bid notification system
RCW 39.30.060	Bids on public works — Identification, substitution of contractors - Review, report of subcontractor listing requirements
Chapter 39.34 RCW	Interlocal Cooperation Act

Policy No. 6220
Management Support

1	2CFR Part 200	Uniform administrative requirements,
2		Cost principles, and Audit
3		requirements for federal awards
4		
5	2 CFR 200.1	Simplified acquisition threshold
6	2 CFR 200.318	General procurement Standards
7	2 CFR 200.320	Methods of Procurement to be followed
8	2 CFR 200.324	Contract Cost and Price
9	2 CFR 200.520	Criteria for a low-risk auditee
10	2 CFR Part 3485	Nonprocurement Debarment and
11		Suspension
		2 CFR 200.321 Contracting with small and minority businesses,
		women’s business enterprises, and labor surplus area firms.
		2 CFR 200.325 Federal awarding agency or pass-through entity
		review.

12
13 Management Resources:

14	2023 July Issue	
15	2021- December Issue	
16	2020- December Issue- Essential	
17	2019 – January Policy Aleret	
18	<i>Policy News, August 2018</i>	
19	<i>Policy News, July 2017</i>	
20	<i>Policy News, March 2016</i>	
21	<i>Policy News, October 2015</i>	
22	<i>Policy News, June 2013</i>	
23	<i>Policy News, June 2013</i>	
24	<i>Policy News, April 2012</i>	Bid requirements policy revised to
25		address audit concerns
26	<i>Policy News, October 2005</i>	Competitive Bid Process Changes
27	<i>Policy News, June 2001</i>	Legislation Further Simplifies Bid

28 Compliance

29	Adoption Date:	08/27/98
30	Revised:	01/22/09
31	Revised:	03/18/10
32	Revised:	12/16/10
33	Revised:	04/19/12
34	Revised:	06/21/12
35	Revised:	08/16/12
36	Revised:	02/19/15
37	Revised:	08/20/15
38	Revised:	12/17/15
39	Revised:	12/21/17
40	Revised:	11/20/18
41	Revised:	03/21/19
42	Revised:	01/21/21
43	Revised:	01/20/2022 Essential

- 1 **Revised: 08/17/2023 Essential**
- 2 **Revised: 09/23/2024 Essential**
- 3 **Revised: 01/26/2026 Essential**

CONSTRUCTION FINANCING

The board shall attempt to add moneys to the capital projects fund regularly in such amounts as are available and appropriate to the district's needs ~~as projected by the facilities master plan~~. Moneys in that fund which are not immediately needed shall be invested in those securities permitted by law which shall provide maximum return to the fund. In addition to those moneys, the board may consider non-voter approved debt within statutory limits and the board shall seek authority from district electors to issue bonds or levy a special capital improvements property tax assessment for school construction when specific projects are anticipated. The board shall also seek matching funds from the ~~state board of education~~ Superintendent of Public Instruction to the maximum extent available as well as any federal funds that may be available.

State School Construction Funds

Immediately after the board has approved the initiation of a construction project, the superintendent or designee shall notify the ~~state board of education~~ Superintendent of Public Instruction of the board's intent. All studies, notices and other requirements established by the ~~state board of education~~ Superintendent of Public Instruction as conditions for eligibility for state construction grants shall be completed by the superintendent or designee.

The advice of the state superintendent of public instruction shall be solicited in order to assure the district's eligibility for state financial assistance.

Non-Voter Approved Debt

The district may contract indebtedness for any purpose specified in RCW 28A.530.010 (2), (4), and (5) or for the purpose of purchasing any real or personal property, or property rights, in connection with the exercise of any powers or duties which it is now or hereafter authorized to exercise, and issue bonds, notes, or other evidences of indebtedness therefor without a vote of the qualified electors of the district, subject to the limitations on indebtedness set forth in RCW 39.36.020(3).

Before issuing non-voted bonds in excess of \$250,000, the district shall publish notice of intent to issue such bonds and shall hold a public hearing on the proposal at any regular or special meeting of the board. The notice shall designate:

- the date, time, and place of the public hearing;
- the purpose and amount of the bonds;
- the type, terms, and conditions of the bonds;
- the means identified for repayment; and
- a statement that any person may appear and be heard on the issue of issuing such bonds.

The notice shall be published at least once per week for two consecutive weeks in a newspaper of general circulation in the district, or if there is none, in a newspaper of general circulation in the county or counties in which such district is a part.

The last notice shall be published no later than seven days immediately before the hearing.

1 At the conclusion of public comment, the board may proceed to determine, by resolution,
2 whether to issue such bonds.

3
4 The public notice and hearing requirements shall not apply to any refinancing or refunding of
5 outstanding non-voted or voted bonds.

6
7 Such bonds, notes, or other evidence of indebtedness shall be issued and sold in accordance with
8 chapter 39.46 RCW, and the proceeds shall be deposited in the capital project fund, the transpor-
9 tation vehicle fund, or the general fund, as applicable.

10 ~~If the board decides it is prudent, it may authorize the issuance of non-voter approved debt~~
11 ~~within statutory limits to purchase facility sites; improve energy efficiency of buildings; or ac-~~
12 ~~quire, remodel or repair school facilities. Statute limits non-voter approved school district debt~~
13 ~~to three-eighths of one percent of the value of the taxable land within the district.~~

14 **Bonds**

15 If the board determines that there are insufficient moneys in the building capital projects fund for
16 a construction project, the board chooses not to authorize an election for a capital levy, and the
17 district's limit on bonded indebtedness has not been reached, the board shall authorize an election
18 to seek the approval of voters to issue bonds in the amount needed for the project.

19 The legal requirements for bond elections and subsequent issuance and redemption of bonds
20 shall be met. The resolution adopted by the board calling for the bond election shall specify the
21 purposes of the bond including the specific buildings to be constructed or remodeled and any
22 ~~other additional specific~~ purposes authorized in RCW 28A.530.010. The board resolution shall
23 also describe the specific purposes the board anticipates for using any state financing assistance,
24 if any. ~~If circumstances alter the purposes for which the board believes it is in the best interest of the dis-~~
25 ~~trict to use the state funds or those raised through the bond, the board shall conduct a public hearing to~~
26 ~~consider the circumstances and to receive public testimony. At a meeting subsequent to the public hearing~~
27 ~~the board may either amend its original resolution or adopt a new one describing the specific purposes to~~
28 ~~which the state and/or bond funds will be put. If the board subsequently determines that state or local~~
29 ~~circumstances should cause any alteration to the specific expenditures from the debt financing or~~
30 ~~of the state assistance, the board shall first conduct a public hearing to consider those circum-~~
31 ~~stances and to receive public testimony. If the board then determines that any such alterations are~~
32 ~~in the best interests of the district, it may adopt a new resolution or amend the original resolution~~
33 ~~at a public meeting held subsequent to the meeting at which public testimony was received.~~

34
35 Upon the sale of bonds duly authorized as prescribed by law, the proceeds shall be credited by
36 the county treasurer to the appropriate fund of the district.

37 Notice of intent to apply for state school construction funds shall be submitted to the state board
38 of education prior to submitting a bond proposal to district voters.

39 RCW 28A.320.300 Investment of funds, including funds received by ESD-Authority-Procedure

40 RCW 28A.320.320 Investment of funds of district—Service fee

41 RCW 28A.320.330 School district funds

42 RCW 28A.320.340 Temporary interfund loans

43 RCW 28A.530.010 Directors may borrow money, issue bonds

44 RCW 28A.530.020 Bond issuance—Election—Resolution to specify purposes

1			
2	Legal References:	RCW 28A.320.310	Investment of building funds —
3			Restrictions
4		RCW 28A.525.020	Duties of state board of education
5		RCW 28A.525.080	Federal grants — Rules and regulations
6		RCW 28A.530	District Bonds for Land, Buildings and
7			Equipment
8		RCW 28A.530.030	Disposition of bond proceeds — Capital
9			projects fund
10		RCW 28A.530.080	Additional authority to contract
11			indebtedness
12		RCW 39.36.020	Limitation of indebtedness prescribed
13			
14		WAC 392-123-180	Bond Proceeds

15
16 Cross References: 6220 – Bid or Request for Proposal Requirements

17 6925 – Architect and Engineering Services

18
19
20
21
22
23
24
25

Adoption Date: **07/11/01**
Revised: **09/25/03**
Revised: **01/22/93**
Revised: **01/26/2026 Important**

Construction Design

Facilities will be designed to accommodate the educational and instructional needs of the district. The professional experience and judgment of staff will be used in developing such educational specifications. The law requires that special attention be ~~giveness~~ given to the accessibility ~~to~~ of the education program by students of both sexes and those with disabilities. The superintendent or designee will see that all construction projects comply with the requirements for accessibility to individuals with disabilities and comparability between the sexes.

After determining that a need for new or improved facilities exists, the board, with the guidance of its ~~professional~~ staff, will may engage in the following processes:

- A. Engage construction management services;
- B. Select an architect;
- C. Review a site evaluation including an assessment of existing facilities, if any, on the site;
- D. Develop educational specifications recognizing instructional needs and available financial resources;
- E. Review and approve schematic design prepared by architect, assuring that the new or remodeled facility or part of a facility is readily accessible to and usable by individuals with disabilities;
- F. Review a value engineering study and constructability review, and approve construction design including construction estimates;
- G. Call for bids; and
- H. Review and approve final construction contract.

