



Freeman School District

Freeman School District Board Meeting

Published on October 23, 2024 at 3:23 PM PDT

Date and Time

Wednesday October 23, 2024 at 6:00 PM PDT

Location

Palouse Regional Transportation Cooperative

Vision Statement

Continuing Our Tradition of Excellence in Education

Mission Statement

The Freeman School District is the center of a unique, rural community. With pride, commitment and caring, we provide a safe environment for all students to experience meaningful, rigorous learning opportunities that allow them to dream and develop into capable, confident and ethical members of the 21st Century.

Agenda

I. Opening Items

- A. Record Attendance
- B. Call the Meeting to Order
- C. Pledge of Allegiance

- D. Establish Quorum

II. Consent Agenda

- A. Approve Minutes

Approve minutes for Freeman School District Board Meeting on September 23, 2024

- B. Consent Agenda Items

III. Board Recognition

IV. Pace Character Trait

- A. Responsibility

RESPONSIBILITY - Being accountable, the pursuit of excellence, and the exercise of self-control

V. Correspondence

VI. Building Reports

- A. Lisa Phelan, Elementary Principal
- B. Jim Straw, Middle School Principal
- C. Jeff Smith, High School Principal
- D. Chad Ripke, HS Assistant Principal/Athletic Director
- E. Mike Allen, K-8 TOSA/Athletic Director

VII. Department Reports

- A. Kent Bevers, Nutrition Services Director
- B. Everett Combs - Transportation Supervisor
- C. Kirk Lally - Maintenance/Ground Director
- D. Todd Reed - Director of Technology
- E. Jody Sweeney - Special Ed Director / School Psychologist

VIII. Superintendent's Report

- A. Capital Projects Levy Discussion
- B. Review Board Policy No. 2005
- C. Curriculum, Instruction and Assessment
- D. School Safety, Culture and Environment
- E. Partnering with Parents and School/Community
- F. Fiscal & Legal Accountability
 - Ending Cash Balance
 - Enrollment

IX. Board Comments

X. Visitor Comments & Concerns

XI. Unfinished Business

- A. Approval of Board Policy & Procedure No. 2410 - 2nd Reading
- B. Approval of Board Policy & Procedure No. 3246 - 2nd Reading
- C. Approval of Board Policy No. 3432 - 2nd Reading
- D. Approval of Board Policy & Procedure No. 6220 - 2nd Reading
- E. Approval of Board Policy No. 6690 - 2nd Reading

XII. New Business

- A. Approval of FHS ASB Robotics Club
- B. Approval of FHS ASB Unified Club
- C. Approval of Board Policy & Procedure No. 3206 - 1st Reading
- D. Approval of Board Policy & Procedure No. 4130 - 1st Reading

E. Approval of Board Policy & Procedure No. 5011 - 1st Reading

F. Approval of Board Policy & Procedure No. 5012 - 1st Reading

XIII. Other Information

A. Future Board Meetings

XIV. Personnel

A. Personnel Action

XV. Closing Items

A. Adjourn Meeting

Freeman School District 15001 South Jackson Road Rockford, WA 99030 Pride | Commitment | Caring

Dave Teague

Signed by Dave Teague (Director District #4) on 11/20/2024

Coversheet

Approve Minutes

Section: II. Consent Agenda
Item: A. Approve Minutes
Purpose: Approve Minutes
Submitted by:
Related Material:
Minutes for Freeman School District Board Meeting on September 23, 2024

APPROVED



Freeman School District

Minutes

Freeman School District Board Meeting

Date and Time

Monday September 23, 2024 at 6:00 PM

Location

Palouse Regional Transportation Cooperative

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Mission Statement

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Directors Present

A. Keebler, D. Santman, D. Teague, N. Talbott

Directors Absent

B. Morphy

Guests Present

A. Steinolfson, Chad Ripke, D. Morphy, Everett Combs, Gretchen Brebner, Jeff Smith, Jessica Whitney, Jim Straw, Jody Sweeney, Kirk Lally, L. Phelan, Megan Lonam, Megan Shaw, Mike Allen, R. Russell, R. Simon, Stacey Rawson, T. Reed

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

D. Teague called a meeting of the board of directors of Freeman School District to order on Monday Sep 23, 2024 at 6:00 PM.

C. Pledge of Allegiance

Lane Matthews led us in the flag salute.

D. Establish Quorum

Quorum Established

II. Consent Agenda

A. Approve Minutes

A. Keebler made a motion to approve the minutes from Freeman School District Board Meeting on 08-28-24.

N. Talbott seconded the motion.

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

B. Consent Agenda Items

A. Keebler made a motion to approve the September 23, 2024, consent agenda as presented.

N. Talbott seconded the motion.

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

III. Board Recognition

A. Above and Beyond Award - Janna Saeger "Fill The Gap"

B. ASB Reports

Lane Mathews – High School ASB President

• Overview

- Great start to the year
- Dawg Chow is a hit
- House squad has been introduced and is going well
- District wide assembly was awesome

• Areas of Focus

- School wide shirts are on the way
- Dawg Chow is going well
- Early preparations for Veterans Day
- Promoting involvement
- Homecoming

Audrey Shaw – Elementary/Middle School ASB President

- Areas of Focus
 - ASB will be having extra fundraisers this year – 3 are planned
 - Involve the whole student body in activities
 - More parent participation
 - After school dances
 - Homecoming week
 - A goal of having strong connection with community and work towards same goals as the high school to get students involved and excited to participate in more activities
 - Hoping it continues into high school

C. Cory Plager - D.A. Davidson

FSD Levy & Tax Update

IV. Building Reports

A. Lisa Phelan, Elementary Principal

Overview

- During the 24-25 school year, FES will focus on Multi-Tiered Systems of Support, Professional Learning Communities and Freeman School District's three focus areas:
 - Embrace challenging and necessary conversations with students and staff;
 - Expect Civility and Respect from everyone; and
 - 3. Enhance our MTSS grades TK-12.

Areas of Focus

- This week, Weekly Professional Learning Collaboration (PLC) meetings started. Each grade-level team meets to review data, interventions, and next steps and celebrate success.
- Field Trips—Third grade went on their annual Town of Rockford tour and SE County Fair, 5th grade went to Dorris Morrison Learning Center for their water festival, and 4th grade was invited to attend the Symphony in October.
- PTSG is off to an incredible 24/25 school year.
- Scottie Dash is on September 27th!

Enrollment

TK-44, K-42, 1-64, 2-57, 3-65, 4-56, 5-54 = 382 (-4) Total

B. Jim Straw, Middle School Principal

Overview

- During the 2024-25 school year, FMS staff and students are focused on our academic programs as we implement a seven-period day, incorporating social emotional learning into content classes and the consistent, constant growth of our positive learning community and culture.

Areas of Focus

- Back to School Night- 40 families attended the event on Wednesday, 9/4
- Beginning of the Year Meetings- Staff Goal, 504 & IEP
- The Social Institute/#WinatSocial- partnership on digital citizenship
- Strike A Balance: How to help your child(ren) balance social media and technology during the school year (webinar)
 - Strengthen communications with your children through student-respected conversation starters about social media and technology.
 - Empower child(ren) to navigate their well-being, social media, and technology in positive ways.
 - Develop shared family standards for balancing technology in healthy ways.

Enrollment

6-70, 7-63, 8-68 = 201 Total

C. Jeff Smith, High School Principal

Overview

- FHS is continuing to improve. As a team, we are specifically focusing on Tier 1 MTSS Instruction, Assessment in PLCs (Professional Learning Communities), and PBIS (Positive Behavior Interventions & Support).

Areas of Focus

- First Fridays
- Week of Kindness 9.9-9.13
- Our first SBIRT (School-Based Screening, Intervention & Referral to Treatment) is this week.
- Starting pre-conferences for formal observations of staff
- FHS is beginning AESD Accreditation 3-year review
- Aiming to host STCU Money Live event Oct. 9

- FHS/FMS PLCs start exploring the question: How do we know students are learning?

Enrollment

9-65, 10-76 (-3), 11-76, 12-80 = 297 Total

D. Chad Ripke, HS Assistant Principal/Athletic Director

Overview

- Great start to our fall sports at the HS. Football is 2-0, beating both EV and Rogers.
- Volleyball is 6-1, beating GSL teams, U High, LC, and Shadle so far and they took 3rd in the Kenny Davis Rip a Shot tournament over this past weekend.
- Soccer is 3-0 beating NC at One Stadium last week.
- Cross country has performed well so far with their jamboree and Highlander Invite, lots of PRs by the kids. Both XC boys and girls teams are ranked #4 in the state in the coach's poll.
- Cheer is having mini cheer camp at the football game this week, and doing a great job.

Areas of Focus

- Renamed the Rip A Shot volleyball tournament after longtime teacher and coach Kenny Davis, and honored the family at the Rip A Shot tournament this past weekend.
- Shot put pit, baskets inside the blue gym.
- Spring sports schedules and head tennis coach and JV softball jobs.
- Dinner/Auction fundraiser at CDA Casino on March 15th. Starting to plan for that event.

Enrollment

Football-55, Volleyball-31, Soccer-27, XC-25, Cheer-16

E. Mike Allen, K-8 TOSA/Athletic Director

Overview

- Work to improve programs and support our student athletes.
- Participate in partnership with the Greater Spokane County League (GSCL).

Area of Focus

- FMS Football – one combo team playing the 8th grade schedule in the GSCL
- FMS Softball – one combo team playing the 8th grade schedule the first half of the season and will evaluate competition level for second half
- Cross Country – great first meets of the season, amazing numbers 33!

- We will host end of season football games at Kent Smith Field again and continue to host the GSCL All-League Cross-Country Meet.

Enrollment

Football-26, Softball-16, XC-33

V. Department Reports

A. Kent Bevers, Nutrition Services Director

Overview

- Freeman SD Nutrition Services supports the philosophy of the National School Lunch and Breakfast Programs and will provide wholesome and nutritious meals for children in the district's schools.

Areas of Focus

- Negative Balance Update
 - Negative balance as of 9/16/24: -\$1675.16
 - Brenda HH balance: \$3291.72
 - Working with Tawnya Becker to generate letters that will go out bi-weekly
- FHS Culinary Class
 - Lisa Frazier asked me to be guest speaker on Sept. 25
 - Sharing my work/career history
 - Q & A after as time allows

B. Everett Combs - Transportation Supervisor

Areas of Focus

- 2023-24 Fall Ridership top 3-day count: 880/813/848
- 2024-25 Fall Ridership top 3-day count (so far) 881/903/868
- We are using GovDeals.com for surplus for transportation vehicles and buses. We've had success with this so far. We sold one of our surplus buses to a public school in Illinois.
- We currently have:
 - 12 Regular ED bus routes
 - 2 SPED bus routes
 - 2 After school/activity bus routes
 - 16 Total Routes

C. Kirk Lally - Maintenance/Ground Director

Areas of Focus

- Sprinklers are scheduled to be blown out on October 24th; a no school day.

- Still in need of sub custodians for day and night shifts.
- Power point presentation.

Safety

- Nothing to report at this time

D. Todd Reed - Director of Technology

Areas of Focus

- We rostered students into Learning Ally, Discovery Education, and Math Fact Labs by importing class data from the student information system and assigning students to appropriate groups based on their grade levels.
- After piloting Qustodio by Linewiz, a digital safety platform that monitors and manages students' online activity, providing real-time insights into device usage. This tool helps ensure safe browsing practices and supports digital well-being by offering web filtering and screen time management features. We are getting ready to roll it out to our parents/guardians.
- Researching communication options for our seven district fire panels. Currently using old analog telephone lines, want to convert them to network or cellular communications to be more reliable and most importantly cost-effective.

E. Jody Sweeney - Special Ed Director / School Psychologist

Overview

- School Psychologist:
 - Initial evaluations and reevaluations within FSD – academic, cognitive, social/emotional, developmental, health, and adaptive assessments within a legal timeline.
- Special Ed Director:
 - Focused on Special Education processes, legal and team expectations.
 - Communication and collaboration with Admin/Leadership Team and Special Ed Team.
 - ELL and Highly Capable work within the district.

Areas of Focus

- Beginning of the school year schedules, caseloads, training, assistive technology and individual & group meetings.
- PNW Special Ed & the Law conference last week to learn new and existing case law pertaining to Special Education (IDEA) and 504 within the educational environment.

VI. Superintendent's Report

A.

Report

- The Rockford Fair was a success – FFA, cheer, band, Robotics and trap team were involved. Many students involved with animal exhibits and working in the booths.
- Mick Hoffman, WIAA, met with a dozen superintendents discussing several athletic & activities topics.
- Leadership Team goal meetings are finished.

B. School Safety, Security & Tech Levy Discussion

C. Curriculum, Instruction and Assessment

D. School Safety, Culture and Environment

E. Partnering with Parents and School/Community

F. Fiscal & Legal Accountability

- Enrollment
- 2024-2025 Cash Flow Projection
- Capital Projects Cash Flow – September 2024
- September enrollment was up 20 students more than what was budgeted which will back fill our cash flow.
- Will ask the board to approve a recommendation for an interfund loan. All information is live on the website.
- Difficult repair discussions will need to be made. Recommend a work session in January to discuss. May need to make additional cuts. Cannot sustain our current budget with the increased insurance costs, etc.

VII. Board Comments

A. Board Comments

The board does not want to spend the money to attend the WSSDA Conference

VIII. Visitor Comments & Concerns

A. Visitor Comments & Concerns

- Jessica Whitney asked questions regarding school lunch debt. Wanted to know the group and how does the school pursue collecting the debt.
- Gretchen Brebner wanted to know if the enrollment was ahead of projected and if we were stable.

IX. Unfinished Business

A. Approval of Board Policy & Procedure No. 2401 - 2nd Reading

A. Keebler made a motion to approve Board Policy & Procedure No. 2401 – Financial Education Master Based Learning and Credit, as presented.

D. Santman seconded the motion.

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

B. Approval of Board Policy & Procedure No. 2402 - 2nd Reading

A. Keebler made a motion to approve Board Policy & Procedure No. 2402 – English Language Arts Mastery-Based Credit, as presented.

N. Talbott seconded the motion.

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

C. Approval of Board Policy & Procedure No. 2403 - 2nd Reading

A. Keebler made a motion to approve Board Policy & Procedure No. 2403 – Math Mastery-Based Credit, as presented.

D. Santman seconded the motion.

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

D. Approval of Board Policy & Procedure No. 2404 - 2nd Reading

A. Keebler made a motion to approve Board Policy & Procedure No. 2404 – Science Mastery-Based Credit, as presented.

N. Talbott seconded the motion.

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

E. Approval of Board Policy & Procedure No. 2405 - 2nd Reading

A. Keebler made a motion to approve Board Policy & Procedure No. 2405 – Social Studies Mastery-Based Credit.

D. Santman seconded the motion.

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

F. Approval of Board Policy & Procedure No. 2406 - 2nd Reading

A. Keebler made a motion to approve Board Policy & Procedure No. 2406 – The Arts Mastery-Based Credit.

N. Talbott seconded the motion.

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

G. Approval of Board Policy & Procedure No. 2407- 2nd Reading

A. Keebler made a motion to approve Board Policy & Procedure No. 2407 – Health and Physical Education Mastery-Based Credit.

D. Santman seconded the motion.

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

H. Approval of Board Policy & Procedure No. 2408 - 2nd Reading

A. Keebler made a motion to approve Board Policy & Procedure No. 2408 – Integrated Environmental and Sustainability Education Mastery-Based Credit.

N. Talbott seconded the motion.

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

X. New Business

A. Approval of Freeman CTE 4-Year Plan

A. Keebler made a motion to approve the Freeman CTE 4-Year Plan, as presented.

D. Santman seconded the motion.

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

B. Approval of FSD Board-Superintendent Expectations & Goals 2024-2025

A. Keebler made a motion to approve the FSD Board-Superintendent 2024-2025 Expectations & Goals, as presented.

N. Talbott seconded the motion.

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

C. Approval of FSD Co-Curricular Contract 2024/2025

A. Keebler made a motion to approve the FSD Co-Curricular Contract 2024-2025, as presented.

N. Talbott seconded the motion.

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

D. Approval of Surplus Property

A. Keebler made a motion to approve the Surplus Property, as presented.

D. Santman seconded the motion.

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

E. Approval of Interfund Loan Resolution No. 1-24/25

A. Keebler made a motion to approve Resolution 1-2024/2025 – Authorizing an Interfund Loan from the Capital Projects Fund to the General Fund, as presented.

N. Talbott seconded the motion.

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

F. Approval of Board Policy & Procedure No. 2410 - 1st Reading

A. Keebler made a motion to approve Board Policy & Procedure No. 2410 – High School Graduation Requirements, as presented.

D. Santman seconded the motion.

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

G. Approval of Board Policy & Procedure No. 3246 - 1st Reading

A. Keebler made a motion to approve Board Policy & Procedure No. 3246 – Restraint, Isolation and other Uses of Reasonable Force, as presented.

N. Talbott seconded the motion.

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

H. Approval of Board Policy No. 3432 - 1st Reading

A. Keebler made a motion to approve Board Policy No. 3432 – Emergencies, as presented.

D. Santman seconded the motion.

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

I. Approval of Board Policy & Procedure No. 6220 - 1st Reading

A. Keebler made a motion to approve Board Policy & Procedure No. 6220 – Bis or Request for Proposal Requirements, as presented.

N. Talbott seconded the motion.

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

J. Approval of Board Policy No. 6690 - 1st Reading

A. Keebler made a motion to approve Board Policy No. 6690 – Contracting for Transportation Services, as presented.

D. Santman seconded the motion.

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

XI. Other Information

A. Future Board Meetings

- The next regular board meeting is scheduled for Wednesday, October 23, 2024, at the PRTC building at 6:00 pm preceded by a work session at 4:00 pm for a Capital Projects Levy discussion.
- The November board meeting will be Wednesday, the 20th, 2024, at the PRTC building at 6:00 pm.
- A board work session is scheduled for Thursday, Nov 21st, 2024, 8:00 am – 4:00 pm. Location to be determined.
- The December 11th work session is scheduled for 2:00 pm followed by a regular board meeting at 6:00 pm.

XII. Personnel

A. Personnel Action

A. Keebler made a motion to approve the personnel action as presented.

D. Santman seconded the motion.

Certified:

- Benjamin Lipke – Substitute Teacher
- Kyla Hansen – Substitute Teacher
- Allysha Hubbard – Substitute Teacher – Pending OSPI Approval

Classified:

- Ben Jamison – Substitute Bus Driver Extracurricular:
- Nikki Reiersen – Resignation – HS JV Softball Coach
- Joseph Nunley – FHS Conservation Club Advisor
- John Hays – HS Knowledge Bowl Club Advisor
- Jessica Loera – HS JV Girls Basketball Coach
- Braedon Orrino – MS Head Wrestling Coach
- Josie Marro – Resignation – 8th Grade Assistant Volleyball Coach
- Alicia Thompson – MS Cross-Country Overflow Coach
- Chelsie Day – Resignation – 7th Grade Head Volleyball Coach
- Isaac Swillie – Resignation – 7th Grade Assistant Volleyball Coach
- Isaac Swillie – 8th Grade Assistant Volleyball Coach

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

XIII. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:03 PM.

Respectfully Submitted,
D. Teague

Freeman School District 15001 South Jackson Road Rockford, WA 99030 Pride |
Commitment | Caring

Coversheet

Consent Agenda Items

Section: II. Consent Agenda
Item: B. Consent Agenda Items
Purpose:
Submitted by:
Related Material: CONSENT AGENDA October 23rd 2024.pdf
9-23-24 Minutes .pdf
Oct Q3 2024 Comp Tax Payment Board Report.pdf
Oct Credit Card AP Board Report.pdf
Oct General Fund AP Board Report.pdf
Oct GF ASB Funds ACH AP Board Report.pdf
Oct ASB AP Board Report.pdf
Oct Payroll Board Report.pdf
2024.09 Co Tr Statement.pdf
September Budget Status.pdf

CONSENT AGENDA:

September 23rd, 2024 Board Minutes

Q3 Sales & Use Tax Payment (ASB Fund)	\$26.06
Credit Card (BMO) Payment General Fund	\$19,531.33
Credit Card (BMO) Payment ASB Fund	\$3,075.49
October General Fund Payments	\$350,756.43
October General Fund ACH Payments	\$7,516.09
October ASB Fund ACH Payments	\$1,542.91
October ASB Fund Payments	\$18,181.09
October Payroll	\$990,667.15
November Mid-month Payments, not to exceed	\$25,000.00
September County Treasurer Report	
September Budget Status Report	

BOARD MEETING MINUTES
FREEMAN SCHOOL DISTRICT NO. 358
SEPTEMBER 23, 2024

Sept 23, 2024, Recording Link: https://freemansd-org.zoom.us/rec/share/DZ02-LwNm7_wCizqcjh3AqSniRHyzbpvNKJstuc9tpE5kZwllj7y-BOZYBqidAnE.m6JoTyxgt0qCd6dM

MEETING CALLED TO ORDER: The regularly scheduled meeting of the Freeman School District Board of Directors was called to order at 6:00 pm by Board Chair Dave Teague. There was a quorum present.

MEMBERS PRESENT: Annie Keebler, Danielle Santman, Nate Talbott, Dave Teague, Randy Russell and Alan Steinolfson were present. Bill Morphy was excused.

GUESTS: Lisa Phelan, Jeff Smith, Regina Simon, Everett Combs, Jim Straw, Chad Ripke, Mike Allen, Jody Sweeney, Todd Reed, Kirk Lally, Megan Shaw, Jessica Whitney, Megan Lonam, Stacey Rawson, and Gretchen Brebner.

FLAG SALUTE: Lane Matthews led us in the flag salute.

CONSENT AGENDA:

August 28th, 2024 Board Minutes

Credit Card (BMO) Payment General Fund	\$ 19,656.81
Credit Card (BMO) Payment ASB Fund	\$ 6,483.54
September General Fund Payments	\$339,191.67
September General Fund ACH Payments	\$ 7,087.60
September ASB Fund ACH Payments	\$ 456.57
September ASB Fund Payments	\$ 23,082.97
September Capital Projects Fund Payments	\$ 11,480.22
September Payroll	\$942,931.99
October Mid-month Payments, not to exceed	\$ 40,000.00
<u>August County Treasurer Report</u>	
<u>August Budget Status Report</u>	

Annie Keebler moved the Board approve the September 23, 2024, consent agenda as presented. Nate Talbott seconded the motion and it passed unanimously.

