



Deer Park Board of Directors

JANUARY 26, 2026 REGULAR BOARD MEETING

Published on January 22, 2026 at 8:51 AM PST

Amended on January 26, 2026 at 2:31 PM PST

Date and Time

Monday January 26, 2026 at 6:00 PM PST

Location

DEER PARK MIDDLE SCHOOL LIBRARY

Agenda

I. Opening Items

- A.** Record Attendance
- B.** Call the Meeting to Order
- C.** Above & Beyond Awards

II. SUPERINTENDENT'S REPORT

- A.** REPORT: Deer Park Middle School
- B.** REPORT: Nondiscrimination & Affirmative Action (Policy 5010)
- C.** DISTRICT UPDATE

D. ENROLLMENT REPORT

E. Draft Resolution No. 01 2025-2026

Resolution No. 01 2025-2026

Support of WIAA Amendment No. 21 (Lynden School District), Washington State Initiative IL 26-638 (Protecting Fairness in Girls Sports) and Washington State Initiative IL 26-001 (Strengthening Communication Between Parents and Schools)

III. CONSENT AGENDA ITEMS

A. MINUTES OF PREVIOUS MEETINGS

B. VOUCHERS

C. PAYROLL

D. HUMAN RESOURCES REPORT

E. SURPLUS ITEMS

F. DONATIONS

IV. BOARD DISCUSSION

V. ITEMS FROM THE FLOOR

VI. CONSIDERATION OF ACTION ITEMS

A. Policies for 1st Read

VII. Closing Items

A. Executive Session: Pursuant to RCW 42.30.110(1)(c) to consider the minimum price and other terms for the possible sale of district real property.

B. Adjourn Meeting

Coversheet

ENROLLMENT REPORT

Section: II. SUPERINTENDENT'S REPORT
Item: D. ENROLLMENT REPORT
Purpose:
Submitted by:
Related Material: Enrollment - January.pdf

ALE ENROLLMENT AS REPORTED IN SAFS APPLICATION FOR SCHOOL YEAR ENDING 2026

--- ALE FTE

Deer Park S.D. No. 414

GRADES	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	AVERAGE
Kindergarten	20.50	20.50	19.50	19.00	19.00						12.31
First	44.80	44.60	43.60	43.60	43.60						27.53
Second	45.90	46.10	45.10	45.10	45.10						28.41
Third	56.80	56.80	55.80	54.80	54.80						34.88
Fourth	34.40	33.80	33.80	33.80	33.80						21.20
Fifth	55.20	55.00	55.00	54.00	54.00						34.15
Sixth	58.40	58.00	58.00	57.00	57.00						36.05
Seventh	58.60	57.60	55.80	54.80	54.80						35.20
Eighth	47.20	47.20	45.60	44.60	44.60						28.65
Ninth	57.60	60.30	64.30	61.30	61.30						38.10
Tenth	68.00	69.00	71.00	72.00	75.00						41.38
Eleventh	59.74	55.72	54.92	58.92	58.68						36.00
Twelfth	61.90	64.70	63.10	60.90	60.30						38.86
Kindergarten	20.50	20.50	19.50	19.00	19.00						12.31
Grades 1-3	147.50	147.50	144.50	143.50	143.50						90.81
Grade 4	34.40	33.80	33.80	33.80	33.80						21.20
Grades 5-6	113.60	113.00	113.00	111.00	111.00						70.20
Grades 7-8	105.80	104.80	101.40	99.40	99.40						63.85
Grades 9-12	247.24	249.72	253.32	253.12	255.28						157.34
** TOTALS	669.04	669.32	665.52	659.82	661.98						415.71

REPORT ALE

STATE OF WASHINGTON
SUPERINTENDENT OF PUBLIC INSTRUCTION

RUN JAN 13, 2026 @ 10:57
Page 2 of 2

ALE ENROLLMENT AS REPORTED IN SAFS APPLICATION FOR SCHOOL YEAR ENDING 2026

I hereby certify that all students are reported in accordance with enrollment reporting rules and instructions, and that supporting student records are available for audit.

District Superintendent or Authorized Official

ALE ENROLLMENT AS REPORTED IN SAES APPLICATION FOR SCHOOL YEAR ENDING 2026

--- ALE Head Count

Deer Park S.D. No. 414

GRADES	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	AVERAGE
Kindergarten	41.00	41.00	39.00	38.00	38.00						24.63
First	45.00	45.00	44.00	44.00	44.00						27.75
Second	47.00	47.00	46.00	46.00	46.00						29.00
Third	58.00	58.00	57.00	56.00	56.00						35.63
Fourth	35.00	35.00	35.00	35.00	35.00						21.88
Fifth	56.00	56.00	56.00	55.00	55.00						34.75
Sixth	60.00	60.00	60.00	59.00	59.00						37.25
Seventh	60.00	59.00	57.00	56.00	56.00						36.00
Eighth	49.00	49.00	47.00	46.00	46.00						29.63
Ninth	58.00	61.00	65.00	62.00	62.00						38.50
Tenth	69.00	70.00	72.00	73.00	76.00						45.00
Eleventh	63.00	62.00	61.00	65.00	65.00						39.50
Twelfth	68.00	71.00	71.00	69.00	69.00						43.50
Kindergarten	41.00	41.00	39.00	38.00	38.00						24.63
Grades 1-3	150.00	150.00	147.00	146.00	146.00						92.38
Grade 4	35.00	35.00	35.00	35.00	35.00						21.88
Grades 5-6	116.00	116.00	116.00	114.00	114.00						72.00
Grades 7-8	109.00	108.00	104.00	102.00	102.00						65.63
Grades 9-12	258.00	264.00	269.00	269.00	272.00						166.50
** TOTALS	709.00	714.00	710.00	704.00	707.00						443.00

REPORT ALEB

STATE OF WASHINGTON
SUPERINTENDENT OF PUBLIC INSTRUCTION

RUN JAN 13, 2026 @ 10:57
Page 2 of 2

ALE ENROLLMENT AS REPORTED IN SAES APPLICATION FOR SCHOOL YEAR ENDING 2026

I hereby certify that all students are reported in accordance with enrollment reporting rules and instructions, and that supporting student records are available for audit.