~~The board will comply with the terms and conditions as specified in the contract between the architect and the school district.~~

Legal References: Chapter 39.35 RCW Energy ~~conservation~~ Conservation in
design ~~Design~~ of ~~public~~ Public
Facilities
42 U.S.C. § 12101 et. seq. Americans with Disabilities Act of 1990
Chapter 49.60 RCW Discrimination—Human Rights Commission
Chapter 28A.640 RCW Sexual Equality
Chapter 28.642 RCW Discrimination Prohibition
Chapter 39.80 RCW Contracts for Architectural and Engineering Services
RCW 28A.335.190 Advertising for bids—Competitive bid procedures—Purchases from
inmate work programs—Emergencies—Exceptions—Definitions
WAC 392-342-015 Educational specifications
WAC 392-343-065 Educational specifications
WAC 392-344-040 Educational specifications
WAC 392-344-050 Educational specifications contracts
WAC 392-344-067 Building commissioning contracts
WAC 392-344-068 Construction management

1	WAC 392-343-080	Value engineering studies,
2		constructability reviews, and
3		building commissioning —
4		Requirements and definitions
5	WAC 392-343-102	Construction management
6	WAC 392-344-065	Value engineering contracts
7	WAC 392-344-066	Constructability review contracts
8	WAC 392-344-075	Contracts — Filing
9		

10
11
12
13
14
15
16
17

Management Resources:

<i>Policy News</i> , October 2011	Policy Manual Revisions
-----------------------------------	-------------------------

Adoption Date:	01/22/09
Revised:	12/15/11
<u>Revised:</u>	<u>01/26/2026 Important</u>

PROPERTY AND DATA MANAGEMENT

Data Management

The superintendent or designee is authorized to enter into a contract with the Washington School Information Processing Cooperative to purchase a student information system, equipment, networking, and software to expand the current K-12 education statewide network. The board shall review the data management program annually.

Property Records

Property records and inventory records shall be maintained on all land, buildings, and personal property under the control of the district.

Property purchased in whole or in part with federal funds shall be inventoried at least every two years. The inventory shall include the serial number of the item, its cost and the percentage of federal funds used to purchase it. Property records of facilities shall be maintained on an ongoing basis.

Small attractive items (computers, printers, projectors, video cassette recorders, tools, etc.) shall be inventoried annually and shall be signed out to staff. Sign-out records shall also be maintained.

At the end of each school year, each teacher shall inventory the property items in his or her classroom. ~~A randomly selected ten percent of those inventories shall be double-checked by an employee of the business office.~~

For purposes of this policy, "equipment" shall mean a unit of furniture or furnishings, an instrument, a machine, an apparatus, or a set of articles which retains its shape and appearance with use, is nonexpendable, and does not lose its identity when incorporated into a more complex unit. ~~Property records of facilities shall be maintained on an ongoing basis.~~

No equipment shall be removed for personal or non-school use. Property records shall show, as appropriate to the item recorded, the:

- A. Description of the property;
- B. A serial number or other identification number (Equipment may be identified with a permanent tag that provides appropriate district and equipment identification);
- C. Source of property;
- D. Who holds title;
- E. Manufacturer;
- F. Year of purchase;
- G. Initial cost;
- H. Percentage of Federal participation in the cost of the property;
- I. Location;
- J. Condition and depreciation;
- K. Current valuation in conformity with insurance requirements; and

1 L. Disposition data including date of disposal and sale price of the property

2
3 Cross Reference: Board Policy 3231 Student Records
4 Board Policy 4040 Public Access to School District Records
5 Board Policy 6801 ~~Fixed Assets~~ Capital Assets Theft-
6 Sensitive Assets
7 Board Policy 6955 Maintenance of Facilities Records

8
9 Legal References: RCW 40.14 Preservation and Destruction of Public
10 Records
11 RCW 40.14.010 Definition and classification of public
12 records
13 ~~RCW 42.56.070-080 Public Records Act Documents and~~
14 ~~indexes to be made public; Facilities~~
15 ~~for copying Availability of public~~
16 ~~records~~
17 RCW 42.56.070 Documents and indexes to be made public—Statement of
18 costs
19 RCW 42.56.080 Identifiable records—Facilities for copying—Availability
20 of public records
21 School Districts and Educational Service Districts Records Retention
22 Schedule

23
24
25
26 34 C.F.R. § 80.32 Uniform Administrative requirements
27 for grants and cooperative
28 agreements to state and local
29 governments — Equipment
30

31 Management Resources: 2010 – February Issue
32 Policy News, April 2006 Fixed Assets
33 Policy News, April 2005 Records Retention Schedule Updated
34

35
36 **Adoption Date:** 08/27/98
37 **Revised:** 01/22/09
38 **Revised:** 03/18/10
39 **Revised:** 01/26/2026 Important

ELECTION OF MEMBERS

Election of board members will be conducted in compliance with the laws of the State of Washington and under the administrative guidance of the Mason County Auditor.

1. Board elections shall be held on the Tuesday following the first Monday in November of odd-numbered years.
2. Legal qualifications to become a board member include being a United States citizen, a qualified voter and resident of the school district. District staff are precluded from serving on the board by RCW 42.23.030, which makes it unlawful for a director to receive employment compensation from the district.
3. A person may become a candidate for a place on the board by filing a declaration of candidacy with the county auditor during the May filing period as prescribed by law. In the event that there are more than two candidates for any position on the board, a primary election shall be held on the third Tuesday of September in the manner prescribed by law. The two candidates receiving the greatest number of votes will appear on the election ballot in November.
4. Newly-elected directors shall take office at the first official meeting of the board of directors after the election results have been certified by the county auditor. Prior to beginning each term, directors shall take and subscribe to an oath of office.
5. Each newly~~Before entering upon the duties of office, every person~~ elected, re-elected, ~~or appointed~~a school director ~~shall~~must take an oath 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 office to the best of his/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. The oath or affirmation may be administered in person or, when permitted by law, through remote means such as a virtual meeting or electronic appearance.

If the director has received a written appointment or commission, the oath or affirmation should be endorsed on that document and sworn to before an authorized officer. After the oath or affirmation has been properly administered, it must be filed with the county auditor of the county in which the school district is located. A copy of the oath should also be retained in the districts' administrative records for reference.

5- Directors elected at a regular election officially begin their term of office at the first regular or special meeting of the board of directors following certification of the election results. Appointed directors assume office immediately after taking and filing the oath or affirmation.

Legal Reference: RCW 28A.315.450 Directors-Elections-Terms-Numbers
RCW 28A.315.470 Directors-Declarations of candidacy - Designation of positions
RCW 28A.315.480 Directors-Ballots-Form
RCW 28A.315.490 Directors-Elected when-Qualifications
RCW 28A.315.500 Oath of office
RCW 29.01.140 Residence
RCW 29.13.050 Commencement of terms of officers-Organization of district board of directors
RCW 29.13.070 Primaries, When held
RCW 29.21.010 Primary elections in other towns and districts

1 RCW 42.12.010 Causes of vacancy

2 *Monitoring Method:* Board Self-Assessment

3 *Monitoring Frequency:* Annually, in June

4 **Adoption Date: 01/22/09**

5 **Revised: 03/15/18**

6 **Revised: 08/25/2025 Discretionary**

7 **Revised: 01/26/2026 Important**

Coversheet

2025-2026 Highly Capable District Plan

Section: II. Consent Items
Item: H. 2025-2026 Highly Capable District Plan
Purpose:
Submitted by:
Related Material: Hi Cap North Mason.pdf

2025–26 Highly Capable District Plan

LEA Name | Organization

North Mason School District 23403

Purpose

The Highly Capable (HiCap) District Plan is completed by each LEA (Local Education Agency, school district, charter or tribal compact) through a Smartsheet survey to describe Grades K–12 comprehensive HiCap District Plan to identify and serve HiCap learners.

Funding

The HiCap funding formula is based on 5.0 percent of each LEA's student population. This does not mean a certain percentage or number of students must be identified. There is no upper limit to how many students may be identified.

Part 1–District Validations (9 Survey Items)

LEA understands the nine District Validations listed.

1. Universal screening must occur once in or before second grade, and once in or before sixth grade.
 2. Ensure that all students across all LEA educational settings at the identified grade levels are included in the screening process. Universal screening means using data to include, not exclude, a student to receive Hicap services.
 3. Every student must be screened for both math and reading strengths.
 4. Every student must be screened using at least two student data points.
 5. Data sources do not have to be the same for every student.
 6. Review student IEP and 504 plans for supportive data and follow accommodations.
 7. Review data for Multilingual students for rapid language acquisition and use nonverbal assessments if native language assessments are not available.
 8. LEAs must prioritize equitable identification of low-income students.
 9. Universal screening is not used to exit students from placement for services.
-

Part 2–Universal Screening (7 Survey Items)

Universal screening must occur once in or before second grade, and again in or before sixth grade. ([RCW 28A.185.030](#)). Every student in the selected grade levels must be screened using at least **two student data points**.

Universal Screening Grade Level K–2 2

Universal Screening Grade Level 3–6 5



Academic Achievement

State Standard-Based Assessments, i-Ready (Curriculum Associates), Other Academic Achievement Screening Procedure

Cognitive

Naglieri Nonverbal Aptitude Test (NNAT 2 or 3)

Creativity

Not Applicable

Supportive Norm-Referenced Scales Resources

WA Kindergarten Inventory of Developing Skills (WaKIDS), Scales for Identifying Gifted Students (SIGS-2)

Supporting Data

WIDA (Language Proficiency Assessment), Individual Educational Plan (IEP), ADA Section 504 (accommodation plan for disability)



Part 3–Identification Measures (5 Survey Items)

Annual HiCap identification procedures must be offered for enrolled students in all grade levels served by the LEA. Services must match the identified strengths of the student. Students identified with strengths in only one domain (either math or literacy) must receive services in that area.