BOARD RECOGNITION

- Above and Beyond Award – Janna Saeger “Fill the Gap”
- ASB Reports
 - Lane Matthews – High School ASB President
 - Overview
 - ❖ Great start to the year
 - ❖ Dawg Chow is a hit
 - ❖ House squad has been introduced and is going well
 - ❖ District wide assembly was awesome
 - Areas of Focus
 - ❖ School wide shirts are on the way
 - ❖ Dawg Chow is going well
 - ❖ Early preparations for Veterans Day
 - ❖ Promoting involvement
 - ❖ Homecoming
 - Audrey Shaw – Elementary/Middle School ASB President
 - Areas of Focus
 - ❖ ASB will be having extra fundraisers this year – 3 are planned
 - ❖ Involve the whole student body in activities
 - ❖ More parent participation
 - ❖ After school dances
 - ❖ Homecoming week

- ❖ A goal of having strong connection with community and work towards same goals as the high school to get students involved and excited to participate in more activities
- ❖ Hoping it continues into high school
- Cory Plager – D. A. Davidson
 - FSD Levy & Tax Update

PACE CHARACTER TRAIT:*RESPECT – Recognizing, considering and properly honoring the worth of one's self and others***CORRESPONDENCE:** None.**BUILDING REPORTS:****Lisa Phelan, Elementary Principal, reports:**Overview

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 1. Embrace challenging and necessary conversations with students and staff;
 2. Expect Civility and Respect from everyone; and
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Areas of Focus

- This week, Weekly Professional Learning Collaboration (PLC) meetings started. Each grade-level team meets to review data, interventions, and next steps and celebrate success.
- Field Trips—Third grade went on their annual Town of Rockford tour and SE County Fair, 5th grade went to Dorris Morrison Learning Center for their water festival, and 4th grade was invited to attend the Symphony in October.
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Jeff Smith, High School Principal, reports:Overview

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Chad Ripke, Dean of Students/HS Athletic Director:Overview

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- FMS Softball – one combo team playing the 8th grade schedule the first half of the season and will evaluate competition level for second half
- Cross Country – great first meets of the season, amazing numbers 33!
- We will host end of season football games at Kent Smith Field again and continue to host the GSCL All-League Cross-Country Meet.

Enrollment

Football-26, Softball-16, XC-33

DEPARTMENT REPORTS:**Todd Reed, Technology Director, reported:**Areas of Focus

- We rostered students into Learning Ally, Discovery Education, and Math Fact Labs by importing class data from the student information system and assigning students to appropriate groups based on their grade levels.
- After piloting Qustodio by Linewize, a digital safety platform that monitors and manages students' online activity, providing real-time insights into device usage. This tool helps ensure safe browsing practices and supports digital well-being by offering web filtering and screen time management features. We are getting ready to roll it out to our parents/guardians.
- Researching communication options for our seven district fire panels. Currently using old analog telephone lines, want to convert them to network or cellular communications to be more reliable and most importantly cost-effective.

Kent Bevers, Nutrition Services Directors, reported:Overview

- Freeman SD Nutrition Services supports the philosophy of the National School Lunch and Breakfast Programs and will provide wholesome and nutritious meals for children in the district's schools.

Areas of Focus

- Negative Balance Update
 - Negative balance as of 9/16/24: -\$1675.16

- Brenda HH balance: \$3291.72
- Working with Tawnya Becker to generate letters that will go out bi-weekly
- FHS Culinary Class
 - Lisa Frazier asked me to be guest speaker on Sept. 25
 - Sharing my work/career history
 - Q & A after as time allows

Kirk Lally, Director of Maintenance and Grounds:

Areas of Focus

- Sprinklers are scheduled to be blown out on October 24th; a no school day.
- Still in need of sub custodians for day and night shifts.
- Power point presentation.

Safety

- Nothing to report at this time.

Everett Combs, Transportation Supervisor, reported:

Areas of Focus

- 2023-24 Fall Ridership top 3-day count: 880/813/848
- 2024-25 Fall Ridership top 3-day count (so far) 881/903/868
- We are using GovDeals.com for surplus for transportation vehicles and buses. We've had success with this so far. We sold one of our surplus buses to a public school in Illinois.
- We currently have:
 - 12 Regular ED bus routes
 - 2 SPED bus routes
 - 2 After school/activity bus routes
 - **16 Total Routes**

Jody Sweeney, SpEd Director/School Psych, reported:

Overview

- School Psychologist:
 - Initial evaluations and reevaluations within FSD – academic, cognitive, social/emotional, developmental, health, and adaptive assessments within a legal timeline.
- Special Ed Director:
 - Focused on Special Education processes, legal and team expectations.
 - Communication and collaboration with Admin/Leadership Team and Special Ed Team.
 - ELL and Highly Capable work within the district.

Areas of Focus

- Beginning of the school year schedules, caseloads, training, assistive technology and individual & group meetings.
- PNW Special Ed & the Law conference last week to learn new and existing case law pertaining to Special Education (IDEA) and 504 within the educational environment.

SUPERINTENDENT'S REPORT:

- The Rockford Fair was a success – FFA, cheer, band, Robotics and trap team were involved. Many students involved with animal exhibits and working in the booths.
- Mick Hoffman, WIAA, met with a dozen superintendents discussing several athletic & activities topics.
- Leadership Team goal meetings are finished.

Curriculum, Instruction and Assessment:

School Safety, Culture, and Environment:

Partnering with Parents and School/Community:

Fiscal and Legal Accountability:

- Enrollment
- 2024-2025 Cash Flow Projection
- Capital Projects Cash Flow – September 2024

- September enrollment was up 20 students more than what was budgeted which will back fill our cash flow.
- Will ask the board to approve a recommendation for an interfund loan. All information is live on the website.
- Difficult repair discussions will need to be made. Recommend a work session in January to discuss. May need to make additional cuts. Cannot sustain our current budget with the increased insurance costs, etc.

BOARD COMMENTS: The board does not want to spend the money to attend the WSSDA Conference.

VISITORS COMMENTS & CONCERNS: Jessica Whitney asked questions regarding school lunch debt. Wanted to know the group and how does the school pursue collecting the debt. Gretchen Brebner wanted to know if the enrollment was ahead of projected and if we were stable.

UNFINISHED BUSINESS

APPROVAL OF BOARD POLICY & PROCEDURE NO. 2401 (NEW) – 2ND READING

Annie Keebler moved the Board approve Board Policy & Procedure No. 2401 – Financial Education Master-Based Learning and Credit, as presented. Danielle Santman seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY & PROCEDURE NO. 2402 (NEW) – 2ND READING

Annie Keebler moved the Board approve Board Policy & Procedure No. 2402 – English Language Arts Mastery-Based Credit, as presented. Nate Talbott seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY & PROCEDURE NO. 2403 (NEW) – 2ND READING

Annie Keebler moved the Board approve Board Policy & Procedure No. 2403 – Math Mastery-Based Credit, as presented. Danielle Santman seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY & PROCEDURE NO. 2404 (NEW) – 2ND READING

Annie Keebler moved the Board approve Board Policy & Procedure No. 2404 – Science Mastery-Based Credit, as presented. Nate Talbott seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY & PROCEDURE NO. 2405 (NEW) – 2ND READING

Annie Keebler moved the Board approve Board Policy & Procedure No. 2405 – Social Studies Mastery-Based Credit. Danielle Santman seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY & PROCEDURE NO. 2406 (NEW) – 2ND READING

Annie Keebler moved the Board approve Board Policy & Procedure No. 2406 – The Arts Mastery-Based Credit. Nate Talbott seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY & PROCEDURE NO. 2407 (NEW) – 2ND READING

Annie Keebler moved the Board approve Board Policy & Procedure No. 2407 – Health and Physical Education Mastery-Based Credit. Danielle Santman seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY & PROCEDURE NO. 2408 (NEW) – 2ND READING

Annie Keebler moved the Board approve Board Policy & Procedure No. 2408 – Integrated Environmental and Sustainability Education Mastery-Based Credit. Nate Talbott seconded the motion and it passed unanimously.

NEW BUSINESS

APPROVAL OF FREEMAN CTE 4-YEAR PLAN

Annie Keebler moved the Board approve the Freeman CTE 4-Year Plan, as presented. Danielle Santman seconded the motion and it passed unanimously.

APPROVAL OF FSD BOARD-SUPERINTENDENT 2024-2025 EXPECTATIONS & GOALS

Annie Keebler moved the Board approve the FSD Board-Superintendent 2024-2025 Expectations & Goals, as presented. Nate Talbott seconded the motion and it passed unanimously.

APPROVAL OF FSD CO-CURRICULAR CONTRACT 2024/2025

Annie Keebler moved the Board approve the FSD Co-Curricular Contract 2024-2025, as presented. Nate Talbott seconded the motion and it passed unanimously.

APPROVAL OF SURPLUS PROPERTY

Annie Keebler moved the Board approve the Surplus Property, as presented. Danielle Santman seconded the motion and it passed unanimously.

APPROVAL OF RESOLUTION 1-2024/2025

Annie Keebler moved the Board approve Resolution 1-2024/2025 – Authorizing an Interfund Loan from the Capital Projects Fund to the General Fund, as presented. Nate Talbott seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY & PROCEDURE NO. 2410 – 1ST READING

Annie Keebler moved the Board approve Board Policy & Procedure No. 2410 – High School Graduation Requirements, as presented. Danielle Santman seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY & PROCEDURE NO. 3246 – 1ST READING

Annie Keebler moved the Board approve Board Policy & Procedure No. 3246 – Restraint, Isolation and other Uses of Reasonable Force, as presented. Nate Talbott seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY NO. 3432 – 1ST READING

Annie Keebler moved the Board approve Board Policy No. 3432 – Emergencies, as presented. Danielle Santman seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY & PROCEDURE NO. 6220 – 1ST READING

Annie Keebler moved the Board approve Board Policy & Procedure No. 6220 – Bis or Request for Proposal Requirements, as presented. Nate Talbott seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY NO. 6690 (NEW) – 1ST READING

Annie Keebler moved the Board approve Board Policy No. 6690 – Contracting for Transportation Services, as presented. Danielle Santman seconded the motion and it passed unanimously.

OTHER INFORMATION:

- The next regular board meeting is scheduled for Wednesday, October 23, 2024, at the PRTC building at 6:00 pm preceded by a work session at 4:00 pm for a Capital Projects Levy discussion.
- The November board meeting will be Wednesday, the 20th, 2024, at the PRTC building at 6:00 pm.
- A board work session is scheduled for Thursday, Nov 21st, 2024, 8:00 am – 4:00 pm. Location to be determined.
- The December 11th work session is scheduled for 2:00 pm followed by a regular board meeting at 6:00 pm.

PERSONNEL ACTION:

Certified: Benjamin Lipke – Substitute Teacher
 Kyla Hansen – Substitute Teacher
 Allysha Hubbard – Substitute Teacher – Pending OSPI Approval

Classified: Ben Jamison – Substitute Bus Driver

Extracurricular: Nikki Reierson – Resignation – HS JV Softball Coach
 Joseph Nunley – FHS Conservation Club Advisor
 John Hays – HS Knowledge Bowl Club Advisor
 Jessica Loera – HS JV Girls Basketball Coach
 Braedon Orrino – MS Head Wrestling Coach
 Josie Marro – Resignation – 8th Grade Assistant Volleyball Coach
 Alicia Thompson – MS Cross-Country Overflow Coach
 Chelsie Day – Resignation – 7th Grade Head Volleyball Coach
 Isaac Swillie – Resignation – 7th Grade Assistant Volleyball Coach
 Isaac Swillie – 8th Grade Assistant Volleyball Coach

Annie Keebler moved the Board approve the personnel action as presented. Danielle Santman seconded the motion and it passed unanimously.

ADJOURNMENT: The board meeting adjourned at 8:03 p.m. with no further action.

Recording Secretary

Board Secretary

Board Chair

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 October 23, 2024, the board, by a _____ vote, approves payments, totaling \$26.06. The payments are further identified in this document.

Total by Payment Type for Cash Account, US BANK WIRE:
Wire Transfer Payments 202400012 through 202400012, totaling \$26.06

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
202400012	DEPARTMENT OF REVENUE	10/15/2024	CTAX11 20241015AAA	Comp Tax owed for Cash Account 11 through 09/30/2024	0	26.06	26.06
40 L 630 0000 00 0000 0000 0000 0000			Associated Student Body Fund/Due to Other Government Un			26.06	
						1	Wire Transfer Check(s) For a Total of 26.06

	0	Manual	Checks For a Total of	0.00
	1	Wire Transfer	Checks For a Total of	26.06
	0	ACH	Checks For a Total of	0.00
	0	Computer	Checks For a Total of	0.00
Total For	1	Manual, Wire Tran, ACH & Computer Checks		26.06
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	26.06

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
40	Associated Student Body Fund	26.06	0.00	0.00	26.06

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 October 23, 2024, the board, by a _____ vote, approves payments, totaling \$22,606.82. The payments are further identified in this document.

Total by Payment Type for Cash Account, US BANK WIRE:
Wire Transfer Payments 202400009 through 202400011, totaling \$22,606.82

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
202400009	BMO MASTERCARD Vendor on Invoice	10/14/2024	BMO ASB October00000	ASB Fund Credit Card Payment AP Invoice.	0	3,075.49	3,075.49
40 E 530 1000 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/General Stude		231.42	
40 E 530 4160 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/HONORS ART CL		98.19	
40 E 530 2500 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/GENERAL ATHLE		29.37	
40 E 530 2500 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/GENERAL ATHLE		107.71	
40 E 530 2020 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/FOOTBALL		38.91	
40 E 530 2020 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/FOOTBALL		139.45	
40 E 530 2020 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/FOOTBALL		1,404.22	
40 E 530 1000 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/General Stude		209.52	
40 E 530 2110 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/WRESTLING		213.99	
40 E 530 6040 00 0000 2050 0000 0000 0				Associated Student Body Fund/EXPENDITURES/POSTIVE BEHAV		15.25	
40 E 530 6040 00 0000 2050 0000 0000 0				Associated Student Body Fund/EXPENDITURES/POSTIVE BEHAV		272.09	
40 E 530 6040 00 0000 2050 0000 0000 0				Associated Student Body Fund/EXPENDITURES/POSTIVE BEHAV		277.20	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
40 E 530 6040 00 0000 2050 0000 0000 0	Vendor on Invoice			Associated Student Body Fund/EXPENDITURES/POSTIVE BEHAV		38.17	
202400010	BMO MASTERCARD	10/14/2024	BMO GF October00000	General Fund Credit Card Payment AP Invoice.	0	19,493.48	19,493.48
10 E 530 9700 64 5610 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		75.87	
10 E 530 9700 64 5610 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		18.32	
10 E 530 0158 32 5652 0000 0000 0000 0				General Fund/EXPENDITURES/TECHNOLOGY		1,426.92	
10 E 530 9700 64 5610 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		63.90	
10 E 530 0158 32 5652 0000 0000 0000 0				General Fund/EXPENDITURES/TECHNOLOGY		179.34	
10 E 530 0158 32 5652 0000 0000 0000 0				General Fund/EXPENDITURES/TECHNOLOGY		5,197.50	
10 E 530 0158 32 5652 0000 0000 0000 0				General Fund/EXPENDITURES/TECHNOLOGY		300.00	
10 E 530 0158 32 5610 0000 0000 0000 0				General Fund/EXPENDITURES/TECHNOLOGY		52.23	
10 E 530 9700 64 5610 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		80.25	
10 E 530 0158 32 5652 0000 0000 0000 0				General Fund/EXPENDITURES/TECHNOLOGY		68.75	
10 E 530 0158 32 5610 0000 0000 0000 0				General Fund/EXPENDITURES/TECHNOLOGY		23.31	
10 E 530 0158 32 5610 0000 0000 0000 0				General Fund/EXPENDITURES/TECHNOLOGY		23.31	
10 E 530 0158 32 5610 0000 0000 0000 0				General Fund/EXPENDITURES/TECHNOLOGY		24.62	
10 E 530 0158 32 5610 0000 0000 0000 0				General Fund/EXPENDITURES/TECHNOLOGY		1,995.00	
10 E 530 0158 32 5610 0000 0000 0000 0				General Fund/EXPENDITURES/TECHNOLOGY		16.63	
10 E 530 0158 32 5652 0000 0000 0000 0				General Fund/EXPENDITURES/TECHNOLOGY		194.10	
10 E 530 0158 32 5610 0000 0000 0000 0				General Fund/EXPENDITURES/TECHNOLOGY		172.94	
10 E 530 0158 32 5610 0000 0000 0000 0				General Fund/EXPENDITURES/TECHNOLOGY		80.25	
10 E 530 0158 32 5610 0000 0000 0000 0				General Fund/EXPENDITURES/TECHNOLOGY		55.60	
10 E 530 9700 62 5610 0000 0000 0000 1				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		1,217.26	
10 E 530 9700 64 5610 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		8.64	
10 E 530 0100 27 5610 4020 4020 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		14.86	
10 E 530 3164 27 5610 4020 0000 0000 0				General Fund/EXPENDITURES/CTE- CONSTRUCTION RELATED		160.16	
10 E 530 3164 27 5610 4020 0000 0000 0				General Fund/EXPENDITURES/CTE- CONSTRUCTION RELATED		281.06	
10 E 530 3151 27 5610 4020 0000 0000 0				General Fund/EXPENDITURES/CTE-JOURNALISM		150.28	
10 E 530 0100 27 5610 4020 4020 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		48.99	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
Vendor on Invoice							
10 E 530 3120 27 5610 4020 0000 0000 0				General Fund/EXPENDITURES/CTE-CULINARY		120.00	
10 E 530 0100 27 5610 4020 4020 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		116.70	
10 E 530 0100 27 5610 4020 4020 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		205.44	
10 E 530 3164 27 5610 4020 0000 0000 0				General Fund/EXPENDITURES/CTE- CONSTRUCTION RELATED		119.98	
10 E 530 0100 27 5610 4020 4020 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		17.41	
10 E 530 3164 27 5610 4020 0000 0000 0				General Fund/EXPENDITURES/CTE- CONSTRUCTION RELATED		102.88	
10 E 530 3164 27 5610 4020 0000 0000 0				General Fund/EXPENDITURES/CTE- CONSTRUCTION RELATED		40.83	
10 E 530 3164 27 5610 4020 0000 0000 0				General Fund/EXPENDITURES/CTE- CONSTRUCTION RELATED		16.62	
10 E 530 0100 27 5610 4020 4020 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		78.00	
10 E 530 3130 27 5610 4020 0000 0000 0				General Fund/EXPENDITURES/CTE-GEOMETRY		27.03	
10 E 530 0100 27 5610 4020 4020 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		54.90	
10 E 530 0100 27 5610 1010 1010 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		67.01	
10 E 530 0100 27 5610 1010 1010 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		56.61	
10 E 530 0100 27 5610 1010 1010 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		75.67	
10 E 530 8800 27 5610 0000 0000 0000 1				General Fund/EXPENDITURES/DAY CARE		112.18	
10 E 530 2100 21 8580 0000 0000 0000 0				General Fund/EXPENDITURES/SPECIAL ED, BASIC, STATE		953.93	
10 E 530 2100 27 5610 1010 0000 0000 0				General Fund/EXPENDITURES/SPECIAL ED, BASIC, STATE		38.72	
10 E 530 2100 27 5610 1010 0000 0000 0				General Fund/EXPENDITURES/SPECIAL ED, BASIC, STATE		21.60	
10 E 530 2100 27 5610 1010 0000 0000 0				General Fund/EXPENDITURES/SPECIAL ED, BASIC, STATE		64.81	
10 E 530 2100 27 5610 1010 0000 0000 0				General Fund/EXPENDITURES/SPECIAL ED, BASIC, STATE		140.75	
10 E 530 2100 27 5610 1010 0000 0000 0				General Fund/EXPENDITURES/SPECIAL ED, BASIC, STATE		41.07	
10 E 530 2100 27 5610 1010 0000 0000 0				General Fund/EXPENDITURES/SPECIAL ED, BASIC, STATE		128.63	
10 E 530 2100 27 5610 1010 0000 0000 0				General Fund/EXPENDITURES/SPECIAL ED, BASIC, STATE		54.02	
10 E 530 2100 27 5610 1010 0000 0000 0				General Fund/EXPENDITURES/SPECIAL ED, BASIC, STATE		593.45	
10 E 530 2100 27 7580 0000 0000 0000 0				General Fund/EXPENDITURES/SPECIAL ED, BASIC, STATE		1,017.00	
10 E 530 0900 27 5610 0000 0000 0000 0				General Fund/EXPENDITURES/TRANSITION TO KINDERGARTEN		96.21	
10 E 530 9700 12 8580 0000 0000 0000 1				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		34.62	
10 E 530 9900 52 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		40.30	
10 E 530 9900 51 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		111.84	
10 E 530 9900 53 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		157.33	
10 E 530 9900 51 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		156.24	
10 E 530 9900 52 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		92.50	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
	Vendor on Invoice						
10 E 530 9700 75 7330 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		13.65	
10 E 530 9900 51 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		81.68	
10 E 530 9700 75 5626 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		15.13	
10 E 530 9900 52 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		432.45	
10 E 530 9700 75 5626 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		400.00	
10 E 530 9700 13 5610 0000 0000 0000 1				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		46.58	
10 E 530 9700 13 5610 0000 0000 0000 1				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		15.89	
10 E 530 9700 13 5610 0000 0000 0000 1				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		1,282.60	
10 E 530 0100 24 5610 2050 2050 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		25.93	
10 E 530 0100 27 5610 2050 2050 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		-249.30	
10 E 530 0100 27 5610 2050 2050 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		295.20	
10 E 530 0100 27 5610 2050 2050 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		249.30	
202400011 BMO MASTERCARD		10/14/2024		CREDIT CARD PAYMENT CHECK			37.85
	US POSTAL SERVICE		BMO GF October00001	General Fund	0	37.85	
				Credit Card			
				Payment AP			
				Invoice.			
10 E 530 9700 64 7580 0000 0000 0000 1				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		12.95	
10 E 530 9700 64 7580 0000 0000 0000 1				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		12.45	
10 E 530 9700 64 7580 0000 0000 0000 1				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		12.45	
			3	Wire Transfer Check(s) For a Total of			22,606.82

	0	Manual	Checks For a Total of	0.00
	3	Wire Transfer	Checks For a Total of	22,606.82
	0	ACH	Checks For a Total of	0.00
	0	Computer	Checks For a Total of	0.00
Total For	3	Manual, Wire Tran, ACH & Computer Checks		22,606.82
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	22,606.82

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	General Fund	0.00	0.00	19,531.33	19,531.33
40	Associated Student Body Fund	0.00	0.00	3,075.49	3,075.49

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 October 23, 2024, the board, by a _____ vote, approves payments, totaling \$350,756.43. The payments are further identified in this document.