District Superintendent or Authorized Official

Deer Park School District - (32414)

Spokane County No. 32

E.S.D 101

SUMMARY OF FULL-TIME EQUIVALENT ENROLLMENT AS REPORTED ON FORM P223 FOR SCHOOL YEAR ENDING 2026

Total K-12 Basic Education Enrollment - including ALE

	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	AVERAGE
INDERGARTEN	129.00	128.00	129.00	127.50	126.50						128.00
FIRST	180.80	180.60	180.60	179.60	180.60						180.44
SECOND	188.90	189.10	189.10	186.10	186.10						187.86
THIRD	201.80	201.80	200.80	199.80	198.80						200.60
FOURTH	200.40	198.80	198.80	199.80	197.80						199.12
FIFTH	203.20	203.00	203.00	202.00	199.00						202.04
SIXTH	237.40	238.00	238.00	237.00	236.00						237.28
SEVENTH	217.27	215.27	216.47	216.47	215.61						216.22
EIGHTH	224.78	221.74	219.74	218.74	220.74						221.15
NINTH	235.40	235.20	236.48	232.48	232.48						234.41
TENTH	217.72	216.26	220.26	218.26	220.26						218.55
ELEVENTH	175.58	173.56	174.76	175.76	174.52						174.84
TWELFTH	167.30	169.64	168.76	165.02	163.42						166.83
*** TOTALS	2,579.55	2,570.97	2,575.77	2,558.53	2,551.83						2,567.33

Total K-12 Basic Education Enrollment - By Grade Span - including ALE

	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	AVERAGE
INDERGARTEN	129.00	128.00	129.00	127.50	126.50						128.00
GRADES 1-3	571.50	571.50	570.50	565.50	565.50						568.90
GRADE 4	200.40	198.80	198.80	199.80	197.80						199.12
GRADES 5-6	440.60	441.00	441.00	439.00	435.00						439.32
GRADES 7-8	442.05	437.01	436.21	435.21	436.35						437.37
GRADES 9-12	796.00	794.66	800.26	791.52	790.68						794.62
*** TOTALS	2,579.55	2,570.97	2,575.77	2,558.53	2,551.83						2,567.33

Deer Park School District - (32414)

Spokane County No. 32

E.S.D 101

SUMMARY OF FULL-TIME EQUIVALENT ENROLLMENT AS REPORTED ON FORM P223 FOR SCHOOL YEAR ENDING 2026

Total ALE Enrollment

	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	AVERAGE
KINDERGARTEN	20.50	20.50	19.50	19.00	19.00						19.70
FIRST	44.80	44.60	43.60	43.60	43.60						44.04
SECOND	45.90	46.10	45.10	45.10	45.10						45.46
THIRD	56.80	56.80	55.80	54.80	54.80						55.80
FOURTH	34.40	33.80	33.80	33.80	33.80						33.92
FIFTH	55.20	55.00	55.00	54.00	54.00						54.64
SIXTH	58.40	58.00	58.00	57.00	57.00						57.68
SEVENTH	58.60	57.60	55.80	54.80	54.80						56.32
EIGHTH	47.20	47.20	45.60	44.60	44.60						45.84
NINTH	57.60	60.30	64.30	61.30	61.30						60.96
TENTH	68.00	69.00	71.00	72.00	75.00						71.00
ELEVENTH	59.74	55.72	54.92	58.92	58.68						57.60
TWELFTH	61.90	64.70	63.10	60.90	60.30						62.18
*** TOTALS	669.04	669.32	665.52	659.82	661.98						665.14

Total ALE Enrollment - By Grade Span

	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	AVERAGE
KINDERGARTEN	20.50	20.50	19.50	19.00	19.00						19.70
GRADES 1-3	147.50	147.50	144.50	143.50	143.50						145.30
GRADE 4	34.40	33.80	33.80	33.80	33.80						33.92
GRADES 5-6	113.60	113.00	113.00	111.00	111.00						112.32
GRADES 7-8	105.80	104.80	101.40	99.40	99.40						102.16
GRADES 9-12	247.24	249.72	253.32	253.12	255.28						251.74
*** TOTALS	669.04	669.32	665.52	659.82	661.98						665.14

SUMMARY OF FULL-TIME EQUIVALENT ENROLLMENT AS REPORTED ON FORM P223 FOR SCHOOL YEAR ENDING 2026

Deer Park School District - (32414)

Spokane County No. 32

E.S.D 101

Total Vocational and Skill Center Enrollment below are included in K-12 Enrollment

	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	AVERAGE
Total VOC 9-12	104.40	102.60	101.88	100.08	99.00						101.59
Total SK CNTR	0.00	0.00	0.00	0.00	0.00						0.00
Total VOC 7-8	0.00	0.00	0.00	0.00	0.00						0.00

ALE Vocational and ALE Skill Center Enrollment are included in above Total Vocational & Skill Center Enrollment

	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	AVERAGE
ALE VOC 9-12	0.00	0.00	0.00	0.00	0.00						0.00
ALE SK CNTR	0.00	0.00	0.00	0.00	0.00						0.00
ALE VOC 7-8	0.00	0.00	0.00	0.00	0.00						0.00

Running Start - 9 month average, (Oct - Aug) - Not included in K-12 Enrollment

	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	AVERAGE
NONVOC.	0.00	67.62	66.96	65.62	65.89								66.52
VOCATIONAL	0.00	6.98	6.98	6.98	8.86								7.45

Open Doors - 10-month average of the school year's 12 months - not included in K-12 Enrollment

	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	AVERAGE
NONVOC.	1.00	1.00	5.00	4.00	5.00								3.20
VOCATIONAL	0.00	0.00	0.00	0.00	0.00								0.00

Deer Park School District - (32414)

Spokane County No. 32

E.S.D 101

SUMMARY OF FULL-TIME EQUIVALENT ENROLLMENT AS REPORTED ON FORM P223 FOR SCHOOL YEAR ENDING 2026

Transition To Kindergarten, (Oct - June) - Not included in K-12 Enrollment

	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	AVERAGE
K FTE	0.00	0.00	0.00	0.00	0.00						0.00

Summary of all Enrollment

	K-12 P-223S	ALE P-223S *	TOTAL P-240	TOTAL P-223	GRAND TOTAL
KINDERGARTEN				128.00	128.00
Grades 1-3				568.90	568.90
Grade 4				199.12	199.12
Grades 5-6				439.32	439.32
Grades 7-8				437.37	437.37
Grades 9-12				794.62	794.62
-12 TOTAL				2,567.33	2,567.33
LEARNING START TOTAL					73.97
AD TOTAL					3.20
PK TOTAL					0.00
GRAND TOTAL					2,644.50

Occupational Program Totals

	P-223	P-223S	Total Voc Enrollment	ALE P-223	ALE P-223S	Total ALE Voc Enrollment
OC 7-8	0.00		0.00	0.00		0.00
OC 9-12	101.59		101.59	0.00		0.00
Kill Cntc	0.00		0.00	0.00		0.00

I hereby certify that all students are reported in accordance with enrollment reporting rules and instructions, and that supporting student records are available for audit.