Identification Measures-Academic Achievement

State Standard-Based Assessments, i-Ready (Curriculum Associates), Other Academic Achievement Screening Procedure

Identification Measures-Cognitive

Naglieri Nonverbal Aptitude Test (NNAT 2 or 3)

Identification Measures-Creativity

Not Applicable

Identification Measures-Research-Based Rating Scale

WA Kindergarten Inventory of Developing Skills (WaKIDS), Scales for Identifying Gifted Students (SIGS-2)

Identification Measures-Informal Measures

Teacher Rating Scale (locally developed), Parent Rating Scale (locally developed), Report Card, Portfolio–Work Samples, Other Informal Identification Measures

Part 4–Variety and Continuum of Program Services (4 Survey Items)

Comprehensive Education Data and Research System (CEDARS) gifted/HiCap values identify four primary administrative structures for HiCap Program (HCP) service delivery.

CEDARS Gifted Value 32–General Education Classroom-based Services/Programs

Cluster/Flexible Grouping, Supplemental Instruction in Strength/Interest Areas

CEDARS Gifted Value 33–Unique HCP Services/Programs

CEDARS Value 33 Does Not Apply

CEDARS Gifted Value 34–Acceleration Services/Programs

Subject Acceleration under RCW 28A.320.195, Grade Level Advancement, Advanced Placement, Running Start, Dual Enrollment/Dual Enrollment, College in HS, Honors

CEDARS Gifted Value 35–Non-Traditional Services/Programs

CEDARS Value 35 Does Not Apply

School District Board Approval

Authorized Representative Name (Print)

Email Address



Authorized Representative Signature

Date

Coversheet

Course Proposals

Section: II. Consent Items
Item: I. Course Proposals
Purpose:
Submitted by:
Related Material: Course Proposal- English 101.pdf
Course Proposal-Calculus 1-Math 172.pdf
Course Proposal-Calculus 2-Math 173.pdf

New (or Revised) Course Proposal

School initiating request: North Mason High School

➤ New Course Proposal

Proposed Course Title: English 101

Course Information:

English 101

Central Washington University- College in the High School

A college-level introduction to effective written composition for academic, vocational, and occupational students, with emphasis on exposition. This course develops flexible writing knowledge to adapt to writing situations across disciplines and contexts.

Upon successful completion of this course, the student will be able to:

- Identify and analyze how a variety of print, digital, and multimodal texts are rhetorically situated, locating their purposes, claims, evidences, biases, intended audiences, and constraints.
- Read, summarize, analyze, and synthesize a variety of college-level print and multimedia sources to support and respond to a variety of ethical and objective writing goals across contexts.
- Collect secondary and primary source materials for a variety of writing goals and evaluate and analyze those materials for currency, thoroughness, reliability and reasoning.
- Define writing coherently across contexts, express ideas in coherent sentences and paragraphs, and practice drafting, revising, editing, reviewing, and discussing coherent writing.
- Cite and document source material for a purpose, context, and audience, utilizing an appropriate and expected style manual, guidelines, and writing conventions.
- Design flexible writing plans and heuristics for writing across contexts that accommodate a variety of purposes, audiences, and constraints.

Subject Area: English language arts

Grade Level(s): 11 & 12

Length of Course: 1 semester

Preferred sequence for course: AP Prep 9, AP Prep 10

Projected starting date/term: Fall 2026

In what area does the teacher need to be highly qualified to teach this course? Teachers must meet the minimum qualifications set by the college in the high school program that is overseeing the course.

Proposed textbook or instructional materials: We will adopt what the university or college standard textbook is.

High School Only:	Verified by Administrator	Verified by Assistant Supt.
Amount of Proposed Credit: 1.0		
Proposed Course State Code: CEDARS	01102	VE
Grad. Requirement Met (Default): English 11		
Additional Grad. Requirement Met: English 12, Elective		
If CTE Course CIP Code (see CTE Director): N/A		
CADR Requirement Met: Yes		
NCAA Compliant (counselor approval)	pending	

For New Course Proposals

Short Description:

Dual Credit course: A college-level introduction to effective written composition for academic, vocational, and occupational students, with emphasis on exposition. This course develops flexible writing knowledge to adapt to writing situations across disciplines and contexts.

Target Student Population:

11th-12th grade students who are seeking to challenge themselves or increase their English skills. This is best geared for students who have a strong foundational understanding of English proficiency.

Rationale:

To provide the opportunity for 10th–12th grade students to earn dual credit in high school through a college course offered by Central Washington and taught on campus at North Mason.

Alignment to Standards:

Alignment with Central Washington University Dual Credit standards.

Alignment to College and Career Readiness:

Alignment with Central Washington University Dual Credit standards.

Decision Process:

To provide the opportunity for 11th–12th grade students to earn dual credit in high school through a college course offered by Central Washington and taught on campus at North Mason.

Staffing:

Master's in English strongly preferred. Master's in related field acceptable when accompanied by one or more of the following:

1. Ten (10) graduate-level quarter credits in English Composition/Rhetoric, Literature, or Linguistics/TESOL;
2. Evidence of excellent professional writing experience through former employment;
3. Three years of experience teaching college-level English courses (e.g. Advanced Placement, International Baccalaureate, Community College, or University).

Costs:

None

Superintendent's Signature	<u>Kristine Michael</u>	Date	<u>1/24/26</u>
Asst. Superintendent's Signature	<u>KR a</u>	Date	<u>1-15-26</u>
Principal Signature	<u>[Signature]</u>	Date	<u>1/15/26</u>
Counselor Signature	<u>[Signature]</u>	Date	<u>1/14/26</u>
Dept. Chair Signature	<u>Michelle Charlotte</u>	Date	<u>1-14-26</u>

Listing for Course Catalogue

Course Title: ENG 101 College in the high school (I'm open to whatever works best in the course catalog here)

Grades the course is available to: 11 & 12

Pre-Requisites: Eng 9 A & B and Eng 10 A&B successfully completed

Credit (0.5 or 1.0): .5 per semester

Fulfills: English Requirement for 11 or 12 grade English.

Course Description: A college-level introduction to effective written composition for academic, vocational, and occupational students, with emphasis on exposition. This course develops flexible writing knowledge to adapt to writing situations across disciplines and contexts.

New (or Revised) Course Proposal

School initiating request: North Mason High School

- New Course Proposal

Proposed Course Title: Calculus 1 – Math 172

Course Information:

Central Washington University – College in the High School

Open to: 10-12 **Credits:** 0.5 credit (Semester) **Grad. Req.:** Math and Senior Year Quantitative **Dual Credit:** Yes

Pre-Requisites: Pre Calculus 1 and 2. See course description for additional pre-requisites to earn college credit

College in the High School Calculus 1- MATH 172 emphasizes theory, techniques and applications of differentiation and integration of the elementary functions. Successful completion of this course fulfills general education quantitative reasoning requirements at CWU, preparing students for advanced study in mathematics and related fields.

Students who register for college credit in this course can earn 5 college credits and 1 high school credit.

Registration for college credit is optional. In order to earn college credit, students must meet CWU's placement criteria, which includes a C or higher in College in the High School Pre Calculus 1- MATH 154 or placement test scores of 280+ on the Accuplacer Next-Generation Advanced Algebra and Functions, or 100+ on the Accuplacer College Math Exam, or 5 on AP Pre-Calculus test.

Subject Area: Mathematics

Grade Level(s): 10-12

Length of Course: 1 year

Preferred sequence for course: Algebra 1, Geometry, Algebra 2, Pre Calculus 1 – Math 153, Pre Calculus 2 – Math 154

Projected starting date/term: Fall 2026

In what area does the teacher need to be highly qualified to teach this course? Mathematics

Proposed textbook or instructional materials: (Current Calculus Textbook) Calculus Concepts and Applications by Paul A Foerster

High School Only:	Verified by Counselor	Verified by Assistant Supt.
Amount of Proposed Credit: 0.5	VAE	KE
Proposed Course State Code: CEDARS	02121	KE
Grad. Requirement Met (Default): Math	VAE	KE
Additional Grad. Requirement Met	N/A	N/A
If CTE Course CIP Code (see CTE Director) N/A	N/A	NA
CADR Requirement Met Yes	VAE	KE
NCAA Compliant (counselor approval)	pending	

For New Course Proposals

Short Description:

Target Student Population:

Rationale:

Alignment to Standards:

Alignment to College and Career Readiness:

Decision Process:

Staffing:

Costs:

Superintendent's Signature	<u>Kristina Michael</u>	Date	<u>1-21/26</u>
Curr/Inst. Director Signature	<u>[Signature]</u>	Date	<u>1-13-26</u>
Principal Signature	<u>[Signature]</u>	Date	<u>1/13/26</u>
Counselor Signature	<u>[Signature]</u>	Date	<u>1/13/26</u>
Dept. Chair Signature	<u>[Signature]</u>	Date	<u>1/13/26</u>

New (or Revised) Course Proposal

School initiating request: North Mason High School

➤ New Course Proposal

Proposed Course Title: Calculus 2 – Math 173

Course Information:

Calculus 2 – MATH 173

Central Washington University – College in the High School

Open to: 10-12 **Credits:** 0.5 credit (Semester) **Grad. Req.:** Math and Senior Year Quantitative **Dual Credit:** Yes

Pre-Requisites: Calculus 1. See course description for additional pre-requisites to earn college credit

MATH 173 is a continuation of College in the High School Calculus 2- MATH 172 and emphasizes theory, techniques and applications of differentiation and integration of the elementary functions. Successful completion of this course fulfills general education quantitative reasoning requirements at CWU, preparing students for advanced study in mathematics and related fields.