Total by Payment Type for Cash Account, County Treasurer Warrants:

Warrant Numbers 121665 through 121711, totaling \$350,756.43

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
121665	ANATEK LABS, INC	10/31/2024	2423510	Water Testing	0	115.00	385.00
10 E 530 9700 64 7431 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		115.00	
			2424468	Water Testing	0	115.00	
10 E 530 9700 64 7431 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		115.00	
			2424898	Water Testing	0	40.00	
10 E 530 9700 64 7431 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		40.00	
			2426074	Water Testing	0	115.00	
10 E 530 9700 64 7431 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		115.00	
121666	ASSOCIATED BUILDERS & CONTRACT	10/31/2024	211207	OSHA 10 Certification	4022425008	6,416.14	6,416.14
10 E 530 3164 27 5610 4020 0000 0000 0				General Fund/EXPENDITURES/CTE- CONSTRUCTION RELATED		6,416.14	
121667	AVISTA UTILITIES	10/31/2024	1983570000	Natural Gas-Transportation	0	13.57	781.71
10 E 530 9700 65 7621 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		13.57	
			726116000	Natural Gas MS	0	208.33	
10 E 530 9700 65 7621 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		208.33	
			8060150000	Natural Gas HS	0	361.85	
10 E 530 9700 65 7621 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		361.85	
			8261160000	Natural Gas MS	0	197.96	
10 E 530 9700 65 7621 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		197.96	
121668	AWSP	10/31/2024	000043964	Membership 24-25 L. Phelan	0	937.00	2,811.00
10 E 530 9700 13 7810 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		937.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			000043965	Membership 24-25	0	937.00	
				J. Smith			
10 E 530 9700 13 7810 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		937.00	
			000043966	Membership 24-25	0	937.00	
				J. Straw			
10 E 530 9700 13 7810 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		937.00	
121669	CANON FINANCIAL SERVICES, INC.	10/31/2024	35190872	Copier Lease	0	1,452.86	2,905.72
10 E 530 9700 13 7310 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		159.81	
10 E 530 9900 52 7310 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		72.64	
10 E 530 0100 27 7310 1010 1010 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		508.50	
10 E 530 0100 27 7310 2050 2050 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		232.46	
10 E 530 0100 27 7310 4020 4020 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		479.45	
			35884304	Copier Lease	0	1,452.86	
10 E 530 9700 13 7310 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		159.81	
10 E 530 9900 52 7310 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		72.64	
10 E 530 0100 27 7310 1010 1010 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		508.50	
10 E 530 0100 27 7310 2050 2050 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		232.46	
10 E 530 0100 27 7310 4020 4020 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		479.45	
121670	CLEARWATER VALLEY MUSIC	10/31/2024	12026	Drumsticks and music folders	1002425006	531.26	531.26
10 E 530 0100 27 5610 2050 2050 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		265.63	
10 E 530 0100 27 5610 4020 4020 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		265.63	
121671	COMMUNITY COLLEGES OF SPOKANE	10/31/2024	CA-0000020402	Summer 24 Running Start	0	9,800.08	9,800.08
10 E 530 0100 27 7565 0000 0000 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		9,800.08	
121672	COMMUNITY-MINDED ENTERPRISES	10/31/2024	PA091024	AED Pads and AED Ped pads	0	915.00	915.00
10 E 530 0100 26 5610 0000 0000 0000 1				General Fund/EXPENDITURES/BASIC EDUCATION		915.00	
121673	CONTROL SOLUTIONS NORTHWEST, I	10/31/2024	29839	HS Flow Switch replacement	0	811.72	1,724.41
10 E 530 9700 64 7431 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		811.72	
			29847	Elementary HP-30	0	302.68	
10 E 530 9700 64 7431 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		302.68	
			30059	MS Portable not cooling	0	610.01	
10 E 530 9700 64 7431 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		610.01	
121674	EDNETICS INC	10/31/2024	INV-132254	Phones	0	4,093.92	7,376.43
10 E 530 9700 72 7530 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		4,093.92	
			INV-132275	Ednetics	0	3,282.51	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				monitoring for Alarm & Fire panels for January 2024- October 2025			
10 E 530 9700 72 7350 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		3,282.51	
121675	FATBEAM, LLC	10/31/2024	48437	Monthly Internet Service	0	1,420.00	1,420.00
10 E 530 9700 72 7530 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		1,420.00	
121676	FOLLETT SOFTWARE CO	10/31/2024	1559129	Service renewal	0	2,716.88	2,716.88
10 E 530 0100 27 7320 0000 0000 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		2,716.88	
121677	FREEMAN REVOLVING FUND	10/31/2024	reimburse account	Waterfestival2024 Freeman	0	130.00	130.00
10 E 530 0100 27 5610 1010 1010 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		130.00	
121678	FRONTLINE TECHNOLOGIES GROUP,	10/31/2024	23182	Elem para radios	0	109.18	109.18
10 E 530 0100 27 5610 1010 0000 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		109.18	
121679	GEOENGINEERS, INC	10/31/2024	0201037	Professional Personnel	0	4,781.71	4,781.71
10 E 530 9700 13 7340 0000 0000 0000 1				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		4,781.71	
121680	GOLD STAR FOODS: NORTHWEST DIS	10/31/2024	3299790	Alternate vendor to US Foods.	8002425002	2,643.28	2,643.28
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		2,643.28	
121681	H & H, INC	10/31/2024	AR343164	DO & Transportation	0	123.26	1,455.79
10 E 530 9700 12 7310 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		59.41	
10 E 530 9900 52 7310 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		63.85	
			AR343165	Elementary	0	502.21	
10 E 530 2100 27 7310 0000 0000 0000 0				General Fund/EXPENDITURES/SPECIAL ED, BASIC, STATE		27.88	
10 E 530 0900 27 7310 0000 0000 0000 0				General Fund/EXPENDITURES/TRANSITION TO KINDERGARTEN		8.02	
10 E 530 0100 27 7310 1010 1010 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		466.31	
			AR343166	High School	0	541.84	
10 E 530 2100 27 7310 0000 0000 0000 0				General Fund/EXPENDITURES/SPECIAL ED, BASIC, STATE		11.73	
10 E 530 0100 27 7310 4020 4020 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		530.11	
			AR343167	Middle school	0	288.48	
10 E 530 2100 27 7310 0000 0000 0000 0				General Fund/EXPENDITURES/SPECIAL ED, BASIC, STATE		5.17	
10 E 530 0100 27 7310 2050 2050 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		283.31	
121682	INLAND POWER & LIGHT	10/31/2024	423	Electricity 20999007	0	13,958.52	13,958.52
10 E 530 9900 65 7622 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		1,116.68	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 9700 65 7622 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		12,841.84	
121683	KCDA	10/31/2024	300810494	29274 - Nap-Lam II Laminating Film 27"x250' Roll - 3 Mil - 1" Core - 2/Case Audio Visual Size: 27"x250' - 3 mil Audio Visual Type: 1" Core For Elementary and middle school	1012425005	126.09	4,592.90
10 E 530 0100 27 5610 1010 1010 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		126.09	
			300813850	Liners	0	4,466.81	
10 E 530 9700 63 5610 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		4,466.81	
121684	M & L PLUMBING SUPPLY INC	10/31/2024	S100575256.001	Maintenance	0	69.55	69.55
10 E 530 9700 64 5610 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		69.55	
121685	NEWASA	10/31/2024	202425-014	24-25 Membership: R. Russell, L. Phelan, A. Steinolfson	0	350.00	350.00
10 E 530 9700 13 7320 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		350.00	
121686	NEWESD 101	10/31/2024	1252503215	Rural Education Center Membership 2024-2025	0	700.00	14,588.27
10 E 530 9700 11 7310 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		700.00	
			1252503340	Summary agreement 2024/2025:1st Qtr	0	13,508.11	
10 E 530 0100 27 7351 0000 0000 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		12,509.36	
10 E 530 9700 72 7350 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		998.75	
			1252503453	Safe Schools- annual sub	0	380.16	
10 E 530 9700 14 7340 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		380.16	
121687	NORTH 40 OUTFITTERS	10/31/2024	119094/3	Open PO for supplies	4022425004	56.49	56.49
10 E 530 3164 27 5610 4020 0000 0000 0				General Fund/EXPENDITURES/CTE- CONSTRUCTION RELATED		56.49	
121688	OXARC	10/31/2024	0032171276	Open PO for Supplies	4022425001	60.71	1,771.78
10 E 530 3164 27 5610 4020 0000 0000 0				General Fund/EXPENDITURES/CTE- CONSTRUCTION RELATED		60.71	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			0032180111	Open PO for Supplies	4022425001	301.05	
10 E 530 3164 27 5610 4020 0000 0000 0				General Fund/EXPENDITURES/CTE- CONSTRUCTION RELATED		301.05	
			32183587	Open PO for Supplies	4022425001	528.53	
10 E 530 3164 27 5610 4020 0000 0000 0				General Fund/EXPENDITURES/CTE- CONSTRUCTION RELATED		528.53	
			32184573	Repair of welding equipment	4022425011	881.49	
10 E 530 3164 27 5610 4020 0000 0000 0				General Fund/EXPENDITURES/CTE- CONSTRUCTION RELATED		881.49	
121689	PLANET TURF	10/31/2024	3009178	Maintenance supplies	0	543.96	543.96
10 E 530 9700 64 5610 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		543.96	
121690	QUADIENT LEASING USA, INC	10/31/2024	Q1543623	Lease 08-Nov-24 To 07-Feb-25	0	213.23	213.23
10 E 530 9700 13 7442 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		213.23	
121691	ROAD AMERICA INC	10/31/2024	32993	Bus supplies	0	195.94	195.94
10 E 530 9900 53 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		195.94	
121692	ROTO ROOTER	10/31/2024	293-045241007001	202-H-C Jet Full size Two Techs- line going to the lagoon	0	1,053.98	2,480.90
10 E 530 9700 64 7431 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		1,053.98	
			293-123241003002	202-H-C Jet Full Size Two Techs-manholes	0	1,426.92	
10 E 530 9700 64 7431 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		1,426.92	
121693	RWC INTERNATIONAL, LTD.	10/31/2024	RA106012319:01	Bus service	0	2,523.28	6,368.01
10 E 530 9900 53 7430 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		2,523.28	
			RA106084348:01	Bus supplies	0	507.25	
10 E 530 9900 53 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		507.25	
			RA106084610:01	Bus supplies	0	701.77	
10 E 530 9900 53 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		701.77	
			XA106083896:01	Bus supplies	0	2,635.71	
10 E 530 9900 53 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		2,635.71	
121694	SAVEMORE BUILDING SUPPLY INC	10/31/2024	199801	Open PO for supplies	4022425010	407.74	1,095.50
10 E 530 3164 27 5610 4020 0000 0000 0				General Fund/EXPENDITURES/CTE- CONSTRUCTION RELATED		407.74	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			427790	Open PO for supplies	4022425003	687.76	
10 E 530 3164 27 5610 4020 0000 0000 0				General Fund/EXPENDITURES/CTE- CONSTRUCTION RELATED		687.76	
121695	SCHOOL SPECIALTY LLC	10/31/2024	208134835497	FMS Art Supplies	2052425001	113.41	271.47
10 E 530 0100 27 5610 2050 2050 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		113.41	
			308104621381	FMS Art Supplies	2052425001	158.06	
10 E 530 0100 27 5610 2050 2050 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		158.06	
121696	SHIFFLER EQUIPMENT SALES INC	10/31/2024	10014359-00	Maintenance supplies	0	62.14	62.14
10 E 530 9700 64 5610 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		62.14	
121697	SPOKANE INTL TRANSLATION	10/31/2024	I0924_43123	Russian services for Nadiia Yarysheva	0	26.10	26.10
10 E 530 6500 27 7340 0000 0000 0000 0				General Fund/EXPENDITURES/TRANS BILINGUAL, STATE		26.10	
121698	SUNSHINE DISPOSAL & RECYCLING	10/31/2024	77018156	Disposal	0	974.48	974.48
10 E 530 9700 65 7431 0000 0000 0000 1				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		974.48	
121699	TERRY'S DAIRY INC	10/31/2024	663181A	Terry Dairy - milk products.	8002425005	272.99	2,894.92
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		272.99	
			663778A	Terry Dairy - milk products.	8002425005	163.88	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		163.88	
			663796A	Terry Dairy - milk products.	8002425005	199.97	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		199.97	
			664156A	Terry Dairy - milk products.	8002425005	309.50	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		309.50	
			664775A	Terry Dairy - milk products.	8002425005	164.30	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		164.30	
			664889A	Terry Dairy - milk products.	8002425005	163.88	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		163.88	
			665165A	Terry Dairy - milk products.	8002425005	254.73	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		254.73	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			665740A	Terry Dairy - milk products.	8002425005	186.81	
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/	SCHOOL FOOD SERVICES		186.81	
			665837A	Terry Dairy - milk products.	8002425005	168.47	
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/	SCHOOL FOOD SERVICES		168.47	
			666139A	Terry Dairy - milk products.	8002425005	205.58	
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/	SCHOOL FOOD SERVICES		205.58	
			666733A	Terry Dairy - milk products.	8002425005	168.47	
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/	SCHOOL FOOD SERVICES		168.47	
			667114A	Terry Dairy - milk products.	8002425005	243.53	
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/	SCHOOL FOOD SERVICES		243.53	
			667178A	Terry Dairy - milk products.	8002425005	130.94	
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/	SCHOOL FOOD SERVICES		130.94	
			667724A	Terry Dairy - milk products.	8002425005	261.87	
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/	SCHOOL FOOD SERVICES		261.87	
121700 TK ELEVATOR		10/31/2024	3008151106	Elevator-MS	0	991.51	991.51
10 E 530 9700 64 7431 0000 0000 0000 0			General Fund/EXPENDITURES/	DISTRICTWIDE SUPPORT		991.51	
121701 TYLER TECHNOLOGIES, INC.		10/31/2024	045-484750	Triptracker- Proj Management-Time-en try	0	102.50	1,332.50
10 E 530 9900 52 7519 0000 0000 0000 0			General Fund/EXPENDITURES/	PUPIL TRANSPORTATIONS		102.50	
			045-485887	Condustr configuration training- Triptracker Session 1-3	0	1,230.00	
10 E 530 9900 52 7519 0000 0000 0000 0			General Fund/EXPENDITURES/	PUPIL TRANSPORTATIONS		1,230.00	
121702 UNITED SCHOOLS INS PROGRAM		10/31/2024	2024-34947-0256-1A	2024-2025 USIP renewal- 2nd half pmt	0	225,126.75	223,205.52
10 E 530 9700 68 7520 0000 0000 0000 0			General Fund/EXPENDITURES/	DISTRICTWIDE SUPPORT		225,126.75	
			2024-34947-0854	Credit- Delete 1995 Ford E150	0	-1,921.23	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				Van #40587			
10 E 530 9700 68 7520 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		-1,921.23	
121703 URM CASH & CARRY		10/31/2024	120810	Credit	0	-36.63	172.65
10 E 530 9800 42 5610 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		-36.63	
			120911	Credit	0	-143.94	
10 E 530 9800 42 5610 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		-143.94	
			6-1-425583	For miscellaneous food and supply items.	8002425006	67.57	
10 E 530 9800 42 5610 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		67.57	
			6-1-429617	For miscellaneous food and supply items.	8002425006	72.54	
10 E 530 9800 42 5610 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		72.54	
			6-1-439136	For miscellaneous food and supply items.	8002425006	12.78	
10 E 530 9800 42 5610 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		12.78	
			6-1-443886	For miscellaneous food and supply items.	8002425006	60.65	
10 E 530 9800 42 5610 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		60.65	
			6-1-447169	For miscellaneous food and supply items.	8002425006	12.78	
10 E 530 9800 42 5610 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		12.78	
			6-1-447744	FMS Counselling - Taco 'bout it group	2052425002	45.52	
10 E 530 0100 24 5610 2050 2050 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		45.52	
			6-1-453931	For miscellaneous food and supply items.	8002425006	39.93	
10 E 530 9800 42 5610 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		39.93	
			6-1-454908	For miscellaneous food and supply items.	8002425006	41.45	
10 E 530 9800 42 5610 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		41.45	
121704 US FOODS INC		10/31/2024	3127771	US Foods -	8002425003	24.41	14,135.96

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 9800 44 5610 0000 0000 0000 0				primary food vendor.			
				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		24.41	
			5091824	US Foods - primary food vendor.	8002425003	37.85	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		37.85	
			5122309	US Foods - primary food vendor.	8002425003	218.98	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		218.98	
			5122310	US Foods - primary food vendor.	8002425003	281.59	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		281.59	
			5122311	US Foods - primary food vendor.	8002425003	284.20	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		284.20	
			5122312	US Foods - primary food vendor.	8002425003	586.34	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		537.11	
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SUPPLY CHAIN ASSISTANCE EXPEN		49.23	
			5122313	US Foods - primary food vendor.	8002425003	663.99	
10 E 530 9800 44 5610 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		54.40	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		609.59	
			5122314	US Foods - primary food vendor.	8002425003	128.94	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		128.94	
			5122315	US Foods - primary food vendor.	8002425003	187.28	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		187.28	
			5122316	US Foods - primary food vendor.	8002425003	282.41	
10 E 530 9800 44 5610 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		42.20	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		240.21	
			5122318	US Foods - primary food vendor.	8002425003	820.27	
10 E 530 9800 44 5610 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		227.89	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		419.14	
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SUPPLY CHAIN ASSISTANCE EXPEN		173.24	
			5122319	US Foods - primary food vendor.	8002425003	40.83	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		40.83	
			5122320	US Foods - primary food vendor.	8002425003	34.73	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		34.73	
			5122321	US Foods - primary food vendor.	8002425003	17.91	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		17.91	
			5212816	US Foods - primary food vendor.	8002425003	17.37	
10 E 530 9800 44 5610 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		17.37	
			5280993	US Foods - primary food vendor.	8002425003	29.45	
10 E 530 9800 44 5610 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		29.45	
			5315159	US Foods - primary food vendor.	8002425003	1,676.46	
10 E 530 9800 44 5610 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		47.00	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		1,506.55	
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SUPPLY CHAIN ASSISTANCE EXPEN		122.91	
			5315161	US Foods - primary food vendor.	8002425003	1,119.23	
10 E 530 9800 44 5610 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		144.96	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		792.60	
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SUPPLY CHAIN ASSISTANCE EXPEN		181.67	
			5315162	US Foods - primary food	8002425003	42.22	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				vendor.			
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		42.22	
			5504021	US Foods - primary food vendor.	8002425003	969.76	
10 E 530 9800 44 5610 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		121.99	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		693.00	
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SUPPLY CHAIN ASSISTANCE EXPEN		154.77	
			5504023	US Foods - primary food vendor.	8002425003	2,166.37	
10 E 530 9800 44 5610 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		249.26	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		1,663.38	
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SUPPLY CHAIN ASSISTANCE EXPEN		253.73	
			5692664	US Foods - primary food vendor.	8002425003	1,107.74	
10 E 530 9800 44 5610 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		100.60	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		881.58	
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SUPPLY CHAIN ASSISTANCE EXPEN		125.56	
			5692665	US Foods - primary food vendor.	8002425003	1,744.38	
10 E 530 9800 44 5610 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		153.02	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		1,374.15	
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SUPPLY CHAIN ASSISTANCE EXPEN		217.21	
			5692666	US Foods - primary food vendor.	8002425003	42.20	
10 E 530 9800 44 5610 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		42.20	
			5881571	US Foods - primary food vendor.	8002425003	533.57	
10 E 530 9800 44 5610 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		22.16	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		428.51	
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SUPPLY CHAIN ASSISTANCE EXPEN		82.90	
			5881572	US Foods - primary food vendor.	8002425003	185.38	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		185.38	
			5881573	US Foods - primary food	8002425003	821.26	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				vendor.			
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		707.44	
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SUPPLY CHAIN ASSISTANCE EXPEN		113.82	
			5881574	US Foods - primary food vendor.	8002425003	90.00	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		90.00	
			5913363	US Foods - primary food vendor.	8002425003	-19.16	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		-19.16	
121705	VARSITY YEARBOOK	10/31/2024	062355 41	Welcome to Yearbook Workbook	4022425013	391.27	391.27
10 E 530 3151 27 5640 4020 0000 0000 0				General Fund/EXPENDITURES/CTE-JOURNALISM		391.27	
121706	WALTER, CLAIRE	10/31/2024	8/22-9/30/24	Physical Therapy Services 8/22-9/26/24	0	2,625.00	2,625.00
10 E 530 2100 26 7340 0000 0000 0000 0				General Fund/EXPENDITURES/SPECIAL ED, BASIC, STATE		2,625.00	
121707	WALTER E NELSON CO	10/31/2024	532576	Custodial supplies	0	296.19	2,276.10
10 E 530 9700 63 5610 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		296.19	
			533009	Custodial supplies	0	61.58	
10 E 530 9700 63 5610 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		61.58	
			533059	Custodial supplies	0	408.23	
10 E 530 9700 63 5610 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		408.23	
			533288	Custodial supplies	0	68.28	
10 E 530 9700 63 5610 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		68.28	
			534000	Custodial supplies	0	149.80	
10 E 530 9700 63 5610 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		149.80	
			534468	Custodial supplies	0	1,292.02	
10 E 530 9700 63 5610 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		1,292.02	
121708	WESTERN STATES EQUIPMENT	10/31/2024	IN002919687	Maintenance service	0	372.79	1,905.89