Superintendent or Authorized Official

Deer Park School District - (32414)

Spokane County No. 32

E.S.D 101

SUMMARY OF HEAD-COUNT ENROLLMENT AS REPORTED ON FORM P223 FOR SCHOOL YEAR ENDING 2026

Total K-12 Basic Education Enrollment

	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	AVERAGE
KINDERGARTEN	150	149	149	147	146						148.20
FIRST	181	181	181	180	181						180.80
SECOND	190	190	190	187	187						188.80
THIRD	203	203	202	201	200						201.80
FOURTH	201	200	200	201	199						200.20
FIFTH	204	204	204	203	200						203.00
SIXTH	239	240	240	239	238						239.20
SEVENTH	220	218	219	219	219						219.00
EIGHTH	226	223	221	220	222						222.40
NINTH	238	238	239	235	235						237.00
TENTH	220	218	222	220	222						220.40
ELEVENTH	202	202	203	204	203						202.80
TWELFTH	187	187	189	186	185						186.80
*** TOTALS	2,661	2,653	2,659	2,642	2,637						2,650.40

Total K-12 Basic Education Enrollment - By Grade Span

	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	AVERAGE
KINDERGARTEN	150	149	149	147	146						148.20
GRADES 1-3	574	574	573	568	568						571.40
GRADE 4	201	200	200	201	199						200.20
GRADES 5-6	443	444	444	442	438						442.20
GRADES 7-8	446	441	440	439	441						441.40
GRADES 9-12	847	845	853	845	845						847.00
*** TOTALS	2,661	2,653	2,659	2,642	2,637						2,650.40

Transition To Kindergarten

	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	AVERAGE
Total TK HC	0	0	0	0	0								0.00

SUMMARY OF HEAD-COUNT ENROLLMENT AS REPORTED ON FORM P223 FOR SCHOOL YEAR ENDING 2026

Deer Park School District - (32414)

Spokane County No. 32

E.S.D 101

Running Start - 9 month average, (Oct - Aug)

	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	AVERAGE
TOTAL RS.	0	86	86	86	84								85.50
RS ONLY	0	49	49	49	47								48.50

Open Doors - 10-month average of the school year's 12 months

	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	AVERAGE
OPEN DOORS	1	1	5	4	5								3.20

TBIP - 9-month average, (Oct - June)

	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	AVERAGE
TBIP TK	0	0	0	0	0						0.00
TBIP K-6	7	9	9	8	8						8.50
TBIP 7-12	14	16	15	15	15						15.25
EXTED TBIP	13	13	11	11	11						11.50

Total AVE Enrollment

	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	AVERAGE
KINDERGARTEN	41	41	39	38	38						39.40
FIRST	45	45	44	44	44						44.40
SECOND	47	47	46	46	46						46.40
THIRD	58	58	57	56	56						57.00
FOURTH	35	35	35	35	35						35.00
FIFTH	56	56	56	55	55						55.60
SIXTH	60	60	60	59	59						59.60
SEVENTH	60	59	57	56	56						57.60
EIGHTH	49	49	47	46	46						47.40
NINTH	58	61	65	62	62						61.60
TENTH	69	70	72	73	76						72.00
ELEVENTH	63	62	61	65	65						63.20
TWELFTH	68	71	71	69	69						69.60
*** TOTALS	709	714	710	704	707						708.80

Report 1251H

STATE OF WASHINGTON
 SUPERINTENDENT OF PUBLIC INSTRUCTION
 SUMMARY OF HEAD-COUNT ENROLLMENT AS REPORTED ON FORM P223 FOR SCHOOL YEAR ENDING 2026

RUN January 13, 2026

@ 10:58

Deer Park School District - (32414)

Spokane County No. 32

E.S.D 101

Total All Enrollment - By Grade Span

	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	AVERAGE
KINDERGARTEN	41	41	39	38	38						39.40
GRADES 1-3	150	150	147	146	146						147.80
GRADE 4	35	35	35	35	35						35.00
GRADES 5-6	116	116	116	114	114						115.20
GRADES 7-8	109	108	104	102	102						105.00
GRADES 9-12	258	264	269	269	272						266.40
*** TOTALS	709	714	710	704	707						708.80

I hereby certify that all students are reported in accordance with enrollment reporting rules and instructions, and that supporting student records are available for audit.

Superintendent or Authorized Official _____

SPECIAL EDUCATION ENROLLMENT AS REPORTED ON FORM P223H FOR SCHOOL YEAR ENDING 2026

Deer Park School District - (32414)

Spokane County No. 32

E.S.D 101

* 9 month average, October through June.

	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	AVERAGE
Agess 3-5	34	34	39	42	48						40.75
JK	0	0	0	0	0						0.00
K-22	381	378	381	374	375						377.00
TOTAL	415	412	420	416	423						417.75

I hereby certify that all students are reported in accordance with enrollment reporting rules and instructions, and that supporting student records are available for audit.

Superintendent or Authorized Official

Coversheet

Draft Resolution No. 01 2025-2026

Section: II. SUPERINTENDENT'S REPORT
Item: E. Draft Resolution No. 01 2025-2026
Purpose:
Submitted by:
Related Material:
Resolution No. 01 2025- 2026 to support initiatives and WIAA amendment.pdf

DEER PARK SCHOOL DISTRICT #414-200-61

RESOLUTION NO. 01 - 2025-2026

**Support of WIAA Amendment No. 21 (by Lynden School District),
Washington State Initiative IL 26-638 (Protecting Fairness in Girls Sports) and
Washington State Initiative IL 26-001 (Strengthening Communication Between Parents
and Schools)**

WHEREAS, public education is recognized as the paramount duty of the State of Washington, and the Deer Park School Board is committed to policies that protect fairness, safety, and the rights of students and families within the educational system.

WHEREAS, in Washington State, The Washington Interscholastic Activities Association (WIAA) is a voluntary, nonprofit 503(c)(3) service organization. Its authority given under RCW 28A.600.200 by designation of school district's board of directors to control, supervise and regulate the conduct of interschool athletic activities and other interschool extracurricular activities of an athletic, cultural, social or recreational nature for the students of the district, subject to certain conditions.

WHEREAS, per RCW 28A.600.200 Finding – Intent- 2012 c 155: The legislature finds that the mission of the WIAA is to assist member schools in operating student programs that foster achievement, respect, equity, enthusiasm, and excellence in a safe and organized environment. The legislature intends to ensure that this mission is successfully carried out so that arbitrary sanctions that result in students unfairly being denied participate or cause students' achievements to be diminished do not occur.

WHEREAS, Amendment no. 21 has been submitted to WIAA for amending its handbook policy called 18.16.0 Gender Identity Participation to maintain fair competition and participation where Girls' Category is limited to biological female students only and to replace Boys' category with an Open Division that allows for participation by all students.

WHEREAS, Washington State Initiative IL 26-638, titled "Protecting Fairness in Girls' Sports," seeks to protect fair competition and preserve opportunities for female athletes.

WHEREAS, Washington State Initiative IL 26-001, titled "Strengthening Communication Between Parents and Schools" seeks to enhance transparency and parental involvement by ensuring that parents have timely access to important educational records and decision making regarding their children.

WHEREAS, the Deer Park School Board values parental engagement as essential to student success and supports policies that strengthen communication and partnership between families and schools while preserving local authority and community trust.

NOW THEREFORE BE IT RESOLVED, that the Board of Directors of the Deer Park School District No. 414-200-61 hereby expresses its support for WIAA Amendment No. 21, Washington State Initiatives IL 26-638 and IL 26-001.