Students who register for college credit in this course can earn 5 college credits and 1 high school credit.

Registration for college credit is optional. In order to earn college credit, students must meet CWU's placement criteria, which include C or higher in College in the High School Calculus 1- MATH 172 or a 3 on AP Calculus AB test.



Subject Area: Mathematics

Grade Level(s): 10-12

Length of Course: 1 year

Preferred sequence for course: Algebra 1, Geometry, Algebra 2, Pre Calculus 1 – Math 153, Pre Calculus 2 – Math 154, Calculus 1 – Math 172

Projected starting date/term: Fall 2026

In what area does the teacher need to be highly qualified to teach this course? Mathematics

Proposed textbook or instructional materials: (Current Calculus Textbook) Calculus Concepts and Applications by Paul A Foerster

High School Only:	Verified by Counselor	Verified by Assistant Supt.
Amount of Proposed Credit: 0.5 cr.	VTE	KE
Proposed Course State Code: CEDARS	02121	KE
Grad. Requirement Met (Default) Math	VTE	KE
Additional Grad. Requirement Met N/A	N/A	KE
If CTE Course CIP Code (see CTE Director)	N/A	KE
CADR Requirement Met YES	VTE	
NCAA Compliant (counselor approval)	pending	

For New Course Proposals

Short Description:

Target Student Population:

Rationale:

Alignment to Standards:

Alignment to College and Career Readiness:

Decision Process:

Staffing:

Costs:

Superintendent's Signature Kristine Michael

Date 1-21-26

Curr/Inst. Director Signature [Signature]

Date 1-13-26

Principal Signature [Signature]

Date 1/13/26

Counselor Signature [Signature]

Date 1/13/26

Dept. Chair Signature [Signature]

Date 1/13/26

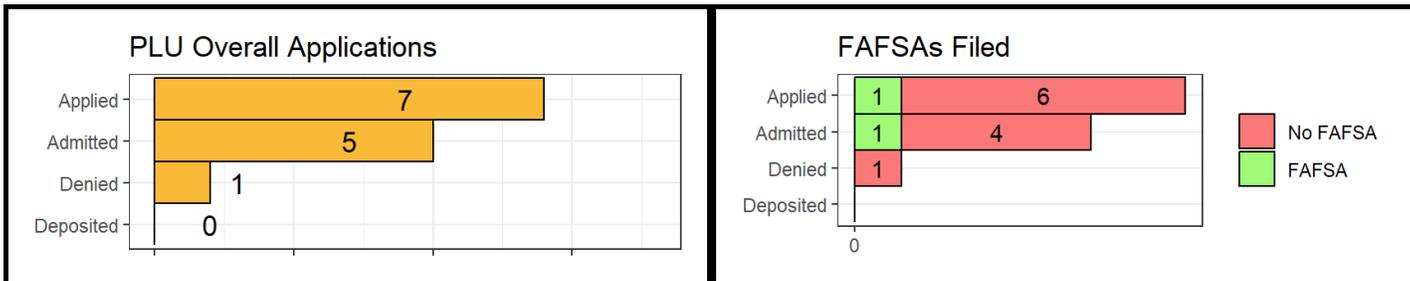
Coversheet

Superintendent Update

Section: III. Board Development and Linkage
Item: B. Superintendent Update
Purpose: FYI
Submitted by:
Related Material: PLU automatic admission program.pdf
2026-School-Board-Recognition-Month.pdf

North Mason School District

This report is intended to show the applicant pool from North Mason School District to Pacific Lutheran University. The following graphs and charts provide demographic and student attribute information from the applications that have come in on or prior to January 06, 2026. As part of the total number of applications there are 2 students who have applied through the automatic admission partnership (AAP). Of those, 0 have deposited

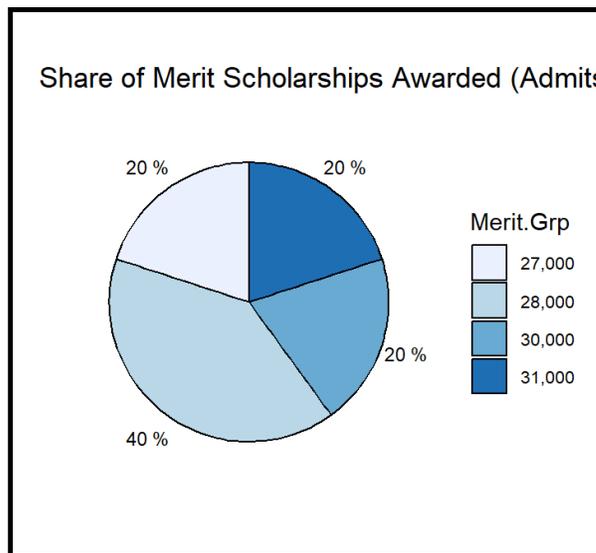
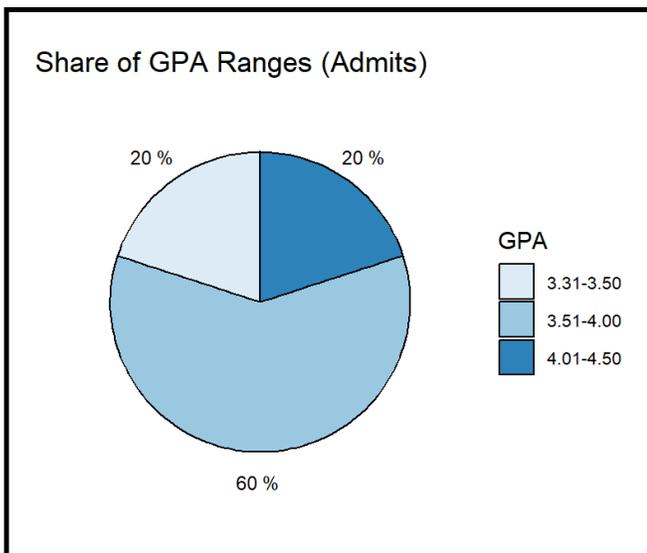


PLU Overall Applications by High School

School	Applied	Admitted	Denied	Deposited
North Mason	7	5	1	0
Total	7	5	1	0

All Applications by Gender & Race/Ethnicity

Race/Ethnicity	Man		Woman		Non-Binary	
	Apps	Admits	Apps	Admits	Apps	Admits
Hispanic/Latinx	1	0	0	0	0	0
Multiracial	0	0	1	1	0	0
White	2	2	3	2	0	0
Total	3	2	4	3	0	0



For additional information:

Melody Ferguson, Dean of Admission

Email: mferguson@plu.edu

Phone: 253-535-7151



The State of Washington



Proclamation

WHEREAS, the mission of Washington's public school system is to ensure that all students achieve at high levels and possess the knowledge and skills to be responsible residents of a democratic society and enjoy productive and satisfying lives; and

WHEREAS, Washington's 295 locally elected school boards and 9 elected educational service district boards are the core of the public education governance system in our state; and

WHEREAS, the districts and regions they lead serve more than 1.1 million students, have a combined annual budget of over \$16 billion, and employ approximately 120,000 people; and

WHEREAS, school directors play a crucial role in promoting student learning and achievement by creating a vision, establishing policies and budgets and setting clear standards of accountability for all involved; and

WHEREAS, school directors are directly accountable to the residents of their districts and regions, serving as a vital link between members of the community and their schools; and

WHEREAS, school directors and educational service districts provide a passionate voice of advocacy for public schools and the welfare of school children; and

WHEREAS, it is appropriate to recognize school directors as outstanding public servants and champions of public education;

NOW, THEREFORE, I, Bob Ferguson, governor of the state of Washington, do hereby proclaim January 2026 as

School Board Recognition Month

in Washington, and I encourage all people in our state to join me in this special observance.

Signed this 31st day of December, 2025

A handwritten signature in blue ink that reads "Bob Ferguson".

Governor Bob Ferguson



Coversheet

Superintendent Contract Clarification

Section: III. Board Development and Linkage
Item: C. Superintendent Contract Clarification
Purpose: Vote
Submitted by:
Related Material: Supt Contract Discrepancy .png

the 2025- 2028 contract year (July 1, 2025, through June 30, 2028), payable in twelve equal monthly installments in accordance with rules and regulations of the Board. Annual salary adjustments will be by mutual agreement of the Board and Superintendent, subject to Board Approval and based on performance and budgetary allowances. If the Board has not taken action by July 1 regarding the annual salary adjustment, the services of the Superintendent shall be rendered with the expectation that such adjustments will be made, effective as of the preceding July 1. Each Contract year shall include 260 workdays minus paid holidays and 30 paid vacation days (218 workdays).

1.1.1: In the event the work year or compensation for the Association of North Mason School Administrators is reduced due to revenue shortages, the Superintendent's work year and compensation shall be equally reduced.

1.2 BENEFITS

In addition to salary described above, the Board shall provide the following benefits:

1.2.1 **MEDICAL INSURANCE:** The Superintendent shall receive medical, dental and vision insurance programs available to the District, and adopted by the Board for administrative employees of the District. This coverage will include the Superintendent's spouse and dependent children. This will fall in line with the District's School Employees Benefits Board Program (SEBB)

1.2.2 **VACATION:** The Superintendent shall receive thirty (32) days of paid vacation per year. The Superintendent will inform the Board, in writing, in advance of the vacation days to be used.