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 9700 64 7431 0000 0000 0000 0				Maintenance Service Maintenance Service			
			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			372.79	
			IN002919750	Maintenance service	0	290.08	
				Maintenance Service Maintenance Service			
10 E 530 9700 64 7431 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			290.08	
			IN002919860	Maintenance service	0	290.08	
				Maintenance Service Maintenance Service			
10 E 530 9700 64 7431 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			290.08	
			IN002921201	Maintenance service	0	372.78	
				Maintenance Service Maintenance Service			
10 E 530 9700 64 7431 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			372.78	
			IN002921238	Maintenance service	0	290.08	
				Maintenance Service			
10 E 530 9700 64 7431 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			290.08	
			IN002921303	Maintenance service	0	290.08	
				Maintenance Service Maintenance Service			
10 E 530 9700 64 7431 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			290.08	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
121709	WSIPC	10/31/2024	1002400286	IEP Annual Recurring Fees	0	1,433.57	4,025.46
10 E 530 2100 32 7443 0000 0000 0000 0				General Fund/EXPENDITURES/SPECIAL ED, BASIC, STATE		1,433.57	
			1002400412	Microsoft Licensing	7002425001	2,591.89	
10 E 530 9700 72 7350 0000 0000 0000 1				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		2,591.89	
121710	WSPA	10/31/2024	179441	2024-25 Membership dues - Steinolfson	0	175.00	350.00
10 E 530 9700 14 7810 0000 0000 0000 1				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		175.00	
			191242	2024-2025 WSPA Membership Dues-Regina Simon	0	175.00	
10 E 530 9700 14 7810 0000 0000 0000 1				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		175.00	
121711	ZIPLY FIBER	10/31/2024	509-188-0049-072623-	Phones 09/30/24	0	1,926.82	1,926.82
10 E 530 9700 65 7530 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		1,926.82	
			47	Computer	Check(s) For a Total of		350,756.43

	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
	47	Computer	Checks For a Total of	350,756.43
Total For	47	Manual, Wire Tran, ACH & Computer Checks		350,756.43
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	350,756.43

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	General Fund	0.00	0.00	350,756.43	350,756.43

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 October 23, 2024, the board, by a _____ vote, approves payments, totaling \$9,059.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, AP Direct Dep Settlement:

ACH Numbers 242500031 through 242500052, totaling \$9,059.00

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
242500031	BECKER, TAWNIA MICHELLE	10/31/2024	CP	CELL PHONE ALLOWANCE	0	75.00	553.91
10 E 530 9900 52 7310 0000 0000 0000 1				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		75.00	
				Supplies Transportation	0	439.38	
10 E 530 9900 52 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		439.38	
				Transportation Mtg Transportation	0	39.53	
10 E 530 9900 52 8580 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		39.53	
242500032	BEVERS, KENT	10/31/2024	CP	CELL PHONE ALLOWANCE	0	75.00	75.00
10 E 530 9800 41 7310 0000 0000 0000 1				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		75.00	
242500033	BRANON, ADAM C	10/31/2024	CP	CELL PHONE ALLOWANCE	0	75.00	75.00
10 E 530 9700 62 7310 0000 0000 0000 1				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		75.00	
242500034	BRANON, JOSEPH	10/31/2024	CP	CELL PHONE ALLOWANCE	0	75.00	75.00
10 E 530 0158 32 7432 0000 0000 0000 1				General Fund/EXPENDITURES/TECHNOLOGY		75.00	
242500035	CARVO, MOLLY	10/31/2024	INV0010	OT Services-SEP 2024	0	3,936.33	3,936.33
10 E 530 2100 26 7340 0000 0000 0000 0				General Fund/EXPENDITURES/SPECIAL ED, BASIC, STATE		3,936.33	
242500036	COMBS JR., EVERETT	10/31/2024	CP	CELL PHONE ALLOWANCE	0	75.00	75.00
10 E 530 9900 52 7310 0000 0000 0000 1				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		75.00	
242500037	FRAZIER, LISA	10/31/2024	Catering /Supt Conf	Catering/Supt	0	53.88	171.61

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				Conference			
10 E 530 9810 42 5630 0000 0000 0000 1			General Fund/EXPENDITURES/CATERING			53.88	
			Food/Culinary-HS	Food/Culinary HS	0	103.87	
10 E 530 3120 27 5610 4020 0000 0000 0			General Fund/EXPENDITURES/CTE-CULINARY			103.87	
			NUT I-HS	NUT I-HS	0	13.86	
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/SCHOOL FOOD SERVICES			13.86	
242500038	GUTHRIE, NATHANIEL	10/31/2024	FEA allocation	FEA allocation	0	294.51	294.51
10 E 530 0127 27 5610 4020 0000 0000 0			General Fund/EXPENDITURES/FEA ALLOTMENT			294.51	
242500039	LALLY, KIRK D	10/31/2024	CP	CELL PHONE ALLOWANCE	0	75.00	75.00
10 E 530 9700 64 7310 0000 0000 0000 1			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			75.00	
242500040	PHELAN, LISA A	10/31/2024	CP	CELL PHONE ALLOWANCE	0	75.00	75.00
10 E 530 0100 23 7310 0000 0000 0000 1			General Fund/EXPENDITURES/BASIC EDUCATION			75.00	
242500041	REED, TODD L	10/31/2024	CP	CELL PHONE ALLOWANCE	0	75.00	75.00
10 E 530 0158 32 7432 0000 0000 0000 1			General Fund/EXPENDITURES/TECHNOLOGY			75.00	
242500042	RIPKE, CHAD EDWARD	10/31/2024	CP	CELL PHONE ALLOWANCE	0	75.00	75.00
10 E 530 0100 23 7310 0000 0000 0000 1			General Fund/EXPENDITURES/BASIC EDUCATION			75.00	
242500043	RUSSELL, RANDAL LEE	10/31/2024	CP	CELL PHONE ALLOWANCE	0	75.00	75.00
10 E 530 9700 12 7310 0000 0000 0000 1			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			75.00	
242500044	SMITH, JEFF	10/31/2024	CP	CELL PHONE ALLOWANCE	0	75.00	102.23
10 E 530 0100 23 7310 0000 0000 0000 1			General Fund/EXPENDITURES/BASIC EDUCATION			75.00	
			Staff mtg supplies	Staff mtg supplies	0	27.23	
10 E 530 0100 27 5610 4020 4020 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			27.23	
242500045	SMITH, MATTHEW	10/31/2024	FEA allocation 24/25	FEA allocation	0	73.80	73.80
10 E 530 0127 27 5610 4020 0000 0000 0			General Fund/EXPENDITURES/FEA ALLOTMENT			73.80	
242500046	STEINOLFSON, ALAN	10/31/2024	CP	CELL PHONE ALLOWANCE	0	75.00	75.00
10 E 530 9700 13 7310 0000 0000 0000 1			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			75.00	
242500047	STRAW, JAMES J	10/31/2024	CP	CELL PHONE ALLOWANCE	0	75.00	75.00
10 E 530 0100 23 7310 0000 0000 0000 1			General Fund/EXPENDITURES/BASIC EDUCATION			75.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
242500048	SWEENEY, JODY FAY	10/31/2024	CP	CELL PHONE ALLOWANCE	0	75.00	75.00
10 E 530 0100 26 7310 0000 0000 0000 1			General Fund/EXPENDITURES/BASIC EDUCATION			75.00	
242500049	WEX BANK	10/31/2024	100314707	Fuel	0	1,483.70	1,483.70
10 E 530 9700 75 5626 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			283.01	
10 E 530 9900 52 5626 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS			927.66	
10 E 530 9700 62 5626 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			273.03	
242500050	MCDONALD, MALLORY	10/31/2024	Camping trip reimburse	Cross Country camping trip reimbursements	4002425031	1,102.93	1,102.93
40 E 530 2010 00 0000 4020 0000 0000 0			Associated Student Body Fund/EXPENDITURES/CROSS COUNTRY			1,102.93	
242500051	PHELAN, LISA A	10/31/2024	BEATS	BEATS	0	344.98	344.98
40 E 530 1090 00 0000 2050 0000 0000 0			Associated Student Body Fund/EXPENDITURES/SCOTTIE DASH			344.98	
242500052	SMITH, MATTHEW	10/31/2024	HS Wrestling	HS Wrestling	0	95.00	95.00
40 E 530 2500 00 0000 4020 0000 0000 0			Associated Student Body Fund/EXPENDITURES/GENERAL ATHLE			95.00	
			22	ACH	Check(s) For a Total of		9,059.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	22	ACH	Checks For a Total of	9,059.00
	0	Computer	Checks For a Total of	0.00
Total For	22	Manual, Wire Tran, ACH & Computer Checks		9,059.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	9,059.00

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	General Fund	0.00	0.00	7,516.09	7,516.09
40	Associated Student Body Fund	0.00	0.00	1,542.91	1,542.91

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 October 23, 2024, the board, by a _____ vote, approves payments, totaling \$18,181.09. The payments are further identified in this document.

Total by Payment Type for Cash Account, County Treasurer Warrants:

Warrant Numbers 121648 through 121664, totaling \$18,181.09

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
121648	ASSOC OF WASH ST STUDENT LEADE	10/31/2024	000023121	AWSL Secondary Annual Member dues	4002425034	100.00	100.00
40 E 530 1000 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/General Stude		100.00	
121649	BSN SPORTS LLC	10/31/2024	926886021	Cheer Warm Ups (school owned)	4002425004	2,757.09	2,982.79
40 E 530 2050 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/UNIFORM REPLA		2,757.09	
			927068062	Anchors for soccer flags	4002425015	225.70	
40 E 530 2500 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/GENERAL ATHLE		225.70	
121650	DEER PARK HIGH SCHOOL	10/31/2024	2024 DeerPark Wrestl	Wrestling Invite Entry Fee	4002425029	375.00	375.00
40 E 530 2500 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/GENERAL ATHLE		375.00	
121651	FERRIS HIGH SCHOOL	10/31/2024	South Hill Scuffle	South Hill Scuffle Wrestling Invite Entry	4002425039	200.00	200.00
40 E 530 2500 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/GENERAL ATHLE		200.00	
121652	FREEMAN HIGH IMPREST FUND	10/31/2024	Reimburse	Reimburse Imprest Account for Checks 14040 - 14046	4002425035	877.23	877.23
40 E 530 2020 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/FOOTBALL		222.28	
40 E 530 2500 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/GENERAL ATHLE		394.00	
40 E 530 3250 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/CLASS OF 2025		78.58	
40 E 530 4030 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/CHEER		166.62	
40 E 530 4090 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/FBLA		15.75	
121653	GAME ONE	10/31/2024	10320530	Additional	4002425012	205.39	205.39

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
40 E 530 2500 00 0000 4020 0000 0000 0	Associated Student Body			football helmet - XXL		205.39	
121654	HUDL	10/31/2024	H00110748	Girls Basketball HUDL Silver	4002425033	702.65	702.65
40 E 530 2130 00 0000 4020 0000 0000 0	Associated Student Body			Fund/EXPENDITURES/GIRLS BASKETB		702.65	
121655	LAKESIDE HIGH SCHOOL	10/31/2024	Lakeside Shoot Out	Lakeside Shoot Out Wrestling Invite Entry	4002425036	100.00	100.00
40 E 530 2500 00 0000 4020 0000 0000 0	Associated Student Body			Fund/EXPENDITURES/GENERAL ATHLE		100.00	
121656	LIBERTY HIGH SCHOOL	10/31/2024	Brice Williams Inv	Brice Williams Wrestling Invite Entry Fee	4002425037	200.00	200.00
40 E 530 2500 00 0000 4020 0000 0000 0	Associated Student Body			Fund/EXPENDITURES/GENERAL ATHLE		200.00	
121657	MOMENTUM, INK. LLC	10/31/2024	30531	Scottie Dash T-Shirts	2002425010	5,649.56	5,649.56
40 E 530 1090 00 0000 2050 0000 0000 0	Associated Student Body			Fund/EXPENDITURES/SCOTTIE DASH		5,649.56	
121658	MOMENTUM, INK. LLC	10/31/2024	30541	All School Spirit Shirts 2024-25	4002425008	2,921.03	3,851.55
40 E 530 1000 00 0000 4020 0000 0000 0	Associated Student Body			Fund/EXPENDITURES/General Stude		2,921.03	
			30738	Mini cheer camp shirts	4002425030	930.52	
40 E 530 4030 00 0000 4020 0000 0000 0	Associated Student Body			Fund/EXPENDITURES/CHEER		930.52	
121659	MOMENTUM, INK. LLC	10/31/2024	30909	Scottie Dash Rally Towels	2002425008	1,367.40	1,367.40
40 E 530 1090 00 0000 2050 0000 0000 0	Associated Student Body			Fund/EXPENDITURES/SCOTTIE DASH		1,367.40	
121660	MOMENTUM, INK. LLC	10/31/2024	30916	Scottie Dash Banner	2002425009	265.00	265.00
40 E 530 1090 00 0000 2050 0000 0000 0	Associated Student Body			Fund/EXPENDITURES/SCOTTIE DASH		265.00	
121661	THE COFFEE WAREHOUSE, INC	10/31/2024	1194530	Open PO for Dawghouse Supplies	4002425010	212.75	212.75
40 E 530 4090 00 0000 4020 0000 0000 0	Associated Student Body			Fund/EXPENDITURES/FBLA		212.75	
121662	UNIVERSITY HIGH SCHOOL	10/31/2024	Pacific NW Wrestling	Pacific NW Wrestling Classic Invite Entry	4002425038	375.00	375.00
40 E 530 2500 00 0000 4020 0000 0000 0	Associated Student Body			Fund/EXPENDITURES/GENERAL ATHLE		375.00	
121663	URM CASH & CARRY	10/31/2024	6-1-437920	Open PO for Dawghouse	4002425009	545.97	662.18

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				Supplies			
40 E 530 4090 00 0000 4020 0000 0000 0			Associated Student Body Fund/EXPENDITURES/FBLA			545.97	
			6-1-442503	Open PO for	4002425009	116.21	
				Dawghouse			
				Supplies			
40 E 530 4090 00 0000 4020 0000 0000 0			Associated Student Body Fund/EXPENDITURES/FBLA			116.21	
121664 URM CASH & CARRY		10/31/2024	6-1-447748	OY - PBIS store	2002425011	54.59	54.59
40 E 530 6040 00 0000 2050 0000 0000 0			Associated Student Body Fund/EXPENDITURES/POSTIVE BEHAV			54.59	
				17 Computer	Check(s) For a Total of		18,181.09

	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
	17	Computer	Checks For a Total of	18,181.09
Total For	17	Manual, Wire Tran, ACH & Computer Checks		18,181.09
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	18,181.09

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
40	Associated Student Body Fund	0.00	0.00	18,181.09	18,181.09

Payments have been audited and certified by the Auditing Officer as required by RCW 42.24.080, and Freeman School District Board Meeting Agenda - Wednesday October 23, 2024 at 6:00 PM
 RCW 42.24.090. Those payments have been recorded on a listing which has been made available to the board.

As of October 23, 2024, the board, by a _____ vote, does approve for payment those checks (warrants) included in the following list and further described as follows: COUNTY TREASURER - County Treasurer Warrants Check Number 121712 through 121714 and for payment those Direct Deposits included in the following list and further described as follows: COUNTY TREASURER - County Treasurer Warrants Direct Deposit Number 900020832 through 900020985 in the total amount of \$990,667.15.

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

4pacpv04.p FREEMAN SCHOOL DISTRICT #358 12:14 PM 10/17/24
 05.24.06.00.00-010051 PAY SUMMARY FOR PAY / PAYROLL - AFTER CALCS PAGE: 1
 CHECK DATE: 10/31/2024 PERIOD ENDING DATE: 10/31/2024
 Board Report

<u>PAY</u>	<u>DESCRIPTION</u>	<u>COUNT</u>	<u>FACTOR</u>	<u>HOURS</u>	<u>GROSS</u>	<u>RETIRE HOURS</u>
CA13	ADMIN BC 1	32	13.0000		116,527.37	2392.00
CA14	ADMIN BC 1	1	1.0000		6,536.75	184.00
CA25	REDROVER	1	1.0000		201.38	
CA45	ASB COORDINATOR	2	2.0000		458.34	
CA55	MS ATHLETIC DIR	1	1.0000		125.00	22.00
CA85	HS ATHLETIC DIR	1	1.0000		208.34	
CAJ5	JOURNALISM	1	1.0000		287.92	
CBA5	BAND	1	1.0000		505.84	
CC14	CUSTODIAL BC 1	8	6.0000		20,963.93	1020.00
CCA5	CLASS ADVISOR	4	4.0000		523.36	
CCH5	CHOIR	1	1.0000		157.09	
CD34	DRIVER CONTRACT	14	14.0000		20,298.07	1053.41
CD44	PM2-R	2	2.0000		1,308.00	69.00
CD74	DRIVER AIDE	1	1.0000		1,146.38	80.00
CDA5	CONSERVATION	1	1.0000		131.00	
CDCP5	DCP CONTR	1	1.0000		1,000.00	
CDD5	ADDITIONAL DAYS	8	6.0000		2,998.86	
CE13	PARA-ED	27	17.0000		35,865.02	2310.01
CE33	LIBRARY COORD	2	1.0000		1,494.82	80.00
CE34	LC EXTRA DAYS	2	1.0000		140.65	
CF14	NUTRITION	5	5.0000		7,685.51	460.00
CGP5	GROUNDS	1	1.0000		4,920.94	184.00
CHS5	HONOR SOCIETY	1	1.0000		47.92	
CIN5	INCENTIVE	1	1.0000		1,888.34	
CJ13	COACHING C1	13	13.0000		20,269.20	2960.70
CJ15	COACHING C1	5	5.0000		7,255.35	595.60
CKN3	KNOWLEDGE BOWL	1	1.0000		197.00	44.00
CN13	NURSE BC 1	1	1.0000		4,700.16	119.00
CP15	PHD STIPEND	1	1.0000		871.50	
CS13	SECRETARY BC 1	13	5.0000		14,508.60	836.00
CSS15	Safety Stipend	1	1.0000		125.00	
CSU5	Assist Supt	2	1.0000		1,250.00	
CT13	TEACH BC 1	83	58.0000		391,615.48	8692.60

CHECK DATE: 10/31/2024 PERIOD ENDING DATE: 10/31/2024

Board Report

<u>PAY</u>	<u>DESCRIPTION</u>	<u>COUNT</u>	<u>FACTOR</u>	<u>HOURS</u>	<u>GROSS</u>	<u>RETIRE HOURS</u>
CTE15	CTE STP	2	2.0000		954.59	
CTE23	CTE STP	1	1.0000		208.34	
CTE25	CTE DIRECTOR	1	1.0000		1,250.00	
CV15	VOC STIPEND	1	1.0000		167.09	
CYB3	YEARBOOK	1	1.0000		98.50	
CYB5	YEARBOOK	1	1.0000		287.92	
LWOP3	Leave w/o Pay	3		-5.5000	-109.78	-5.51
LWOP4	Leave w/o Pay	2		-43.7600	-967.47	-43.80
MSRT	Missed Route	5		-24.5800	-587.81	-24.60
T093	CERT SUB	33		319.5000	6,846.43	319.50
T094	CLASS SUB	9		123.5800	3,125.43	123.60
T103	PER DIEM PAY	4		14.0000	802.83	14.00
T105	PER DIEM DAY	71		57.0000	23,638.77	357.00
T193	CLASS SUB	14		96.7500	1,767.64	96.80
TA13	ADMIN	2		65.0000	2,222.35	65.00
TB14	BUS DR	17		106.4000	2,530.23	106.49
TB34	BUS AIDE	1		5.0800	93.93	5.10
TC13	COMMITTEE	1		1.2500	24.95	1.30
TC14	CUSTODIAL	8		89.0000	1,971.01	89.00
TC4	CATERING	1	2.5000		62.50	2.50
TC5	COMMITTEE	7		8.7500	218.75	9.10
TD13	AFTERCARE	4		47.5000	1,187.50	47.50
TE13	PARA-ED	3		-1.0000	-18.83	-1.00
TF14	NUTRITION	2		0.5000	9.80	0.60
TN13	NURSE	1		53.0000	2,083.96	53.00
TO15	PAY DIFF	3	3.0000		228.90	
TPC5	PREP COVERAGE	11		24.0000	774.00	24.00
TS23	SPORTS	2		14.0000	227.92	14.00
TS25	SPORTS	2		18.7500	468.75	18.80
TSB3	TRANSPORTATION	8	80.1500		1,802.70	80.30
TSF3	SAFETY MTG	2		2.0000	42.43	2.00
TSF5	SAFETY MEETING	2		2.0000	50.00	2.00
TST4	STANDBY TIME	15		118.5700	2,167.45	118.60
TSU3	TICKET SALES	2		24.0800	602.00	24.10
	REPORT TOTAL	481	262.6500	1115.8700	720,445.90	22601.70

CHECK DATE: 10/31/2024 PERIOD ENDING DATE: 10/31/2024

Board Report

<u>CODE</u>	<u>DESCRIPTION</u>	<u>CATEGORY</u>	<u>COUNT</u>	<u>AMOUNT</u>
1FIC	FICA	FICA	481	41,897.14
1FIT	Fed Inc Tax	FEDERAL TAX	481	53,985.94
1FIT+	FIT Add Amount	FEDERAL TAX	56	5,163.43
1Med	Medicare	MEDICARE	481	9,935.56
1PFML	WA Paid FML	PFML	481	3,708.11
1ReE0	SERS Plan 0	RETIREMENT	50	
1ReE2	SERS Plan 2	RETIREMENT	71	5,415.15
1ReE3	SERS Plan 3	RETIREMENT	98	8,825.82
1ReT0	TRS Plan 0	RETIREMENT	30	
1ReT2	TRS Plan 2	RETIREMENT	34	5,172.90
1ReT3	TRS Plan 3	RETIREMENT	198	32,384.95
1WC	Workers' Comp	WORKERS' COMP	346	1,622.95
1WLTC	WA CARES TAX	LONG-TERM CARE	426	3,446.87
A0110	DUES-WEA/APA TR		54	4,072.96
A2123	1.75% UN-PUBLIC		91	1,182.96
A6133	PSE COPE		5	12.00
ACH#2	SECOND ACH		23	4,972.00
ACH#3	THIRD ACH		7	1,015.00
BHH	BRENDA'S H.H.		3	30.00
DCFSA	DepCare Ast Prg	OTH BEF TAX	2	416.66
DCP R	DCP ROTH	TSA-AFTER TAX	2	159.94
F0113	UNITED -UNITED		2	10.00
HCFSA	Medical FSA	OTH BEF TAX	18	1,524.03
HEHSA	Health Eqty-HSA	OTH BEF TAX	3	350.00
HRA 1	HEALTHINVESTHRA	TSA-BEFORE TAX	18	950.00
IDTAX	IDAHO STATE TAX	STATE TAX	10	406.00
KP2CR	Kai WA Smt2 E/C	OTH BEF TAX	3	500.00
KP2ER	Kai WA Smt2 EMP	OTH BEF TAX	3	429.00
KP2FR	Kai WA Smt2 FAM	OTH BEF TAX	2	883.00
KP2SR	Kai WA Smt2 E/S	OTH BEF TAX	2	286.00
KP3ER	Kai WA Smt3 EMP	OTH BEF TAX	6	474.00
KP3FR	Kai WA Smt3 FAM	OTH BEF TAX	1	711.00
KP3SR	Kai WA Smt3 E/S	OTH BEF TAX	1	286.00
KW1CR	Kai WA Core1E/C	OTH BEF TAX	2	168.00
KW2CR	Kai WA Core2E/C	OTH BEF TAX	2	344.00
KW2ER	Kai WA Core2EMP	OTH BEF TAX	9	490.00
KW2FR	Kai WA Core2FAM	OTH BEF TAX	8	1,764.00
KW2SR	Kai WA Core2E/S	OTH BEF TAX	2	392.00
KWSCR	Kai WA SndChE/C	OTH BEF TAX	1	201.00
KWSER	Kai WA SndChEMP	OTH BEF TAX	17	1,150.00
KWSFR	Kai WA SndChFAM	OTH BEF TAX	11	1,897.50
KWSSR	Kai WA SndChE/S	OTH BEF TAX	1	230.00
LIFE	LIFE LOCK		1	17.00
LTD50	Emp Pd LTD 50%		31	137.08
LTD60	Emp Pd LTD 60%		246	2,326.97
P1076	EQUITABLE	TSA-BEFORE TAX	1	500.00
P1176	AMERICA-OMNI	TSA-BEFORE TAX	2	150.00
P1276	ASPIRE-OMNI	TSA-BEFORE TAX	1	220.00
P6176	SECURITY-OMNI	TSA-BEFORE TAX	5	550.00
P9176	THRIVENT-OMNI	TSA-BEFORE TAX	1	100.00
PHCR	Prem Hgh PPOE/C	OTH BEF TAX	2	201.00
PHER	Prem Hgh PPOEMP	OTH BEF TAX	1	115.00
PHFR	Prem Hgh PPOFAM	OTH BEF TAX	2	690.00