Adopted by the Board of Directors of Deer Park School District No. 414-200-61 in a meeting held on January 26, 2026.

SIGNATURES

Craig Phillips, Board President

Eric Keller, Vice President

Lindsay Lofstrom, Director

ReBecca Fouts, Director

Gerald Ashby, Director

Coversheet

MINUTES OF PREVIOUS MEETINGS

Section: III. CONSENT AGENDA ITEMS
Item: A. MINUTES OF PREVIOUS MEETINGS
Purpose:
Submitted by:
Related Material: Board Meeting Minutes November 24, 2025.pdf
Board Meeting Minutes December 8, 2025.pdf
Board Meeting Minutes January 12, 2026.pdf
Board Meeting Minutes January 19, 2026.pdf

DEER PARK SCHOOL DISTRICT NO. 414
Board of Directors Meeting
November 24, 2025

Vice President Craig Phillips called the meeting to order at 6:00 pm, all members were present with Eric Keller participating by Zoom. Superintendent Alexa Allman was also present.

A program update was given by Habitat for Humanity - Spokane

- 80 home development in Deer Park which started in 2008
- WA Department of Commerce - Housing Trust Fund Grant
- Last 2 homes are in progress in this final phase of the development

SUPERINTENDENT REPORT:

Report: Annual Ridership (Policy 6600) was presented by Kerri Leliefeld and Stacy Sturdevant.

- Data was shared from this past year
- Status of Transportation Department
 - FTE, ridership / Rating
 - Staffing
 - Scheduling
 - Routing
- Technology, monitoring buses
- Budgeting / Planning

Report: Safety and Security in Schools was presented by Steve Howard and Cody Ramsden.

- Completed Projects
- Ongoing Projects
- Pending Projects / Levy Failure
 - Priority List to come from Facilities Advisory Committee (FAC)

Report: Ratio of ALE cert staff to FTE students (Policy 2255) was presented by Alexa Allman.

DISTRICT UPDATE:

Enrollment Report: was presented by Brendon Myers. Enrollment is strong and still above budget.

January 12 Board Work Session & January 19 Retreat: read chapters 6&7 for the book study, and review of Board Protocols. Vision, Mission & Goals as well as the Board Self-Assessment will also be reviewed.

CONSENT AGENDA:

Check Approval: Checks audited and certified by the auditing officer as required by RCW 42.24.80, and those expense reimbursement claims certified as required by RCW 42.24.90, have been recorded on a listing which has been made available to the board. As of this date, the board by a 4/1 vote does approve for payment, those checks included in the above listing and further described as follows: General Fund Check Numbers 170281 through 170362 in the amount of \$251,509.50; Capital Projects Fund Check Numbers 170363 through 170366 in the amount of \$40,896.71; Associated Student Body Fund Check Numbers 170367 through 170377 in the amount of \$16,078.33; General Fund ACH Numbers 252600066 through 252600093 in the amount of \$6446.18; Associated Student Body Fund ACH Number 252600094 in the amount of \$223.84; VOID General Fund Check Number 170089 in the amount of -\$558.50; General Fund Check Numbers 170397 through 170470 in the amount of \$173,538.45; Capital Projects Fund Check Numbers 170471 through 170472 in the amount of \$6,065.88; Associated Student Body Check Numbers 170473 through 170483 in the amount of \$16,099.63; General Fund ACH Numbers 252600095 through 252600125 in the amount of \$6,063.50; Associated Student Body ACH Numbers 252600126 through 252600130 in the amount of \$1,476,323; General Fund Wire Transfer Number 202500033 in the amount of \$2,350.92; Associated Student Body Wire Transfer Number 202500034 in the amount of \$60.75; HR Report: Terminations/Resignations: (Frank, Aaron – DPHS Assistant Wrestling Coach – Resign); (Deerheim, Joie – Head Cook – Resign); Certified Employees: (Wmack, Katie - .2 FTE Occupational Therapist); Classified Employees: (Cosner, Shawna – Math is Cool); Substitutes: (Kesti, Stacy – Sub Custodian); (Crittenden, Bobbi Jo – Cert Sub);

(Rasmussen, Renee – Class Sub); (Hasbrouck, Rachel – Cert Sub); (Vining, Kali – Cert Sub); (Saari, Amy – Cert Sub); (Martin, Courtney – Cert Sub); Coaches: (Savchuk, Roman – DPMS Assistant Volleyball Coach); (Honshiko, Roger – DPHS Archery Advisor); (Brudwich, Taylor – DPMS Assistant Volleyball Coach); (engler, Calissa – DPMS Assistant Volleyball Coach); (Link, Brad – DPHS Assistant Basketball Coach); (Fenster, Jack – DPHS Assistant Basketball Coach); (Quaschnick, Lisa – DPMS Assistant Volleyball Coach); (Wallblom, Matt – DPHS Assistant Basketball Coach); Stipends: (Cosner, Shawna – DPMS Math is Cool \$1000); (Dean, Andrea – DPMS Math is Cool \$500); (Phillips, Scott – DPHS Soccer Ext Season \$559.06); (Brudwick, Taylor – DPHS Soccer Ext Season \$281.53); (Carlson, Tina – DPHS Volleyball Ext Season \$804.71); (Clark, Zoe – Volleyball Ext Season \$472.57); (Morley, Katie – DPHS Volleyball Ext Season \$596.86); (Hamrick, Alyssa – DPHS Volleyball Ext Season \$472.57); (Messick, Matt – DPHS Cross Country Ext Season \$1683); (Mulvania, Ken – DPHS Cross Country Ext Season \$2339.53); (Ahrens, Ken – DPHS Head Basketball Coach \$8513); (Brose, Michael – DPHS Assistant Basketball Coach \$5959); (Lyons, Taylor – DPHS Assistant Basketball Coach \$4818); (Shaw, Dan – DPHS Assistant Basketball Coach \$5415); (Howard, Sam – DPHS Head Basketball Coach \$7736); (Watson, Tanner – DPHS Assistant Basketball Coach \$4552); (Wallblom, Matt – DPHS Assistant Basketball Coach \$5959); (Link, Brad – DPHS Assistant Basketball Coach \$4287); (Fenster, Jack – DPHS Assistant Basketball Coach \$4048); (Karlsson, Chad – DPHS Assistant Basketball Coach \$4818); (Jorgensen, Ryan – DPHS Head Wrestling Coach \$7466); (Priddy, Brian – DPHS Assistant Wrestling Coach \$5226); (Hill, Brennen – DPHS Assistant Wrestling Coach \$4932); (Jack, Taylor – DPHS Assistant Wrestling Coach \$4650); (Jack, Raymond – DPHS Head Girls Wrestling Coach \$6643); (Acorn, Drew – DPMS Head Wrestling Coach \$4080); (Bailey, Brett – DPMS Assistant Wrestling Coach \$2541); (Cork, Waylan – DPMS Assistant Wrestling Coach \$2401); (Beal, Jeremy – DPMS Head Volleyball Coach \$2857); (Shelton, Mickle – DPMS Assistant Volleyball Coach \$2379); (Burns, Stephanie – DPMS Assistant Volleyball Coach \$1883); (Brudwick, Taylor – DPMS Assistant Volleyball Coach \$1778); (Savchuk, Roman – DPMS Assistant Volleyball Coach \$1778); (Young, Rich – DPMS Assistant Volleyball Coach \$2117); (Vance, Rylee – DPMS Head Volleyball Coach \$2541); (Quaschnick, Lisa – DPMS Assistant Volleyball Coach \$1883); (Engler, Calissa – DPMS Assistant Volleyball Coach \$2445); (Emmans, Jessica – HL Drama Specialist \$3134); Minutes from October 27, and November 13; Payroll Report in the amount of \$2,931,846.15; Policy 3241 - 2nd Read; Surplus items from Home Link and the High School; a motion to approve the consent agenda was made by Eric Keller, the motion passed 4/1 - Gerry Ashby opposed.