Coversheet

Budget Status Update 2025-2026

Section: III. Board Development and Linkage
Item: D. Budget Status Update 2025-2026
Purpose: FYI
Submitted by:
Related Material: Budget Status Report January.pdf
Budget Financial Report.pdf

Budget Status Report

Through December 31, 2025

January 26, 2026

Meeting of the North Mason Board of Directors

Presented by:

Dan King, Assistant Superintendent of Finance & Operations

FY 2025-2026 General Fund Budget

Budgeted
Revenues:
\$42,690,662

Budgeted
Expenditures:
\$42,382,955

*Beginning Fund
Balance:
\$2,708,887

Budgeted Ending
Fund Balance:
\$2,378,298

FY 2025-2026

Monthly Revenues and Expenditures

Through December 31, 2025

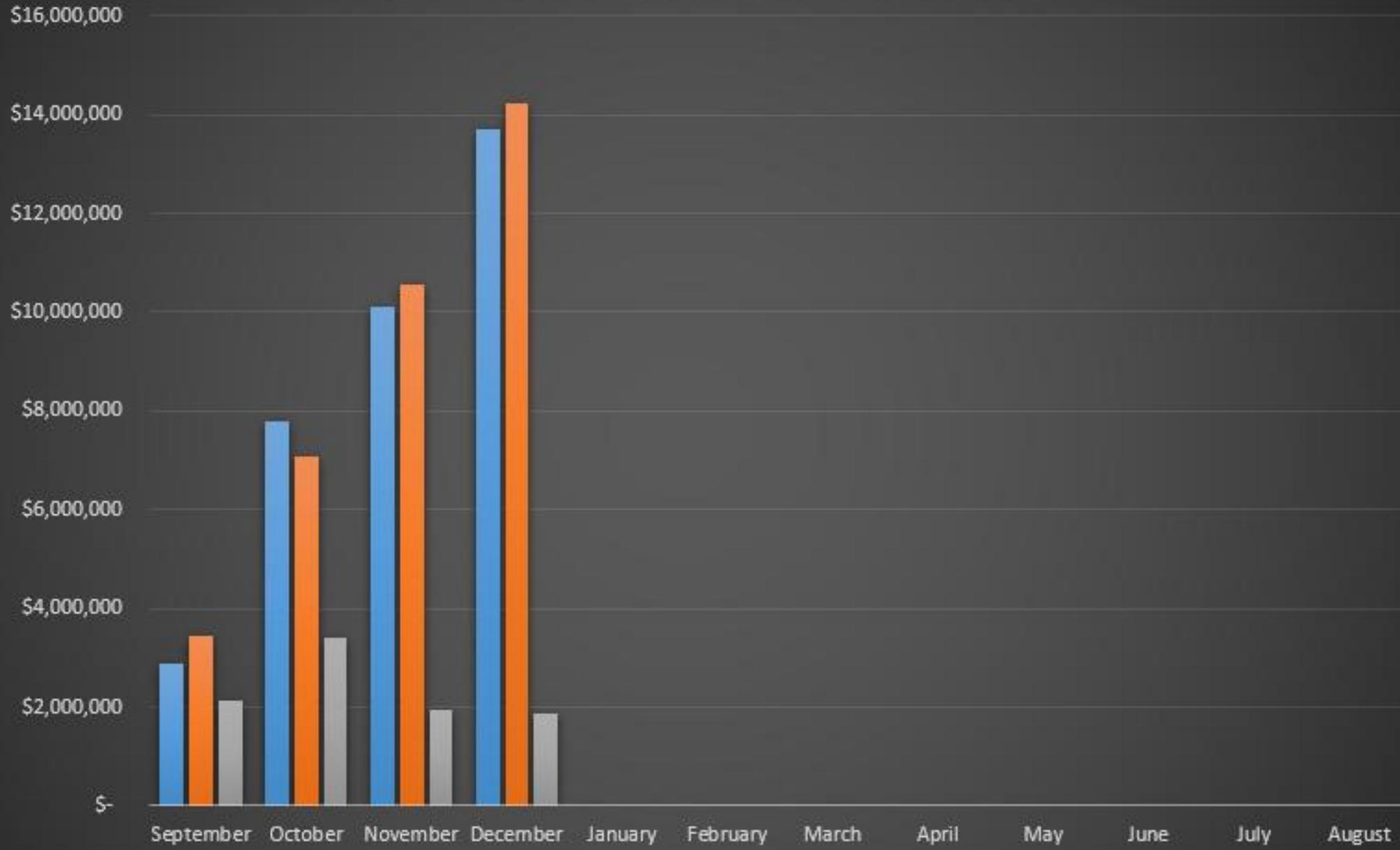
Month	Apportionment	Revenues	Expenditures	Revenues/ Expenditures
September	9.0%	\$2,884,891	\$3,461,212	(\$576,321)
October	8.0%	\$4,890,689	\$3,604,730	\$1,285,959
November	5.0%	\$2,337,521	\$3,501,497	(\$1,163,976)
December	9.0%	\$3,582,510	\$3,663,617	(\$81,107)
January	8.5%			
February	9.0%			
March	9.0%			
April	9.0%			
May	5.0%			
June	6.0%			
July	12.5%			
August	10.0%			

FY 2025-2026 Year-to-Date Status

Through December 31, 2025

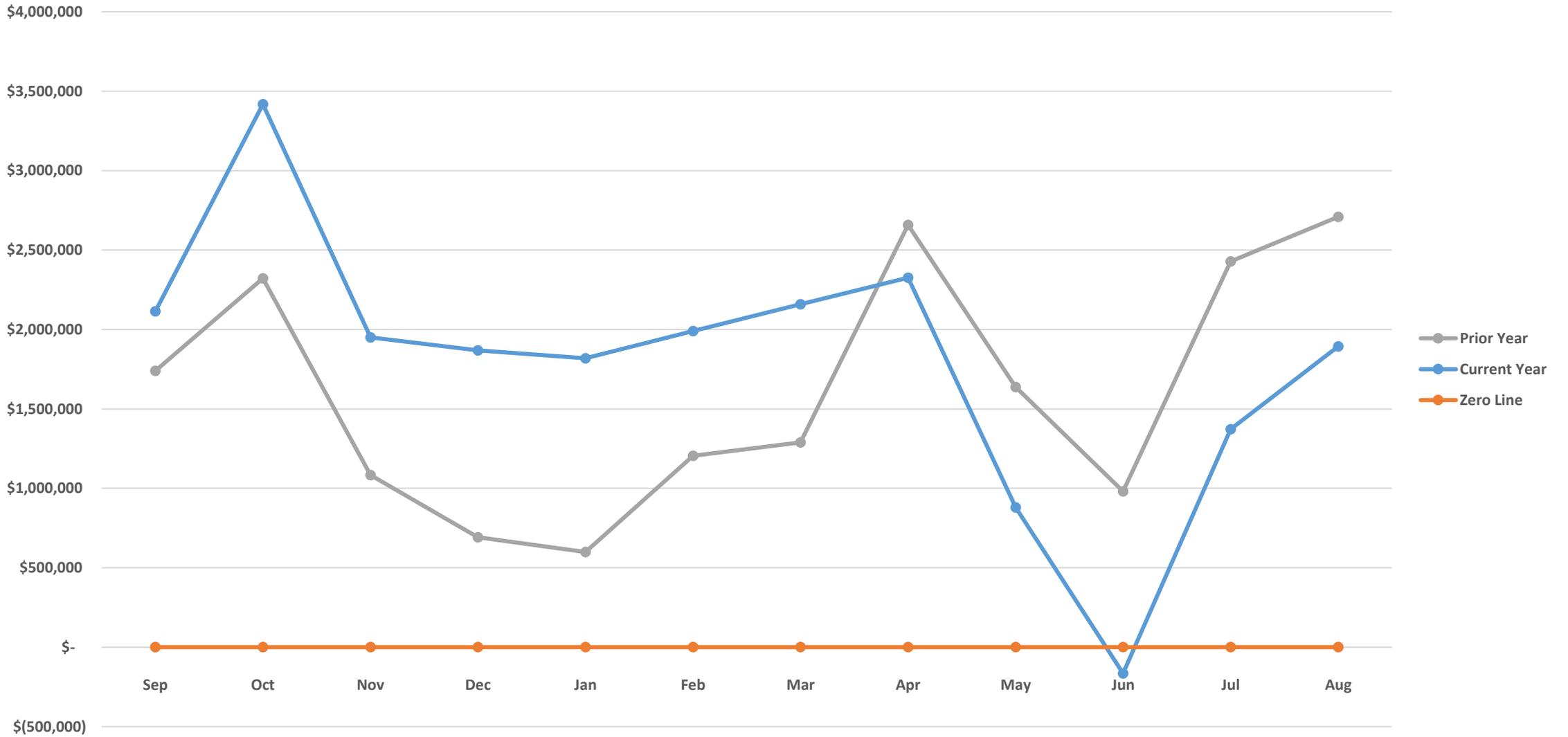
Month	Apportionment	Year-to-Date Revenues	Year-to-Date Expenditures	Fund Balance	Fund Balance %
September	9.0%	\$2,884,891	\$3,461,212	\$2,114,374	4.98%
October	8.0%	\$7,775,579	\$7,065,942	\$3,418,524	8.06%
November	5.0%	\$10,113,100	\$10,567,439	\$1,950,167	4.60%
December	9.0%	\$13,695,611	\$14,231,056	\$1,869,060	4.41%
January	8.5%				
February	9.0%				
March	9.0%				
April	9.0%				
May	5.0%				
June	6.0%				
July	12.5%				
August	10.0%				

