



North Mason School District

Draft School Board Meeting Agenda

Published on March 6, 2026 at 9:27 AM PST
Amended on April 7, 2026 at 9:33 AM PDT

Date and Time

Monday April 27, 2026 at 6:30 PM PDT

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
	Minutes from March 23, 2026 Board Meeting and April 13, 2026 Study Session Meeting.		
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 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F.	Surplus Textbooks/Reading Material/Equipment The board must approve surplus of outdated and/or unusable textbooks/reading material and equipment. We are requesting the surplus of outdated and unused materials as listed below.		
G.	Agreements/Contracts The board will consider agreements and contracts.		
H.	Establishing a Club - HMS Book Club The board will consider course proposals for NMSD.		
I.	Budget Status 2025-2026		
J.	Policy Review The board will consider revisions to current district policies.		
V.	Hawkins Middle School Presentation		
	A. Hawkins Middle School Presentation		
VI.	Sweetwater Creek Presentation		
VII.	Board Development and Linkage		

	Purpose	Presenter	Time
A. Superintendent Update	FYI		
B. Teaching and Learning Update	FYI		
C. Legislative Representative Report			
D. Washington Interscholastic Activities Association (WIAA) Report			

VIII. Five-Minute Recess

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

IX. 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.

B. ER-11 District Calendar

A monitoring report is included in this digital board packet. The administration believes that all provisions of this policy have been following and implemented.

The administration recommends that...

... the board find the superintendent's performance to comply with ER-11.

The administration also invites comments regarding the superintendent's performance.

C. 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.

X. 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 Krotzer will process the board's self-assessment of the meeting.

D. Next Board Meeting Date

Due to the 4th Monday of the month being Memorial day. Policy states that if a board meeting date falls on a holiday the board meeting will be held the preceding Tuesday. The next regular school board meeting will be held on May 19, 2026 at 6:30pm at the NMSD Administration Office Boardroom. The board will be holding a study session on May 11, 2026 at 6 pm at the NMSD Administration Office Boardroom.

E. 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

NMHS Aquaculture Class

Section: II. NMHS Aquaculture Class
Item: A. NMHS Aquaculture Class
Purpose:
Submitted by:
Related Material: Water Quality Field Trip - 3-2026.pdf

North Mason High School (NMHS) – Aquaculture Class Water Quality Sampling at Fair Harbor Marina

March 5, 2026 – Noon to 1:30pm

Present: Sommer Landers (Teacher), Mark LaRivier (Case Inlet Fishery Task Force Member - Volunteer), and 16 NMHS students

The monthly water quality sampling at the proposed coho delayed release enclosure site at Fair Harbor Marina was conducted by Sommer Landers, Aquaculture Science Teacher and her Aquaculture class as a field trip on March 5, 2026. Mark LaRivier, Case Inlet Fishery Task Force Member, met them at the site and together Sommer and Mark introduced the class on the process and conducted a safety briefing. Everyone donned a life jacket prior to going out on the floating docks.



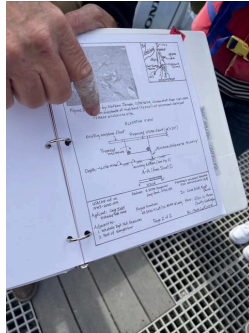
Mark LaRivier and Sommer Landers

Half of the class went with Sommer to sample the surface and bottom water quality at the proposed delayed release enclosure site. The other half of the class accompanied Mark to the Port of Grapeview float to view the bottom composition of plants and animals, as the tide was low and the water visibility was excellent.



Students were able to work with a special water sampling tool used to capture water at different depths at the future site where the Delayed Release Enclosure will be located in December 2026. Unfortunately, the water sampling tool was not working correctly on this visit.

The students obtained real-world experience in the challenges of doing field research as some of the equipment necessary to conduct the measurements was missing or did not function properly. Water samples were then collected in bottles from the surface and bottom and transported back to the classroom for analysis.



After sampling and a question-and-answer session the students were switched and each half of the class accompanied Mark or Sommer to the sampling or viewing the bottom sites.

At the Port of Grapeview float the students were able to view aquatic vegetation growing at and below the -4.0' MLLW tide level and view the various animals (primarily starfish and crabs) that inhabited the vegetated habitat at the site. Many questions were asked and Mark gave a brief description of the geological processes that resulted in the formation of benthic (bottom) habitat viewed at the site.

Coversheet

Accounts Payable

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

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 April 27, 2026, the board, by a Majority vote, approves payments, totaling \$49,411.97. The payments are further identified in this document.

Total by Payment Type for Cash Account, CPF Accounts Payable:
Warrant Numbers 160003083 through 160003083, totaling \$49,411.97

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

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160003083	EDNETICS, INC.	03/31/2026	NMSD Belfair Elementary IP Clock/Speaker Solution Rev3 Contract #22-05 Managed Security and Physical Security Solutions	49,411.97	49,411.97
		1	Computer	Check(s) For a Total of	49,411.97

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	49,411.97
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	49,411.97
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	49,411.97

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 April 27, 2026, the board, by a Majority vote, approves payments, totaling \$448,653.34. The payments are further identified in this document.

Total by Payment Type for Cash Account, General Fund Accounts Payable:
Warrant Numbers 160073766 through 160073826, totaling \$448,653.34

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

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160073766	ALGAE RESEARCH AND SU	03/31/2026	25-26 CTE Algae research and supply -SLander	220.75	220.75
160073767	AMAZON CAPITAL SERVIC	03/31/2026	25-26 SY NMHS - Amazon- front office supplies. PO Amazon, JTHS Building Supplies, 25/26	282.35	4,862.62
			25-26 CTE RTSF applied math- amazon- HBrase	105.64	
			CTE-NMHS OPEN PO -Amazon office supplies	595.43	
			Teacher	136.50	
				39.14	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			Allocations for the 25/26 School Year Beeber - Sweet - Diaz - Thomas - Wing - Ruebush - Stolz - Collins/Makowski - Lewis - Bivens - Lundberg - Vela - McCord		
			Open PO for Amazon for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	56.41	
			Items needed for Science Specialist	1,336.03	
			OPEN PO FOR 25/26 SCHOOL YEAR TO PURCHASE SUPPLIES IEP REQUIREMENT FOR HAWKINS STUDENT SSID#5247857774. DELL LAPTOP, CASE, VISUAL STICKERS, PROTECTION PLAN.	31.03	
				168.32	
			OPEN	24.07	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			PO-SUPPLIES-HMS-25 /26 SY		
			Amazon Open PO 2025-2026 School Supplies	236.17	
			OPEN	200.49	
			PO-SCIENCE-NMHS 25/26 SY		
			OPEN	143.47	
			PO-SCIENCE-NMHS 25/26 SY		
			Open PO for Amazon for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	46.01	
			IEP REQUIREMENT FOR HAWKINS STUDENT SSID#5247857774. DELL LAPTOP, CASE, VISUAL STICKERS, PROTECTION PLAN.	1,160.69	
			Teacher Allocations for the 25/26 School Year Beeber - Sweet - Diaz - Thomas - Wing -	25.17	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			Ruebush - Stolz - Collins/Makowski - Lewis - Bivens - Lundberg - Vela - McCord CTE-NMHS OPEN PO -Amazon office supplies	275.70	
160073768	Aveanna Healthcare	03/31/2026	OPEN PO 2025/26 SY STUDENT NURSING CARE SSID#3839158527	1,820.70	1,820.70
160073769	BELFAIR BOB'S LOCKSMI	03/31/2026	OPEN PO FOR SCH YR 25-26 DISTRICT WIDE	57.02	57.02
160073770	Bennett, James	03/31/2026	Preparing 2026 Forms for E- Rate: Hood Canal Tel lit Fiber, Ednetics MIBS, Equipment List Switches	60.00	360.00
			Preparing 2026 Forms for E- Rate: Hood Canal Tel lit Fiber, Ednetics MIBS, Equipment List Switches	90.00	
			Preparing 2026 Forms for E- Rate: Hood Canal Tel lit Fiber,	210.00	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160073771	BIO CORPORATION	03/31/2026	Ednetics MIBS, Equipment List Switches 25-26 Biology company inc.- SLanders	163.93	163.93
160073772	BSN SPORTS, LLC	03/31/2026	25-26 BSN Field materials	363.26	363.26
160073773	BUTLER VALET, INC	03/31/2026	25-26 Butler Valet transportation for TSA state conference April 15- April 18th 2026	6,741.00	6,741.00
160073774	CASCADE FRICTION MATE	03/31/2026	OPEN PURCHASE ORDER FOR 25-26 SY OPEN PURCHASE ORDER FOR 25-26 SY	78.74 190.51	269.25
160073775	CENTURYLINK	03/31/2026	#360-275-2863 229B Phone Lines Open PO 25/26 SY #360-275-2658 922B NMHS & HMS Elevator Phone Lines Open PO 25/26 SY	113.48 236.19	349.67
160073776	CENTURYLINK- BUSINESS	03/31/2026	#77961058 Belfair Elevator 360-275-2863 Long Distance Carrier	13.52	13.52

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160073777	CHARLIE'S PRODUCE	03/31/2026	Open PO 25/26 SY Open PO for Charlies Produce	2,392.90	6,370.45
			Open PO for Charlies Produce	2,185.10	
			Open PO for Charlies Produce	1,792.45	
160073778	COPY THAT REPROGRAPHI	03/31/2026	Prints for curriculum Quote # 92738	4,831.94	4,831.94
160073779	DAIRY FRESH FARMS INC	03/31/2026	Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	304.33	6,156.79
			Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	352.43	
			Open PO for Dairy Fresh for food items for SY 25/26 These prices are	626.05	

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	335.04	
			determined to be reasonable based on: Research, History/experience Open PO for Dairy Fresh for food items for SY 25/26 These prices are	129.34	
			determined to be reasonable based on: Research, History/experience Open PO for Dairy Fresh for food items for SY 25/26 These prices are	304.33	
			determined to be reasonable based on: Research, History/experience Open PO for Dairy Fresh for food	48.60	

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	367.37	
			items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for Dairy Fresh for food	494.27	
			items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for Dairy Fresh for food	257.05	

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	288.57	
			Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	272.81	
			Open PO for Dairy Fresh for food items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	223.09	
			Open PO for Dairy Fresh for food items for SY 25/26 These prices are	464.38	

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	592.09	
			determined to be reasonable based on: Research, History/experience		
			Open PO for Dairy Fresh for food items for SY 25/26 These prices are	94.56	
			determined to be reasonable based on: Research, History/experience		
			Open PO for Dairy Fresh for food items for SY 25/26 These prices are	94.56	
			determined to be reasonable based on: Research, History/experience		
			Open PO for Dairy Fresh for food	305.15	

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	162.49	
			items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for Dairy Fresh for food	224.72	
			items for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience Open PO for Dairy Fresh for food	119.37	

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	96.19	
160073780	Doctors Clinic	03/31/2026	OPEN PURCHASE ORDER FOR 25-26 SY	110.00	110.00
160073781	EDNETICS, INC.	03/31/2026	Standard User, Analog Adapter/ Fax User, Adjunct User Add-on 09/1/2025 - 08/31/2026	7,515.32	7,515.32
160073782	ESD 189 NORTHWEST DRI	03/31/2026	open Purchase order for Spring Conference 25-26 SY	375.00	375.00
160073783	First Choice Health N	03/31/2026	EAP Work/Life Benefits for Certified & Classified Staff Period 09/01/25 - 08/31/2026	466.44	466.44
160073784	Gordon Truck Centers,	03/31/2026	OPEN PURCHASE ORDER FOR 25-26 SY OPEN PURCHASE	640.72 897.91	494.90

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			ORDER FOR 25-26 SY		
			OPEN PURCHASE	-1,068.32	
			ORDER FOR 25-26 SY		
			OPEN PURCHASE	24.59	
			ORDER FOR 25-26 SY		
160073785	GRAINGER	03/31/2026	OPEN PO FOR SCH YR 25-26 MAINT	76.02	250.01
			OPEN PO FOR SCH YR 25-26 MAINT	173.99	
160073786	GUARDIAN SECURITY SYS	03/31/2026	OPEN PO FOR SCH YR 25-26 DIST WIDE MONITORING/MAINT LATE CHARGE	1.84	133.14
			OPEN PO FOR SCH YR 25-26 DIST WIDE MONITORING/MAINT	32.58	
			OPEN PO FOR SCH YR 25-26 DIST WIDE MONITORING/MAINT	32.58	
			OPEN PO FOR SCH YR 25-26 DIST WIDE MONITORING/MAINT	32.58	
			OPEN PO FOR SCH YR 25-26 DIST WIDE MONITORING/MAINT	33.56	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			12208-23-60010, 12332-40-60000, 12332-50-90025, 12330-13-50010, 12332-50-00092, 12332-50-00091, 12332-50-00055, 12208-53-02016, 12332-50-00061 Property Taxes for 2024 - Parcel #'s	23.50	
			12332-50-00056, 12332-50-00058, 12208-22-60000, 12208-23-60010, 12332-40-60000, 12332-50-90025, 12330-13-50010, 12332-50-00092, 12332-50-00091, 12332-50-00055, 12208-53-02016, 12332-50-00061 Property Taxes for 2024 - Parcel #'s	23.50	
			12332-50-00056, 12332-50-00058, 12208-22-60000, 12208-23-60010, 12332-40-60000, 12332-50-90025,		