BOARD DISCUSSION:

- WSSDA Annual Conference in Seattle - each attendee shared highlights and what they learned
- The Board requested a list of district priorities from Steve & Cody including associated costs
- Board reorganization - (Policy 1210)
- Facilities Advisory Committee - Board representatives

ITEMS FROM THE FLOOR:

Roy Wood: Policy 3211 - Transgender
Taylor Greenslade - Policy 3211 - Transgender

Action Items:

Approve the Ratio of ALE cert staff to FTE students (Policy 2255)
A motion to approve was made by Lindsay Lofstrom and was approved unanimously

Policies for 1st Read

A motion to approve 1st Read policies:

1005 - Key Functions of the Board

1111 - Oath of Office

1210 - Annual Organizational Meeting

1220 - Board Officers and duties of Board Members

1310 - Policy Adoption Manuals and Administrative Procedures

was made by ReBecca Fouts, to move them to 2nd Read and was approved unanimously

There being no further business, the meeting was adjourned at 7:36 pm.

Regular Board meetings are recorded and found on the district website on the Board of Directors page.

Dated this 26th Day of January 2026

Board President

Superintendent

DEER PARK SCHOOL DISTRICT NO. 414
Board of Directors Meeting
December 8, 2025

President Eric Keller called the meeting to order at 6:00 pm, all members were present as well as Superintendent Alexa Allman.

Oath of Office:

President Eric Keller swore in re-elected Board Members: ReBecca Fouts, and Lindsay Lofstrom

Board Reorganization: (Policy 1210)

Board President:

- Nominations: Craig Phillips (accepted), ReBecca Fouts (declined).
- **Elected:** Craig Phillips by a 4-1 vote (Ashby opposed).

Board Vice President:

- Nominations: Eric Keller (accepted), ReBecca Fouts (declined).
- **Elected:** Eric Keller by a 4-1 vote (Ashby opposed).

Legislative Representative:

- Nomination: Lindsay Lofstrom (accepted).
- **Elected:** Lindsay Lofstrom unanimously.

Director Gerry Ashby requested adding an action item to the agenda. Lacking the required two-thirds approval, the request failed by a vote of 1-3 with one abstention.

SUPERINTENDENT REPORT:

Alexa honored the board members for their individual years of service:

Craig Phillips - 2 years
Gerry Ashby - 2 years
Lindsay Lofstrom - 4 years
ReBecca Fouts - 5 years
Eric Keller - 18 years

Strategic Plan:

The strategic plan that was developed and approved; created by community, staff, board members, administrators and businesses was passed out for review.

Adaptive leadership question to the Board:

How can I (superintendent) help create a better team that works together for kids?

Board Protocols:

These will be reviewed in January as per the board protocols and policy

Transportation update:

Needs and concerns

Legislative Advocacy:

Building relationships with our Legislators is a priority
Conversations with Andrew Engell, Sharon Santos
Education priorities
Budget concerns

Social Media, Student Well Being:

Webinar - "Darkside around social media"
The presentation is available
Screenagers is still available for a limited time
Book: The anxious Generation is recommended

OSPI Civil Rights review:

3211P - not in compliance, this is the only procedure with state mandated language required by OSPI

Policy Review:

The next 5 policies in the 1000 series are ready for review and 1st read in January

Strategic Plan and next steps:

Profile of a graduate

State Board of Education (SBE) profile to compare with ours as we work to make sure our strategic plan relates to the vision we have regarding our students' future.

Reconvene the Facilities Advisory Committee to discuss the long-range plan

DISTRICT UPDATE:

Facilities:

Daily operations & Maintenance - list of ongoing projects and upcoming projects

Update on phone system, emergency alert system and the intercom system

Safety and Security is high priority

Next work session: January 12

Board Retreat: January 19

Board Protocols

Book Study - read chapters 6&7

Board Self-Assessment

Board mission, vision & goals

Board survey

Presentation on social media

Board calendar and student reps

Next Regular Board Meeting: January 26

CONSENT AGENDA:

Check Approval: Checks audited and certified by the auditing officer as required by RCW 42.24.80, and those expense reimbursement claims certified as required by RCW 42.24.90, have been recorded on a listing which has been made available to the board. As of this date, the board by a 5/0 vote does approve for payment, those checks included in the above listing and further described as follows: General Fund Check Numbers 170484 through 170565 in the amount of \$561,481.62; Capital Projects Fund Check Numbers 170566 through 170567 in the amount of \$483.21; Associated Student Body Fund Check Numbers 170568 through 170580 in the amount of \$11,846.58; General Fund ACH Numbers 252600131 through 252600144 in the amount of \$1,366.96; Associated Student Fund ACH Numbers 252600145 through 252600146 in the amount of \$161.15; General Fund Wire Transfer Number 202500042 in the amount of \$2,713.76; Associated Student Body Fund Wire Transfer Number 202500043 in the amount of \$244.42; HR Report: Terminations/Resignations: (Brickner, Mikayla - DPHS Para Resigned); Coaches: (Orgill, Hunter - DPHS girls Assistant Wrestling Coach); (Holmes, Micah - DPHS Head Boys Track Coach)' (Whittle, Cheryl - DPMS Archery Club Advisor); (Johnson, Jen - DPMS Archery Club Advisor); Stipends: (Laurich, Moravia - DPMS Destination Imagination \$500); (Broz, Jennifer - DPMS Destination Imagination \$500); (Broz, Jennifer - DPMS Destination Imagination \$600); (Brodie, Kieran - DPMS Destination Imagination \$500); (Brodie, Kiernan - DPMS Destination Imagination \$600); (Emmans, Jessica - HL Drama Specialist \$3134); (Whittle, Cheryl - DPMS Archery Club \$500); (Johnson, Jen - DPMS Archery Club \$500); Payroll in the amount of \$3,251,616.05; Surplus: Arcadia - Wood Filing Cabinet; Policies for 2nd Read: 1005: Key functions of the Board; 1111: Oath of Office; 1210 - Annual Organizational Meeting; 1220 - Board Officers and Duties of Board Members; 1310 - Policy Adoption Manuals and Administrative Procedures. A motion to approve the consent agenda was made by Eric Keller and was approved unanimously.