CHECK DATE: 10/31/2024 PERIOD ENDING DATE: 10/31/2024

Board Report

<u>CODE</u>	<u>DESCRIPTION</u>	<u>CATEGORY</u>	<u>COUNT</u>	<u>AMOUNT</u>
PHSR	Prem Hgh PPOE/S	OTH BEF TAX	2	460.00
PMER	Prem HMCrEPOEMP	OTH BEF TAX	3	40.00
PMFR	Prem HMCrEPOFAM	OTH BEF TAX	3	60.00
PMSR	Prem HMCrEPOE/S	OTH BEF TAX	1	40.00
PSCR	Prem Std PPOE/C	OTH BEF TAX	1	112.00
PSER	Prem Std PPOEMP	OTH BEF TAX	11	512.00
PSFR	Prem Std PPOFAM	OTH BEF TAX	4	384.00
PSSR	Prem Std PPOE/S	OTH BEF TAX	1	128.00
PT127	ASPIRE-OMNI	TSA-AFTER TAX	1	1,000.00
R0170	VEBA I -VEBA TR	OTH BEF TAX	65	941.99
R1170	VEBA I -VEBA TR	OTH BEF TAX	209	5,133.36
R2170	VEBA I -VEBA TR	OTH BEF TAX	72	5,850.22
R3170	VEBA Leadership	OTH BEF TAX	33	2,500.00
V0143	LEVY CA-FREEMAN		14	29.00
V1CR	UMPACP-UWMedE/C	OTH BEF TAX	1	151.00
V1FR	UMPACP-UWMedFAM	OTH BEF TAX	3	516.00
V1SR	UMPACP-UWMedE/S	OTH BEF TAX	1	172.00
VACR	UMP Achieve2E/C	OTH BEF TAX	7	990.00
VAER	UMP Achieve2EMP	OTH BEF TAX	1	113.00
VAFR	UMP Achieve2FAM	OTH BEF TAX	6	1,356.00
VASR	UMP Achieve2E/S	OTH BEF TAX	1	226.00
VHSAC	UMP CDHP E/C	OTH BEF TAX	1	37.00
VHSAE	UMP CDHP EMP	OTH BEF TAX	1	21.00
VHSAF	UMP CDHP FAM	OTH BEF TAX	2	63.00
VUCR	UMP Achieve1E/C	OTH BEF TAX	4	154.00
VUER	UMP Achieve1EMP	OTH BEF TAX	19	528.00
VUFR	UMP Achieve1FAM	OTH BEF TAX	10	867.00
VUSR	UMP Achieve1E/S	OTH BEF TAX	6	377.00
Z2165	DEFERRED COMP	TSA-BEFORE TAX	10	7,110.00
			4328	231,744.49

CHECK DATE: 10/31/2024 PERIOD ENDING DATE: 10/31/2024

Board Report

<u>CODE</u>	<u>DESCRIPTION</u>	<u>CATEGORY</u>	<u>COUNT</u>	<u>AMOUNT</u>
1FIC	FICA	FICA	481	41,897.14
1Med	Medicare	MEDICARE	481	9,935.56
1PFML	WA Paid FML	PFML	478	1,461.08
1ReE0	SERS Plan 0	RETIREMENT	50	
1ReE2	SERS Plan 2	RETIREMENT	71	7,335.59
1ReE3	SERS Plan 3	RETIREMENT	98	11,385.88
1ReT0	TRS Plan 0	RETIREMENT	30	
1ReT2	TRS Plan 2	RETIREMENT	34	6,328.11
1ReT3	TRS Plan 3	RETIREMENT	198	43,581.35
1UC	Unemployment 00	UNEMPLOY COMP	481	354.35
1WC	Workers' Comp	WORKERS' COMP	346	6,582.19
SEBB	SEBB Healthcare		183	141,360.00
			2931	270,221.25

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

Spokane County Treasurer's Monthly Report

School District No. 358 Freeman For 09/2024 ESD No. 101

SCHEDULE A

Detail of all Cash Increases (Other Than School District Direct Deposits with the County Treasurer, Investment Transactions, Interfund Loans, and Accrued Interest and Premium on Bonds Sold).

School Revenue No.	Source Description	Capital Projects			Debt Service			Transportation		
		General Fund 1	Fund 2	Fund 3	Fund 3	Fund 3	Fund 9	Fund 9	Fund 9	
ITEM No. 20	Local Property Tax	\$23,328.71	\$17,387.98							\$0.00
28	Sale of Tax Title Property	\$0.00	\$0.00	\$26,098.36						\$0.00
29	In Lieu of Taxes	\$0.00	\$0.00	\$0.00						\$0.00
35	Timber Excise Tax	\$0.00	\$0.00	\$0.00						\$0.00
30	County-Administered Forests - DNR	\$0.00	\$0.00	\$0.00						\$0.00
31	Other Local Taxes	\$0.00	\$0.00	\$0.00						\$0.00
32	State Apportionment (Total Only) Report 1197	\$1,038,147.69								\$0.00
38	Other Nontax (i.e., Impact Fees)	\$0.00	\$0.00	\$0.00						\$0.00
5500	Federal Forests	\$0.00	\$0.00	\$0.00						\$0.00
3600	State Forests - DNR	\$0.00	\$0.00	\$0.00						\$0.00
3900	Other State - General	\$0.00	\$0.00	\$0.00						\$0.00
5400	Federal in Lieu of Taxes	\$0.00	\$0.00	\$0.00						\$0.00
XXXX	Other Federal (Includes Accounts 5200 6100)	\$0.00	\$0.00	\$0.00						\$0.00
2300	Investment Earnings	\$1,203.50	\$1,430.16	\$3,191.00						\$779.57
2400	Interfund Loan Interest Earnings	\$0.00	\$0.00							\$0.00
9100	Sale of Bonds	\$0.00	\$0.00							\$0.00
9600	Sale of Refunding Bonds									\$0.00
7100	Participation Payments from Other Districts	\$0.00	\$0.00							\$0.00
7301	Nonhigh Participation	\$0.00								\$0.00
** 9900	Operating Transfers	\$0.00	\$0.00	\$0.00						\$0.00
TOTAL SCHEDULE A CASH INCREASES		\$1,062,679.90	\$18,818.14	\$29,289.36	\$18,818.14	\$779.57				

(These totals must equal the amounts shown in Item 04 on pages 1, 2 and 3 in funds 1, 2, 3, and 9)

**Please refer to the Accounting Manual for Public School Districts in the State of Washington for definition of Revenue 9900 Operating Transfers.

**This report is due on or before the 7th business day of the following month according to RCW 28A.510.270(2).
I hereby certify that the county treasurer's monthly report to the above-named school district is true and correct.**

County Treasurer: Mike Baumgartner

Date **10/07/2024**

Spokane County Treasurer's Monthly Report

School District No. 358 Freeman

For 09/2024
Month/Year

ESD No. 101

	ITEM No.	General Fund 1	ASB Fund 4
I CASH:			
Beginning Cash Balance		\$662,553.33	\$351,383.00
ADD: School District Deposits Received in	01	\$36,686.60	\$68,168.51
Investments Earnings	02		\$1,004.15
Investments Sold (Exclude Interest)	03	\$0.00	\$0.00
Interfund Loan Proceeds from Fund 2	52	\$200,000.00	
Repayment of Interfund Loan Principal From Fund 2, 3, or 9 (Exclude Interest)	49	\$0.00	
Proceed from Revenue Anticipation Notes Issued	15	\$0.00	
Total Schedule A Cash Increases (see page 6)	04	\$1,062,679.90	
Other Cash Increases - Identify:	19	\$0.00	\$0.00
DEDUCT: Warrants Redeemed	05	(\$424,531.31)	(\$7,501.15)
Warrants Interest Paid	06	\$0.00	
Investments Purchased	07	\$0.00	\$0.00
Interfund Loans to Funds 2, 3, or 9	13	\$0.00	
Repayment of Interfund Loan Principal to Fund 2 (Exclude Interest)	08	\$0.00	
Interfund Loan Interest Paid	09	\$0.00	
Revenue Anticipation Notes Redeemed	16	\$0.00	
Revenue Anticipation Note Interest Paid	17	\$0.00	
Operating Transfer to Funds 2, 3, or 9	10	\$0.00	
Other Cash Decreases - Identify	11	(\$761,916.25)	(\$6,940.11)
Ending Cash Balance		\$775,472.27	\$406,114.40
II INVESTMENTS:			
Beginning Investments Balance		\$0.00	\$0.00
ADD: Investments Purchased	07	\$0.00	\$0.00
DEDUCT: Investments Sold (Exclude Interest)	03	\$0.00	\$0.00
Ending Investments Balance		\$0.00	\$0.00
III WARRANTS OUTSTANDING:			
Beginning Warrants Outstanding Balance		\$444,085.62	\$8,270.18
ADD: Warrants Issued	12	\$546,951.82	\$23,082.97
DEDUCT: Warrants Redeemed	05	(\$424,531.31)	(\$7,501.15)
Warrants Cancelled	14	\$0.00	\$0.00
Ending Warrants Outstanding Balance		\$566,506.13	\$23,852.00
IV REVENUE ANTICIPATION NOTES OUTSTANDING:			
Beginning Revenue Anticipation Notes Outstanding Balance		\$0.00	
ADD: Revenue Anticipation Notes Issued	15	\$0.00	
DEDUCT: Revenue Anticipation Notes Redeemed	16	\$0.00	
Ending Revenue Anticipation Notes Outstanding Balance		\$0.00	
ENDING CASH PLUS INVESTMENTS LESS WARRANTS OUTSTANDING LESS REVENUE ANTICIPATION NOTES OUTSTANDING		\$208,966.14	\$382,262.40

Effective Date

09/01/1999

Supersedes

09/01/1995

Form

F-197

Chapter

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Section

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Spokane County Treasurer's Monthly Report

School District No. 358 Freeman

For 09/2024
Month/Year

ESD No. 101

	ITEM No.	Capital Projects Fund 2	Transportation Fund 9
I CASH:			
Beginning Cash Balance		\$666,329.37	\$288,273.62
ADD:			
School District Deposits Received in	01	\$0.00	\$0.00
Investments Sold (Exclude Interest)	03	\$0.00	\$0.00
Interfund Loan Proceeds from Fund 1 or 2	52	\$0.00	\$0.00
Repayment of Interfund Loan Principal From Fund 1, 3, or 9 (Exclude Interest)	49	\$0.00	\$0.00
Proceed from Revenue Anticipation Notes Issued	15	\$0.00	\$0.00
Total Schedule A Cash Increases (see page 6)	04	\$18,818.14	\$779.57
Other Cash Increases - Identify:	19	\$0.00	\$0.00
DEDUCT:			
Warrants Redeemed	05	(\$123,781.04)	\$0.00
Warrants Interest Paid	06	\$0.00	\$0.00
Investments Purchased	07	\$0.00	\$0.00
Interfund Loans to Funds 1, 3, or 9	13	(\$200,000.00)	\$0.00
Repayment of Interfund Loan Principal to Fund 1 or 2 (Exclude Interest)	08	\$0.00	\$0.00
Interfund Loan Interest Paid	09	\$0.00	\$0.00
Revenue Anticipation Notes Redeemed	16	\$0.00	\$0.00
Revenue Anticipation Note Interest Paid	17	\$0.00	\$0.00
Residual Equity Transfer to Fund 1 and 3 or Operating Transfer to Fund 3	10	\$0.00	\$0.00
Bond Issuance Expenditures	18	\$0.00	\$0.00
Other Cash Decreases - Identify	11	\$0.00	\$0.00
Ending Cash Balance		\$361,366.47	\$289,053.19

II INVESTMENTS:			
Beginning Investments Balance		\$0.00	\$0.00
ADD:			
Investments Purchased	07	\$0.00	\$0.00
DEDUCT:			
Investments Sold (Exclude Interest)	03	\$0.00	\$0.00
Ending Investments Balance		\$0.00	\$0.00

III WARRANTS OUTSTANDING:			
Beginning Warrants Outstanding Balance		\$123,781.04	\$0.00
ADD:			
Warrants Issued	12	\$11,480.22	\$0.00
DEDUCT:			
Warrants Redeemed	05	(\$123,781.04)	\$0.00
Warrants Cancelled	14	\$0.00	\$0.00
Ending Warrants Outstanding Balance		\$11,480.22	\$0.00

IV REVENUE ANTICIPATION NOTES OUTSTANDING:			
Beginning Revenue Anticipation Notes Outstanding Balance		\$0.00	\$0.00
ADD:			
Revenue Anticipation Notes Redeemed	15	\$0.00	\$0.00
DEDUCT:			
Revenue Anticipation Notes Redeemed	16	\$0.00	\$0.00
Ending Revenue Anticipation Notes Outstanding Balance		\$0.00	\$0.00

ENDING CASH PLUS INVESTMENTS LESS WARRANTS OUTSTANDING			
LESS REVENUE ANTICIPATION NOTES OUTSTANDING		\$349,886.25	\$289,053.19

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Spokane County Treasurer's Monthly Report

School District No. 358 Freeman

For 09/2024

ESD No. 101

Month/Year

	ITEM No.	Debt Service Fund 3
I COUNTY TREASURER'S CASH:		
Beginning County Treasurer's Cash Balance		\$1,181,455.94
ADD: School District Deposits Received in	01	\$0.00
Investments Sold (Exclude Interest)	03	\$0.00
Interfund Loan Proceeds from Fund 1 or 2	52	\$0.00
Accrued Interest and Premium on Bond Sales	50	\$0.00
Monies Remitted to County Treasurer by Fiscal Agent	77	\$0.00
Proceed from Revenue Anticipation Notes Issued	15	\$0.00
Other Cash Increases - Identify:	19	\$0.00
Total Schedule A Cash Increases (see page 6)	04	\$29,289.36
DEDUCT: Warrants Redeemed	05	\$0.00
Warrants Interest Paid	06	\$0.00
Voted Bonds Redeemed by County Treasurer	71	\$0.00
Nonvoted Bonds Redeemed by County Treasurer	58	\$0.00
Voted Coupon Interest Paid by County Treasurer	72	\$0.00
Nonvoted Coupon Interest Paid by County Treasurer	65	\$0.00
Bond Transfer Fees	98	\$0.00
Investments Purchased	07	\$0.00
Monies Remitted to Fiscal Agent by County Treasurer	73	\$0.00
Repayment of Interfund Loan to Fund 1 or 2 (Exclude Interest)	08	\$0.00
Interfund Loan Interest Paid	09	\$0.00
Revenue Anticipation Notes Redeemed	16	\$0.00
Revenue Anticipation Note Interest Paid	17	\$0.00
Residual Equity Transfer to Funds 1 to Close Out Debt Service Fund	10	\$0.00
Other Cash Decreases - Identify	11	\$0.00
Ending County Treasurer's Cash Balance		\$1,210,745.30
II COUNTY TREASURER'S INVESTMENTS:		
Beginning County Treasurer's Investments Balance		\$0.00
ADD: Investments Purchased	07	\$0.00
DEDUCT: Investments Sold (Exclude Interest)	03	\$0.00
Ending County Treasurer's Investments Balance		\$0.00
III FISCAL AGENT CASH		
Beginning Fiscal Agent Cash Balance		\$0.00
ADD: Monies Remitted to the Fiscal Agent by County Treasurer	73	\$0.00
DEDUCT: Voted Bonds Redeemed by Fiscal Agent	75	\$0.00
Nonvoted Bonds Redeemed by Fiscal Agent	57	\$0.00
Voted Coupon Interest Paid by Fiscal Agent	76	\$0.00
Nonvoted Coupon Interest Paid by Fiscal Agent	64	\$0.00
Monies Remitted to County Treasurer by Fiscal Agent	77	\$0.00
Ending Fiscal Agent Cash Balance		\$0.00
IV REVENUE ANTICIPATION NOTES OUTSTANDING:		
Beginning Revenue Anticipation Notes Outstanding Balance		\$0.00
ADD: Revenue Anticipation Notes Redeemed	15	\$0.00
DEDUCT: Revenue Anticipation Notes Redeemed	16	\$0.00
Ending Revenue Anticipation Notes Outstanding Balance		\$0.00

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Spokane County Treasurer's Monthly Report

School District No. 358 Freeman

For 09/2024
Month/Year

ESD No. 101

	ITEM No.	Debt Service, cont. Fund 3
V WARRANTS OUTSTANDING:		
Beginning Warrants Outstanding Balance		\$0.00
ADD: Warrants Issued	12	\$0.00
DEDUCT: Warrants Redeemed	05	\$0.00
Warrants Cancelled	14	\$0.00
Ending Warrants Outstanding Balance		\$0.00
VI MATURED VOTED BONDS OUTSTANDING		
Beginning Matured Voted Bonds Outstanding Balance		\$0.00
ADD: Bonds Maturing This Month	90	\$0.00
DEDUCT: Bonds Redeemed by Fiscal Agent	75	\$0.00
Bonds Redeemed By County Treasurer	71	\$0.00
Ending Matured Voted Bonds Outstanding Balance		\$0.00
VII MATURED NONVOTED BONDS OUTSTANDING		
Beginning Matured Nonvoted Bonds Outstanding Balance		\$0.00
ADD: Bonds Maturing This Month	56	\$0.00
DEDUCT: Bonds Redeemed by Fiscal Agent	57	\$0.00
Bonds Redeemed By County Treasurer	58	\$0.00
Ending Matured Nonvoted Bonds Outstanding Balance		\$0.00
VIII UNMATURED VOTED BONDS OUTSTANDING		
Beginning Unmatured Voted Bonds Outstanding Balance		\$8,460,000.00
ADD: Bonds Issued	78	\$0.00
Refunding Bonds Transferred from Fund 6	87	\$0.00
DEDUCT: Bonds Maturing this Month	90	\$0.00
Bonds Refunded Transferred to Funds 5 or 6	97	\$0.00
Ending Unmatured Voted Bonds Outstanding Balance		\$8,460,000.00
IX UNMATURED NONVOTED BONDS OUTSTANDING		
Beginning Unmatured Nonvoted Bonds Outstanding Balance		\$1,552,320.00
ADD: Bonds Issued	59	\$0.00
Refunding Bonds Transferred from Fund 6	60	\$0.00
DEDUCT: Bonds Maturing this Month	56	\$0.00
Bonds Refunded Transferred to Funds 5 or 6	62	\$0.00
Ending Unmatured Nonvoted Bonds Outstanding Balance		\$1,552,320.00
X VOTED MATURED COUPONS OUTSTANDING		
Beginning Voted Matured Coupons Outstanding Balance		\$0.00
ADD: Coupons Maturing this Month	79	\$0.00
DEDUCT: Coupon Interest Paid By Fiscal Agent	76	\$0.00
Coupon Interest Paid By the County Treasurer	72	\$0.00
Ending Voted Matured Coupons Outstanding Balance		\$0.00
XI NONVOTED MATURED COUPONS OUTSTANDING		
Beginning Nonvoted Matured Coupons Outstanding Balance		\$0.00
ADD: Coupons Maturing this Month	63	\$0.00
DEDUCT: Coupon Interest Paid By Fiscal Agent	64	\$0.00
Coupon Interest Paid By the County Treasurer	65	\$0.00
Ending Nonvoted Matured Coupons Outstanding Balance		\$0.00

<u>Effective Date</u>	<u>Supersedes</u>	<u>Form</u>	<u>Chapter</u>	<u>Section</u>	<u>Page</u>
09/01/1999	09/01/1995	F-197	F-197	1	4

Spokane County Treasurer's Monthly Report

School District No. 358 Freeman For 09/2024 ESD No. 101
Month/Year

	ITEM No.	Trust and Agency Fund 7	Permanent Trust Fund 8
I CASH:			
Beginning Cash Balance		\$0.00	\$0.00
ADD: School District Deposits Received in	01	\$0.00	\$0.00
Investment Earnings	02	\$0.00	\$0.00
Investments Sold (Exclude Interest)	03	\$0.00	\$0.00
Other Cash Increases - Identify:	19	\$0.00	\$0.00
DEDUCT: Warrants Redeemed	05	\$0.00	\$0.00
Investments Purchased	07	\$0.00	\$0.00
Other Cash Decreases - Identity	11	\$0.00	\$0.00
Ending Cash Balance		\$0.00	\$0.00
II INVESTMENTS:			
Beginning Investments Balance		\$0.00	\$0.00
ADD: Investments Purchased	07	\$0.00	\$0.00
DEDUCT: Investments Sold (Exclude Interest)	03	\$0.00	\$0.00
Ending Investments Balance		\$0.00	\$0.00
III WARRANTS OUTSTANDING:			
Beginning Warrants Outstanding Balance		\$0.00	\$0.00
ADD: Warrants Issued	12	\$0.00	\$0.00
DEDUCT: Warrants Redeemed	05	\$0.00	\$0.00
Warrants Cancelled	14	\$0.00	\$0.00
Ending Warrants Outstanding Balance		\$0.00	\$0.00
ENDING CASH PLUS INVESTMENTS LESS WARRANTS OUTSTANDING		\$0.00	\$0.00