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			12330-13-50010, 12332-50-00092, 12332-50-00091, 12332-50-00055, 12208-53-02016, 12332-50-00061 Property Taxes for 2024 - Parcel #'s	23.50	
			12332-50-00056, 12332-50-00058, 12208-22-60000, 12208-23-60010, 12332-40-60000, 12332-50-90025, 12330-13-50010, 12332-50-00092, 12332-50-00091, 12332-50-00055, 12208-53-02016, 12332-50-00061 Property Taxes for 2024 - Parcel #'s	23.50	
			12332-50-00056, 12332-50-00058, 12208-22-60000, 12208-23-60010, 12332-40-60000, 12332-50-90025, 12330-13-50010, 12332-50-00092, 12332-50-00091,		

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			12332-50-00055, 12208-53-02016, 12332-50-00061 Property Taxes for 2024 - Parcel #'s	23.50	
160073792	MITCHELL LUMBER	03/31/2026	OPEN PO-WOODWORKING-NMH S-25/26 SY	3,639.39	3,639.39
160073793	Next Level Speech The	03/31/2026	OPEN PO 25/26 SY PROFESSIONAL SERVICES SPEECH LANGUAGE PATHOLOGIST AND ASSISTANT	16,206.40	16,206.40
160073794	North Mason S.D. ACH	03/31/2026	AP ACH Reimbursements- GF	644.40	644.40
160073795	North Mason S.D. ACH	03/31/2026	BMO General Fund March 2026	59,476.91	59,476.91
160073796	NOVUS WINDSHIELD REPA	03/31/2026	OPEN PURCAHSE	371.62	764.79

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			ORDER FOR 25-26 SY OPEN PURCAHSE	65.53	
			ORDER FOR 25-26 SY OPEN PURCAHSE	65.53	
			ORDER FOR 25-26 SY OPEN PURCAHSE	65.53	
			ORDER FOR 25-26 SY OPEN PURCAHSE	196.58	
160073797	NW TEXTBOOK DEPOSITOR	03/31/2026	BE I-Ready Quote 454451.1	585.05	585.05
160073798	OLYMPIC COLLEGE	03/31/2026	9/25-8/26 Open PO running start	76,901.95	76,901.95
160073799	OLYMPIC ESD 114	03/31/2026	Lift Tape Samples @ SH Cert services and Teacher clock hour co-op inv 2002600008 Olympic ESD 114 School Safety and Security Co-Op Services 09/01/2025 -08/31/2026 OPEN PO FOR 25/26 SY COOPERATIVE SERVICES	210.00 202.09 498.95 10,000.00	26,023.54

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			AGREEMENT APENDIX J SPECIAL EDUCATION AND RELATED SERVICES. TERMS SEPT 1 2025 TO AUG 31, 2026 OPEN PO FOR 25/26 SY COOPERATIVE SERVICES	736.25	
			AGREEMENT APENDIX J SPECIAL EDUCATION AND RELATED SERVICES. TERMS SEPT 1 2025 TO AUG 31, 2026 MASH INDIVIDUAL STUDENT SERVICE	14,376.25	
160073800	PACIFIC OFFICE AUTOMA	03/31/2026	7T09741 & 7T09742 Konica Copier Lease 60 Months Jan 2023 - Dec 2027	306.87	2,698.86
			7T09743, 7T09744, 7T09745 Konica Copier Lease 60 Months Jan 2023 - Dec 2027 24.25 SY & Papercut	518.53	
			7T09746 @	293.82	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			\$104.03, 7T09747 @ \$156.19 & Papercut for both @ \$16.80 ea per month Konica Copier Lease 25-26 SY 7T09748 & 7T09749	345.98	
			Konica Copier Lease 60 Months Jan 2024 - Dec 2027 7T09750, 7T09751	345.98	
			Konica Copier lease 60 months January 23- December 2027 7T09752, 7T09754	225.93	
			Konica Copier Lease 60 Months Jan 2023 - Dec 2027 7T09753 Konica Copier Lease 60 Months Jan 2023 - Dec 2027 24.25 SY 7T09755 Konica Copier Lease 60 Months Jan 2023 - Dec 2027	78.40	
			7T12352 Konica Copier Lease Sep 24 thru Aug 29	120.83	
				173.76	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160073806	Silke Communications	03/31/2026	YR 25-26 MAINT OPEN PURCHASE ORDER FOR 25-26 SY OPEN PURCHASE ORDER FOR 25-26 SY	2,814.52 5,365.55	8,180.07
160073807	Soliant Health	03/31/2026	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 3,937.50	7,875.00
160073808	SPROUT THERAPY SOLUTI	03/31/2026	OPEN PO FOR 25/26 SY SPEECH LANGUAGE PATHOLOGIST TERM 10/27/25 THROUGH 6/30/26	8,925.00	8,925.00
160073809	STAPLES BUSINESS ADVA	03/31/2026	8.5x11 20lb 92 Brightness Copy Paper 9 Pallets Total, 40 Cases per Pallet Delivered as follows: October 31 2 pallets	1,650.29	3,110.85

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			December 31 2 pallets February 28 2 pallets April 30 2 pallets May 31 1 pallet OPEN PO FOR SCH YR 25-26 FOR CUST/WAREHOUSE	1,082.23	
			OPEN PO FOR SCH YR 25-26 FOR CUST/WAREHOUSE	74.26	
			25-26 SY Staples Open PO for supplies NMHS - Front office	116.66	
			OPEN PO FOR SCH YR 25-26 FOR CUST/WAREHOUSE	187.41	
160073810	STATE AUDITOR'S OFFIC	03/31/2026	Audit of 24/25 Financial Records	14,811.30	14,811.30
160073811	STIRRETT-JOHNSEN, INC	03/31/2026	Stirrett Johnson for plumbing Backflow Labor \$1144.64 Parts \$1097.36	2,801.88	2,801.88
160073812	SYSCO	03/31/2026	OPEN PO-CULINARY-NMHS-2 5/26 SY	71.98	2,332.73
			OPEN PO-CULINARY-NMHS-2 5/26 SY	439.90	
			OPEN	950.86	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			PO-CULINARY-NMHS-2 5/26 SY OPEN	771.62	
			PO-CULINARY-NMHS-2 5/26 SY OPEN	98.37	
160073813	Technology Student As	03/31/2026	25-26 TSA State comp student/advisor fees NMHS	7,770.00	7,770.00
160073814	TED BROWN MUSIC CO	03/31/2026	25-26 SY Ted brown music- NMMHS	8.73	8.73
160073815	UniFirst Corporation	03/31/2026	OPEN PURCHASE ORDER FOR 25-26 SY OPEN PURCHASE ORDER FOR 25-26 SY	176.63 176.63	353.26
160073816	UNITED SCHOOL ADMINIS	03/31/2026	AI Server Support & Profession Development Access 03/26/2026 -02/25/2027	20,000.00	20,000.00
160073817	US Foods Inc.	03/31/2026	Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	1,714.22	43,227.94

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	4,034.20	
			Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	307.74	
			Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	1,756.84	
			OPEN PO-CULINARY-NMHS-2 5/26 SY	224.97	
			Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	368.36	
			Open PO for US Foods SY 25/26	3,647.19	

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	56.68	
			PO-CULINARY-NMHS-2		
			5/26 SY		
			Open PO for US	0.00	
			Foods SY 25/26		
			These prices are determined to be reasonable based on: Research, History/experience		
			Open PO for US	1,497.62	
			Foods SY 25/26		
			These prices are determined to be reasonable based on: Research, History/experience		
			Open PO for US	2,124.43	
			Foods SY 25/26		
			These prices are determined to be reasonable based on: Research, History/experience		
			OPEN	102.88	
			PO-CULINARY-NMHS-2		
			5/26 SY		
			Open PO for US	1,325.74	

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	6,125.60	
			Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience		
			OPEN	586.32	
			PO-CULINARY-NMHS-2 5/26 SY		
			Open PO for US	2,304.66	
			Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience		
			Open PO for US	808.29	
			Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience		
			Open PO for US	54.65	
			Foods SY 25/26 These prices are		

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			determined to be reasonable based on: Research, History/experience OPEN	55.59	
			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	4,241.56	
			Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	689.06	
			Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	2,013.52	
			Open PO for US Foods SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	3,052.51	

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	-141.72	
160073818	Veritas Medical	03/31/2026	OPEN PO 25/26 SY DISTRICT WIDE NURSING SERVICES TERM 6/25/25 TO 7/15/26	4,698.75	12,915.00
			OPEN PO 25/26 SY DISTRICT WIDE NURSING SERVICES TERM 6/25/25 TO 7/15/26	8,216.25	
160073819	WALTER E NELSON CO OF	03/31/2026	Open PO for Walter Nelson for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	289.67	1,183.51
			Open PO for Walter Nelson for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	446.92	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			Open PO for Walter Nelson for SY 25/26 These prices are determined to be reasonable based on: Research, History/experience	446.92	
160073820	WASA	03/31/2026	9/25-8/26 Open PO for conferences, memberships, and eduportal	325.02	863.09
			9/25-8/26 Open PO for conferences, memberships, and eduportal	538.07	
160073821	WAXIE SANITARY SUPPLY	03/31/2026	OPEN PO FOR SCH YR 25-26 FOR CUST/WAREHOUSE	2,095.52	2,095.52
160073822	WESTBAY AUTO PARTS	03/31/2026	OPEN PURCHASE ORDER FOR 25-26 SY	97.02	1,225.25
			OPEN PURCHASE ORDER FOR 25-26 SY	164.59	
			OPEN PURCHASE ORDER FOR 25-26 SY	16.57	
			OPEN PURCHASE ORDER FOR 25-26 SY	11.06	
			OPEN PURCHASE ORDER FOR 25-26	154.77	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			SY		
			OPEN PURCHASE	759.11	
			ORDER FOR 25-26		
			SY		
			OPEN PURCHASE	-30.41	
			ORDER FOR 25-26		
			SY		
			OPEN PURCHASE	24.80	
			ORDER FOR 25-26		
			SY		
			OPEN PURCHASE	15.25	
			ORDER FOR 25-26		
			SY		
			OPEN PURCHASE	12.49	
			ORDER FOR 25-26		
			SY		
160073823	WESTERN EXTERMINATOR	03/31/2026	OPEN PO FOR SCH	138.38	1,294.31
			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		

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			WIDE MAINT OPEN PO FOR SCH YR 25-26 DIST	112.04	
			WIDE MAINT OPEN PO FOR SCH YR 25-26 DIST	125.18	
			WIDE MAINT OPEN PO FOR SCH YR 25-26 DIST	154.83	
			WIDE MAINT OPEN PO FOR SCH YR 25-26 DIST	80.91	
			WIDE MAINT OPEN PO FOR SCH YR 25-26 DIST	72.21	
160073824	WILCOX FLEGEL	03/31/2026	WIDE MAINT OPEN PURCHASE ORDER FOR 25-26 SY	1,637.58	18,063.65
			OPEN PURCHASE ORDER FOR 25-26 SY	16,426.07	
160073825	WSIPC	03/31/2026	WSIPC New Student Online Enrollment 09/01/2025 - 08/31/2026	260.11	260.11
160073826	YSS DIVE, OCTOPUS GAR	03/31/2026	DUBEK SETTLEMENT AGREEMENT FOR DIVE SUPPLIES & GEAR	25,335.95	32,133.95
			DUBEK SETTLEMENT AGREEMENT FOR DIVE COURSES	6,798.00	

Check Summary

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
61	Computer		Check(s) For a Total of		448,653.34

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
	61	Computer	Checks For a Total of	448,653.34
Total For	61	Manual, Wire Tran, ACH & Computer	Checks	448,653.34
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	448,653.34

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 April 27, 2026, the board, by a Majority vote, approves payments, totaling \$9,681.28. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB Accounts Payable:
Warrant Numbers 160022265 through 160022275, totaling \$9,681.28

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

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160022265	AMERICAN RED CROSS	03/31/2026	25-26 ASB- American red cross-cpr/aed (Coaches)- kottenbacher	102.00	102.00
160022266	BSN SPORTS, LLC	03/31/2026	25-26 ASB BSN waterproof jackets and polos	290.91	290.91
160022267	EWELL EDUCATIONAL SER	03/31/2026	25- 26 ASB Ewell educational serv. FFA horse judging	30.00	30.00
160022268	N.MASON SCHOOL DIST T	03/31/2026	Transportation to HOCM Kindergarten/TK 2/3/2026 Transportation	1,349.64 872.78	3,355.99