FY 2025-2026 GENERAL FUND SUMMARY



■ Year-to-Date Revenues ■ Year-to-Date Expenditures ■ Month-end Fund Balance

Fund Balances By Month



Other Funds – Budget Status – Fund Balances

Through December 31, 2025

Month	Capital Projects	Debt Service	ASB	Transportation Vehicle
September	\$152,294	\$2,597,177	\$389,360	\$312,470
October	\$134,363	\$3,356,477	\$402,199	\$314,080
November	\$116,411	\$1,007,626	\$399,331	\$315,135
December	\$116,156	\$1,034,842	\$407,346	\$316,120
January				
February				
March				
April				
May				
June				
July				
August				

Enrollment Summary

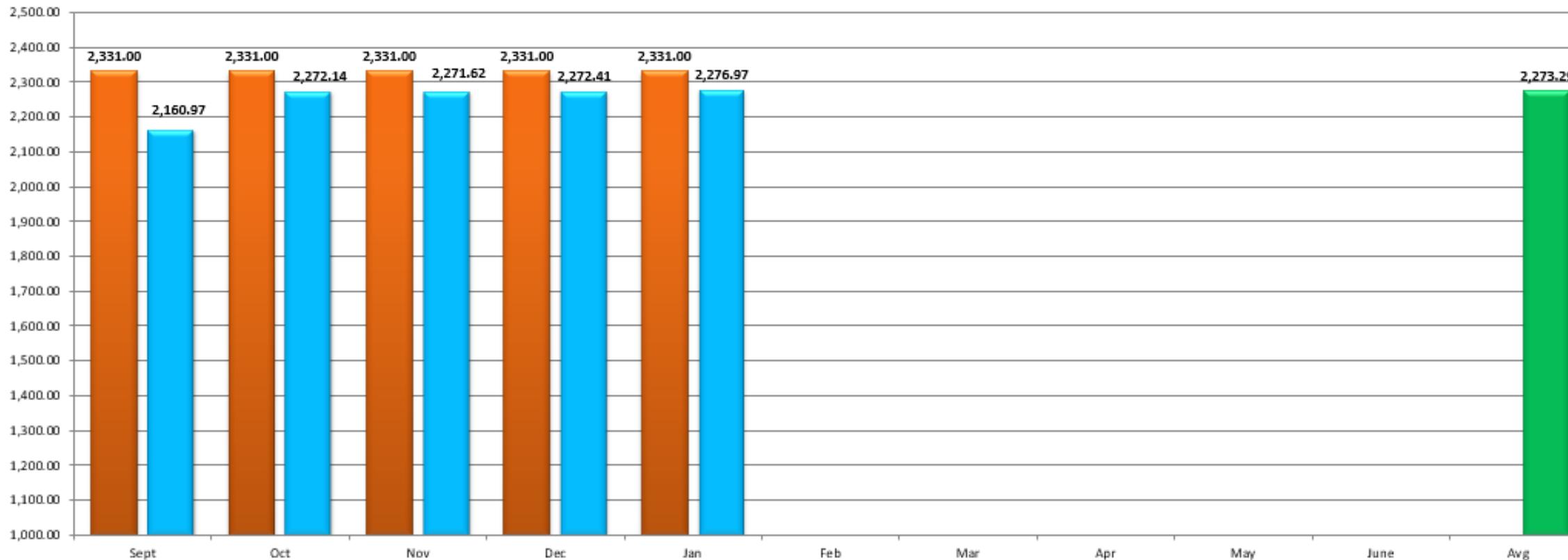
January 2026 Count

	FTE
2025-2026 Budgeted	2,331.00
November 2025 FTE	2,271.62
Difference	(59.38)

Month	TTK	Elem	Middle	High	ALE	RS	Total
September	0	944.76	478.37	634.32	103.52	0	2,160.97
October	34	940.12	478.37	642.78	104.52	72.35	2,272.14
November	34	942.12	480.37	635.79	108.52	70.82	2,271.62
December	34	941.12	479.77	626.16	117.72	73.64	2,272.41
January	34	946.30	478.77	627.80	114.52	75.58	2,276.97
February							
March							
April							
May							
June							

2025-2026 Enrollment FTE, Budgeted vs. Actual

Budget Actual





10--General Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2025 (September 1, 2025 - August 31, 2026)

For the North Mason School District School District for the Month of December, 2025

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 LOCAL TAXES	1,815,186	24,308.65	1,586,953.96		228,232.04	87.43
2000 LOCAL SUPPORT NONTAX	137,516	13,508.16	58,682.06		78,833.94	42.67
3000 STATE, GENERAL PURPOSE	25,833,902	2,315,887.12	7,978,816.59		17,855,085.41	30.89
4000 STATE, SPECIAL PURPOSE	11,707,970	951,261.69	3,299,850.03		8,408,119.97	28.18
5000 FEDERAL, GENERAL PURPOSE	142,000	.00	84,240.92		57,759.08	59.32
6000 FEDERAL, SPECIAL PURPOSE	2,755,364	277,544.56	601,470.97		2,153,893.03	21.83
7000 REVENUES FR OTH SCH DIST	258,724	.00	77,182.30		181,541.70	29.83
8000 OTHER AGENCIES AND ASSOCIATES	0	.00	.00		.00	0.00
9000 OTHER FINANCING SOURCES	40,000	.00	8,413.72		31,586.28	21.03
<u>Total REVENUES/OTHER FIN. SOURCES</u>	42,690,662	3,582,510.18	13,695,610.55		28,995,051.45	32.08
B. EXPENDITURES						
00 Regular Instruction	20,696,051	1,734,576.10	6,897,241.40	13,041,181.47	757,628.13	96.34
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	5,365,615	600,009.75	1,917,292.59	4,172,373.62	724,051.21	113.49
30 Voc. Ed Instruction	2,931,487	204,016.27	877,805.62	1,668,692.56	384,988.82	86.87
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	2,604,136	217,920.56	855,134.70	1,584,641.16	164,360.14	93.69
70 Other Instructional Pgms	18,000	.00	21,215.42	95.00	3,310.42	118.39
80 Community Services	0	.00	.00	0.00	.00	0.00
90 Support Services	10,767,666	907,094.04	3,662,365.82	6,628,059.24	477,240.94	95.57
<u>Total EXPENDITURES</u>	42,382,955	3,663,616.72	14,231,055.55	27,095,043.05	1,056,856.40	97.51
C. OTHER FIN. USES TRANS. OUT (GL 536)						
	0	.00	304,381.25			
D. OTHER FINANCING USES (GL 535)						
	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES						
<u>OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	307,707	81,106.54-	839,826.25-		1,147,533.25-	372.93-
F. TOTAL BEGINNING FUND BALANCE						
	2,350,000		2,708,886.59			
G. GLS 896, 897, 898 ACCOUNTING						
<u>CHANGES AND ERROR CORRECTIONS (+OR-)</u>	XXXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE						
<u>(E+F + OR - G)</u>	2,657,707		1,869,060.34			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 815 Restrict Unequalized Deduct Rev	0	.00
G/L 821 RESTRICTED FOR CARRYOVER	100,000	408,048.48
G/L 823 Restricted for Carryover of Tra	50,000	13,348.12
G/L 825 Restricted for Skills Center	0	.00
G/L 828 Restricted for C/O of FS Rev	0	64,425.88
G/L 830 RESERVE FOR TRANSP EQUIP	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	250,000	281,640.34
G/L 845 Restricted for Self-Insurance	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 870 Committed to Other Purposes	0	.00
G/L 872 COMMITTED TO MIN FUND BAL POLIC	0	.00
G/L 873 Committed to Depreciation Sub-F	0	.00
G/L 875 Assigned Contingencies	0	.00
G/L 884 ASSIGNED TO OTHER CAP PROJ	0	.00
G/L 888 ASSIGNED TO OTHER PURPOSES	0	.00
G/L 890 Unassigned Fund Balance	307,707	839,826.24-
G/L 891 Unassigned Min Fnd Bal Policy	1,950,000	1,941,423.76
<u>TOTAL</u>	<u>2,657,707</u>	<u>1,869,060.34</u>

20--Capital Projects-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
 Fiscal Year 2025 (September 1, 2025 - August 31, 2026)

For the North Mason School District School District for the Month of December, 2025

	ANNUAL	ACTUAL	ACTUAL			
<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>BUDGET</u>	<u>FOR MONTH</u>	<u>FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 Local Taxes	0	.00	477.19		477.19-	0.00
2000 Local Support Nontax	226,000	387.87	1,526.32		224,473.68	0.68
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	346,094	.00	.00		346,094.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
7000 Revenues Fr Oth Sch Dist	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	572,094	387.87	2,003.51		570,090.49	0.35
<u>B. EXPENDITURES</u>						
10 Sites	0	.00	.00	0.00	.00	0.00
20 Buildings	0	642.76	37,511.05	0.00	37,511.05-	0.00
30 Equipment	0	.00	.00	0.00	.00	0.00
40 Energy	346,094	.00	.00	345,978.00	116.00	99.97
50 Sales & Lease Expenditure	0	.00	.00	0.00	.00	0.00
60 Bond Issuance Expenditure	0	.00	.00	0.00	.00	0.00
90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	346,094	642.76	37,511.05	345,978.00	37,395.05-	110.80
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
<u>D. OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>E. EXCESS OF REVENUES/OTHER FIN. SOURCES</u>						
<u>OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	226,000	254.89-	35,507.54-		261,507.54-	115.71-
<u>F. TOTAL BEGINNING FUND BALANCE</u>	178,225		151,663.90			
<u>G. GLS 896, 897, 898 ACCOUNTING</u>	XXXXXXXXX		.00			
<u>CHANGES AND ERROR CORRECTIONS (+OR-)</u>						
<u>H. TOTAL ENDING FUND BALANCE</u>	404,225		116,156.36			
<u>(E+F + OR - G)</u>						