10--General Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2024 (September 1, 2024 - August 31, 2025)

For the FREEMAN SCHOOL DISTRICT #358 School District for the Month of September, 2024

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 LOCAL TAXES	1,758,894	23,328.71	23,328.71		1,735,565.29	1.33
2000 LOCAL SUPPORT NONTAX	290,100	33,246.71	33,246.71		256,853.29	11.46
3000 STATE, GENERAL PURPOSE	8,457,476	761,087.34	761,087.34		7,696,388.66	9.00
4000 STATE, SPECIAL PURPOSE	3,078,772	270,325.43	270,325.43		2,808,446.57	8.78
5000 FEDERAL, GENERAL PURPOSE	0	.00	.00		.00	0.00
6000 FEDERAL, SPECIAL PURPOSE	413,742	6,734.92	6,734.92		407,007.08	1.63
7000 REVENUES FR OTH SCH DIST	80,000	.00	.00		80,000.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	31,000	.00	.00		31,000.00	0.00
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	14,109,984	1,094,723.11	1,094,723.11		13,015,260.89	7.76
B. EXPENDITURES						
00 Regular Instruction	7,028,108	532,568.40	532,568.40	5,360,007.77	1,135,531.83	83.84
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	1,507,134	124,258.27	124,258.27	1,296,934.19	85,941.54	94.30
30 Voc. Ed Instruction	1,320,154	98,740.45	98,740.45	1,034,584.81	186,828.74	85.85
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	214,412	24,487.52	24,487.52	193,047.24	3,122.76	101.46
70 Other Instructional Pgms	21,665	1,857.44	1,857.44	20,647.04	839.48	103.87
80 Community Services	500	225.26	225.26	0.00	274.74	45.05
90 Support Services	3,853,745	522,046.88	522,046.88	2,162,897.94	1,168,800.18	69.67
<u>Total EXPENDITURES</u>	13,945,718	1,304,184.22	1,304,184.22	10,068,118.99	2,573,414.79	81.55
C. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	51,862	.00	.00			
D. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
E. <u>EXCESS OF REVENUES/OTHER FIN.SOURCES</u> <u>OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	112,404	209,461.11	209,461.11		321,865.11	286.35
F. <u>TOTAL BEGINNING FUND BALANCE</u>	128,951		235,119.26			
G. <u>GLS 896, 897, 898 ACCOUNTING</u> <u>CHANGES AND ERROR CORRECTIONS (+OR-)</u>	XXXXXXXX		.00			
H. <u>TOTAL ENDING FUND BALANCE</u> <u>(E+F + OR - G)</u>	241,355		25,658.15			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 815 Restrict Unequalized Deduct Rev	0	.00
G/L 821 Restrictd for Carryover	0	104,249.25
G/L 823 Restricted for Carryover of Tra	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 828 Restricted for C/O of FS Rev	0	12,926.60
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	32,999	14,901.55
G/L 845 Restricted for Self-Insurance	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 870 Committed to Other Purposes	0	66,870.54
G/L 872 Committed to Econmc Stabilizatn	0	.00
G/L 873 Committed to Depreciation Sub-F	0	.00
G/L 875 Assigned Contingencies	0	.00
G/L 884 Assigned to Other Cap Projects	0	.00
G/L 888 Assigned to Other Purposes	0	250,000.00
G/L 890 Unassigned Fund Balance	112,404	837,970.21-
G/L 891 Unassigned Min Fnd Bal Policy	95,952	414,680.42
<u>TOTAL</u>	241,355	25,658.15

20--Capital Projects-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2024 (September 1, 2024 - August 31, 2025)

For the FREEMAN SCHOOL DISTRICT #358 School District for the Month of September, 2024

	ANNUAL	ACTUAL	ACTUAL			
	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	502,000	17,387.98	17,387.98		484,612.02	3.46
2000 Local Support Nontax	6,500	1,430.16	1,430.16		5,069.84	22.00
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	20,000	.00	.00		20,000.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
7000 Revenues Fr Oth Sch Dist	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	528,500	18,818.14	18,818.14		509,681.86	3.56
<u>B. EXPENDITURES</u>						
10 Sites	168,000	11,480.22	11,480.22	0.00	156,519.78	6.83
20 Buildings	20,000	.00	.00	0.00	20,000.00	0.00
30 Equipment	65,000	.00	.00	0.00	65,000.00	0.00
40 Energy	0	.00	.00	0.00	.00	0.00
50 Sales & Lease Expenditure	0	.00	.00	0.00	.00	0.00
60 Bond Issuance Expenditure	0	.00	.00	0.00	.00	0.00
90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	253,000	11,480.22	11,480.22	0.00	241,519.78	4.54
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	498,940	.00	.00			
<u>D. OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>E. EXCESS OF REVENUES/OTHER FIN. SOURCES</u> <u>OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	223,440-	7,337.92	7,337.92		230,777.92	103.28-
<u>F. TOTAL BEGINNING FUND BALANCE</u>	611,148		542,548.33			
<u>G. GLS 896, 897, 898 ACCOUNTING</u> <u>CHANGES AND ERROR CORRECTIONS (+OR-)</u>	XXXXXXXX		.00			
<u>H. TOTAL ENDING FUND BALANCE</u> <u>(E+F + OR - G)</u>	387,708		549,886.25			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 861 Restricted from Bond Proceeds	0	238,829.83
G/L 862 Committed from Levy Proceeds	65,000-	20,280.75-
G/L 863 Restricted from State Proceeds	0	.00
G/L 864 Restricted from Fed Proceeds	0	.00
G/L 865 Restricted from Other Proceeds	0	.00
G/L 866 Restricted Impact Fees	0	.00
G/L 867 Restrictd Mitigation Fees	0	.00
G/L 869 Restricted fr Undistr Proceeds	0	.00
G/L 870 Committed to Other Purposes	0	.00
G/L 889 ASSIGNED TO FUND PURPOSES	452,708	331,337.17
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	387,708	549,886.25

30--Debt Service Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2024 (September 1, 2024 - August 31, 2025)

For the FREEMAN SCHOOL DISTRICT #358 School District for the Month of September, 2024

	ANNUAL	ACTUAL	ACTUAL			
A. REVENUES/OTHER FIN. SOURCES	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 Local Taxes	1,832,140	26,098.36	26,098.36		1,806,041.64	1.42
2000 Local Support Nontax	9,000	3,191.00	3,191.00		5,809.00	35.46
3000 State, General Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	550,802	.00	.00		550,802.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	<u>2,391,942</u>	<u>29,289.36</u>	<u>29,289.36</u>		<u>2,362,652.64</u>	<u>1.22</u>
B. EXPENDITURES						
Matured Bond Expenditures	1,948,940	.00	.00	0.00	1,948,940.00	0.00
Interest On Bonds	359,362	.00	.00	0.00	359,362.00	0.00
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	50,000	.00	.00	0.00	50,000.00	0.00
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	<u>2,358,302</u>	<u>.00</u>	<u>.00</u>	<u>0.00</u>	<u>2,358,302.00</u>	<u>0.00</u>
C. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
D. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
E. <u>EXCESS OF REVENUES/OTHER FIN.SOURCES</u> <u>OVER (UNDER) EXPENDITURES (A-B-C-D)</u>	33,640	29,289.36	29,289.36		4,350.64-	12.93-
F. <u>TOTAL BEGINNING FUND BALANCE</u>	1,113,556		1,181,455.94			
G. <u>GLS 896, 897, 898 ACCOUNTING</u> <u>CHANGES AND ERROR CORRECTIONS (+OR-)</u>	XXXXXXXX		.00			
H. <u>TOTAL ENDING FUND BALANCE</u> <u>(E+F + OR - G)</u>	1,147,196		1,210,745.30			
I. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted for Other Items	0		.00			
G/L 830 Restricted for Debt Service	1,147,196		1,210,745.30			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 ASSIGNED TO FUND PURPOSES	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	<u>1,147,196</u>		<u>1,210,745.30</u>			

40--Associated Student Body Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2024 (September 1, 2024 - August 31, 2025)

For the FREEMAN SCHOOL DISTRICT #358 School District for the Month of September, 2024

	ANNUAL	ACTUAL	ACTUAL			
A. REVENUES	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 General Student Body	85,700	18,287.52	18,287.52		67,412.48	21.34
2000 Athletics	265,403	101,583.64	101,583.64		163,819.36	38.28
3000 Classes	5,000	.00	.00		5,000.00	0.00
4000 Clubs	77,090	10,266.50	10,266.50		66,823.50	13.32
6000 Private Moneys	1,300	385.00	385.00		915.00	29.62
<u>Total REVENUES</u>	434,493	130,522.66	130,522.66		303,970.34	30.04
<u>B. EXPENDITURES</u>						
1000 General Student Body	76,900	662.73	662.73	3,332.18	72,905.09	5.19
2000 Athletics	350,028	87,429.12	87,429.12	6,587.83	256,011.05	26.86
3000 Classes	7,175	.00	.00	0.00	7,175.00	0.00
4000 Clubs	88,305	1,741.18	1,741.18	27,309.91	59,253.91	32.90
6000 Private Moneys	800	1,566.11	1,566.11	0.00	766.11-	195.76
<u>Total EXPENDITURES</u>	523,208	91,399.14	91,399.14	37,229.92	394,578.94	24.58
<u>C. EXCESS OF REVENUES</u>						
<u>OVER (UNDER) EXPENDITURES (A-B)</u>	88,715-	39,123.52	39,123.52		127,838.52	144.10-
<u>D. TOTAL BEGINNING FUND BALANCE</u>	343,041		349,262.82			
<u>E. GLS 896, 897, 898 ACCOUNTING</u>	XXXXXXXXX		.00			
<u>CHANGES AND ERROR CORRECTIONS (+OR-)</u>						
<u>F. TOTAL ENDING FUND BALANCE</u>	254,326		388,386.34			
<u>C+D + OR - E)</u>						
<u>G. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted for Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	254,326		388,386.34			
G/L 840 Nonspnd FB - Invent/Prepd Itms	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 ASSIGNED TO FUND PURPOSES	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	254,326		388,386.34			

70--Private Purpose Trust Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2024 (September 1, 2024 - August 31, 2025)

For the FREEMAN SCHOOL DISTRICT #358 School District for the Month of September, 2024

90--Transportation Vehicle Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2024 (September 1, 2024 - August 31, 2025)

For the FREEMAN SCHOOL DISTRICT #358 School District for the Month of September, 2024

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	2,500	779.57	779.57		1,720.43	31.18
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	219,436	.00	.00		219,436.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>A. TOTAL REV/OTHER FIN.SRCS (LESS TRANS)</u>	<u>221,936</u>	<u>779.57</u>	<u>779.57</u>		<u>221,156.43</u>	<u>0.35</u>
<u>B. 9900 TRANSFERS IN FROM GF</u>	<u>0</u>	<u>.00</u>	<u>.00</u>		<u>.00</u>	<u>0.00</u>
<u>C. Total REV./OTHER FIN. SOURCES</u>	<u>221,936</u>	<u>779.57</u>	<u>779.57</u>		<u>221,156.43</u>	<u>0.35</u>
<u>D. EXPENDITURES</u>						
Type 30 Equipment	286,000	.00	.00	0.00	286,000.00	0.00
Type 40 Energy	0	.00	.00	0.00	.00	0.00
Type 60 Bond Levy Issuance	0	.00	.00	0.00	.00	0.00
Type 90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	<u>286,000</u>	<u>.00</u>	<u>.00</u>	<u>0.00</u>	<u>286,000.00</u>	<u>0.00</u>
<u>E. OTHER FIN. USES TRANS. OUT (GL 536)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>F. OTHER FINANCING USES (GL 535)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>G. EXCESS OF REVENUES/OTHER FIN SOURCES</u>						
<u>OVER(UNDER) EXP/OTH FIN USES (C-D-E-F)</u>	<u>64,064-</u>	<u>779.57</u>	<u>779.57</u>		<u>64,843.57</u>	<u>101.22-</u>
<u>H. TOTAL BEGINNING FUND BALANCE</u>	<u>288,207</u>		<u>288,273.62</u>			
<u>I. GLS 896, 897, 898 ACCOUNTING</u>	<u>XXXXXXXX</u>		<u>.00</u>			
<u>CHANGES AND ERROR CORRECTIONS (+OR-)</u>						
<u>J. TOTAL ENDING FUND BALANCE</u>	<u>224,143</u>		<u>289,053.19</u>			
<u>(G+H + OR - I)</u>						

K. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 819 Restricted for Fund Purposes	224,143	289,053.19
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 889 ASSIGNED TO FUND PURPOSES	0	.00
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	224,143	289,053.19

E0--Employee Benefit Trust Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2024 (September 1, 2024 - August 31, 2025)

For the FREEMAN SCHOOL DISTRICT #358 School District for the Month of September, 2024

T0--General Long-Term Debt Group-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2024 (September 1, 2024 - August 31, 2025)

For the FREEMAN SCHOOL DISTRICT #358 School District for the Month of September, 2024

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

Coversheet

Lisa Phelan, Elementary Principal

Section: VI. Building Reports
Item: A. Lisa Phelan, Elementary Principal
Purpose:
Submitted by:
Related Material: Phelan OCT 16 24.pdf



Board Report Freeman School District

Date: October 17, 2024
Submitted by: Lisa Phelan

Vision Statement

Continuing Our Tradition of Excellence in Education

Mission Statement

The Freeman School District is the center of a unique, rural community. With pride, commitment and caring, we provide a safe environment for all students. to experience meaningful, rigorous learning opportunities that allow them to dream and develop into capable, confident, and ethical members of the 21st Century.

Freeman 2025 Strategic Plan Pillars

- Curriculum, Instruction and Assessment
- School Safety, Culture and Environment
- Partnering with Parents and School/Community
- Fiscal and Legal Accountability

Overview

During the 24-25 school year, FES will focus on Multi-Tiered Systems of Support, Professional Learning Communities and Freeman School District's three focus areas: 1. Embrace challenging and necessary conversations with students and staff, 2. Expect Civility and Respect from everyone, 3. Enhance our MTSS grades TK-12

Areas of Focus

FES school counselor Stacey Rawson, Special Education Director Jody Sweeney, and I met with each teacher in grades 1-5 for Profile Meetings. During each meeting, the team reviewed data on every student in each class, interventions, and next steps as we prepared for conferences on October 24 and 25.

TK-12 Professional Development- The certificated staff reviewed CEE 23/24 survey data in preparation for the upcoming CEE survey window to align the focused MTSS work to meet the needs of all students.

Field Trips—The 4th grade will attend the Symphony with fourth graders from Spokane on October 23.

Scottie Dash was very successful; a huge thank you to the community for the support of TK-8 ASB.

Enrollment

Tk 44, K, 41, 1st, 64, 2nd 57, 3rd 64, 4th, 57, 5th, 54 = 382

Coversheet

Jim Straw, Middle School Principal

Section: VI. Building Reports
Item: B. Jim Straw, Middle School Principal
Purpose:
Submitted by:
Related Material: Straw_FMS_School_Board_Report_10-23-24.pdf



Board Report Freeman School District

Date: October 23, 2024

Submitted by: Jim Straw

Vision Statement

Continuing Our Tradition of Excellence in Education

Mission Statement

The Freeman School District is the center of a unique, rural community. With pride, commitment and caring, we provide a safe environment for all students to experience meaningful, rigorous learning opportunities that allow them to dream and develop into capable, confident and ethical members of the 21st Century.

Freeman 2025 Strategic Plan Pillars

- Curriculum, Instruction and Assessment
- School Safety, Culture and Environment
- Partnering with Parents and School/Community
- Fiscal and Legal Accountability

Overview

During the 2024-25 school year, FMS staff and students are focused on our academic programs as we implement a seven-period day, incorporating social emotional learning into content classes and the consistent, constant growth of our positive learning community and culture.

Areas of Focus

>Educational opportunities for Students

*WSU Fieldtrip for 7th graders- 9/23

* Unlock Your Future for 8th graders @ The HUB- 10/2

>Professional Development for Staff

*PLC's- Assessment- 9/25

* Freeman Strategic Plan, MTSS and CEE's EES Surveys: How do they all relate? - 10/7

>PTSG Partnership w/ FMS

*Very Successful Scottie Dash

*Guest Speakers for First Friday Lessons

*After School Halloween Dance on Friday, 11/1 from 6:00-7:30 pm

Enrollment

6th- 70

7th- 63

8th- 68

Total- 201

Coversheet

Jeff Smith, High School Principal

Section: VI. Building Reports
Item: C. Jeff Smith, High School Principal
Purpose:
Submitted by:
Related Material: Smith_Board_Report_10.23.24.pdf



Board Report Freeman School District

Date: October 23, 2024
Submitted by: Jeff Smith, Freeman High School Principal

Vision Statement
Continuing Our Tradition of Excellence in Education

Mission Statement
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- Freeman 2025 Strategic Plan Pillars**
- Curriculum, Instruction and Assessment
 - School Safety, Culture and Environment
 - Partnering with Parents and School/Community
 - Fiscal and Legal Accountability

Overview

FHS is continuing to improve. As a team, we are specifically focusing on Tier 1 MTSS Instruction, Assessment in PLCs (Professional Learning Communities), and PBIS (Positive Behavior Interventions & Support).

Areas of Focus

- Great FHS Homecoming Week! Dress Participation, Competition Events, Dance (257) were all positive with more students involved than last year
- FHS completed AESD Accreditation 3 year review
- FHS hosted 4 North Palouse schools for North Palouse MoneyLive
- WSU Instant Decision Day: 7 accepted; PSAT: 40 testers
- Senior Summit, National College Fair, Construction Days
- FBLA: 49; SkillsUSA 13; FFA: 43; Knowledge Bowl: 15; NHS 43; Art Club 22; Conservation Club: 20.
- Robotics Club; Unified Club

Enrollment

9th = 64 (-1), 10th = 75 (-1), 11th = 77 (+1), 12th = 80. Total: 296

Coversheet

Chad Ripke, HS Assistant Principal/Athletic Director

Section: VI. Building Reports
Item: D. Chad Ripke, HS Assistant Principal/Athletic Director
Purpose:
Submitted by:
Related Material: Ripke_Board_Report__10-23-24.pdf



Board Report Freeman School District

Date: October 17, 2024
Submitted by: Chad Ripke

Vision Statement

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Mission Statement

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Freeman 2025 Strategic Plan Pillars

- Curriculum, Instruction and Assessment
- School Safety, Culture and Environment
- Partnering with Parents and School/Community
- Fiscal and Legal Accountability

Overview

- Fall sports are doing great at the HS. Football is 5-1 and ranked #4 in the RPI. Senior night game is on Friday October 25th.
- Soccer is 9-0 and ranked #1 in the RPI. Play NWC tomorrow in a battle of the top 2 teams in the league.
- Volleyball 18-4 overall, and 10-1 according to the RPI and ranked #5. The VB team won the bronze bracket at the prestigious Linda Sheridan Tournament in September.
- Cross Country is doing great. Had a successful senior night meet on October 8th. League championship meet will be on October 18th.

Areas of Focus

- Freeman youth flag football teams playing at halftime of the senior night football game. 6 freeman based teams.
- Winter sports right around the corner, gearing up for those.
- Shot put it, thank you to Kirk and Joel Reed for their work on that.
- Spring sports schedules and head tennis coach and JV softball jobs.
- Dinner/Auction fundraiser at CDA Casino on March 15th. Starting to plan for that event.

Enrollment

- Football 55
- Volleyball 31
- Soccer 26
- Cross Country 25
- Cheer 16

Coversheet

Mike Allen, K-8 TOSA/Athletic Director

Section: VI. Building Reports
Item: E. Mike Allen, K-8 TOSA/Athletic Director
Purpose:
Submitted by:
Related Material: Allen_Board_Report_10_16_2024.pdf



Board Report Freeman School District

Date: October 23, 2024
Submitted by: Mike Allen

Vision Statement

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Mission Statement

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Washington State Leadership Academy (WSLA) Goals

- Learn successful change management strategies
- Grow collaboration and ownership
- Reimagine equitable learning systems
- Communicate well in crisis
- Exercise empathy, self-care and team building
- Engage students, staff and community
- Elevate learning opportunities and success for all

Overview

Work to improve programs and support our student athletes.
Participate in partnership with the Greater Spokane County League (GSCL).

Areas of Focus

FMS Football – Athletes worked hard, faced the challenge of one team head on, record was 1-4 on the season.
FMS Softball – Athletes worked hard, grew tremendously as individuals and a team. Their season record was 2-6
Cross Country – Finished off a great season with a fantastic showing at All-League.
Volleyball and wrestling kicked off October 17th.

Enrollment

Volleyball - 28
Wrestling - 28

Coversheet

Kent Bevers, Nutrition Services Director

Section: VII. Department Reports
Item: A. Kent Bevers, Nutrition Services Director
Purpose:
Submitted by:
Related Material: Bevers Board Report 9_23_2024 NS.pdf



Board Report
Freeman School District

Date: October 23, 2024
Submitted by: Kent Bevers

Vision Statement

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Mission Statement

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Overview

Freeman SD Nutrition Services supports the philosophy of the National School Lunch and Breakfast Programs and will provide wholesome and nutritious meals for children in the district's schools.