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			1st grade HOCM 2/13/26 25-26 Van to bremerton OC for Band	31.96	
			25-26 DECA Transportation DECA STATE 02-26 through 02-28	1,101.61	
160022269	N.MASON SCHOOL DIST B	03/31/2026	Purchase order to reimburse General Fund for Builders Club field trip and sub coverage. Sub coverage for Builders Club field trip	207.84	427.38
				219.54	
160022270	N.MASON SCHOOL DIST F	03/31/2026	NMSD- Food Service Family Engagement Nights 2025-2026	144.50	144.50
160022271	N.MASON SCHOOL DIST O	03/31/2026	25-26 ASB - North Mason School Dist. security and custodial	234.08	234.08
160022272	North Mason S.D. ACH	03/31/2026	BMO ASB March 2026	4,046.42	4,046.42
160022273	TACOMA ARTS LIVE	03/31/2026	Tacoma Arts Live: Civil Rights Legacy Tour, Feb. 5, 2026	850.00	850.00
160022274	TACOMA RAINIERS PROFE	03/31/2026	Tacoma Rainiers 2nd Field Trip	100.00	100.00

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
160022275	WASHINGTON FFA ASSOCI	03/31/2026	May 12, 2026 25-26 ASB WA FFA events and activities fee	100.00	100.00
	11	Computer	Check(s) For a Total of		9,681.28

	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
	11	Computer	Checks For a Total of	9,681.28
Total For	11	Manual, Wire Tran, ACH & Computer	Checks	9,681.28
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	9,681.28

Coversheet

Payroll

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

As of 4/27/2026 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 160105365-160105394

\$2,831,159.05

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

30 CHECKS FOR A TOTAL OF

\$2,831,159.05

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

April 3, 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>
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FUND TOTALS

Total 403 001	General Fund			235.16				
Total 403				235.16				

Total All Funds				235.16				
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Cadence Allaway	03/31/2026	160105365	001	67.19	160105365			
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Paul Calafiore	03/31/2026	160105366	001	167.97	160105366			
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Page Total				235.16				
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Subtotal				235.16				
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GRAND TOTAL				235.16				
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***** End of report *****

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				2,830,938.89				
Total 403				2,830,938.89				
Total All Funds				2,830,938.89				

PSE of North Mason	03/31/2026	160105133	001	-15.00		Void		
Page Total of Voids				-15.00				
Subtotal of Voids				-15.00				
Citizens For North Mason Schools	03/31/2026	160105367	001	34.00	160105367			
DEPARTMENT OF RETIREMENT	03/31/2026	160105368	001	137.85	160105368			
DEPT OF RETIREMENT SYSTEMS	03/31/2026	160105369	001	70,873.53	160105369			
DEPT OF RETIREMENT SYSTEMS	03/31/2026	160105370	001	54,552.32	160105370			
DEPT OF RETIREMENT SYSTEMS	03/31/2026	160105371	001	12,463.72	160105371			
Empl Sec Dept - PFML #239-000-811	03/31/2026	160105372	001	72,734.25	160105372			
Empl Sec Dept - WA CARES #239-000-811	03/31/2026	160105373	001	34,513.55	160105373			
HCA-SEBB BENEFITS/Agency#600E15	03/31/2026	160105374	001	416,542.00	160105374			
HCA-SEBB FLEX SPEND/Agency#600E15	03/31/2026	160105375	001	4,047.38	160105375			
HCA-SEBB DECAP/AGENCY #600E15	03/31/2026	160105376	001	1,041.67	160105376			
North Mason Scholarship Foundation	03/31/2026	160105377	001	195.00	160105377			
North Mason S.D. ACH Account	03/31/2026	160105378	001	489,442.42	160105378			
North Mason S.D. ACH - P/R	03/31/2026	160105379	001	1,418,779.74	160105379			
Olympic ESD 114 UNEMPPPOOL-PAYROLL	03/31/2026	160105380	001	4,000.68	160105380			
Olympic ESD 114 RW CMP TR - PAYROLL	03/31/2026	160105381	001	25,985.42	160105381			
Omni Group	03/31/2026	160105382	001	16,018.00	160105382			
Paylogix F/B/O N. Mason School Dist #19519	03/31/2026	160105383	001	793.04	160105383			
PSE of North Mason	03/31/2026	160105384	001	420.00	160105384			
PUBLIC SCHOOL EMP #909	03/31/2026	160105385	001	4,804.27	160105385			
Page Total of Non-Voids				2,627,378.84				

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>
The Standard Insurance Company	03/31/2026	160105386	001	4,785.27	160105386			
State of WA - DSHS Fin-Recovery	03/31/2026	160105387	001	250.00	160105387			
STATE TREASURER	03/31/2026	160105388	001	11,259.12	160105388			
TEACHER RET SYST	03/31/2026	160105389	001	159,495.89	160105389			
UFCW 3000	03/31/2026	160105390	001	189.00	160105390			
UNUM LIFE INSURANCE	03/31/2026	160105391	001	996.90	160105391			
Veba Trust #Y1253	03/31/2026	160105392	001	10,752.77	160105392			
WASH STATE SCH RETIREES ASSOC.	03/31/2026	160105393	001	63.00	160105393			
WEA Payroll Deductions	03/31/2026	160105394	001	15,768.10	160105394			
				Page Total of Non-Voids				203,560.05
				Subtotal of Non-Voids				2,830,938.89
				GRAND TOTAL				2,830,923.89

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

Coversheet

Agreements/Contracts

Section: IV. Consent Items
Item: G. Agreements/Contracts
Purpose:
Submitted by:
Related Material: SLP at AYA Healthcare.pdf



WORK ORDER CONFIRMATION

CANDIDATE

Lisbeth Salazar

315 S Boeke St Kansas City KS 66101
913 - 326 - 2990
Lysalazar72@gmail.com

NEW OR EXISTING
NEW

PROFESSION
Therapy/Rehabilitation

DATE OF BIRTH
3/11/1995

CURRENT ZIP CODE
64108

SOCIAL SECURITY NUMBER
490-11-6905

ASSIGNMENT

North Mason School District

Speech Language Pathologist School
3/30/2026 – 6/17/2026
5 Day (8 hour(s)) 08:00-16:00
-

BONUS
-

EXTRAS
-

TIME OFF
04/06/2026 - 04/10/2026; 04/24/2026; 04/27/2026;
05/22/2026; 05/25/2026;

OTHER DETAILS
-

RATE (PER HOUR)
\$90.00

SIGNATURES

Cierra Betz 3/10/2026

Authorized Aya Representative

Authorized Client Representative

These rates are all-inclusive and include recruitment fees, travel reimbursement, lodging per diem reimbursement, meal & incidental expense per diem reimbursement and compensation for healthcare professionals. Client acknowledges that it will be subject to the 50% deduction limitation under Internal Revenue Code ("IRC") § 274(n) to the extent such limitation applies to any reimbursement for which it is responsible. Aya will provide Client with sufficient substantiation of any such reimbursement in accordance with IRC § 274(d).

Supplemental Staffing Provider Agreement (Education)

This Supplemental Staffing Provider Agreement (Education) (the "**Agreement**") is made and entered into as of March 5, 2026 (the "**Effective Date**") between Aya Healthcare, Inc., located at 5930 Cornerstone Court West, Suite 300, San Diego, CA 92121 ("**Aya**") and North Mason School District located at 250 East Campus Drive, Belfair, WA 98528 ("**Client Entity**"). Aya and Client (as defined in the Agreement) are sometimes referred to in this Agreement individually as a "**Party**" or collectively as the "**Parties**".

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, Aya and Client agree as set forth below.

I. STRATEGIC STAFFING PROVIDER RELATIONSHIP

- a. **CLIENT ENTITY AND ITS PARTICIPATING FACILITIES.** Client Entity owns, operates or contracts with one or more schools, institutions or related facilities or locations (the "**Participating Facilities**"). The list of Participating Facilities may be modified by mutual written agreement of Client Entity and Aya. Client Entity and the Participating Facilities are collectively referred to as "**Client**".
- b. **FULFILLMENT OF CANDIDATE NEEDS.** From time to time Client utilizes Candidates (as defined below in section II-(a)) to supplement their existing workforces with contingent labor. Aya shall act as Client's strategic staffing provider with respect to the provision of Candidates to Client. Client will communicate all its needs for Candidates to Aya using a method agreed to by the Parties. Aya will use commercially reasonable efforts to recruit, submit and staff qualified Candidates to fulfill Client's needs.
- c. **CONSOLIDATED INVOICING AND PAYMENT TERMS.** Aya will send a single, consolidated invoice covering all services performed under this Agreement for a given weekly billing period to the contact designated by Client. Client shall pay the invoices within net thirty (30) days of invoice date, with interest of two percent (2%) per month on balances past due.

II. PROVISION OF CANDIDATES

- a. **CANDIDATES.** As used in this Agreement, the phrase "**Candidates**" means the following types of personnel:
 - i. **Clinical Candidates:** Therapists, registered nurses, clinical technicians, and other clinical, nursing and allied healthcare professionals (not including advanced practice nurses, physicians, or physicians' assistants) who are assigned to perform work for Client on a temporary or supplemental basis.
 - ii. **Non-Clinical Candidates:** Professionals, personnel, and laborers who are assigned to perform non-clinical work (including, but not limited to, teachers, education specialists, IT, and all other non-clinical supplemental labor) for Client on a temporary or supplemental basis for a specified assignment duration of one (1) to fifty-two (52) weeks in length.
- b. **SCHEDULING, RATE AND CANDIDATE TERMS.** The scheduling, rate, and billing terms applicable to Aya Candidates' offered positions by Client are set forth in the attached Addendum A as determined by Candidate type. The Addendum A may be amended, as mutually agreed by Client Entity and Aya in writing. The details relating to a particular Aya Candidate's assignment, such as department, schedule, and dates of assignment will generally be confirmed in writing through a work order confirmation; provided that this Agreement will govern in the event of any conflict between the terms of the work order and this Agreement.
- c. **CANDIDATE TIMEKEEPING & APPROVAL.** Client is responsible for accurately recording and approving the time worked by Aya Candidates. Client shall not permit Aya Candidates to perform work "off-the-clock." Each week, Client will provide Aya with approved weekly time records for all Aya Candidates in an electronic or other format acceptable to Aya by noon on the Tuesday following the end of the workweek. The time records shall reflect all time worked by each Aya Candidate (including the start and stop times of each work period and start and stop times of each meal period) as well as any other billable time. If Client fails to timely provide or otherwise promptly approve or object to time records, the time records submitted by the Aya Candidate or Aya will be presumed accurate.
- d. **RATES INCLUSIVE.** All rates stated in the Addendum(a) are all-inclusive and include recruitment fees, travel reimbursement, lodging per diem reimbursement, meal & incidental expense per diem reimbursement and compensation for Aya Candidates. Client acknowledges that it will be subject to the 50% deduction limitation under Internal Revenue Code ("**IRC**") § 274(n) to the extent such limitation applies to any reimbursement for which it is responsible. Aya will provide Client with sufficient substantiation of any such reimbursement in accordance with IRC § 274(d). At no additional charge, Aya may also provide access to

Supplemental Staffing Provider Agreement (Education)

a technology solution (subject to the terms relating to use of such solution) chosen in Aya's sole discretion or Aya clinical interview screening of Clinical Candidates submitted by Aya.

- e. **CANDIDATE SCREENING & CLIENT POLICIES.** Client shall screen, interview and accept or reject Candidates submitted by Aya in a timely manner and notify Aya of the starting date, schedule, and orientation schedule for each accepted Aya Candidate. Prior to any Aya Candidate commencing work with Client, Client shall furnish Aya and the Aya Candidate with copies of all Client policies and procedures relevant to the scope of practice or profession and duties of such Aya Candidate's assignment and with which the Aya Candidate will be expected to comply, including, but not limited to, as applicable, the following: job description(s), performance standards, infection control, blood borne pathogen protective policies, corporate compliance and ethics codes, abuse and neglect, patient privacy and confidentiality, and medical record keeping.
- f. **CANDIDATE COMPETENCY DOCUMENTATION AND COMPLIANCE DOCUMENTATION.**
- i. **Competency and Compliance Documentation.** Except where prohibited by law, Aya will maintain on file or contractually require the applicable employer to maintain on file Competency Documentation and Compliance Documentation for each Aya Candidate. "**Competency Documentation**" will generally include documentation of the qualifications of each Aya Candidate as reasonably necessary to establish competency, which may depend on the position and type of Candidate at issue but may include a resumé. For Candidates, Competency Documentation generally includes (as applicable for the position at issue) primary source verification of State Licensure (as applicable for professional). "**Compliance Documentation**" will generally include a criminal background check.
 - ii. **Provision of Documentation.** Unless prohibited by law, Aya shall use commercially reasonable efforts to provide to or make available for inspection by Client, the Competency Documentation and Compliance Documentation one (1) week prior to the Aya Candidate's start date, but Aya's failure to provide such documentation one (1) week prior shall not affect the Aya Candidate's ability to start an assignment, provided the required documentation is provided by the time of start. Aya may provide attestations that Competency Documentation and Compliance Documentation is maintained in Aya's files in lieu of copies of such documents, including, but not limited to background check documentation, to the extent consistent with standards of applicable laws. All Client requests for additional documentation must be made in writing, but Aya shall not be obligated to provide such additional documentation. Client also agrees that for some positions including crisis or rapid response positions, the Parties may mutually agree to waive certain compliance documentation requirements and such waivers may be made orally or in writing, including through electronic mail.
 - iii. **Client Compliance with Laws.** Client agrees to treat all Competency Documentation, Compliance Documentation, and other personnel information relating to Aya Candidates as Confidential Information within the meaning of this Agreement, including as required by applicable state and federal law, such as the Americans with Disabilities Act, and to not disclose such documentation unless authorized by law, Aya, or the Aya Candidate. Client also agrees to comply with all applicable laws governing the use and handling of personnel files and background checks, including, but not limited to, the federal Fair Credit Reporting Act, as well as any other applicable federal, state, or local laws.
- g. **CANDIDATE COMPENSATION.** Aya or an affiliate will (i) employ and compensate the Aya Candidates for hours worked for Client; (ii) deduct all applicable payroll taxes such as FICA, Federal and State from the compensation of Aya Candidates in compliance with state and federal law; and (iii) maintain relevant employment documentation such as an I-9 form, W-4 form, and photo identification for Aya Candidates.
- h. **PERFORMANCE OUTCOMES.** Client shall notify the designated Aya representative immediately and provide written documentation (incident report) of any unsatisfactory performance or conduct of any Aya Candidates. Client will provide performance evaluations from its director of nursing or equivalent personnel to Aya in the event of any unsatisfactory performance or conduct and at the end of each assignment.
- i. **SENTINEL EVENT & INJURY REPORTING.** In the event of any incidents, including errors, unanticipated deaths, injuries, hazardous or infectious disease exposure, safety hazards or other events or claims ("**Sentinel Events**") involving or relating to any Aya Candidate, Client must immediately report the Sentinel Event to Aya within twenty-four hours or earlier where required by applicable occupational health and safety laws. Reports should include the name of Aya Candidate and any other persons involved, as well as the date, time, location, and description of facts and circumstances surrounding the Sentinel Event. The Parties