BOARD DISCUSSION:

Facilities

Update on status of projects

Board Priority - Safety and Security

Athletics

ITEMS FROM THE FLOOR:

None at this time

There being no further business, the meeting was adjourned at 7:23 pm.

Regular Board meetings are recorded and found on the district website on the Board of Directors page.

Dated this

Board President

Superintendent

DEER PARK SCHOOL DISTRICT NO. 414
Board of Directors Meeting
January 12, 2025

President Craig Phillips called the meeting to order at 6:00 pm. All members were present as was Dr. Alexa Allman, Superintendent.

BOARD DISCUSSION:

Alexa invited the board to attend GSI (Greater Spokane Incorporated) event being hosted at the high school on April 30.

Board Protocols (last year's edition) were handed out and discussed. (Policy 1001)

Bring any edits to the meeting on January 19 for discussion

Discussion: Book Study: The Core Governance - chapters 6&7 were discussed

Read chapters 8&9 for discussion on January 19

Discussion: WIAA Amendment was discussed

Discussion: Board self-assessment

More discussion to follow at the meeting on January 19

There being no further business, the meeting was adjourned at 7:47 pm.

Regular Board meetings are recorded and found on the district website on the Board of Directors page.

Dated this 26th Day of January 2026

Board President

Superintendent

DEER PARK SCHOOL DISTRICT NO. 414
Board of Directors Meeting
January 19, 2025

President Craig Phillips called the meeting to order at 2:00 pm, all members were present as well as Dr. Alexa Allman, Superintendent.

BOARD DISCUSSION:

Book Study: Chapters 8&9 (The Core Governance) were discussed

Board Protocols: Reviewed and discussed

WIAA Amendment: Alexa will prepare a draft resolution and letter to WIAA for the board to review Monday January 26

Mission, Vision & Goals: Tabled

Board Calendar: ReBecca will share her example with Craig

Board self-assessment: Reviewed and discussed

Board Survey: Alexa will see which other districts have conducted a survey

Social Media presentation: Alexa Will see what other WA state districts have signed on and check the MOU with our legal counsel

Future topics: Board Handbook (next work session)

Student reps: Options were discussed, dialogue will continue in future work sessions.

There being no further business, the meeting was adjourned at 6:00 pm.

Regular Board meetings are recorded and found on the district website on the Board of Directors page.

Dated this 26th Day of January 2026

Board President

Superintendent

Coversheet

PAYROLL

Section: III. CONSENT AGENDA ITEMS
Item: C. PAYROLL
Purpose:
Submitted by:
Related Material: 12 - DECEMBER PAYROLL BOARD APPROVAL (3).pdf

DEER PARK SCHOOL DISTRICT NO. 414

Payroll for the month of **December 2025 Payroll**

We, the undersigned, do hereby certify that the foregoing payroll is just, true and correct; that the persons whose names appear hereon actually performed services as stated for the time shown, and that the amounts are actually due and unpaid.

Clerk of District

Approved gross in the sum of **\$2,900,062.72**
Payroll Warrant's #170764
Payroll AP Warrant's #170765-170780

DIRECTORS:

Provision is made for the adjusting of employee and employer benefits as necessary.

Coversheet

HUMAN RESOURCES REPORT

Section: III. CONSENT AGENDA ITEMS
Item: D. HUMAN RESOURCES REPORT
Purpose:
Submitted by:
Related Material: HR Report Jan 2026.pdf

**Deer Park School District No. 414
Deer Park, WA 99006**

**Date: January 2026
To: Deer Park School District Board of Directors
From: Terra Sirevog
RE: Human Resources Board Report**

The following staff changes are being submitted for school board approval at the board meeting.

Terminations/Resignations

Schupman, Jennifer - Classified Sub - Resign
Reynolds, Lacey - ECEAP Lead Teacher - Resign
Ferry, Thomas - DPE Cert Teacher - Resign
Wear, Meegan - HL Specialist - Resign
Young, Rich - DPHS Assistant Tennis Coach
McKinney, Matt - DPMS 7th Grade Assistant Basketball Coach- Resign
Poynor, Morgan - DPMS 8th Grade Basketball Coach - Resign

Retirees

Bowman, Carrie - Retire 1/1/26

Layoff/Furlough

Employment

Certified Employees:

Administrators

Classified Employees:

Roberts, Meegan - ECEAP Para
Rasmussen, Renee - Arcadia Title Para
Hanson, Brady - DPHS CTE Para
Mitchell, Allison - HL Specialist

Substitutes:

Knudsen, Paige - HL Para and Specialist Sub
Taylor, Laurie - HL Para and Specialist Sub
Vander Mey, Laura - HL Para and Specialist Sub
Thorne, Sydnie - Cert Sub
Laux, Tandi - HL Sub Para/Specialist
Jones, Cassandera - HL Specialist Sub

Coaches

Sines, Riley - DPMS 7th Grade Assistant Basketball Coach

Stipends

Orgill, Hunter - DPHS Girls Assistant Wrestling Coach \$3907

White, Marlee - DPE Science Explorers \$500

Solinsky, Bailey - DPE Science Explorers \$500

Hamrick, Alyssa - DPHS National Honor Society Advisor \$1,000

Carr, Scott - DPMS - Assistant Basketball Coach \$2,476

Durgin, Holly - DPMS Head Basketball Coach \$3,338

Shelton, Michele - DPMS Assistant Basketball Coach \$2,476.

Toon, Parker - DPMS Head Basketball Coach \$3,537.

Sines, Riley - DPMS Assistant Basketball Coach \$1,851

Certificated out of Endorsement Waiver

Leave of Absence - Separate Action Item:

Coversheet

SURPLUS ITEMS

Section: III. CONSENT AGENDA ITEMS
Item: E. SURPLUS ITEMS
Purpose:
Submitted by:
Related Material: Surplus - Arcadia.pdf

Coversheet

DONATIONS

Section: III. CONSENT AGENDA ITEMS
Item: F. DONATIONS
Purpose:
Submitted by:
Related Material: Donation - Del's of Mt. Zion.pdf

Monetary Donation Agreement

The (Donor's Name) Del's of Mt. Zion Inc. hereby gives to the Deer Park School District a monetary donation in the amount of \$ 464.40 (check # 15499). This donation is for the sole and express purpose of:

for foreign language trip to Spain & France

It is agreed between the (Donor's Name) Del's of Mt. Zion Inc. and the Deer Park School District that the donation will be spent for its intended purpose. Any unused or unexpected funds must be reported to the (Donor's Name) Del's of Mt. Zion Inc. and approval is required to spend any remaining funds. Deer Park School District will provide a complete accounting of the expenditures of the grant funds to the Donor. upon request.