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 830 RESERVED FOR DEBT SERVICE	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 861 Restricted from Bond Proceeds	346,094-	.00
G/L 862 Committed from Levy Proceeds	0	.00
G/L 863 Restricted from State Proceeds	0	.00
G/L 864 Rsrv Of Fed Proceeds	0	.00
G/L 865 Restricted from Other Proceeds	0	.00
G/L 866 Restrictd from Impact Proceeds	0	.00
G/L 867 Restricted from Mitigation Fees	0	.00
G/L 869 RESERVED FOR UNDISTRIBUTED PROC	0	.00
G/L 870 Committed to Other Purposes	0	.00
G/L 889 Assigned to Fund Purposes	750,319	116,156.36
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	404,225	116,156.36

30--Debt Service Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
 Fiscal Year 2025 (September 1, 2025 - August 31, 2026)

For the North Mason School District School District for the Month of December, 2025

	ANNUAL	ACTUAL	ACTUAL			
	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 Local Taxes	3,101,978	18,974.42	1,240,024.82		1,861,953.18	39.98
2000 Local Support Nontax	40,000	8,245.59	33,329.48		6,670.52	83.32
3000 State, General Purpose	50,000	44.59	1,616.35		48,383.65	3.23
5000 Federal, General Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	334,713	.00	304,381.25		30,331.75	90.94
<u>Total REVENUES/OTHER FIN. SOURCES</u>	<u>3,526,691</u>	<u>27,264.60</u>	<u>1,579,351.90</u>		<u>1,947,339.10</u>	<u>44.78</u>
B. EXPENDITURES						
Matured Bond Expenditures	2,430,000	.00	2,430,000.00	0.00	.00	100.00
Interest On Bonds	906,691	.00	460,127.88	0.00	446,563.12	50.75
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	500	48.63	81.25	0.00	418.75	16.25
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	<u>3,337,191</u>	<u>48.63</u>	<u>2,890,209.13</u>	<u>0.00</u>	<u>446,981.87</u>	<u>86.61</u>
C. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	8,413.72			
D. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
E. <u>EXCESS OF REVENUES/OTHER FIN.SOURCES</u> <u>OVER (UNDER) EXPENDITURES (A-B-C-D)</u>	189,500	27,215.97	1,319,270.95-		1,508,770.95-	796.19-
F. <u>TOTAL BEGINNING FUND BALANCE</u>	2,329,242		2,354,112.61			
G. <u>GLS 896, 897, 898 ACCOUNTING</u> <u>CHANGES AND ERROR CORRECTIONS (+OR-)</u>	XXXXXXXXXX		.00			
H. <u>TOTAL ENDING FUND BALANCE</u> <u>(E+F + OR - G)</u>	2,518,742		1,034,841.66			
I. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted for Other Items	0		.00			
G/L 830 Restricted for Debt Service	2,518,742		1,043,255.38			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	<u>2,518,742</u>		<u>1,043,255.38</u>			
Differences	0		8,413.72			

Note: A difference in the annual budget column represents an error between Revenue, Expenditure, Residual Equity Transfer accounts and Fund Balance ledger accounts. In the Actual For Year column the arithmetically displayed Fund Balance is different than the posted Fund Balance.

Exception s Found:

30 810 2025 G/L ACCOUNT DESC MISSING
30 835 2025 G/L ACCOUNT DESC MISSING
30 870 2025 G/L ACCOUNT DESC MISSING
30 896 2025 G/L ACCOUNT DESC MISSING
30 897 2025 G/L ACCOUNT DESC MISSING
30 898 2025 G/L ACCOUNT DESC MISSING

40--Associated Student Body Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
 Fiscal Year 2025 (September 1, 2025 - August 31, 2026)

For the North Mason School District School District for the Month of December, 2025

	ANNUAL	ACTUAL	ACTUAL			
A. REVENUES	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 General Student Body	189,160	17,289.92	74,309.88		114,850.12	39.28
2000 Athletics	137,450	7,675.00	24,419.30		113,030.70	17.77
3000 Classes	10,897	90.00	2,101.00		8,796.00	19.28
4000 Clubs	90,702	7,092.37	21,562.38		69,139.62	23.77
6000 Private Moneys	3,380	2,387.00	3,094.00		286.00	91.54
<u>Total REVENUES</u>	431,589	34,534.29	125,486.56		306,102.44	29.08
<u>B. EXPENDITURES</u>						
1000 General Student Body	87,475	2,161.07	21,837.26	19,049.41	46,588.33	46.74
2000 Athletics	132,659	22,662.11	51,978.13	5,496.15	75,184.72	43.32
3000 Classes	31,200	1,652.16	1,962.16	991.99	28,245.85	9.47
4000 Clubs	134,585	44.18	17,402.87	7,900.91	109,281.22	18.80
6000 Private Moneys	2,300	.00	21.20	0.00	2,278.80	0.92
<u>Total EXPENDITURES</u>	388,219	26,519.52	93,201.62	33,438.46	261,578.92	32.62
<u>C. EXCESS OF REVENUES</u>						
<u>OVER (UNDER) EXPENDITURES (A-B)</u>	43,370	8,014.77	32,284.94		11,085.06-	25.56-
<u>D. TOTAL BEGINNING FUND BALANCE</u>	413,891		375,060.69			
<u>E. GLS 896, 897, 898 ACCOUNTING</u>	XXXXXXXXX		.00			
<u>CHANGES AND ERROR CORRECTIONS (+OR-)</u>						
<u>F. TOTAL ENDING FUND BALANCE</u>	457,261		407,345.63			
<u>C+D + OR - E)</u>						
<u>G. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted for Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	457,261		404,473.63			
G/L 840 Nonspnd FB - Invent/Prepd Itms	0		500.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	457,261		404,973.63			
Differences	0		2,372.00-			

Note: A difference in the annual budget column represents an error between Revenue, Expenditure, Residual Equity Transfer accounts and Fund Balance ledger accounts. In the Actual For Year column the arithmetically displayed Fund Balance is different than the posted Fund Balance.

Exception s Found:

40 810 2025 G/L ACCOUNT MISSING
40 850 2025 G/L ACCOUNT MISSING
40 870 2025 G/L ACCOUNT MISSING
40 896 2025 G/L ACCOUNT DESC MISSING
40 897 2025 G/L ACCOUNT DESC MISSING
40 898 2025 G/L ACCOUNT MISSING

90--Transportation Vehicle Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
 Fiscal Year 2025 (September 1, 2025 - August 31, 2026)

For the North Mason School District School District for the Month of December, 2025

<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>ANNUAL BUDGET</u>	<u>ACTUAL FOR MONTH</u>	<u>ACTUAL FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	15,000	984.35	4,420.00		10,580.00	29.47
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	285,220	.00	.00		285,220.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
A. <u>TOTAL REV/OTHER FIN.SRCS(LESS TRANS)</u>	300,220	984.35	4,420.00		295,800.00	1.47
B. <u>9900 TRANSFERS IN FROM GF</u>	0	.00	.00		.00	0.00
C. <u>Total REV./OTHER FIN. SOURCES</u>	300,220	984.35	4,420.00		295,800.00	1.47
D. EXPENDITURES						
Type 30 Equipment	450,000	.00	164,647.17	0.00	285,352.83	36.59
Type 40 Energy	0	.00	.00	0.00	.00	0.00
Type 60 Bond Levy Issuance	0	.00	.00	0.00	.00	0.00
Type 90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	450,000	.00	164,647.17	0.00	285,352.83	36.59
E. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
F. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
G. <u>EXCESS OF REVENUES/OTHER FIN SOURCES OVER(UNDER) EXP/OTH FIN USES (C-D-E-F)</u>	149,780-	984.35	160,227.17-		10,447.17-	6.98
H. <u>TOTAL BEGINNING FUND BALANCE</u>	191,000		476,346.86			
I. <u>GLS 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)</u>	XXXXXXXXXX		.00			
J. <u>TOTAL ENDING FUND BALANCE (G+H + OR - I)</u>	41,220		316,119.69			

K. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 819 Restricted for Fund Purposes	41,220	316,119.69
G/L 830 RESERVE FOR DEBT SERVICE	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 889 Assigned to Fund Purposes	0	.00
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	41,220	316,119.69

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

Coversheet

Resolution 1-G-26 Emergency Declaration, Repair Funds

Section: III. Board Development and Linkage
Item: E. Resolution 1-G-26 Emergency Declaration, Repair Funds
Purpose: Vote
Submitted by:
Related Material: Resolution 01-G-26 Emergency Repair Pool.pdf



NORTH MASON SCHOOL DISTRICT

250 East Campus Drive
Belfair WA 98528
O 360.277.2300
F 360.277. 2320

RESOLUTION 01-G-26 Emergency Declaration, Repair Funds

Scott Black
Office of Superintendent of Public Instruction
Old Capital Building
PO Box 47200
Olympia, WA 98504

January 26, 2026

Subj: Emergency Repair Pool Funding Approval for Belfair Elementary Public Address System Replacement

Dear Mr. Black:

North Mason School District No. 403 is requesting \$121,134.69 in Emergency Repair Pool funding to replace the public address (PA) system at Belfair Elementary School. The current PA system is inoperable.

The North Mason School Board of Directors is in agreement, and we are declaring an emergency as required by the rules of the Emergency Repair Pool grant program.

- We will follow all applicable public works requirements.
- The funds will only be used to replace the PA system.

The Board of Directors authorizes Dr. Kristine Michael, Superintendent, or Dan King, Assistant Superintendent of Finance and Operations, to sign documentation relating to the emergency repair pool funds.