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agree to use reasonable efforts to timely assist each other in conducting investigations of such Sentinel Events. In the event any Aya Candidate makes a claim against Client alleging any wrongdoing, Client shall immediately notify Aya.

- j. **INJURY, ILLNESS & EXPOSURE RESPONSE.** In the event of an injury, illness or hazardous or infectious disease exposure to any Aya Candidate at Client's job site, Client will instruct the Aya Candidate to notify its employer and to seek treatment at a third-party healthcare provider designated by its applicable employer unless the injury is an emergency. In the event of an emergency, Client will immediately send the Aya Candidate to the closest emergency room and provide transportation if necessary or appropriate. Client must promptly complete and submit to Aya a written incident report in a format acceptable to Aya that includes the name of Candidate involved, as well as the date, time, location, and brief description of events and other persons involved in the incident.
- k. **MANNER OF WORK.** Aya Candidates are not supervised by Aya; they are subject at all times to Client's direct and indirect supervision. Client shall be solely responsible for the direction, control and supervision of all Aya Candidates and shall retain professional and administrative responsibility for the work performed by Aya Candidates. Client shall be responsible for determining the clinical and any other competencies required of Aya Candidates. Notwithstanding the foregoing, Client shall not, without the prior written consent of Aya, permit or request any Aya Candidate to perform any work or task or render any service that does not fall within the scope of the duties and responsibilities for such Aya Candidate's confirmed assignment or at any work location other than the confirmed location. Client shall not, under any circumstances, entrust any Aya Candidate with unattended premises, cash, checks, keys, credit cards, merchandise, confidential or trade secret information, negotiable instruments or other valuables without the express prior written permission of Aya. Client shall not, under any circumstances, request or permit any Aya Candidate to use any vehicle, regardless of ownership, in connection with the performance of any work or service for Client without the written permission of Aya. Client shall not float Candidates except upon written authorization from Aya and any floating of Clinical Candidates must be done in accordance with Client's policies and clinical experiences of the Aya Candidate being asked to float. Client confirms that Client's policies on floating comply with current standards of The Joint Commission or Client's accrediting body and include the provision of an appropriate orientation to the new unit.
- l. **SAFETY.** Client agrees to provide Aya Candidates with a safe and healthy work environment and to provide safety training, equipment, clothing, or devices necessary or required by all applicable laws for any work to be performed, or which is used by Client's own employees or other contractors in the performance of similar work. Client shall also designate a member of its staff who shall act as a coordinator to train and orient the Aya Candidates to all applicable operational and safety procedures. Client agrees that it shall have in place at all times policies and protocols in compliance with all laws related to employee health, safety and well-being and make such policies available to Aya Candidates as if they were a member of Client's regular workforce.
- m. **COVID-19 RESPONSE.** Client agrees to comply with all applicable occupational health and safety standards and standards and guidance of the Centers for Disease Control, including all precautions and guidance relating to the treatment of patients with or under observation for communicable diseases, including COVID-19 (aka 2019 Novel Coronavirus).
- n. **MEAL AND REST BREAKS.** Client shall schedule Aya Candidates so as to allow them sufficient time to take any legally required meal, rest, or recovery breaks. If, in the sole and absolute discretion of Aya, it is determined that paying a meal, rest or recovery period premium or other pay to those Aya Candidates who have missed any rest, meal, and/or recovery break(s) is advisable, then Aya retains the right to bill Client for said premium payment. Client hereby agrees to be responsible and indemnify Aya for any payments or other expenses incurred by Aya relating to Client's failure to provide any legally required rest, meal, and/or recovery periods.

III. DIRECT HIRE (PERMANENT) STAFFING SERVICES

- a. **DESCRIPTION OF DIRECT HIRE RECRUITMENT SERVICES.** During the term of this Agreement and on a non-exclusive basis, as requested by Client, Aya will also use commercially reasonable efforts to recruit qualified applicants for direct hire by Client (the "**Direct Hire Applicants**"). If Client hires a Direct Hire Applicant presented to Client by Aya, within twelve (12) months of the initial presentation by Aya, Client will pay Aya a recruiting fee equal to the greater of: (i) thirty-five percent (35%) of Direct Hire Applicant's anticipated annual salary, or (ii)

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\$20,000; which obligation shall, notwithstanding anything in the Agreement to the contrary, survive any termination or expiration of the Agreement. If Aya presents a Direct Hire Applicant to Client to which Client has previously been introduced within the twelve (12) months prior to the submission, Client shall promptly notify Aya of this fact within three (3) business days following submission, otherwise the Direct Hire Applicant will be presumed to have been introduced to Client by Aya. Other than for normal interviews, Client shall not communicate directly with any Direct Hire Applicant without Aya's written consent. Direct Hire Applicants who are hired by Client will be the permanent employees of Client. Client will be solely responsible for all credentialing, insurance, benefits, tax withholdings and all other functions customarily required of employers in Client's industry with respect to Direct Hire Applicants. Further, notwithstanding anything to the contrary in this Agreement, Aya shall not be required to defend, indemnify, or hold Client harmless from claims, damages, interest, penalties, and attorneys' fees and costs arising out of the negligent or willful acts or omissions of or violations of applicable law by Direct Hire Applicants hired by Client.

- b. **PLACEMENT GUARANTEE.** If a hired Direct Hire Applicant is employed by Client for fewer than thirty (30) days, Client shall notify Aya immediately upon the termination of employment. Aya will have one-hundred and eighty (180) days from the date Aya receives notice of the Direct Hire Applicant's termination of employment to present to Client a reasonably adequate substitute for the Direct Hire Applicant. If Aya fails to introduce a reasonably adequate substitute for the Direct Hire Applicant within such one-hundred and eighty (180) day period, Aya will refund eighty percent (80%) of the recruiting fees. This section does not apply in the event of layoffs, change of the original job description, change of the employment location, or elimination of the position. Further, this section does not apply where a Aya Candidate is hired by Client (i.e., temporary to permanent conversion), in which case the applicable conversion fees set forth in Addendum A shall apply.
- c. **INVOICING AND PAYMENT.** Aya will invoice Client, by sending an invoice to the Client contact designated by Client, for the Direct Placement Fee required by this Section upon the Direct Hire Applicant's first day of employment with Client. Client shall pay the invoices within net thirty (30) days of the invoice date, with interest of two percent (2%) per month on balances past due.

IV. GENERAL TERMS

- a. **TERM; TERMINATION.** The term of this Agreement shall be for a period of three (3) years, and thereafter, this Agreement will renew automatically for successive one (1) year periods, unless and until terminated as provided herein. Either Party may terminate this Agreement, with or without cause, at any time upon ninety (90) days' written notice to the other Party. Either Party may also terminate this Agreement upon the occurrence of any of the following events (a "**Termination for Cause**"): (i) the other Party has materially breached any of the terms or conditions of this Agreement and such breach, if capable of cure, is not cured by the breaching Party within ten (10) calendar days following written notice to the breaching Party, (ii) the other Party dissolves; (iii) the other Party becomes insolvent or institutes insolvency proceedings or files, or is subject to a voluntary bankruptcy proceeding, petition, or action; (iv) the filing of relief against the other Party of, or the other Party is otherwise subject to, an involuntary bankruptcy proceeding, petition or action where such action is not removed or terminated within sixty (60) calendar days; (v) the assignment by the other Party of its property for the benefit of creditors; or (vi) the appointment of any receiver, trustee or liquidator for the other Party or for any property of the other Party, where such appointment is not removed or terminated within sixty (60) calendar days. If either Party terminates this Agreement (other than a Termination for Cause by Aya), all Candidates then on an assignment will continue on and complete their assignments, in accordance with the terms of this Agreement. The provisions of this Agreement relating to confidentiality and any other provisions which by their nature should survive termination or expiration of this Agreement shall so survive.
- b. **CONFIDENTIALITY.** The Parties acknowledge that they may receive from each other from time to time, information and/or material which is confidential in nature, including, but not limited to, marketing, pricing, or other confidential business information relating to Aya, Client, or each of their clients, customers, patients, subcontractors or employees, or personnel, Compliance Documentation or Competency Documentation of Aya Candidates, or applicants (collectively "**Confidential Information**"). The Parties agree to treat as confidential and not to divulge to any third-parties any Confidential Information of the other Party (and with respect to Client of any affiliates or subcontractors of Aya), except to their own employees, agents, attorneys, accountants, affiliates, or representatives (collectively, "**Representatives**"), and to use such Confidential Information only for legitimate business needs relating to the performance, administration or enforcement of this Agreement. In the event a Party provides Confidential Information to such Party's Representatives, the Party shall be liable for such Representatives' compliance with the terms of this paragraph and shall require the Representatives to treat such

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information and/or material as confidential. Nothing herein, shall prohibit either Party from responding to lawful inquiries from government agencies or other lawful process, such as subpoenas. The Parties agree to the issuance of an injunction to prevent violations of this paragraph.