Donor's Information
Name of Organization <u>DEL'S OF MT. ZION</u>
Address <u>100 W DEBBY DRIVE</u>
City, State, Zip <u>MT. ZION, IL 62549</u>
Title
Name (Please Print) <u>MICHAEL JACOBS</u>
Signature <u>N/A</u>

District Information
Principal's, Director's, or Designee's Signature <u>[Signature]</u>
Date <u>12/18/25</u>
Board Action Information (Required if value \$ _____ or more)
*Date of Board Meeting
<input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> N/A
Signature of Secretary to the Board/ Superintendent

* Please submit this completed form to the Superintendent's Office for Board action.

45

Coversheet

Policies for 1st Read

Section: VI. CONSIDERATION OF ACTION ITEMS
Item: A. Policies for 1st Read
Purpose:
Submitted by:
Related Material: 1820-Board Self Assessment - 1st Read.docx
1815 - Ethical Conduct for School Directors - 1st Read.docx
1400P - Meeting Conduct Order of Business and Quorum - 1st Read.docx
1420 - Proposed Agenda and Consent Agenda - 1st Read.docx
1630 - Evaluation of the Superintendent - 1st Read.docx
6801 Redline Updated.docx

Policy No. 1820
Page 1 of 1

THE BOARD OF DIRECTORS

Adoption Date: July 11, 1984
Revised: November 13, 2017

BOARD SELF-ASSESSMENT

~~Annually~~At the conclusion of each year, the board will assess its own performance in terms of generally accepted principles of successful board operations, ~~and~~ in relation to its annual goals and objectives, ~~s~~ and Washington School Board Standards. The board self-assessment will address performance in the key functions of school boards:

- A. ~~Board functions of r~~Responsible school district governance;
- B. Communication of and commitment to high expectations for student learning;
- C. Creating conditions district-wide for student and staff success;
- D. Holding the district accountable for student learning; and
- E. Engagement of the community in education.

The results of the self-assessment will be reviewed and discussed by the board-superintendent team and used in setting goals for the subsequent year.

Legal References
WSSDA School Board Standards

Cross Reference: DPSD Policy	1005	Key Functions of the Board
	1810	Annual Governance Goals and Objectives
	1822	Training and Development for Board Members

Classification: Important
07/11/84, 9/10/97; 12/15/09

Policy: 1815
Section: 1000 - Board of Directors

Ethical Conduct for ~~School Directors~~Board Members

Policy Statement

Each board ~~member~~director has taken an oath of office to support the Constitutions of the United States and Washington state, and the laws of Washington state. ~~Further,~~ each board member is subject to the Code of Ethics for Municipal Officers, chapter 42.23 RCW.

The Deer Park School Board and each of its ~~school directors~~members are committed to upholding the oath of office and to ethical behavior.

Ethical behavior is an individual responsibility. Each ~~school director~~Board member and the board as a whole will base their conduct on these core ethical principles:

Objectivity – ~~School directors~~Board members must place the public's interest before any private interest or outside obligation – ~~e~~Choices need to be made on the merits.

Selflessness – ~~School directors~~Board members should not take actions or make decisions in the performance of their position ~~in-~~order to gain financial or other benefits for themselves, their family, or their friends.

Stewardship – ~~board members~~School directors should conserve public resources and funds against misuse and abuse.

Transparency – School directors must practice open and accountable government. They should be as open as possible about their decisions and actions, while protecting truly confidential information.

Integrity – ~~School directors~~Board members should not place themselves under any financial or other obligation to outside individuals or organizations that might inappropriately influence them in the performance of their official duties.

Failure to adhere to these core ethical principles or failure to comply with other policies adopted by the board or the law may result in the school board taking formal censure of the offending school director in accordance with **1825 – Addressing School Board Director Violations.** Modify as accurate for your district. In addition, willful or negligent noncompliance with state law may result in further consequences, such as individual civil penalties, recall petitions, and forfeiture of office.

Commented [KW1]: Because this policy addresses board member ethics, we felt it was appropriate to consider including language to clarify that board members are subject to the Code of Ethics for Municipal Officers.

Cross References: 1111 - Oath of Office
 1220 - Board Officers and Duties of Board
 Members
 1610 - Conflicts of Interest 2nd Class Districts
 1610 - Conflicts of Interest 1st Class Districts
 5271 - Reporting Improper Governmental
 Action (Whistleblower Protection)

Management Resources: [RCW 42.23 Code of Ethics for Municipal Officers—
Contract Interests](#)
 [RCW 28A.343.360 Oath of Office](#)
 [Engrossed Substitute House Bill 1296 \(2025\), Section
305\(2\)](#)
 [RCW 29A.56.110 Initiating proceedings—Statement—
Contents—Verification—Definitions](#)
 RCW 28A.320.040 Bylaws for board and school
 government

 RCW 28A.635.050 – Certain corrupt practices of
 school officials
 RCW 42.20 – Misconduct of Public Officers

Adoption Date: **10.21**
Classification: **Discretionary**
Revised Dates: **10.22**

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

Procedure - Meeting Conduct, Order of Business and Quorum

The district must advertise all meetings, including study sessions and retreats, ~~must be advertised~~ as meetings that are open to the public. If a board wishes to devote all or most of a special meeting to an issue(s) to be discussed in executive session (Policy 1410), the special meeting should be called to order and recessed to an executive session. The purpose of the executive session should be announced at the meeting and recorded in the minutes (e.g., real estate matters, litigation).

All regular meetings must be held within the district boundaries. Special meetings may be held outside the district with proper notice of the time and location.

It is unlawful for any member of the public to knowingly carry onto, or to possess on, any area of a facility being used for official school board meetings, a dangerous weapon, including but not limited to a firearm, "nun-chu-ka sticks," "throwing stars," air gun or pistol, stun gun, or other dangerous weapon as listed in RCW 9.41.280. The board must ensure that signs providing notice of the restrictions on possession of firearms and other weapons are posted at facilities being used for official meetings of the board.

Meeting Notices

All public notices of board meetings should inform persons with disabilities and those individuals who may have difficulty physically attending a board meeting that they may contact the superintendent's office, so that the district can arrange for them to participate in board meetings. A regular meeting does not require a public notice if held at the time and place provided by board policy. If the board does not meet at its regular location, the meeting should be treated as a special meeting with proper notice to the press stating the time, place and purpose of the meeting. Each director should receive a printed or electronic copy of the agenda at least three days in advance, and purpose of the meeting.

For special meetings, a district is required to notify those newspapers and radio and television stations which that have filed a request for such notification. ~~Written notice~~ The district must also be provided provide written notice and a printed or electronic copy of the agenda to each school director 24 hours prior to the meeting. Notice to a school director is deemed waived if the school director files a written notice of waiver with the board secretary before or at the time of the commencement of the meeting or by the school director's actual attendance at the meeting.