Areas of Focus

1. Food Recall:
 - a. Bruce Pac Foods recalled approximately 9,986,245 pounds of ready-to-eat (RTE) meat and poultry products due to Listeria monocytogenes contamination. Bruce Pak primarily distributes to grocery stores and retail outlets.
 - b. Foods Distributed by USDA/Commodities & US Foods **not affected**
 - c. USDA Foods Press Release: <https://www.fsis.usda.gov/recalls-alerts/brucepac-recalls-ready-eat-meat-and-poultry-products-due-possible-listeria>
 - d. Here is a link to an article about the recall: <https://www.usatoday.com/story/money/2024/10/14/ten-million-pound-meat-recall-walmart-target-trader-joes-product/75673235007/>
2. Adult Meal prices
 - a. As OSPI was reviewing our annual sponsor application, I was informed that our adult meal prices are too low.
 - b. This was not mentioned to me when I submitted the PLE to OSPI last spring.
 - c. We are only short on our adult meal pricing by \$0.02, so I am proposing a \$0.05 increase in **adult lunch meal prices only**.
 - d. *OSPI has informed me that we can make this price change after winter break.*

Coversheet

Everett Combs - Transportation Supervisor

Section: VII. Department Reports
Item: B. Everett Combs - Transportation Supervisor
Purpose:
Submitted by:
Related Material: Combs Bd Report 2024-1023.pdf



Board Report Freeman School District

Date: October 23, 2024
Submitted by: Everett Combs
Transportation

Vision Statement

Continuing Our Tradition of Excellence in Education

Mission Statement

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Freeman 2025 Strategic Plan Pillars

- Curriculum, Instruction and Assessment
- School Safety, Culture and Environment
- Partnering with Parents and School/Community
- Fiscal and Legal Accountability

- Mileage for September:
 - To/From – 17,838 miles
 - Field Trips – 116 miles
 - Extra-Curricular Trips – 1792 miles
 - Total miles – 19,746 miles**



- Students transported in September:
 - To/From daily riders – 16,750
 - 2nd PM Route – 607
 - Total students – 17,357**

- Our numbers for fall ridership is due to OSPI by October 31, so far our high number was Tuesday, September 3 with 903 students. We have to count three days in a row with the median number being the ridership number submitted.
 - Having students attend study table prior to participating in sports has allowed us to run a second PM route and the ability to count those students as riders. Last years' fall ridership count was 848. There is an increase of 55 students.
 - **Tuesday, September 3 = 903**
 - Wednesday, September 4 = 921
 - Thursday, September 5 = 895

- We are excited to announce that we have an official new bus driver – Ben Jamison.

Coversheet

Kirk Lally - Maintenance/Ground Director

Section: VII. Department Reports
Item: C. Kirk Lally - Maintenance/Ground Director
Purpose:
Submitted by:
Related Material: Lally Board Report October 23 2024.pdf



Board Report
Freeman School District

Date: October 17, 2024

Submitted by: Kirk Lally

Vision Statement

Continuing Our Tradition of Excellence in Education

Mission Statement

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Freeman 2025 Strategic Plan Pillars

- Curriculum, Instruction and Assessment
 - School Safety, Culture and Environment
 - Partnering with Parents and School/Community
 - Fiscal and Legal Accountability
-

Areas of Focus:

- 1) Sprinklers are scheduled to be blown out on October 24th - a no school day.
- 2) Working on small projects around district.
- 3) Gearing up for winter sports.

Safety:

- 1) Everett and I attended the SRHD self-inspection workshop in order to stay a part of the program of self-inspections.

Coversheet

Todd Reed - Director of Technology

Section: VII. Department Reports
Item: D. Todd Reed - Director of Technology
Purpose:
Submitted by:
Related Material: Todd Reed - Director of Technology.pdf



FSD TECHNOLOGY

Board Report October 2024

Vision Statement

Continuing Our Tradition of Excellence in Education

Mission Statement

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Washington State Leadership Academy (WSLA) Goals

- Learn successful change management strategies
- Grow collaboration and ownership
- Reimagine equitable learning systems
- Communicate well in crisis
- Exercise empathy, self-care and team building
- Engage students, staff and community
- Elevate learning opportunities and success for all

Areas of Focus

- We successfully replaced and upgraded several faulty exterior parking lot cameras to improve surveillance coverage and reliability.
- We are currently working on transitioning EduPortal to BoardOnTrac to provide a more streamlined process for managing board agendas, minutes, and community outreach. This upgrade aims to enhance efficiency and improve communication with our community stakeholders.
- Our new website has successfully completed the design phase. We are now in the process of content migration, which involves transferring and organizing all necessary content to ensure a seamless transition to the new site

Coversheet

Jody Sweeney - Special Ed Director / School Psychologist

Section: VII. Department Reports
Item: E. Jody Sweeney - Special Ed Director / School Psychologist
Purpose:
Submitted by:
Related Material: Sweeney Board Report 10232024.pdf



Board Report Freeman School District

Date: OCTOBER 23, 2024

Submitted by: Jody Sweeney, Special Education

Vision Statement

Continuing Our Tradition of Excellence in Education

Mission Statement

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Freeman 2025 Strategic Plan Pillars

- Curriculum, Instruction and Assessment
- School Safety, Culture and Environment
- Partnering with Parents and School/Community
- Fiscal and Legal Accountability

Overview

*Special Ed Director: Focused on Special Education processes, legal and team expectations. Communication and collaboration with Admin/Leadership Team and Special Ed Team. Initiating ELL & Highly Capable work within the district.

*School Psychologist: Initial evaluations and reevaluations within Freeman School District – academic, cognitive, social/emotional, developmental, health, adaptive assessments within a legal timeline.

Areas of Focus

1. Managing and overseeing referrals for evaluations, MTSS process, interventions and collaborating with all staff regarding our students.
2. Sharing MTSS resources, current law relating to Special Education and 504, and best practices related to student academic & behavioral interventions. Attending profile meetings, staff meetings, Eval/Reeval/IEP meetings and collaboration meetings.

Coversheet

Review Board Policy No. 2005

Section: VIII. Superintendent's Report
Item: B. Review Board Policy No. 2005
Purpose:
Submitted by:
Related Material: BP2005.pdf

SCHOOL IMPROVEMENT PLANS

Each school shall develop and adopt a school improvement plan or process, with annual review for progress and necessary changes. Each school shall submit its plan to the board of directors by June 30th of each year for initial approval and annual review and approval.

Each school improvement plan or process shall be data driven and shall promote a positive impact on student learning. A positive impact on student learning means promoting the continuous achievement of the state learning goals and essential academic learning requirements, and the achievement of nonacademic growth in areas like public speaking, leadership, interpersonal relationship skills, team work, self-confidence and resiliency, so that students can meet the goals of Washington’s basic education system: to become responsible citizens, to contribute to their own economic well-being and that of their families and communities, and to enjoy productive and satisfying lives.

Each school improvement plan or process shall be based on a building self-review that includes the active participation and input of building staff, students, parents and community members.

Each school improvement plan or process shall address the following elements:

- Characteristics of effective schools as identified by the office of the superintendent of public instruction and the educational service district (a plan may focus on one or several of the characteristics for up to three years);
- Safe and supportive learning environments;
- Educational equity factors including gender, race, ethnicity, culture, language and physical and mental ability;
- Use of technology;
- Parent and community involvement; and
- Other factors identified by the school community for inclusion in the plan or process.

Any school participation in a program of school improvement assistance through the state accountability system or the federal Elementary and Secondary Education Act shall constitute sufficient compliance with this policy.

Legal References: WAC 180-16-220

Supplemental basic education program approval requirements

Management Resources: *Policy News*, October 2002

State Board Requires Annual School Plan

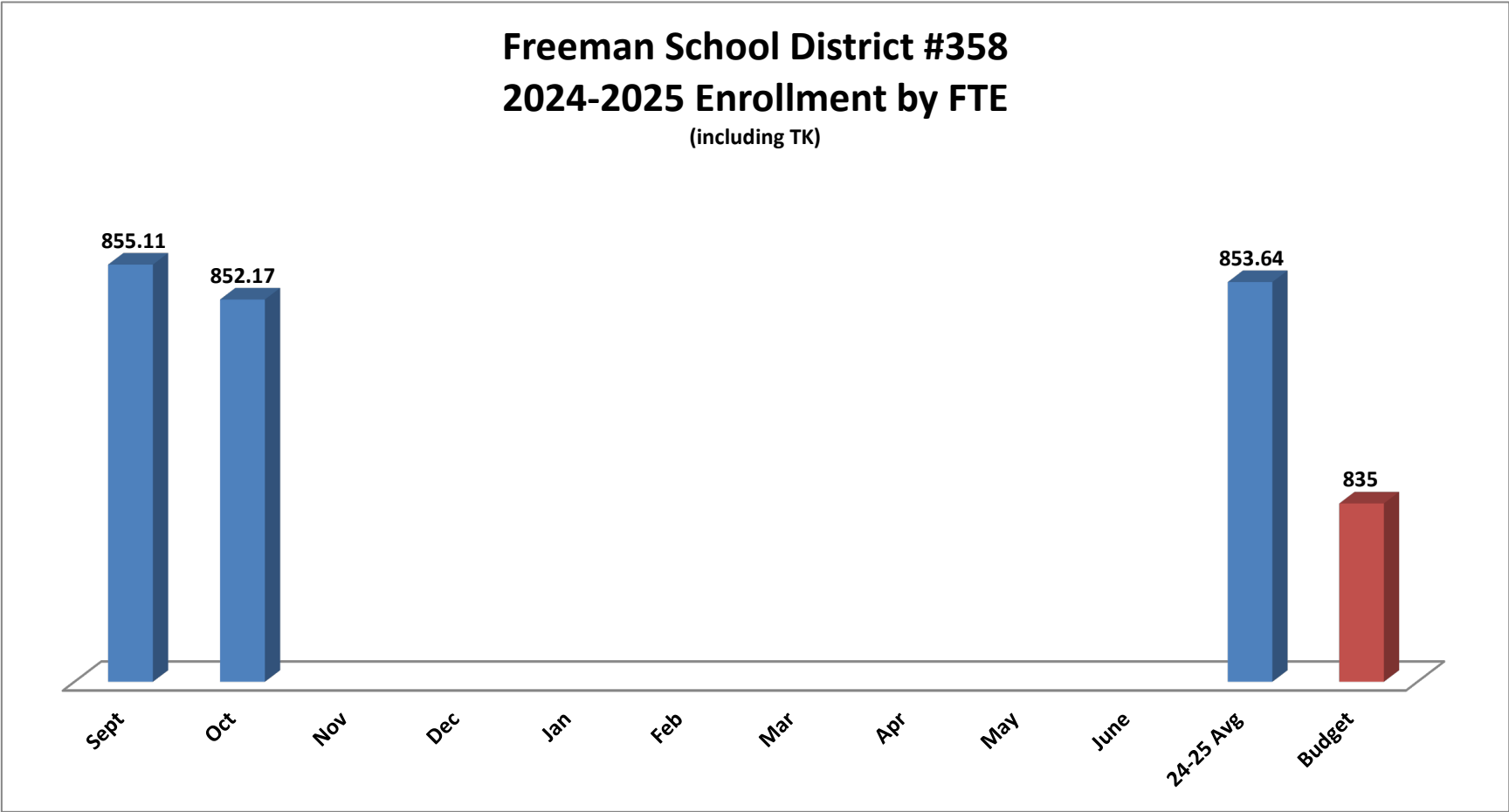
Adoption Date: February 13, 2008

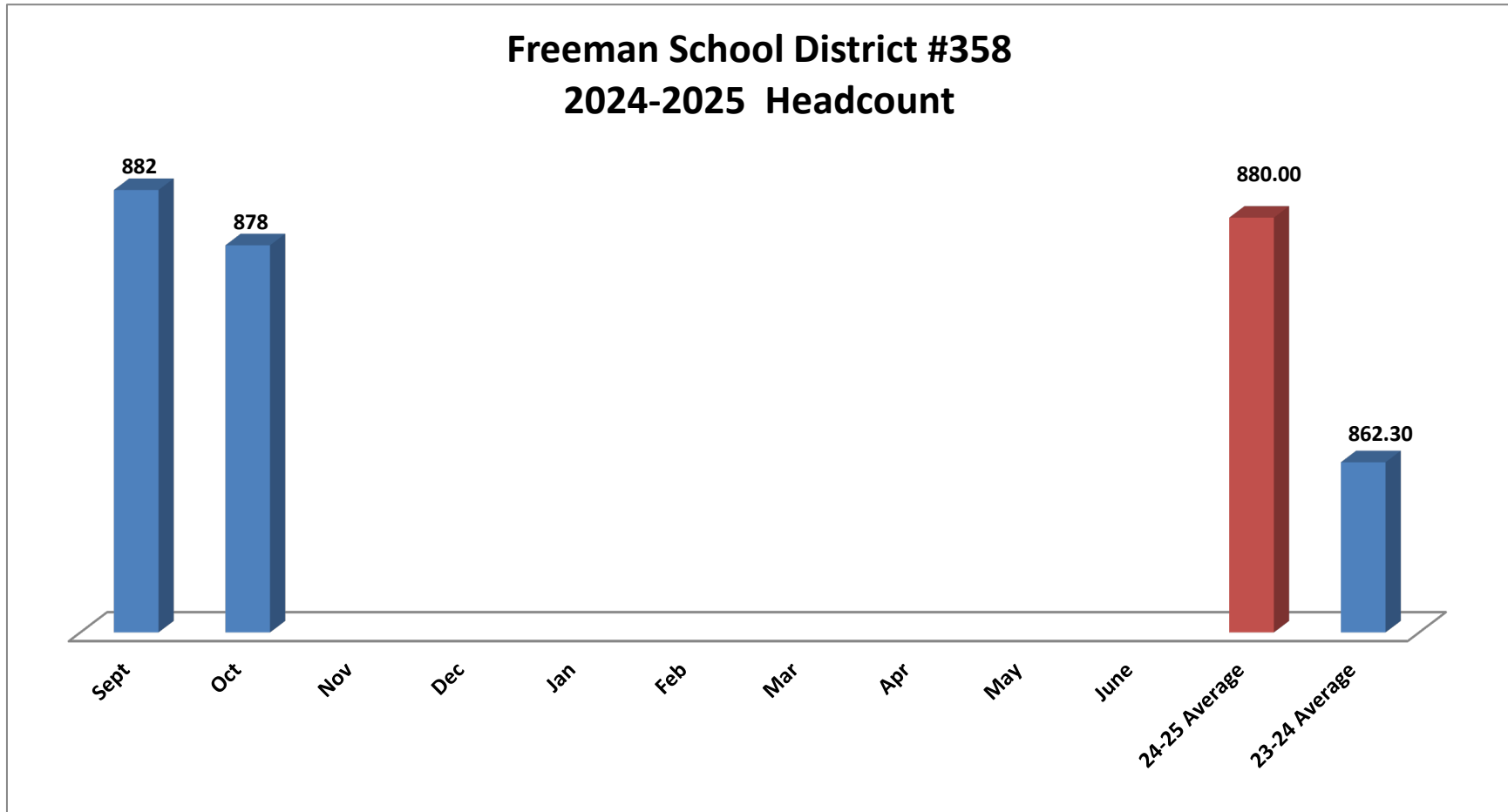
Coversheet

Fiscal & Legal Accountability

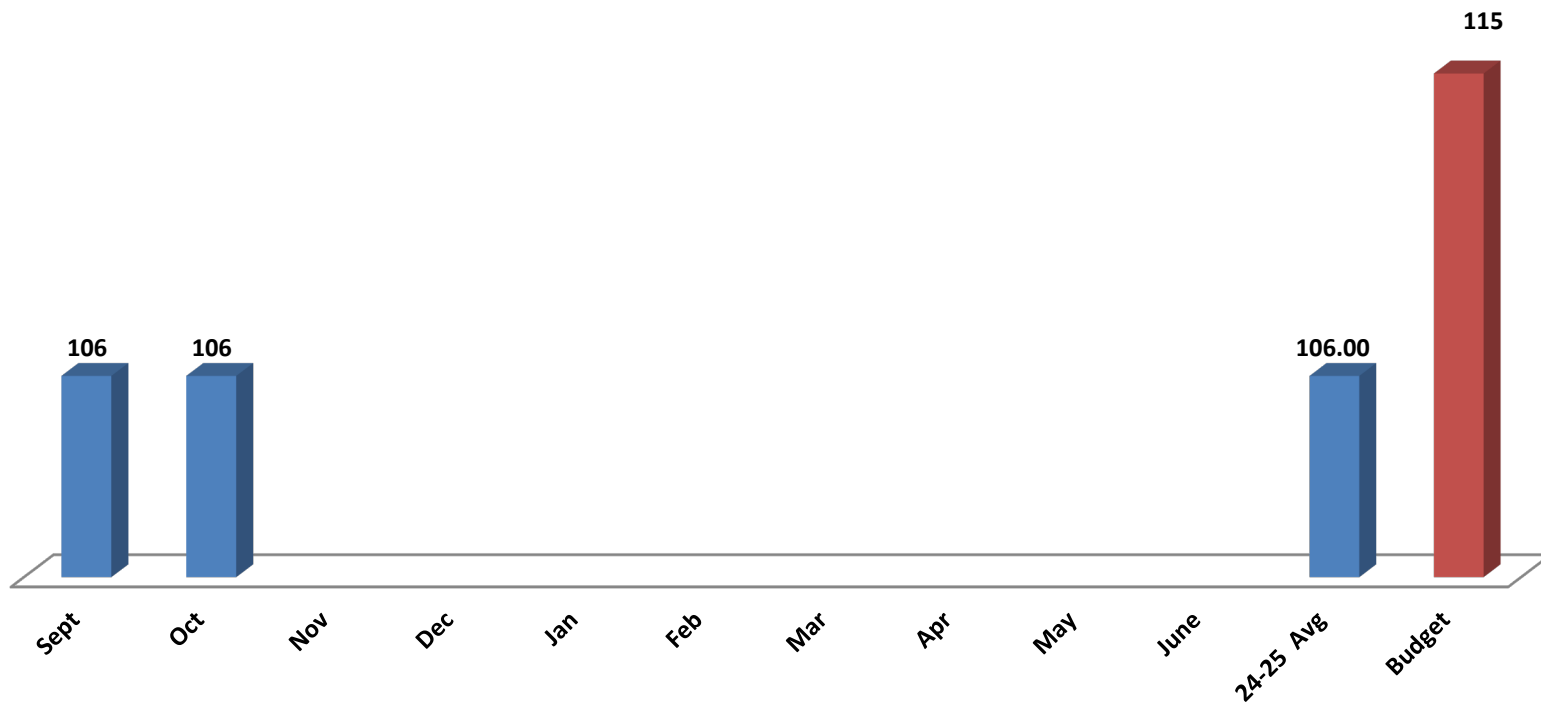
Section: VIII. Superintendent's Report
Item: F. Fiscal & Legal Accountability
Purpose:
Submitted by:
Related Material: October BM Cash Flow.pdf
October Enrollment Graphs.pdf
Skills Center 24-25 Enrollment Report.pdf

		Apportionment Funding Distribution Percentages												
Freeman School District		9.00%	8.00%	5.00%	9.00%	8.50%	9.00%	9.00%	9.00%	5.00%	6.00%	12.50%	10.00%	100.00%
Fiscal Year 2024-2025		SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	TOTALS
BEGINNING CASH BALANCE		218,468	208,966	384,191	69,011	23,259	-13,654	52,410	98,854	594,250	226,847	-68,005	271,070	
ADD:														
3100	APPORTIONMENT	744,217	661,526	413,454	744,217	702,871	744,217	744,217	744,217	413,454	496,144	1,033,634	826,907	8,269,073
3121	SPEC ED GENERAL	16,871	14,996	9,373	16,871	15,933	16,871	16,871	16,871	9,373	11,247	23,432	18,745	187,453
3300	LOCAL EFFORT ASSISTANCE													0
410001	MISC. STATE MONEY		8,080									32,000		40,080
4109	TRANSITION TO KINDERGARTEN	49,620	44,107	27,567	49,620	46,863	49,620	49,620	49,620	27,567	33,080	68,917	55,133	551,334
4121	SPECIAL EDUCATION	118,631	105,450	65,906	118,631	112,041	118,631	118,631	118,631	65,906	79,087	164,766	131,812	1,318,124
4155	LEARNING ASSISTANCE	12,929	11,493	7,183	12,929	12,211	12,929	12,929	12,929	7,183	8,619	17,957	14,366	143,657
4158	TPEP & DIGITAL EQUITY GRANTS													0
4165	TRANSITIONAL BILINGUAL	0	653	408	735	694	735	735	735	408	490	1,020	816	7,427
4174	HIGHLY CAPABLE	2,370	2,107	1,317	2,370	2,238	2,370	2,370	2,370	1,317	1,580	3,292	2,633	26,333
4198	FOOD SERVICE	0	556	556	556	556	556	556	556	556	556	556	556	5,556
4199	TRANSPORTATION	86,775	77,131	48,207	86,772	81,952	86,772	86,772	86,772	48,207	57,848	120,517	96,414	964,140
6124	IDEA-B	0	13,273	7,766	13,978	13,202	13,978	13,978	13,978	7,766	9,319	19,414	28,532	155,184
6151	TITLE 1	0	8,347	4,429	7,972	7,529	7,972	7,972	7,972	4,429	5,315	11,073	15,858	88,869
6152	SCHOOL IMPROVEMENT	6,735	684	1,592	2,866	2,707	2,866	2,866	2,866	1,592	1,911	3,981	1,185	31,853
6198	FEDERAL FOOD SERVICE	0	12,800	8,000	14,400	13,600	14,400	14,400	14,400	8,000	9,600	20,000	16,000	145,600
Apportionment Total		1,038,148	961,201	595,756	1,071,917	1,012,397	1,071,917	1,071,917	1,071,917	595,756	714,797	1,520,558	1,208,402	11,934,683
LOCAL PROPERTY TAX		23,329	551,295	111,984	3,701	3,987	2,671	81,570	769,422	173,059	4,753	3,706	14,883	1,744,359
TIMBER EXCISE TAX														0
INVESTMENT EARNINGS		1,204	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	14,404
INTERFUND LOAN		200,000							-201,000					-1,000
LOCAL RECEIPTS		36,687	30,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	25,000	25,000	35,000	396,687
TOTAL REVENUES		1,299,367	1,543,696	743,940	1,111,818	1,052,584	1,110,788	1,189,687	1,676,539	805,015	745,750	1,550,464	1,259,484	14,089,133
DEDUCT:														
ACCOUNTS PAYABLE		365,936	377,804	123,394	181,109	110,446	99,890	189,221	221,630	202,191	75,117	256,704	220,673	2,424,114
ACCOUNTS PAYABLE VOIDS														0
PAYROLL		942,932	990,667	935,726	948,286	979,051	944,834	954,023	959,513	970,226	941,798	954,684	998,805	11,520,548
PAYROLL VOIDS														0
OTHER - Debt Service Interest Payment					28,175						23,687			51,862
TOTAL EXPENDITURES		1,308,868	1,368,471	1,059,120	1,157,570	1,089,497	1,044,724	1,143,244	1,181,143	1,172,418	1,040,602	1,211,389	1,219,479	13,996,524
Ending Cash Balance		208,966	384,191	69,011	23,259	-13,654	52,410	98,854	594,250	226,847	-68,005	271,070	311,076	
Ending Cash Balance - Spokane Ct Treasurer		208,966												
Difference		0												
Revenues Over/(Under) Expenditures		-9,502	175,225	-315,180	-45,752	-36,913	66,064	46,443	495,396	-367,403	-294,852	339,075	40,006	92,608
Ending Cash Balance % of Expenditures		1.49%	2.74%	0.49%	0.17%	-0.10%	0.37%	0.71%	4.25%	1.62%	-0.49%	1.94%	2.22%	





Freeman School District #358 2024-2025 Special Education Enrollment



October Enrollment / District / Program	Animation	Auto Coll Rpr	Auto Svc Mgmt	Auto Tech	Aviation	Aviation / Criminal Justice	Construction	Cosmetology	Criminal Justice	Culinary Arts	Dental Assisting	Energy & Power	Graphic Design	Medical Assisting	Nursing Assisting	Pharmacy Tech	Veterinary Assisting	Welding	Grand Total
Central Valley	1	4	4	15	7		12	12	7	16	9	7	4	9	13	2	6	16	144
Cheney	2	1	1	3	4			1	5	5	1	1	1	3	4		6	2	40
Deer Park	2	5	1	3	1			2	1	6	2	2	1	2	1		1	5	35
East Valley		1	2	6	1	1	4	2	4	3	1	1	2	1			2	2	33
Freeman			2	9			1		1	1		1			3		4		22
Goldendale										1									1
Gonzaga Prep							1				1			1					3
Grace Christian Alliance												1							1
Liberty																		1	1
Mead	9	9	8	13	9		24	8	2	11	2	10	5	5	5	1	5	13	139
Medical Lake	1	3	1	3	2		1				1	5	1	2				4	24
Nine Mile Falls			1	5	1		3	1	2		1	6	5	2	2		3	3	35
Oakesdale			1		1		1							1					4
PRIDE Prep	1			1						1									3
Riverside		1		2	1		3	1	2	5		2	3	1	1		4	5	31
Spokane Int. Academy											2			1		3			6
SPS	18	23	6	43	12		32	21	15	38	26	15	20	17	27	9	12	17	351
St. John	1																		1
West Valley		2	2	6	2		3		2	3	1	2	3	2		2	1		31
Grand Total	35	49	29	109	41	1	85	48	41	90	47	53	45	47	56	17	44	68	905

Coversheet

Approval of Board Policy & Prodedure No. 2410 - 2nd Reading

Section: XI. Unfinished Business
Item: A. Approval of Board Policy & Prodedure No. 2410 - 2nd Reading
Purpose:
Submitted by:
Related Material: BP2410 Final 10-2024.pdf
PR2410 Final 10-2024.pdf

HIGH SCHOOL GRADUATION REQUIREMENTS

The board will establish graduation requirements which, at a minimum, satisfy those established by the State Board of Education. The board will approve additional graduation requirements as recommended by the superintendent. Graduation requirements in effect when a student first enrolls in high school will remain in effect until that student graduates. The board will award a regular high school diploma to every student enrolled in the district who meets the requirements established by the district. Only one diploma will be awarded with no distinctions being made between the various programs of instruction which may be pursued.