- c. **INSURANCE.** Aya will provide general liability insurance with a limit of one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) aggregate per year. Aya will provide professional liability insurance with a limit of one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) aggregate per year for Clinical Candidates employed by Aya or its affiliates. Aya will also provide or cause to be provided worker's compensation insurance with statutory limits required by applicable law for each Candidate employed by Aya. Aya will provide certificates of insurance to Client if requested.
- d. **INDEMNIFICATION.**
- i. **Aya and Client Mutual Indemnification.** To the fullest extent permitted by law, each Party (an "Indemnifying Party") agrees to indemnify and hold the other Party and the other Party's respective affiliates, and each of their respective officers, directors, agents, and employees (each an "Indemnified Party"), harmless from any claims, damages, interest, penalties, and attorneys' fees and costs ("Losses") to the extent caused by: (i) any breach of this Agreement by the Indemnifying Party or its agents; (ii) violations of applicable law by the Indemnifying Party or its agents in connection with the performance of this Agreement; or (iii) negligent or willful acts or omissions of the Indemnifying Party or its agents in connection with the performance of this Agreement; except that the indemnity obligations in this section shall not apply to the extent the Losses are caused by the negligent act or omission, willful misconduct, breach of this Agreement or unlawful act of an Indemnified Party. With respect to Client as the Indemnifying Party, the phrase Indemnified Party shall also include affiliates and subcontractors of Aya.
- ii. **Indemnification Procedure:** Any person or entity claiming a right to indemnity under this section (ii) (the "Indemnitee(s)") shall notify all entities and persons that it believes may owe a duty to indemnify it (the "Indemnitor(s)") in writing promptly after receiving notice of a claim, lawsuit, demand, or action or threatened claim lawsuit, demand, or action for Losses covered by the indemnity obligations in this section (a "Claim") and provide documentation pertaining to the Claim to the Indemnitors upon request. The Indemnitees and Indemnitors agree to keep each other reasonably informed regarding the status of any Claims and allow each other reasonable opportunities to participate in the defense and settlement of Claims, including by providing notice and consulting with each other prior to settling any Claim. Any omission or delay in complying with this section by an Indemnitee shall relieve an Indemnitor of its obligations to the extent it is prejudiced by such omission or delay. Notwithstanding anything to the contrary in this Agreement, this section shall survive any termination or expiration of this Agreement.
- e. **LIMITATION OF LIABILITY; DISCLAIMER.** NOTWITHSTANDING ANY OTHER AGREEMENT OR PROVISION TO THE CONTRARY IN THIS AGREEMENT, UNDER NO CIRCUMSTANCES WILL EITHER PARTY HERETO BE LIABLE FOR ANY INDIRECT, SPECIAL OR CONSEQUENTIAL DAMAGES OF ANY KIND (AND TO THE FULLEST EXTENT PERMITTED BY LAW, PUNITIVE DAMAGES) INCLUDING, BUT NOT LIMITED TO, FINES OR PENALTIES AND LOSS OF PROFITS, WHETHER IN CONTRACT, TORT, NEGLIGENCE, WARRANTY OR OTHERWISE, WHETHER OR NOT A PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH LOSS OR DAMAGE. NOTWITHSTANDING ANYTHING TO THE CONTRARY HEREIN, AYA'S LIABILITY HEREUNDER SHALL BE NO GREATER THAN THE AMOUNT PAID BY CLIENT FOR THE SERVICES OF THE AYA CANDIDATE WHOSE ACTIONS OR OMISSIONS ARE THE BASIS FOR SUCH LIABILITY. Client acknowledges and agrees that the Aya Candidates who perform work for Client are provided by Aya for the sole purpose of supplementing Client's existing work force, and Client hereby expressly disclaims any representation or warranty that such Aya Candidates will enable Client to attain any particular goal or objective or provide Client with any solution to any particular problem. Notwithstanding anything to the contrary in this Agreement, this section shall survive any termination or expiration of this Agreement.
- f. **TECHNOLOGY SOLUTION.** Provided Client complies with the terms and conditions of this Agreement, Client may be given access to a technology solution(s), provided by Aya or a third party, to facilitate or in connection with the performance of this Agreement, such as Aya's proprietary web-based portals known as "Aya Connect" or "LotusOne" (collectively, the "Technology Solutions"). Client agrees to comply with all terms of use requirements for such Technology Solutions, and to execute further agreements as may be required to obtain access to such systems. The current terms of use of Aya Connect and LotusOne can be found respectively at: <https://www.ayahealthcare.com/entity-terms-of-use-22-01> and accessed by password: "TOU2022!" and <https://www.lotusone.com/entity-terms-of-use-24-09> and accessed by password: "LOTUSONETOU2024!"

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(collectively, the "Terms of Use"), and are incorporated by reference herein as though set forth in full at this point. Client agrees to the Terms of Use and that it is an "Entity" as defined and used in the Terms of Use.

- g. **ACCESS CLAUSE: COMPLIANCE WITH SECTION 420.302(b).** To the extent required by applicable law, Aya agrees to comply with 42 C.F.R. Section 420.302(b) and will provide access to the Comptroller General of the United States, the Department of Health and Human Services and their duly authorized representatives to this Agreement and all books, documents and records necessary to certify the nature and extent of the costs of the services performed. This includes Aya subcontractors that have a contract with Aya for which the cost or value is \$10,000 or more in a twelve (12) month period. Said access shall be limited to a period of four (4) years after the furnishing of services under this Agreement hereunder.
- h. **COMPLIANCE WITH APPLICABLE LAWS & ACCREDITING STANDARDS.** The Parties will abide by and comply with all applicable local, state, and federal laws and regulatory agency requirements in performing this Agreement. Client will also comply with all applicable standards of any accrediting organizations of which it is a member or by which it is accredited.
- i. **NONDISCRIMINATION.** In compliance with federal law, including the provisions of the Title IX of the Education Amendments of 1972, Sections 503 and 504 of the Rehabilitation Acts of 1973, and the American with Disabilities Act of 1990, the Parties hereto will not discriminate on the basis of race, sex, religion, color, national or ethnic origin, age, disability, sexual orientation or military service.
- j. **INDEPENDENT NATURE OF PARTIES.** Aya provides services to Client as an independent contractor. Neither Party to this Agreement shall be considered the agent, partner, joint venture, franchisor, franchisee, employer, or employee of the other Party. Client acknowledges that Aya and its affiliates are not licensed to practice medicine and do not engage in the practice of medicine and that Client is responsible for ensuring compliance with applicable scope of practice and corporate practice laws and regulations to the extent applicable to work performed by Candidates and that nothing herein shall be construed in a manner that would require Aya or an affiliate thereof to engage in any task that could be considered the corporate practice of medicine or any other similarly regulated profession.
- k. **SUBCONTRACTORS.** Aya may use affiliates and subcontractors to perform its duties and obligations under this Agreement, including to provide Candidates.
- l. **NOTICES.** All notices, requests, demands or other communications under this Agreement shall be in writing and shall be deemed to have been duly given on the date of service if served personally on the Party to whom notice is to be given, or on the second day after mailing if mailed to the Party to whom notice is to be given, by first class mail, registered or certified, postage prepaid, and properly addressed as provided below. Any Party may change its address for purposes of this paragraph by giving the other Party written notice of the new address in the manner set forth above.

To: North Mason School District
ATTN: Amber Nygard
250 East Campus Drive
Belfair, WA 98528
Email: anygard@northmasonschoools.org

To: Aya Healthcare, Inc.
Attn: Facility Contracts
5930 Cornerstone Court West, Suite 300
San Diego, CA 92121
Email: facilitycontracts@ayahealthcare.com

CC: Attn: Legal
Aya Healthcare, Inc.
5930 Cornerstone Court West, Suite 300
San Diego, CA 92121

- m. **ASSIGNMENT.** Client will not assign this Agreement or any of its rights or duties under this Agreement except upon prior written notice to Aya. Aya (and its successors and assigns) may assign, transfer or encumber any of its rights or duties under this Agreement in its discretion. This Agreement shall be binding upon and inure to the benefit of the permitted successors and assigns of the Parties.
- n. **FORCE MAJEURE.** Aya shall not be responsible for failure or delay in providing or continuing to provide services to Client under this Agreement if such failure or delay is due to labor disputes, strikes, fires, riots, war, acts of God,

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voluntary termination by personnel assigned to Client or any other acts, causes or occurrences beyond the control of Aya.

- o. **ENTIRE AGREEMENT.** This Agreement, including all exhibits and addenda, contains the entire agreement between the Parties relating to the subject matter hereof. All prior and contemporaneous oral and written agreements, understandings, negotiations, commitments and practices between the Parties are hereby superseded. No amendments to this Agreement may be made except by a written agreement signed by both Client Entity and Aya.
- p. **GOVERNING LAW; ARBITRATION.** The Parties hereto agree that this Agreement will be governed by and construed in accordance with the laws of the State of California without reference to its choice of law rules and as if wholly performed within the State of California, and all Parties consent to jurisdiction in San Diego, California. Unless otherwise provided herein, any dispute, controversy or claim arising out of or relating to this Agreement shall be submitted to binding arbitration before the Judicial Arbitration and Mediation Services ("**JAMS**") with arbitration occurring in San Diego, California, as the exclusive remedy. The arbitrator shall be selected from the JAMS panel in accordance with the then-applicable JAMS rules. The arbitration shall be conducted pursuant to the then-applicable Comprehensive Arbitration Rules and Procedures of JAMS, except that the Parties agree that the JAMS Streamlined Arbitration Rules and Procedures shall apply for all disputes in which no claim or counter claim exceeds \$250,000.00, not including attorneys' fees and costs. JAMS's then-applicable rules governing the arbitration may be obtained from JAMS's website, which currently is www.jamsadr.com. The arbitrator shall have exclusive authority to resolve any dispute relating to the interpretation, applicability, enforceability, or formation of this Agreement, including, but not limited to, any claim that all or any part of this Agreement is void or voidable, and shall have the authority to order provisional or interim relief prior to the hearing, including by requiring a respondent to post a bond or security for the amount sought against it where there is a substantial likelihood a claimant shall succeed on the merits of a claim or counter-claim or where an award may be rendered meaningless if a bond or security is not required. Either Party may file a motion for summary judgment with the arbitrator. The arbitrator is entitled to resolve some or all of the asserted claims through such a motion applying the applicable laws as specified in this Agreement. Discovery shall be allowed and conducted pursuant to the then-applicable arbitration rules of JAMS, provided that the Parties shall be entitled to discovery sufficient to adequately arbitrate their claims and defenses. The arbitrator is authorized to rule on discovery motions brought under the applicable discovery rules. The prevailing party in any arbitration or other action shall be entitled to recover its reasonable attorneys' fees and costs. Notwithstanding anything to the contrary in this Agreement, this section shall survive any termination or expiration of this Agreement.
- q. **SEVERABILITY.** If any provision of this Agreement is held to be invalid, void or unenforceable such provision shall be amended to the extent permissible as to effectuate the original intent of the parties, and all other provisions shall remain valid and be enforced and construed as if such invalid provision were never a part of this Agreement.
- r. **SURVIVAL.** Those provisions that by their nature are intended to survive termination or expiration of this Agreement shall so survive, including, but not necessarily limited to, all indemnity, payment, confidentiality and insurance obligations set forth herein.
- s. **INCORPORATION BY REFERENCE.** Each Exhibit, Schedule or Addendum attached to this Agreement is hereby incorporated by reference in this Agreement as if the same was set out in full in the text of this Agreement.
- t. **ADVICE OF COUNSEL.** Each Party acknowledges that it has been given the opportunity to discuss this Agreement with their legal counsel and utilized that opportunity to the extent desired. Should any provision of this Agreement require judicial interpretation, the court interpreting or construing the provision shall not apply the rule of construction that a document is to be construed more strictly against one Party.
- u. **WAIVER.** The failure of either Party to enforce at any time, or from time to time, any provision of Agreement shall not be construed as a waiver thereof.
- v. **AUTHORITY.** Each person signing this Agreement on behalf of a Party represents that they have the authority to bind the Party for whom they are signing to this Agreement. By signing this Agreement, Client represents that it is entering this Agreement on behalf of Participating Facilities, and that it has the authority to bind Participating Facilities to the terms of this Agreement. Client Entity and the applicable Participating Facility shall be irrevocably, jointly and severally liable under this Agreement.
- w. **HEADINGS.** The titles of the articles, sections, subsections, paragraphs and subparagraphs of this Agreement are for convenience of reference only and are not to be considered in construing this Agreement.

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- x. COUNTERPARTS. This Agreement may be executed in one or more counterparts and transmitted and executed electronically, each of which shall be deemed an original but all of which together shall constitute one and the same instrument.

– SIGNATURE PAGE FOLLOWS –

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AGREED TO AND ACCEPTED BY:

North Mason School District

Aya Healthcare, Inc.

By: A. Nygard

By: 

Name: Amber Nygard

Name: Peter Kaufman

Title: Director of Student Services

Title: EVP, Enterprise Services

Date: 3/10/2026

Date: 3/10/2026

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ADDENDUM A – TERMS AND CONDITIONS FOR CANDIDATES

1. CANDIDATE RATES & RATE RULES

- 1.1. **Regular Rates.** Regular rate ranges for certain positions are set forth on Addendum A-1. The exact Regular Rate for a Candidate will be confirmed by work order confirmation or otherwise in writing prior to the Candidate starting work. Regular rates for positions not covered on Addendum A-1 or, where the Parties agree a higher rate for a position listed is appropriate, will be mutually agreed to between the Parties and confirmed by work order confirmation or otherwise in writing prior to the Candidate starting work.
- 1.2. **Overtime.**
- 1.2.1. Overtime will be billed at a premium overtime rate of one and one-half times (1.5x) the regular rate.
- 1.2.2. Overtime is generally defined as hours worked in excess of forty (40) hours in one workweek.
- 1.3. **Orientation.** Client will provide Candidates with orientation in accordance with all applicable standards and laws, and Client's policies. All time spent by Candidates in Client-provided or required orientation is billable.
- 1.4. **Mileage.** For Candidates where driving is required to perform their job, Client will reimburse Aya for mileage incurred for the driving between the schools, excluding the mileage to the Candidate's first visit in a day and from the Candidate's final visit in a day. All mileage shall be reimbursed at the IRS Standard Mileage Rate in effect at the time of travel.

2. SCHEDULING AND CANCELLATION POLICIES FOR CANDIDATES

- 2.1. **Scheduling & Guaranteed Workdays.** Candidates will be confirmed for assignments for lengths set forth in a work order confirmation. Each Candidate's schedule will be confirmed in a work order confirmation and Client will guarantee the minimum number of workdays over the course of assignment. Client is financially responsible for all scheduled workdays in the event of schedule modifications or cancellations; provided, however, that Client shall not be billed for hours not worked during any regularly scheduled school closures.
- 2.2. **Pre-Start Cancellations.** After acceptance of Candidate for assignment by Client, Client may not cancel that assignment within two (2) weeks prior to the assignment start date. If deemed necessary and should Client be unable to provide such two weeks' notice, Aya reserves the right to bill Client for two (2) weeks of service at the regular hourly billing rate. Client shall be responsible for any residual costs or other expenses incurred by Aya, such as housing, travel, disbursements, compliance, screening or other onboarding related costs, and other costs or expenses incurred by Aya as a result of such cancellation.
- 2.3. **Post-Start Cancellations.** Client shall provide sixty (60) days written notice of any cancellation of an assignment for reasons other than Candidate's inability to perform essential functions of the job unless otherwise agreed upon by the Parties. Should Client be unable to provide such sixty (60) days cancellation notice, Aya reserves the right to bill Client for sixty (60) days of service at the regular hourly billing rate. In the event of a cancellation, including, without limitation, cancellations with proper notice, Client shall be responsible for any housing, travel, and other costs or expenses incurred by Aya as a result of such cancellation, and any other fixed costs, expenses and disbursements (e.g., licensure, exam application, visa, etc.) incurred by Aya with respect to placing such Candidate with Client.