The ~~district must also post~~ notice of the meeting ~~must also be posted~~ on the district's website, the door of the main district offices, and the door at the location of the meeting if it is different from the district's offices. Notice of regular meetings must be posted on the district website not less than twenty-four (24) hours in advance of the published start time of the meeting unless the district does not have a website. Districts that do not have a website may share a website with, or have its website hosted by, another public agency to post the meeting agenda. The district does not have to post notice of a special meeting on its website if it: (1) ~~doesn't~~does not have one; (2) employs ~~fewer than ten~~ full-time equivalent employees; or (3) does not have an employee whose job description or employment contract provides a duty to maintain or update the website.

~~All public notices of~~

At a special meeting, the board meetings should inform persons with disabilities may discuss items that they may contact the superintendent's office so that arrangements can be made for them to participate in board meetings.

~~Each director should receive a printed or electronic copy of were not on the original agenda twenty-four hours in advance of the meeting. While other items of business may be discussed at a special meeting, no, but the board cannot take~~ final action can be taken on any topics ~~which have that were~~ not ~~been~~ identified on the printed original agenda.

~~If the board is to discuss~~ an item ~~is to be discussed~~ in executive session in accordance with Policy 1410, the item of business must also appear on the agenda if final action is to be taken following the executive session.

No meeting notice is required when the board is acting as a quasi-judicial body in a matter between named parties (e.g., hearing on discharge, ~~nonrenewal,~~ or discipline of an employee, unless the employee requests a public meeting; hearing regarding the suspension or, expulsion, or emergency removal of a student) or for the purpose of planning or adopting strategy or positions to be taken in collective bargaining, grievance, or mediation proceedings, or reviewing such proposals made by a bargaining unit.

Meeting Recess and Continuation

The board may recess a regular, special, or recessed meeting to a specific future time. ~~Notice~~The district must post notice of such a recess and continuation ~~must be posted~~ at or near the door of the meeting room. Notification to the press is not required.

Meeting Recordings

Effective June 30, 2024, all regular and special meetings of the board at which a final action is taken or formal public testimony is accepted, except executive sessions or emergency meetings, will be audio recorded and such recordings will be maintained for at least one year. The recording will include the comments of the directors, and the comments of members of the public if formal public testimony is accepted at the meeting.

Subject to the limitations on identifiable records in Policy and Procedure 4040 and 4040P, board meeting recordings must be provided electronically to the public upon request. It is not a violation of policy or law if the district attempts to record a meeting in good faith and, due to technological issues, a recording is not made or if any or all of a recording is unintelligible. When possible, the district will make the content of school board meetings, or a summary thereof, available in formats accessible to individuals who need communication assistance and in languages other than English.

Adoption Date:

Classification:

Revised Dates: **12.11; 06.12; 04.13; 06.14**

© 2014-2017 Washington State School Directors' Association. All rights reserved.

Proposed Agenda and Consent Agenda

Proposed Agenda

The board secretary will be responsible for preparing the proposed agenda for each meeting in consultation with the board president. Copies of the proposed agenda, minutes of the previous meeting and relevant supplementary information will be provided to each board member at least three (3) days in advance of the meeting and will be available to any interested citizen at the superintendent's office twenty-four (24) hours prior to the meeting. The proposed agenda for regular and special meetings will be posted to the district website or a website shared by the district or hosted for the district not less than twenty-four (24) hours prior to the start time of the meeting, ~~unless the district does not have a website or has fewer than ten full-time equivalent employees.~~

At a special meeting, final action may be taken only on that business contained in the original notice of the special meeting and agenda.

Consent Agenda

To expedite business at a school board meeting, the board approves the use of a consent agenda which includes those items considered to be routine in nature. The consent agenda will appear on the regular agenda following the approval of minutes of the previous meeting(s).

Any item which appears on the consent agenda may be removed on request by a member of the board and placed on the regular agenda. The remaining items on the consent agenda will be voted on by a single motion. The approved motion will be recorded in the minutes, including a listing of all items appearing on the consent agenda.

Cross References: 6215 - Voucher Certification and Approval
6020 - System of Funds and Accounts
1400 - Meeting Conduct, Order of Business and Quorum

Legal References: SHB 2105
RCW 42.30.080 Special meetings

Classification: Critical

Adoption Date: 07/11/1984

Revised Dates: **05/02/00, 12/15/09, 01/26/15**

Evaluation of the Superintendent

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

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

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

In addition, state law, RCW 28A.405.100, requires that the evaluation process looks at these eight categories at a minimum:

- knowledge of, experience in, and training in recognizing good professional performance, capabilities and development;
- school administration and management;
- school finance;
- professional preparation and scholarship;
- effort toward improvement when needed;
- interest in pupils, employees, patrons and subjects taught in school;
- leadership;
- and ability and performance of evaluation of school personnel.

WSSDA provides a goal-centered model to support the effective evaluation of the superintendent.

Legal
References: RCW 28A.400.010 Employment of superintendent —
Superintendent's qualifications, general powers, term, contract
renewal
[WSSDA Superintendent Evaluation](#)

Classification: Critical

Adoption Date: 07/11/1984

Revised Dates: **08/19/98, 12/15/09, 01/27/14**



Title: Capital Assets/Theft-Sensitive Assets

Code: 6801

Section: 6000 - Management Support

Capital Assets/Theft-Sensitive Assets

Capital Assets

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

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

- A. Retains its shape and appearance with use;
- B. Is nonexpendable, meaning if the item is damaged or some of its parts are lost or worn out, it may be more feasible to repair it than to replace it with an entirely new item.
- C. It does not lose its identity when incorporated into a more complex unit;
- D. Is valued no less than ~~\$5~~10,000 unless a lesser amount is set by the district; and
- E. Has a life expectancy of at least one year.

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

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

Theft-Sensitive Assets

For purposes of this policy, "theft-sensitive" are those items identified by the District as most subject to loss ~~and have a value of \$250 or more.~~ A list of theft-sensitive assets shall be maintained by the

District. The District should establish procedures for internal controls and conduct an annual inventory of theft-sensitive assets.

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

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

~~Adoption Date: 01.10.2022~~

Last Revised: April 16, 2025

Classification: Critical

Prior Revised Dates: 04.06; 06.08; 12.11; 06.12; /01.2022/2012, 02.26

Legal References:

- [RCW 28A.335.090 Conveyance and acquisition of property - Management - Appraisal](#)
- [7 CFR - 3015, 3016 Agriculture](#)
- [34 CFR - 80.32 Uniform Administrative requirements for grants and cooperative agreements to state and local governments - Equipment](#)
- [45 CFR - 92.32 Health and Human Services](#)
- [Office of Management and Budget \(OMB\) Circular A-87, Cost Principles for State, Local, and Indian Tribal Governments, Attachment B\(19\)](#)

Management Resources:

- [2025 - April Issue](#)

2012 - June Issue

- [Policy News, June 2008, Capital Assets/Theft-Sensitive Assets](#)
- [Policy News, April 2006, Fixed Assets](#)

Cross References:

- [6570 - Property and Data Management](#)

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