Thank you for your continued support of North Mason School District and the safety of our students, staff, and community.

Approved by the Board of Directors, North Mason School District No. 403, Belfair, Washington in a meeting thereof held on January 26, 2026.

ATTEST: _____
Dr. Kristine Michael, Secretary to the Board

Nicole Gonzalez Timmons, Board Chair

Rick Biehl, Director

Leanna Krotzer, Director

Nicholas Thomas, Director

Erik Youngberg, Director

“Educate, Empower, Inspire & Prepare”

Dr. Kristine Michael, Superintendent

Coversheet

Resolution 2-G-26 Transfer of Interest Earned from the Debt Service Fund to General Fund

Section: III. Board Development and Linkage
Item: F. Resolution 2-G-26 Transfer of Interest Earned from the Debt Service Fund to General Fund
Purpose: Vote
Submitted by:
Related Material: Resolution 02-G-26 Transfer Interest fm DSF to GF.pdf



NORTH MASON SCHOOL DISTRICT

250 East Campus Drive
Belfair WA 98528
O 360.277.2300
F 360.277. 2320

northmasonschoos.org

**January 26, 2026
RESOLUTION 02-G-26**

Transfer of Interest Earned from the Debt Service Fund to the General Fund

WHEREAS, Section 28A.320.320 RCW provides that the District’s funds may be invested in “investment securities pursuant to RCW 36.29.020 and 36.29.022.” This section further provides that “All earnings and income from such investments shall inure to the benefit of any school fund designated by the board of directors of the school district which such board may lawfully designate: PROVIDED, That any interest earnings being credited to a fund different from that which earned the interest or earnings shall only be expended for instructional supplies, equipment or capital outlay purposes.” and,

WHEREAS, the Debt Service Fund has received \$33,329.48 in Investment Earnings from September 1, 2025 through December 31, 2025, and

WHEREAS, the Debt Service Fund’s Fund Balance as of December 31, 2025 is \$1,034,841.66, and

WHEREAS, the 2026 levy certification for tax collection to pay the 2026 bond payment is for the full amount of principal and interest owed in 2026: \$3,422,766.45

NOW, THEREFORE BE IT RESOLVED, that the North Mason School District Board of Directors, meeting in regular session on the 26th day of January, 2026, in the North Mason School District Office, approve the transfer of the September through December 2025 Debt Service Fund Investment Earnings and all additional Investment Earnings received during the 2025-26 Fiscal Year from the Debt Service Fund to the General Fund to be utilized for instructional supplies, equipment, or capital outlay purposes.

ATTEST: _____
Dr. Kristine Michael, Secretary to the Board

Nicole Gonzalez Timmons, Board Chair

Rick Biehl, Director

Leanna Krotzer, Director

Nicholas Thomas, Director

Erik Youngberg, Director

**“Educate, Empower, Inspire & Prepare”
Dr. Kristine Michael, Superintendent**

Coversheet

Policy Review

Section: V. ASSURANCE OF ORGANIZATIONAL PERFORMANCE AND POLICY
REVIEW

Item: B. Policy Review

Purpose:

Submitted by:

Related Material: ER-5 Budget Execution .pdf
ER-08 Communication and Counsel to Board.pdf

BUDGET EXECUTION

1

2 With respect to execution of the budget and the actual, ongoing condition of the district’s financial
 3 health, the Superintendent shall not cause or allow a material deviation from the annual budget or
 4 budget policy adopted by the Board, cause or allow any fiscal condition that is inconsistent with
 5 achieving the Board’s *Ends*, or places the long-term financial health of the district in jeopardy.

6 Accordingly, the Superintendent shall:

- 7 1. Expend funds only to the amount revenues are anticipated to be received in the fiscal year
 8 unless authorized by the Board through utilization of available reserves or unless resources are
 9 made available through other legal means;
- 10 2. Maintain and protect the minimum maintenance of year-end general fund balance as budgeted;
- 11 3. Settle payroll and debts in a timely manner;
- 12 4. Ensure reports or filings required by any state or federal agency are timely and accurately filed;
- 13 5. Aggressively pursue receivables after a reasonable grace period;
- 14 6. Keep complete and accurate financial records by funds and accounts in accordance with
 15 established fiscal accounting procedures as reflected in generally accepted accounting
 16 principles;
- 17 7. Publish a financial condition statement annually as a part of the district’s annual report to the
 18 public.

19	Cross Reference:	Policy 6000	Program Planning, Budget Preparation, Adoption
20			and Implementation
21		Policy 6050	Financial Management
22	Legal Reference:	RCW 28A.320.010	Corporate powers
23		28A.320.020	Liability for debts and judgments
24		28A.505	School District Budgets
25		28A.400.300	Hiring and discharging employees — Seniority
26			and leave benefits, transfers between school
27			districts
28		28A.320.090	Preparing & distributing information on district's
29			instructional program, operation and maintenance
30			— Limitation
31		28A.330.100	Additional powers of the board
32		28.505.150	Budgeted expenditures as appropriations —Interim
33			expenditures — Transfer between budget classes
34			— Liability for nonbudgeted expenditures
35		28A.510	Apportionment to District — District Accounting

36 *Monitoring Method:* Internal Report
 37 *Monitoring Frequency:* Annually in December

- 1 **Adoption Date:** **01/22/09**
- 2 **Revised:** **12/10/09**
- 3 **Revised:** **06/21/12**

1 COMMUNICATION AND COUNSEL TO THE BOARD

2 With respect to providing information and counsel to the Board, the Superintendent shall give the
3 Board as much information as necessary to be adequately informed.

4 Accordingly, the Superintendent shall:

- 5 1. Submit monitoring data required by the Board in a timely, accurate, and understandable
6 fashion, directly addressing provisions of the board policies being monitored;
- 7 2. Advise the Board in a timely manner of relevant trends, facts, information, and legal
8 proceedings, anticipated significant media coverage, and changes in assumptions upon which
9 Board policy has been established
- 10 3. Advise the Board of changes which reasonably could be expected to substantially affect the
11 district's financial condition.
- 12 4. Provide for the Board as many staff and external points of view and opinions as needed for
13 fully informed Board decisions;
- 14 5. Advise the Board if, in the Superintendent's opinion, the Board is not in compliance with its
15 own policies on *Governance Process* and *Board-Superintendent Relations*;
- 16 6. Present information in complex or lengthy form only as necessary;
- 17 7. Provide a mechanism for official Board or committee communications;
- 18 8. Work with the Board as a whole except when:
 - 19 a. Fulfilling individual requests for information as long as such requests do not require a
20 material amount of staff time or resources or are not disruptive;
 - 21 b. Working with officers or committees duly charged by the Board;
 - 22 c. Communicating with the Chair.
- 23 9. Report in a timely manner any actual or anticipated noncompliance with any Board Ends or
24 Executive Requirements policy;
- 25 10. Supply for the consent agenda all items delegated to the Superintendent that are required by
26 law or contract to be Board-approved, along with supporting data necessary to keep the Board
27 informed.
- 28 11. Advise and include the Board in a timely manner of any anticipated formal mass
29 communication with the public, such as the publishing of newsletters, district newspapers,
30 news releases, community letters, parent surveys, etc.

31 Cross Reference: Policy ER-1 Expectations of Superintendent
32 *Monitoring Method:* Internal Report
33 *Monitoring Frequency:* Annually in December
34

35 **Adoption Date:** 01/22/09
36 **Revised:** 06/21/12

Coversheet

Board Self-Assessment of Meeting

Section: VI. Closing Items
Item: C. Board Self-Assessment of Meeting
Purpose:
Submitted by:
Related Material: BOARD SELF ASSESSMENT .pdf

BOARD SELF ASSESSMENT

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19

The Board will use the following instrument to evaluate its performance during meetings.

Date of Meeting 01/26/2026 Thomas _____ Number of Members Present _____

I. General meeting behavior

Rate the Board's meeting behavior as "satisfactory" or "not satisfactory."

Satisfactory	Not Satisfactory	
		The agenda was well planned to focus on the real work of the Board.
		The Board followed its agenda and did not allow itself to get sidetracked
		Board members prepared for and contributed to the meeting
		The meeting proceeded without interruptions or distractions
		The Board's deliberations and decision-making processes were public
		Participation was balanced. All participated; no one dominated
		Members listened attentively, avoiding side conversations
		Work was conducted in an atmosphere of trust and openness
		Meeting participants treated each other with respect and courtesy

Remarks:

II. Governance principles review

Were these principles followed? Mark Yes or No. For any **not** followed, please add remarks.

YES	NO	N/A	
			1. Board actions occur at the policy level rather than at the operational level.
			2. The Board reviews policy about each topic before discussing that issue.
			3. In writing additional policies, the Board starts with a broad statement and becomes more detailed in a logical and disciplined sequence.
			4. The Board minimizes time spent monitoring past performance.
			5. The Board routinely dedicates time to reviewing/improving its own process.
			6. The Board clarifies priorities/values when considering potential outcomes, beneficiaries and costs of outcomes.
			7. The Board follows an annual calendar based on a plan for doing its work.
			8. The Board Chair helps the Board efficiently conduct its meeting.
			9. The Board spends most of its time deliberating issues, defining and clarifying its vision, and linking with its community, as opposed to "fixing things."
			10. The Board supports the Superintendent in any reasonable interpretation of its policies.

Remarks:

Overall Satisfactory Not Satisfactory

Comments:

Monitoring Method: Board self-assessment
Monitoring Frequency: Annually in July

Adoption Date: 01/22/09
Revised: 10/21/10