3. **CONVERSION/ PLACEMENT FEE STIPULATION.** If Client hires a Candidate for permanent or temporary services within the twelve (12) month period following the later of: (i) the date the Candidate is introduced to Client by Aya; or (ii) the conclusion of the Candidate's assignment with Client, then Client agrees to pay Aya a placement fee equal to the greater of: (i) thirty-five percent (35%) of the Candidate's anticipated annual salary, or (ii) \$20,000. If the Candidate hired by the Client has worked for at least 180 workdays with the Client, then the placement fee will be reduced to \$5,000 for each paraprofessional or assistant, and \$10,000 for all other positions. Notwithstanding the foregoing, this section shall not apply, and no fee shall be owed, where and to the extent such conversion or placement fees are prohibited by applicable law. Notwithstanding anything to the contrary in this Agreement, this Section shall survive any termination or expiration of this Agreement.

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- 4. STATEMENTS OF WORK.** The Parties may agree to additional terms in a Statement of Work covering a position or class of positions. Such terms may include, but will not be limited to reimbursable expenses, cancellation policies and alternative placement fees.

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ADDENDUM A-1

RATE TABLE FOR CANDIDATES

Profession / Specialty	Regular hourly rate ranges:	
Behavioral Therapy		
Registered Behavior Technician (RBT)	\$ 65.00	\$ 85.00
Board Certified Behavior Analyst (BCBA)	\$ 98.00	\$ 118.00
Therapy		
Speech Language Pathologist (SLP)	\$ 90.00	\$ 120.00
Speech Language Pathologist (SLP) CFY	\$ 90.00	\$ 110.00
Speech Language Pathologist Assistant (SLPA)	\$ 74.00	\$ 94.00
Occupational Therapist (OT)	\$ 90.00	\$ 110.00
Certified Occupational Therapist Assistant (COTA)	\$ 74.00	\$ 94.00
Physical Therapist (PT)	\$ 90.00	\$ 110.00
Physical Therapist Assistant (PTA)	\$ 74.00	\$ 94.00
Mental Health / Counseling Services		
School Psychologist	\$ 100.00	\$ 130.00
School Social Worker	\$ 95.00	\$ 115.00
School Counselor	\$ 85.00	\$ 105.00
Teaching / Instruction		
Special Education Teacher	\$ 85.00	\$ 95.00
Teacher of the VI / DHH	\$ 94.00	\$ 104.00
Nursing		
Certified School Nurse (CSN)	\$ 81.00	\$ 91.00
Registered Nurse (RN, BSN)	\$ 76.00	\$ 86.00
LVN	\$ 65.00	\$ 75.00
Certified Nursing Assistant (CNA)	\$ 45.00	\$ 55.00
Support / Other Services		
Paraprofessionals / Instructional Aides	\$ 45.00	\$ 55.00

At any point during the term of this Agreement, rates may be renegotiated and accepted in writing by both Parties.

Coversheet

Establishing a Club - HMS Book Club

Section: IV. Consent Items
Item: H. Establishing a Club - HMS Book Club
Purpose:
Submitted by:
Related Material: HMS Book Club.pdf

Establishing a Club

Requesting Approval for starting a new ASB Club or Activity

Name of Club or Activity Requested: Book Club

Describe proposed activities and goals of Club:

- Host weekly book discussions
- Build reading & comprehension skills
- Motivate & encourage an appreciation for books

Describe how money will be raised to fund activities:

- Food Sales (online)

Funds raised will be used to:

- Purchase book sets

Name of proposed advisor in charge of activities:

Nathan Wells
Hannah Kidd
Bailey Bachelor

Budget capacity requested: \$80

Submitted by: Nathan Wells

Date: 1/7/26

Principal: Approved Denied Signature: [Signature]

ASB: Approved Denied Signature: [Signature]

Board of Directors: _____ Date: 1

Approved Denied Signature: Kristina Michael

Coversheet

Policy Review

Section: IV. Consent Items
Item: J. Policy Review
Purpose:
Submitted by:
Related Material: 5401 Sick Leave rev 03 23 26 Markup.pdf
5404 Family Medical Leave revised 3 23 26 Markup.pdf

SICK LEAVE

~~Paid Sick Leave for Certificated and Classified Staff Members~~

~~Compliance with RCW 28A.400.300~~

~~The district shall grant each certificated and classified staff memberemployee of the district sick leave days annually in accordance with RCW 28A.400.300 and applicable collective bargaining agreements.~~

~~Attendance Incentive Program~~

~~Eligible employees may cash out accumulated sick leave in accordance with WAC 392-136-015 and WAC 392-136-020.~~

~~Employees Covered by RCW 49.46.210~~

~~For employees covered by RCW 49.46.210, the district will comply with that statute and the regulations that implement it. The superintendent or designee may adopt a procedure that addresses sick leave use by employees covered by RCW 49.46.210.~~

~~Verification~~

~~For employees not covered by RCW 49.46.210, the district may require those employees to provide verification for the need to take sick leave when they take more than three consecutive days of sick leave.~~

~~Unpaid Leave~~

~~Employees who exhaust their paid sick leave may request unpaid leave. At its discretion, the district will determine whether to grant unpaid leave. If an employee does not receive approval for unpaid leave, but, nonetheless, does not attend work, they will be considered absent without leave and may be subject to discipline.~~

~~Unused sick leave days may be accumulated from year to year up to a maximum of one hundred eighty days for the purposes of RCW 28A.400.210 and 28A.400.220 and for leave purposes up to a maximum of the number of contract days agreed to in a given contract, but not greater than one year. The district may require a signed statement from a healthcare provider for any absence in excess of five consecutive days. Pursuant to WAC 296-128-660, if the district requires such verification from a nonexempt staff member and the staff member believes obtaining verification would result in an unreasonable burden or expense, the staff member may contact *Human Resources* orally or in writing. Verification must be provided to the district within 10 calendar days of the first day a nonexempt staff member used paid sick leave to care for themselves or a family member.~~

~~If sick leave benefits are exhausted, the board may grant leave without pay for the balance of the year upon the recommendation of the superintendent/designee.~~

~~Attendance Incentive Program for Certificated and Classified Staff Members~~

~~In January of the year following any year in which a minimum of 60 days of sick leave is accrued, and each January thereafter, any eligible staff member may exercise an option either:~~

~~A. To receive remuneration for unused sick accumulated in the previous year in an amount equal to one day's monetary compensation of the staff member for each four full days of accrued sick leave in excess of 60 days; or~~

~~B. To add that year's sick leave to the staff member's accumulated sick leave.~~

~~All such leave for which the staff member receives compensation shall be deducted from accumulated sick leave at the rate of four days for every one day's monetary compensation.~~

~~A staff member may cash-out all accrued sick leave at the above rate at the time of an eligible separation from employment as set forth in RCW 28A.400.210 and Chapter 392-136 WA.~~

~~The administrator of the estate of a deceased staff member may also cash-out all accumulated sick leave at the rate of one day's monetary compensation for every four days of leave. A certified copy of the death certificate and proper documentation of court appointment as administrator of the estate must be submitted to the district office.~~

~~Additional Paid Sick Leave Provisions~~

~~Nonexempt Staff Members~~

~~Nonexempt staff members are covered by the sick leave provisions of RCW 28A.400.300 and are also covered by the sick leave provisions of RCW 49.46.210 and Chapter 296-128 WAC beginning January 1, 2018.~~

~~In general, the sick leave benefits provided under RCW 28A.400.300 are more generous than those required by RCW 49.46.210 and Chapter 296-128 WAC. Below, however, are some of the rights that nonexempt staff members are entitled to under RCW 49.46.210 and Chapter 296-128 WAC:~~

- ~~1. Nonexempt staff members must accrue at least one hour of paid sick leave for every forty hours worked.~~
- ~~2. Nonexempt staff members are entitled to use their accrued paid sick leave beginning on the ninetieth calendar day after the commencement of their employment.~~
- ~~3. Nonexempt staff members may use paid sick leave to care for themselves or their family members, when the staff members' workplace or children's school or place of care has been closed by a public official for any health-related reason, or for absences that qualify for leave under the Domestic Violence Leave Act.~~
- ~~4. Nonexempt staff members must be permitted to carry over at least forty hours of paid sick leave.~~
- ~~5. Retaliation against a nonexempt staff member for lawful exercise of paid sick leave rights is prohibited.~~

~~Reasonable Notice for the Use of Paid Sick Leave~~

~~Nonexempt staff members must provide reasonable advance notice of an absence from work for the use of paid sick leave to care for themselves or a family member. Please provide such reasonable notice to supervisor. Any information provided will be kept confidential. If a nonexempt staff member's absence is foreseeable, the staff member must provide notice to supervisor at least 10 days, or as early as possible, before the first day paid sick leave is used. If a nonexempt staff member's absence is unforeseeable, the staff member must contact supervisor as soon as possible.~~

FAMILY, and MEDICAL, and ~~MATERNITY~~ LEAVE

I. State Paid Family and Medical Leave

Paid family and medical leave are benefits administered by the Washington State Employment Security Department (the “ESD”). Employees interested in applying for these benefits must follow the process described in Chapter 192-610 WAC. Employees who have questions regarding the application process may contact the Employment Security Department or visit its website at paidleave.wa.gov. The district will post notices made available by the Employment Security Department that provide pertinent information regarding paid family and medical leave benefits and will comply with applicable provisions of the Paid Family and Medical Leave Act (PFMLA).

~~A brief description of the paid family and medical leave benefits program is provided below. The description is not meant to capture every aspect of the program; rather, it is meant to give a general overview.~~

Eligibility

~~Employees who have worked 820 hours during the first four of the last five completed calendar quarters or the last four completed calendar quarters are eligible for paid family and medical leave~~

Reasons for leave

~~Family leave means leave taken by an employee from work for the following reasons:~~

- ~~A. To participate in providing care, including physical or psychological care, for a family member made necessary by a serious health condition of the family member;~~
- ~~B. To bond with the employee’s child during the first 12 months after the child’s birth, or the first 12 months after the placement of a child under the age of eighteen with the employee; or~~
- ~~C. Because of any qualifying exigency as permitted under the federal family and medical leave act for family members as defined by RCW 50A.05.010(10).~~

~~Medical leave means any leave from work taken by an employee made necessary by the employee’s own serious health condition as defined by RCW 50A.05.010(20)~~

Amount of leave

~~Employees may take up to 12 weeks of paid family leave during a period of 52 consecutive calendar weeks.~~

~~Employees may take up to 12 weeks of paid medical leave during a period of 52 consecutive calendar weeks. Paid medical leave may be extended by two weeks if the employee experiences a serious health condition with a pregnancy that results in incapacity.~~

~~Employees may take a combined 16 weeks of paid family and paid medical leave during a period of 52 consecutive calendar weeks. The combined total may be extended to 18 weeks if the employee experiences a serious health condition with a pregnancy that results in incapacity.~~

1
2 *Employee notice to district*
3 ~~An employee must provide the district at least 30 days' written notice before paid family or medical leave is to begin if the need for the leave is foreseeable based on an expected birth, placement of a child, or planned medical treatment for a serious health condition.~~

6
7 ~~An employee must provide the district written notice as soon as practicable when 30 days' notice is not possible because of a lack of knowledge of approximately when leave will be required to begin, because of a change in circumstances, or because of a medical emergency.~~

10
11 ~~An employee must provide the district written notice as soon as is practicable for foreseeable leave due to a qualifying military exigency, regardless of how far in advance such leave is foreseeable.~~

14
15 ~~The notice must be in writing and contain at least the anticipated timing and duration of the leave.~~

17
18 *District notice to employee*

19 ~~Whenever the district becomes aware that an employee is absent from work for more than seven consecutive days to take family or medical leave, the district will provide the employee with a written statement provided by the Employment Security Department of the employee's rights.~~

22
23 ~~The notice will be sent by the fifth business day after the employee's seventh consecutive missed day of work due to family or medical leave or by the fifth business day after the employer becomes aware that the employee's absence is due to family or medical leave, whichever is later.~~

26
27 *Employment restoration*

28 ~~Upon return from paid family or medical leave, an employee is entitled to be restored to the position of employment held by the employee when the leave commenced or to be restored to an equivalent position with equivalent employment benefits, pay, and other terms and conditions of employment.~~

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32
33 ~~As a condition of restoration for employees who have taken medical leave, the district may require those employees to receive certification from their health care provider that they are able to resume work.~~

36
37 ~~The district may deny restoration to any salaried employee who is among the highest paid ten percent of its employees if the following apply:~~

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39
40 ~~A. Denial is necessary to prevent substantial and grievous economic injury to the operations of the employer;~~
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42 ~~B. The district notifies the employee of its intent to deny restoration on such basis at the time the district determines the injury would occur; and~~
43
44 ~~C. The leave has commenced and the employee elects not to return to employment after receiving the notice.~~
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~~The district may also deny restoration if the employee would not otherwise have been employed at the time of reinstatement.~~

~~If the district chooses to deny restoration, it will provide written notice of such denial in person or by certified mail. The notice will include a statement that the district intends to deny employment restoration when the leave has ended, the reasons behind the decision to deny restoration, an explanation that health benefits will still be paid for the duration of the leave, and the date on which eligibility for employer-provided health benefits ends.~~

~~The rights described above only apply in the following circumstances: the district has 50 or more employees; the employee has been employed by the district for twelve months or more; and the employee has worked for the district for at least 1,250 hours during the 12 months immediately preceding the date on which leave will commence.~~

II. Federal Family and Medical Leave

The district will grant employees leave in accordance with the Family and Medical Leave Act (FMLA).

FMLA provides eligible employees who qualify the right to take up to twelve weeks of unpaid, job-protected leave in a twelve-month period for certain family and medical reasons. It also gives eligible employees who qualify the right to take up to twenty-six weeks of unpaid, job-protected leave in a twelve-month period to care for a covered servicemember with a serious injury or illness.

The twelve-month period for FMLA leave is measured from [insert how the district has set the twelve-month period, e.g., based on the school year, the calendar year, fiscal year, from an employee's anniversary date, from the date they first use FMLA, on a rolling basis, etc.].

[The following are optional provisions that a district may choose to include.]

[Use of Paid Leave

When available to an employee, paid leave will run concurrently with the use of FMLA leave. Employees receiving benefits under PFMLA, a disability leave plan, or workers' compensation concurrently with FMLA leave will not be required to use paid leave while receiving those benefits.]

[Limitation on Leave to Bond with a Newborn or Newly Placed Child

If both parents of a newborn or newly placed child are employed by the district, they will be limited to a combined total of twelve weeks of leave for the birth of the child, placement of the child for adoption or foster care, or to bond with the child after birth or placement. This limitation doesn't apply if there is a need to care for the child because of a serious health condition.]

[Fitness-for-duty Certification

To be restored to work after taking FMLA leave, an employee who was out because of their own serious health condition must submit a fitness-for-duty certification stating that the employee is fit to resume work.]

General provisions

~~Every employee of the district who has worked for the district at least one year and for at least 1,250 hours in the preceding year is entitled to twelve (12) workweeks of family leave during any twelve (12) month period to do the following:~~

~~A. Care for a newborn child, an adopted child of the employee who is under the age of eighteen at the time of placement for adoption, or a newly placed foster child; or~~

~~B. Care for a spouse, parent or child of the employee who has a serious health condition, or the employee may obtain leave for his or her own serious health condition if it renders the employee unable to perform his or her job.~~

~~C. Respond to a qualifying exigency occurring because the employee's spouse, son or daughter, or parent is on active duty or has been notified of pending active duty in support of a contingency operation.~~

~~An employee who is the spouse, son or daughter, parent or next of kin of a service member who is recovering from a serious illness or injury sustained while on active duty is entitled to twenty six (26) weeks of unpaid leave in a 12 month period to care for the service member. Family leave authorized under this policy must be taken full-time and consecutively unless an alternative schedule is approved by the superintendent or designee or where intermittent or reduced leave is medically necessary. Instructional staff may not take reduced or intermittent leave when it would constitute 20% of the number of working days in the period during which the leave would extend without the approval of the superintendent or designee. An instructional employee may be transferred to an alternative equivalent position that would accommodate reduced or intermittent leave, if such a position is available.~~

~~A period of family leave is in addition to any sick leave taken due to the employee's temporary disability attributable to pregnancy or childbirth.~~

~~The superintendent or designee may require written verification from the employee's health care provider when the employee is taking medical leave based on his or her own serious condition~~

~~The district may obtain the opinion of a second health care provider, at district expense, concerning any information pertinent to the employee's leave request. If the opinions of the health care providers differ on any matter determinative of the employee's eligibility for family leave, the two health care providers shall select a third provider, whose opinion, obtained at the employer's expense, shall be conclusive.~~

~~**Birth or adoption**~~

~~Leave taken for newborn or adopted childcare will be completed within one year after the date of birth or placement for adoption.~~

~~The district will grant leave upon the same terms to male employees as is available to female employees upon birth or adoption of the employee's child. Leave will be granted upon the same terms to employees who become adoptive parents or stepparents, at the time of birth or initial placement for adoption of a child under the age of six, as is available to employees who become biological parents. Such leave is available only when the child lives in the employee's household at the time of birth or initial placement.~~

~~Employee requests for leave of absence due to birth or initial placement for adoption of a child will be submitted in writing to the superintendent or designee not less than 30 days prior to the beginning date of the leave. The notice will include the approximate beginning and ending dates for the leave requested.~~

~~If both parents of a newborn or newly adopted child are employed by the school district, they shall be entitled to a total of twelve workweeks of family leave during any twelve month period, and leave shall be granted to only one parent at a time. There is no pooling effect for spouses if the family leave is related to a serious health condition.~~

~~Employment Restoration~~

~~Any employee returning from an authorized family leave, shall be entitled to the same position held by the employee when the leave commenced, or to a position with equivalent benefits and pay.~~

~~An employee may be denied restoration under the following circumstances: a) the specific job is eliminated by a bona fide restructuring, or a reduction in force resulting from lack of funds or lack of work, b) an employee on family leave takes a position with another employer outside the home, or c) the employee fails to provide the required notice of intent to take family leave or fails to return on the established ending date of leave, d) or as otherwise allowed by law. If an employee fails to return from family leave, the district may recover the costs of the employee's health benefits paid during the leave.~~

~~Instructional staff may be required to delay their return from family leave to the beginning of the next semester under the following circumstances:~~

~~A. The employee began leave five or more weeks before the end of the semester, the leave is for more than three weeks, and the employee would otherwise return to work within three weeks of the end of the semester.~~

~~B. The employee began family leave (except for a personal health condition) less than five weeks before the end of the semester, the leave is for more than two weeks, and the employee would otherwise return to work within two weeks of the end of the semester.~~

~~C. The employee began family leave (except for a personal health condition) three or fewer weeks before the end of the semester and the period of leave is more than five working days.~~

~~III. Pregnancy-Related Disability~~**Maternity Leave**

~~A.~~

~~An employee with a pregnancy-related disability may take leave during the period of disability. The district may require documentation to verify the need for and length of leave related to the pregnancy-related disability.~~

~~An employee who is entitled to take leave because of a pregnancy-related disability may use accumulated sick leave during their period of disability. If an employee exhausts their sick leave before they can return to work, the employee may be granted unpaid leave for the remainder of their period of disability. During any period of unpaid leave, the employee will be required to pay their portion of the premium related to their health benefits.~~

~~Upon return from pregnancy-related disability leave, an employee will be allowed to return to the same job or similar job of at least the same pay, unless there is a business necessity (like a reduction in force) that justifies otherwise.~~

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Cross Reference: 5021- Conflicts between policy and Bargaining Agreements

Legal References: ~~RCW 28A.400.300 Hiring and discharging of employees—
Written leave policies— Seniority and leave benefits of
employees transferring between
school districts and other
educational employers~~

- [Title 50A RCW Family and Medical Leave](#)
- [Chapter 192-500 WAC Definitions](#)
- [Chapter 192-510 WAC Assessing and collecting premiums](#)
- [Chapter 192-540 WAC Employer responsibilities](#)
- [Chapter 192-550 WAC Penalties and audits](#)
- [Chapter 192-600 WAC Employee notice to employer](#)
- [Chapter 192-610 WAC Initial application for benefits](#)
- [Chapter 192-620 WAC Weekly benefits](#)
- [Chapter 192-630 WAC Claim determinations](#)
- [Chapter 192-700 WAC Employment restoration](#)

29 USC Sec 2601 Family and Medical Leave Act of 1993
WAC 162-30-020 Pregnancy, childbirth, and pregnancy related conditions
~~Chapter 192-500 WAC through Chapter 192-800 WAC Paid Family and
Medical Leave~~
29 CFR 825 Family and Medical Leave Act 1993

Management Resources: 2019- October Issue 2011- October Issue

2009- April Issue Classification: Essential Adoption Date:

08/27/98

Revised: 09/25/08

Revised: 12/10/09

Revised: 02/20/2020

Revised: 03/23/2026 Critical

Coversheet

ER-11 District Calendar

Section: IX. ASSURANCE OF ORGANIZATIONAL PERFORMANCE AND
POLICY REVIEW

Item: B. ER-11 District Calendar

Purpose:

Submitted by:

Related Material: ER-11 District Calendar .pdf
ER-11 District Calendar Monitoring Report April 2026.pdf
ER 11 Monitoring Response 4 27 26.pdf

DISTRICT CALENDAR

1

2 The Superintendent shall prepare for Board adoption, by June 1 of each year, a negotiated district
3 calendar for at least the current and subsequent school years that provides for the number of
4 instructional and contact hours and days determined by the state and that meets the instructional needs
5 of students.

6 Accordingly, the Superintendent shall:

- 7 1. Provide a copy of the calendar to all parents/guardians of students enrolled in district schools;
- 8 2. Ensure that any changes in the calendar, except for emergency closings or other unforeseen
9 circumstances, be preceded by adequate and timely notice to students, parents, and staff;
- 10 3. Maintain a reasonable balance between the instructional needs and the extracurricular
11 involvement of students;
- 12 4. Appropriately involve parents and staff in the preparation of the calendar.

13 Legal Reference: RCW 28A.150.220 Basic Education Act-program requirements-program
 14 accessibility-rules
 15 28A.330.100(7) Additional powers of board
 16 WAC 180-16-215 Minimum 180 school day year

17 *Monitoring Method:* Internal Report
 18 *Monitoring Frequency:* Annually in April

19 **Adoption Date:** 01/22/09
 20 **Revised:** 06/21/12

NORTH MASON SCHOOL DISTRICT

ER-11: District Calendar

Monitoring Report – April 2026

Board Policy Statement

The Superintendent shall prepare for Board adoption, by June 1 of each year, a negotiated district calendar for at least the current and subsequent school years that provides for the number of instructional and contact hours and days determined by the state and that meets the instructional needs of students.

Accordingly, the Superintendent shall:

- 1. Provide a copy of the calendar to all parents/guardians of students enrolled in district schools;*
- 2. Ensure that any changes in the calendar, except for emergency closings or other unforeseen circumstances, be preceded by adequate and timely notice to students, parents, and staff;*
- 3. Maintain a reasonable balance between the instructional needs and the extracurricular involvement of students;*
- 4. Appropriately involve parents and staff in the preparation of the calendar.*

Superintendent Interpretation

I interpret this policy to mean the district develops, negotiates, and adopts a school year calendar that meets all state requirements for instructional days and hours, is communicated broadly to families and staff, and reflects input from stakeholders. The calendar must be prepared for Board adoption by June 1 for both the current and subsequent school years, and any modifications outside of emergency circumstances must be communicated with adequate advance notice.

In a Policy Governance framework, the Board sets the requirement, and the Superintendent determines how to meet it. My approach to this policy centers on three priorities: (1) meeting or exceeding state instructional requirements, (2) ensuring families and staff have reliable, timely access to calendar information, and (3) using the collective bargaining process with the North Mason Education Association (NMEA) as the primary mechanism for calendar development, while identifying opportunities to expand parent input in future years.

1. Calendar Distribution to Parents/Guardians

Policy Language

Provide a copy of the calendar to all parents/guardians of students enrolled in district schools.

Interpretation

I interpret this to mean every family with a student enrolled in North Mason School District receives the adopted school year calendar through multiple accessible channels, ensuring no family lacks awareness of the school year schedule, key dates, breaks, and early release days.

Evidence

The 2025-26 district calendar was distributed to all families through the following channels. The same practice holds true for the 2026-2027 school year:

- ParentSquare: The adopted calendar is shared through ParentSquare, the district's primary family communication- platform, at the start of the school year and whenever updates occur. ParentSquare reaches all enrolled families with active accounts and provides automatic translation in multiple languages.
- District Website (northmasonschoools.org): The current year calendar is posted on the district website and accessible to the public at all times. The calendar page includes downloadable PDF versions for printing in English and Spanish.
- Skyward Family Access: Families with Skyward accounts can view the calendar through the student information system portal.
- Print Copies: Hard copies of the calendar are provided during back-to-school registration and are available at each school office throughout the year. They are available in in English and Spanish.
- Building-Level Communications: Individual schools share calendar reminders and key dates through their own ParentSquare posts and school-specific communications.

2. Timely Notice of Calendar Changes

Policy Language

Ensure that any changes in the calendar, except for emergency closings or other unforeseen circumstances, be preceded by adequate and timely notice to students, parents, and staff.

Interpretation

I interpret this to mean that when any calendar modification occurs outside of emergency closures (weather, safety), families, students, and staff receive advance notice through multiple communication channels with enough lead time to plan accordingly. For emergency closures, the district must have reliable rapid-notification systems in place.

Evidence

The 2025-26 school year calendar has operated largely as originally adopted. No unplanned non-emergency modifications to the calendar were required during the school year.

For emergency closures, the district maintains the following rapid-notification systems:

- ParentSquare automated alerts: Emergency closure notifications are pushed immediately to all enrolled families via text, email, and app notification.
- District website: Closure announcements are posted prominently on the homepage.
- Local media notification: The district participates in regional school closure reporting through local television and radio outlets through FlashAlert.
- Social media: Emergency closure information is posted on the district Facebook page, which reaches approximately 12,700 viewers.

These systems ensure families and staff receive timely notifications regardless of their preferred communication channel.

For the 2026-2027 school year, the district filed a four-day waiver with the state for the parent-teacher conference days, which was planned as part of the calendar development process and communicated to families. This change to conferences captured additional instructional time for our elementary students and saved the district money with four (4) less workdays for our classified employees.

3. Balance Between Instructional Needs and Extracurricular Involvement

Policy Language

Maintain a reasonable balance between the instructional needs and the extracurricular involvement of students.

Interpretation

I interpret this to mean the calendar is structured to prioritize instructional time while providing adequate opportunity for student participation in athletics, clubs, performing arts, and other co-curricular and extracurricular activities. These activities should not unreasonably diminish classroom learning time, and the calendar should support both

academic achievement and the development of the whole child. We have ongoing challenges with transportation to athletic events impacting instructional time. This is partly due to the distance our buses travel to sporting events and is partly due to the contract we have with the bus driver's union.

Evidence

The 2025-26 calendar provides 180 instructional days, meeting or exceeding the state minimum of 1,027 instructional hours for grades 1 through 12 as required by RCW 28A.150.220 and WAC 180-16-215. For 2026-2027, the district filed a four-day waiver with the state for parent-teacher conference days, which are non-instructional days built into the calendar to support family engagement and academic communication. The calendar structure supports the balance between instruction and extracurricular involvement in the following ways:

- Early release days are scheduled to provide professional development time for staff while maintaining the state-required instructional hour minimums. These days are built into the calendar at regular intervals and communicated to families at the start of the year.
- Athletic and activity schedules at North Mason High School and Hawkins Middle School are designed to minimize loss of instructional time, with practices and competitions scheduled after school hours. Travel for away competitions is coordinated to reduce classroom absences where possible.
- The calendar includes designated breaks (winter, mid-winter, spring) that provide rest periods for students and staff while preserving instructional continuity across grading periods.
- Co-curricular programs at all buildings, including performing arts, clubs, and academic competitions, operate on schedules that complement rather than conflict with core instructional periods.

This approach reflects our Whole Child, Whole School, Whole Community commitment, recognizing that extracurricular participation is an essential part of the student experience while ensuring instructional time remains protected.

4. Parent and Staff Involvement in Calendar Preparation

Policy Language

Appropriately involve parents and staff in the preparation of the calendar.

Interpretation

I interpret this to mean the district engages staff through the collective bargaining process and provides meaningful opportunities for parent and community input in the

calendar development process. In North Mason, the calendar is a negotiated item under the collective bargaining agreement with the NMEA, which is the primary vehicle for staff involvement. Parent involvement may include surveys, feedback opportunities, or other input mechanisms.

Evidence

The district calendar is negotiated with the North Mason Education Association (NMEA) as part of the collective bargaining process. This ensures staff voice in key calendar decisions including start and end dates, professional development days, early release schedules, and break periods. The following calendars have been developed and adopted through this process:

- 2026-27 Calendar: Negotiated with the NMEA and adopted by the Board of Education at the February 2026 regular board meeting, well ahead of the June 1 policy deadline.
- 2027-28 Calendar: Negotiated with the NMEA and adopted by the Board of Education at the April 2026 regular board meeting.

The adoption of both subsequent-year calendars ahead of the June 1 deadline demonstrates proactive planning and provides families and staff with long-range scheduling predictability.

I note that parent involvement in calendar preparation has been primarily indirect this year, with staff input flowing through the NMEA bargaining process. While this meets the policy requirement, I identify direct parent input as an area for continued development.

Areas for Continued Development

- Expand parent input in calendar development: While the current process effectively captures staff voice through the NMEA, I plan to introduce a parent feedback mechanism (such as a calendar preference survey distributed through ParentSquare) during the 2026-27 school year to inform development of subsequent calendars. This would strengthen compliance with Provision 4 and align with our broader community engagement goals.
- Formalize calendar communication protocols: I will develop a standard operating procedure for calendar distribution that documents the multi-channel approach currently in practice, ensuring consistency regardless of staff transitions. Target completion: August 2026.

Conclusion

Based on the evidence provided, I report compliance with Executive Requirement ER-11: District Calendar. The district has adopted calendars for the current year (2025-26) and both subsequent school years (2026-27 and 2027-28) well ahead of the June 1 deadline required by policy. The 2025-26 calendar provides 180 instructional days and meets the state minimum instructional hour requirements, with a four-day waiver filed with the state for parent-teacher conferences. The calendar is distributed to all families through multiple channels including ParentSquare, the district website, Skyward, and print copies. No unplanned calendar changes occurred during the 2025-26 school year. The calendar was developed through the collective bargaining process with the NMEA, and I have identified expanding direct parent input as an area for continued development in future calendar cycles.

Respectfully submitted,

Dr. Kristine Michael
Superintendent of Schools
North Mason School District

1 **MONITORING RESPONSE DOCUMENT (EXECUTIVE REQUIREMENTS)**

2 Policy Being Monitored: **ER-11 District Calendar**

3 Date Report Submitted: 04/27/2026

4 The Board on the date shown above received and reviewed the official internal monitoring report of the
5 above cited policy submitted by the Superintendent. Following its review of the report, the Board
6 concludes:

7 1. With respect to the provisions of its policy, the North Mason School District Board of Directors
8 concludes that the Superintendent's performance during the previous year has been (check one)

9 In compliance

10 In compliance with the following exceptions:

11 Not in compliance

12 2. Compliance Exceptions and Additional Remarks

13

14

15 Signed: _____, Chair Date: _____

16 Signed: _____, Superintendent Date: _____

17 *Monitoring Method:* Board self-assessment

18 *Monitoring Frequency:* Annually in February

19 **Adoption Date: 10/17/13**

Coversheet

Policy Review

Section: IX. ASSURANCE OF ORGANIZATIONAL PERFORMANCE AND
POLICY REVIEW
Item: C. Policy Review
Purpose:
Submitted by:
Related Material: E-6 Educational Equity .pdf

EDUCATIONAL EQUITY

The North Mason School District acknowledges that complex societal and historical factors contribute to inequities within our school district. This policy confronts the institutional bias that results in predictability of student performance based on race, background and/or circumstances. We resolve to address opportunity gaps at every level of our organization through policy, procedure, and practice in order to eliminate persistent achievement gaps. Our aim is that every child gets what they need in our schools, regardless of where they come from, what they look like, who their parents are, what their temperament is, or what they show up knowing or not knowing.

The core purpose of the North Mason School District (NMSD) is to nurture the potential in each student so that they are well equipped for a world of infinite possibilities. We are committed to creating and sustaining great schools where every student—without exception—learns at high levels. In light of this purpose, NMSD prioritizes closing achievement and opportunity gaps, while raising the achievement for all students. Educational equity benefits all students and our entire community.

The diversity of our student body, our staff and our community is a strength of this district and should be fostered. NMSD believes the responsibility for student success is broadly shared by District staff, families, our community and our students' own efforts. Each NMSD student deserves respectful learning environments in which diversity is valued and contributes to successful academic outcomes.

In order to address opportunity and achievement gaps, the North Mason School District will develop equity tools and procedures as strategies to eliminate systemic disparities and ensure systemic equity for students, staff, and families. NMSD commits to:

I. IMPLEMENTATION AND MONITORING

The Superintendent will develop and implement a system-wide racial equity plan with clear accountability and metrics, which will result in measureable academic improvements for NMSD students. The Superintendent shall regularly report progress on the plan and outcomes to the NMSD Board of Directors and community.

II. Eliminate Systemic Disparities

To interrupt systems that perpetuate inequities, NMSD will:

- A. Invite and include people from all backgrounds, inclusive of our families and community partners, to examine issues and develop solutions that address root causes and systems rather than one-time situational fixes;
- B. Develop the personal, professional, and organizational skills and knowledge of its employees to enable them to address the role and presence of bias, prejudice and racism; and,
- C. Eliminate practices that result in predictably lower academic achievement for any student group compared to peers.

II. Ensure Systemic Equity

NMSD will lead from a system-wide equity plan that is anchored in three critical areas: Family, Student and Community Engagement; Leadership; and Teaching and Learning.

1 A. Family, Student and Community Engagement
2

3 NMSD employees will be expected to cultivate and implement equitable practices for and with our
4 students, their families and other community members including:
5

- 6
- 7 • Intentionally seeking and including students' multiple perspectives, particularly racial
- 8 perspectives, in the development and implementation of culturally responsive teaching and
- 9 learning practices and curriculum;
- 10 • Engaging family and community members with staff and students, district-wide and at school
- 11 and program sites, in the development and implementation of culturally appropriate and
- 12 effective partnerships between home and school;
- 13 • Inviting and including community members to bring multiple cultural perspectives to
- 14 examining and solving issues that arise; and,
- 15 • Ensuring each NMSD site is welcoming and inclusive to all members.

16
17 B. Leadership
18

19 NMSD leaders will ensure that equity guides employee actions and leads to improved academic results
20 by:
21

- 22 • Ensuring student voice is viewed as critical and incorporated routinely in decision-making;
- 23 • Recruiting, employing, supporting, retaining and continuously developing a workforce of
- 24 culturally conscious and responsive administrative, instructional and support personnel who
- 25 will bring their unique talents and skills into our school system;
- 26 • Modeling equity in professional practices including but not limited to decision-making and
- 27 resource allocation;
- 28 • Replacing inequitable operational practices with systems that support implementation of this
- 29 policy; and,
- 30 • Focusing accountability systems and metrics on equitable results with a priority on racial
- 31 equity.

32
33 C. Teaching and Learning
34

35 NMSD employees will work together to increase their individual and collective capacity to effectively
36 teach a diverse and changing student population by:
37

- 38 • Ensuring a positive and academically rigorous school environment that engages all students
- 39 and includes multiple pathways for success;
- 40 • Collaborating as teachers and administrators to create and implement culturally responsive
- 41 instructional practices, curriculum and assessments; and,
- 42 • Eliminating practices that lead to the over- or underrepresentation of any student group
- 43 compared to peers.

44
45
46 NMSD will ensure that every child gets what they need every day in order to have all the skills and
47 tools to pursue what ever they want after leaving our schools to live a fulfilling life. Equity is about
48 outcomes and experiences for every child every day.
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50
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1 **Cross References:**

- 2 Board Policy 2020 - Curriculum Development and Adoption of Instructional
3 Materials Board Policy 2133 - Diversity and Multicultural Education
4 Board Policy 2190 - Highly Capable Program
5
6 Board Policy 2340 - Religious-Related Activities or
7 Practices Board Policy 3205 - Sexual Harassment of
8 Students Prohibited
9 Board Policy 3207 - Prohibition of Harassment, Intimidation, And
10 Bullying
11 Board Policy 3210 - Nondiscrimination
12 Board Policy 3211 – Gender Inclusive Schools
13 Board Policy 4130 – Title 1 Parent and Family Engagement
14 Policy 5010 - Nondiscrimination and Affirmative Action
15 Board Policy 5011– Sexual Harassment of District Staff Prohibited
16

17 **Legal References:**

- 18 RCW 28a.154.025 - Learning Assistance Program
19 RCW 28A.605.020 - Parent access to classroom or school sponsored activities
20 RCW 28A.640 - Regulations-Sexual Equality
21 RCW 28A.642 - Discrimination Prohibition
22 RCW 49.60 - Law Against Discrimination--Human Rights Commission
23 WAC 180-40-227 - School district rules defining students' religious rights
24 WAC 392-190 - Equal Education Opportunity—Unlawful Discrimination Prohibited
25 WAC 392-190-020 - Training-- Staff responsibilities--Bias awareness
26 WAC 392-172A - Rules for the Provision of Special Education WAC 392-400-215 Student Rights
27
28

29 *Monitoring Frequency:* Quarterly in Dec, Apr, and Aug

30 *Monitoring Method:* Internal Report

31

32 Adoption Date: 07.15.21

Coversheet

Board Self-Assessment of Meeting

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

BOARD SELF ASSESSMENT

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

Date of Meeting 04/27/2026 Krotzer 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:

II. Overall Satisfactory Not Satisfactory

Comments:

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

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