A. REQUIREMENTS FOR GRADUATING

Each student must meet the following requirements to graduate from high school: (1) complete the credit requirements specified in the procedure accompanying this policy; (2) demonstrate career and college readiness by completing a high school and beyond plan; and (3) meet the requirements of at least one graduation pathway option described in the procedure accompanying this policy.

B. IMPLEMENTATION

The superintendent or designee will develop procedures for implementing this policy according to applicable state law.

Legal References:

RCW 28A.150.220	Basic education-Minimum instructional requirements-Program accessibility-Rules
RCW 28A.230.090	High school graduation requirements or equivalencies — High school and beyond plans – Career and college ready graduation requirements and waivers - Reevaluation of graduation requirements — Language requirements — Credit for courses taken before attending high school — Postsecondary credit equivalencies
RCW 28A.230.097	Career and technical high school course equivalencies
RCW 28A.230.330	Inclusion of American Indian peoples culture in state history and government courses—Instruction in American sign language or American Indian languages satisfies language requirement.
RCW 28A.230.710	Graduation pathway options.
RCW 28A.230.700	Purpose of diploma—Elements of obtainment.
RCW 28A.230.120	High school diplomas — Issuance — Option to receive final transcripts — Notice

FREEMAN SCHOOL DISTRICT NO. 358

**Policy No. 2410
Instruction**

RCW 28A.230.122	International baccalaureate diplomas
RCW 28A.230.212	High school and beyond plans—Substantive requirements
RCW 28A.600.500	Graduation Ceremonies – Tribal Regalia
RCW 28A.600.300-400	Running start program - Definition
RCW 28A.600.275	Dual credit programs and other advanced courses— Notification to parents.
RCW 28A.635.060	Defacing or injuring school property — Liability of pupil, parent or guardian — Withholding, diplomas and transcripts — Suspension and restitution — Community Service program as alternative — Publication of information on withheld diplomas- Students rights protected
RCW 28A.655.250	Graduation pathway options
RCW 28A.655.260	Graduation pathway options – Review and monitoring – Participation data
WAC 180-51	High school graduation requirements
WAC 392-121-182	Alternative learning experience requirements
WAC 392-169	Special service programs - Running start program
WAC 392-348	Secondary education
WAC 392-410	Courses of study and equivalencies
WAC 392-410-350	Seal of Biliteracy
WAC 392-415-070	Mandatory high school transcript contents – Items - Timelines

Cross References:

- 2418 - Waiver of High School Graduation Credits
- 3520 - Student Fees, Fines, or Charges
- 3241 - Student Discipline
- 3110 - Qualification of Attendance and Placement

Management Resources:

- 2020 - December Issue
- 2019 - July Issue
- 2018 - May Issue
- 2017 - October Policy Issue
- 2015 - October Policy Issue
- 2014 - December Issue
- 2013 - September Issue
- 2012 - April Issue
- 2011 - October Issue
- 2010 - June Issue
- 2009 - April Issue
- 2009 - February Issue

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Policy News, August 2007 Graduation Requirements Modified by Legislature
Policy News, October 2004 Graduation Requirements: High School and Beyond
Plans

Policy News, February 2004 High School Graduation Requirements

Policy News, December 2000 2004 High School Graduation Requirements Adopted

Policy News, April 1999 Variations Complicate College Credit Equivalencies

Adoption Date: February 13, 2008

Revision Dates: May 6, 2009; Jan 30, 2014; May 12, 2016; Oct 11, 2018; Mar 26, 2020;
Feb 25, 2021; June 13, 2024; Oct. 23, 2024

HIGH SCHOOL GRADUATION REQUIREMENTS

I. PUBLICATION OF GRADUATION REQUIREMENTS

Prior to registering in high school, and each year thereafter, each student and his or her parents or guardians will be provided with a copy of the graduation requirements in effect for that student (those in effect when the student enrolled in the ninth grade). Graduation requirements shall also be included in the student handbook.

II. CREDIT REQUIREMENTS

Period of Eligibility to Earn Credits

Generally, credit towards high school graduation will be earned in grades nine through twelve. However, unless requested otherwise by the student and the student's family, the district will award high school credit towards fulfilling graduation requirements to a student who has completed high school courses while in seventh or eighth grade if one of the following applies:

- A. The course was taken with high school students, and the student successfully passed the same course requirements, and examinations as the high school students enrolled in the class; or
- B. The course taught at the middle school level has been determined by the district to be similar or equivalent to a course taught at the high school level.

Students who have taken and successfully completed high school courses under the above circumstances shall not be required to take an additional mastery/competency examination or perform any other additional assignment to receive credit

At the request of the student and the student's parent or guardian, high school credit earned before high school may be transcribed with a nonnumerical grade, such as "pass" or "credit." A nonnumerical grade will not be included in the student's high school grade point average calculations. High school credit earned prior to high school and transcribed with a nonnumerical grade will apply to fulfilling high school graduation requirements.

Before the end of eleventh grade, a student and the student's parent or guardian must inform the school if they do not want credit for the course or courses taken before attending high school or if they want the credit to be transcribed with a nonnumerical grade.

Awarding of High School Credit

The district will award high school credit for successful completion of a specified unit of study. A student successfully completes a specified unit of study by doing one of the following:

- A. Earning a passing grade according to the district's grading policy;
- B. Demonstrating proficiency or mastery of content standards as determined by the district (the district will establish a process for determining proficiency or mastery for credit bearing courses of study);

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- C. Successfully completing an established number of hours of planned instructional activities to be determined by the district

Credits from Other Programs

The principal or designee is responsible for determining which credits will be recognized by the district for students enrolling from another state approved learning program (public school, approved private school or homeschool), or from out-of-state, or out-of-country. The district will accept credits from another Washington public school or accredited state private school or accredited out-of-state public or private school to the extent the credit matches a district graduation requirement, or may be counted as an elective credit. The district will evaluate credits from unaccredited programs or home schools as described below for homeschool students. Decisions of the principal or designee may be appealed to the superintendent or designee within fifteen school days of the initial decision.

Subject and Credit Requirements for Graduation

The following are the subject and credit requirements that a student must meet to graduate:

- A. Four credits in English.
- B. Three credits in Mathematics.
 1. The three mathematics credits must include Algebra I or integrated mathematics I, Geometry or integrated mathematics II, and a third credit of high school mathematics that aligns with the student's interests and high school and beyond plan.
 2. A student who prior to ninth grade successfully completes one or more high school level math courses with a passing grade that is automatically transcribed on the student's high school transcript or a student who demonstrates mastery or competency in high school math subjects and has received credit for them may use those credits to meet his or her graduation requirement.
 3. A student who prior to ninth grade successfully completes one or more high school level math courses with a passing grade and opts to receive no high school credit for that course or those courses or a student who demonstrated mastery or competency in those subject but did not receive high school credits may do one of the following:
 - a. Repeat the course or courses for credit in high school; or
 - b. Earn three credits of high school mathematics in different math subjects than those completed before high school. The student must take Algebra I or integrated mathematics I and Geometry or integrated mathematics II in high school if the student did not complete those courses at a high school level prior to high school. However, the student does not need to repeat courses if the student already took the courses at a high school level.
 4. A student may substitute a computer science course aligned to state computer science learning standards as an alternative to a third year of mathematics so long as:
 - a. Before substituting the mathematics course, the counselor provides the student and the student's parent/guardian with written notification of postsecondary consequences due to the substitution;
 - b. The student, the student's parent or guardian, and the school principal or counselor agree to the substitution;

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- c. The substitution aligns with the student's high school and beyond plan; and
 - d. The student has not already substituted a third-year science course for a computer science course.
- C. Three credits in science.
 - 1. Two science credits must be in laboratory science.
 - 2. A student may choose the content of the third science credit based on his or her interests and his or her high school and beyond plan, with agreement of the student's parent or guardian. If the parent or guardian is unavailable or does not indicate a preference for a specific course, the school counselor or principal may provide agreement.
 - 3. A student may substitute a computer science course aligned to state computer science learning standards as an alternative to a third year of science so long as:
 - a. Before substituting the mathematics course, the counselor provides the student and the student's parent or guardian with written notification of postsecondary consequences due to the substitution;
 - b. The student, the student's parent or guardian, and the school principal or counselor agree to the substitution;
 - c. The substitution aligns with the student's high school and beyond plan; and
 - d. The student has not already substituted a third-year mathematics course for a computer science course.
- D. Three credits in social studies.
 - 1. One social studies credit must be in United States history.
 - 2. One-half social studies credit must be in contemporary world history, world geography, and world problems. Courses in economics, sociology, civics, political science, international relations, or related courses with emphasis on contemporary world problems may be accepted as equivalencies.
 - 3. One-half social studies credit must be in civics.
 - 4. One social studies credit must be in an elective course or courses.
 - 5. Although a student does not need to receive credit for such a course, a student must complete a Washington State history and government course.
- E. Two credits in world languages or personalized pathway requirements.
 - 1. "Personalized pathway requirement" means up to three credits chosen by a student that are included in a student's personalized pathway and prepare the student to meet specific post-secondary career or educational goals.
 - 2. "Personalized pathway" means a locally determined body of coursework identified in a student's high school and beyond plan that is deemed necessary to attain the post-secondary career or educational goals chosen by the student.
- F. Two credits in the arts. One of the two arts credits may be replaced with a personalized pathway requirement.
- G. One-half credit in health.
- H. One and one-half credit in physical education
- I. One credit in career and technical education.
 - 1. A career and technical education credit is a credit resulting from a course in a career and technical education program or an occupational education credit.
 - 2. A student who earns credit through a career and technical education course determined by the district or by the office of the superintendent of public instruction to be equivalent to a noncareer and technical education core course will not be required to pass a course in the noncareer and technical education subject to earn

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a credit in that subject. The student earns one credit while meeting two graduation requirements, a career and technical education requirement and the noncareer and technical education subject requirement. The total number of credits required for graduation remain unchanged, and the student will need to earn an additional elective credit.

J. Four elective credits.

Total number of credits required to graduate: 24.

Alternative Programs

The district may grant credit toward graduation requirements for planned learning experiences primarily conducted away from the facilities owned, operated or supervised by a district.

A proposal for approval of out-of-school learning activities will be submitted prior to the experience, will be at no additional cost to the district, and will include at least the following information:

- A. The name of the program or planned learning experience;
- B. The length of time for which approval is desired;
- C. The objective(s) of the program or planned learning experience;
- D. The state learning goals and related state learning standards are part of the program or planned learning experience;
- E. A description of how credits will be determined in accord with WAC 180-51-050(1);
- F. The content outline of the program and/or major learning activities and instructional materials to be used;
- G. A description of how student performance will be assessed;
- H. Qualifications of instructional personnel;
- I. Plans for evaluation of program; and
- J. How and by whom the student will be supervised.

The district will keep a list of approved programs on file in the superintendent's office. The superintendent or designee will communicate the reasons for approval or disapproval to those making the request.

Running Start

The Running Start program allows high school juniors and seniors to attend community college classes (100 level or above) for part or all of their schedule. Students must be of junior standing or above to be eligible for the program. Rising juniors, those who have completed their sophomore year and have yet to begin their junior year, may enroll for up to ten quarter credits, or the semester equivalent, during the summer academic term.

Students earn college credit, which is also converted and applied to their high school transcript.

The district will provide general information about the Running Start program to students in grades ten, eleven, and twelve and the parents and guardians of those students. The information will include information about the opportunity to enroll in the program through online courses available at community and technical colleges and other state institutions

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of higher education, enrollment opportunities during the summer academic term, and the college high school diploma options under RCW 28B.50.535.

In order to enroll in the Running Start program, students need to do the following:

- A. Check with their high school counselor and/or determine the options for demonstrating college-level placement via assessments or courses taken. At a minimum, college-level skills in reading and writing are required.
- B. Speak with their counselor to assess credits needed for graduation, then decide which courses they would like to take at the college. Note that part-time Running Start students will need to coordinate college classes so that they do not interfere with their high school classes. Full-time Running Start students will generally not be enrolled in courses at the high school, even when the community college they attend is not in session. A student enrolled full-time at a college may use .2 FTE to enroll at the high school for the purpose of accessing college courses online. Students are permitted to enroll in a combined annual average of 1.2 FTE between the high school and the college
- C. Obtain a Running Start verification form from the college or their high school counselor. Work with high school counselor and/or college to verify course decisions and coverage of tuition via state funding for selected courses. Parent consent is required if the student is under 18 years old.
- D. Register for classes via the college's online registration system. First time Running Start students will need to enroll in the college before completing the registration process. The verification process in "C" needs to occur to ensure state funding for college courses.
Work with school counselor to ensure transmission of the authorization form to the college prior to established deadlines to ensure continues enrollment.

Credit for Career and Technical Work-Based Learning

The district regards work experience as a part of the educational program of students as part of the secondary school curriculum rather than just a device to relieve a staffing shortage. The district may grant credit for work experience based upon the following factors:

- A. The school will supervise the work program;
- B. The work experience will specifically relate to the student's school program;
- C. The work experience will represent growth in the student, and the type of work will have definite educational value;
- D. The work experience will provide a varied job experience;
- E. The career placement counselor will supplement the work experience with an adequate program of guidance, placement, follow-up and coordination between job and school;
- F. The work experience may be a planned part of the credit given for a school subject (e.g., sales training class);
- G. The district may grant one credit for not less than one hundred eighty hours for instructional work-based learning experience and not less than three hundred sixty hours of cooperative work-based learning experience related to a student's school program. Alternatively, the district may grant one credit on a mastery/competency basis as provided under WAC 180-51-050 (1)(b);

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- H. The employer will legally employ the student who must have passed his/her sixteenth birthday;
- I. The employer will file a report of the student's work record with the school, indicating the student made satisfactory progress on the job;
- J. The regular state apprenticeship program, and school cooperatively develop the student's training, which meets graduation requirements standards; and
- K. The program standards and procedures align with the state career and technical work-based learning standards.

College in the High School

The college in the high school program is a dual credit program located on a high school campus or in a high school environment in which a high school student may earn both college credit and high school credit by achieving a passing grade in a college level course. A college in the high school program will be governed by a local contract which will include qualifications for students to enroll in the program.

Additionally, applicable information regarding students in the program includes the following:

- A. Students who have not yet received a high school diploma, and are eligible to be in the ninth, tenth, eleventh or twelfth grades may participate in the high school in the college program.
- B. Students will receive credit for the courses they complete. If a student completes a course for which there is not a comparable course with the District, then an administrator will determine how many credits the student will receive for the course. Such a determination shall be issued in writing by an administrator prior to the student beginning the course.
- C. Students may be required to pay a tuition fee to receive college credit for a course. Students will not be required to pay a tuition fee for high school credit.

National Guard High School Career Training

The district may grant credit for National Guard high school career training in lieu of either required or elective high school credits. Approval by the district will be obtained prior to a student's participation in a National Guard training program as follows:

- A. MIL Form 115 or an equivalent form provided by the National Guard shall be completed and filed with the school district; and
- B. The number of credits toward high school graduation to be granted will be calculated, agreed upon by the student and an authorized representative of the school district, and such agreement noted on MIL Form 115 or such equivalent form.
- C. The district may grant credit toward high school graduation upon certification by a National Guard training unit that the student has met all program requirements.

Home School Credit

Guidelines for granting high school credit for home schooling are as follows:

- A. To gain credit for a course of study, a student will provide:
 1. A journal that reflects the actual work completed during a home-study course of study.

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2. Exhibit(s) of any specific projects completed (e.g., themes, research papers, art and/or shop projects); and/or
 3. Any such other performance-based exhibits of specific course-related accomplishments.
- B. To gain credit for a course of study, a student must demonstrate proficiency at a minimum of 80percent of the objectives of the course. Such testing will be available as an ancillary service of the district if it is regularly available to all students. If not, the parent may engage district-approved personnel to conduct such an assessment at a cost to be determined by such personnel.
- C. Credit is granted for the following approved schools:
1. Community colleges, vocational-technical institutes, four-year colleges and universities and approved private schools in the state of Washington, and
 2. Other schools or institutions that are approved by the district after evaluation for a particular course offering.

III. HIGH SCHOOL AND BEYOND PLAN REQUIREMENT

Each student must have a high school and beyond plan to guide the student's high school experience and inform course taking that is aligned with the student's goals for education or training and career after high school.

Plan Development

Beginning by the sixth grade each student will be administered a career interest and skills inventory, which is intended to inform eighth grade course scheduling and the development of an initial high school and beyond plan.

No later than eighth grade, each student must have begun development of a high school and beyond plan that includes a proposed plan for first-year high school courses aligned with graduation requirements and secondary and postsecondary goals.

By ninth grade, each student who has not earned a score of level 3 or 4 on the middle school mathematics assessment identified in RCW 28A.655.070 must have the high school and beyond plan updated to ensure the student takes a mathematics course in both the ninth and tenth grades. These courses may include career and technical education equivalencies in mathematics adopted pursuant to 28A.230.097 and district policy.

With staff support, students must update their high school and beyond plan annually, at a minimum, to review academic progress and inform future course taking. The high school and beyond plan must be updated in 10th grade to reflect high school assessment results in RCW 28A.655.061, ensure student access to advanced course options per the district's academic acceleration policy, assess progress toward identified goals, and revised as necessary for changing interests, goals, and needs.

For students who have not met the standard on state assessments or who are behind in completion of credits or graduation pathway options will be given the opportunity to access interventions and academic supports, courses, or both, designed to enable students to meet all high school graduation requirements. The parents or legal guardians shall be notified about these opportunities as included in the student's high school and

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beyond plan, preferably through a student-led conference that includes the parents or legal guardians, at least annually until the student is on track to graduate.

For students with an individualized education program, the high school and beyond plan must be developed and updated in alignment with their school to postschool transition plan. The high school and beyond plan must be developed and updated in a similar manner and with similar school personnel as for all other students.

The district will involve parents and legal guardians to the greatest extent feasible in the process of developing and updating the high school and beyond plan. The plan will be provided to the student and students' parents or legal guardians in a language the student and students' parents or legal guardians understand and in accordance with the district's language access policy and procedures, which may require language assistance for students and parents or legal guardians with limited English proficiency.

The district will annually provide students in grades eight through twelve and their parents or legal guardians with comprehensive information about the graduation pathway options offered by the district. The district will begin to provide this information beginning in sixth grade. The district will provide this information in accordance with the district's language access policy and procedures.

The district may partner with student-serving, community-based organizations that support career and college exploration and preparation for postsecondary and career pathways. Partnerships may include high school and beyond plan coordination and planning, data sharing agreements, and safe and secure access to individual student's high school and beyond plans.

Components of the High School and Beyond Plan

All high school and beyond plans must, at a minimum, include the following elements:

1. Identification of career goals and interests, aided by a skills and interest assessment;
2. Identification of secondary and postsecondary education and training goals;
3. An academic plan for course taking that:
 - a. Informs students about course options for satisfying state and local graduation requirements;
 - b. Satisfies state and local graduation requirements;
 - c. Aligns with the student's secondary goals, which can include education, training, and career preparation;
 - d. Identifies available advanced course sequences per the District's academic acceleration policy, that include dual credit courses or other programs and are aligned with the student's postsecondary goals;
 - e. Informs students about the potential impact of their course selections on postsecondary opportunities;
 - f. Identifies available career and technical education equivalency courses that can satisfy core subject area graduation requirements under RCW 28A.230.097;
 - g. If applicable, identifies career and technical education and work-based learning opportunities that can lead to technical college certifications and apprenticeships; and

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- h. If applicable, identifies opportunities for credit recovery and acceleration, including partial and mastery-based credit accrual to eliminate barriers for on-time grade level progression and gradation per RCW 28A.320.192;
4. Evidence that the student has received the following information on federal and state financial aid programs that help pay for the costs of a postsecondary program:
 - a. The college bound scholarship program established in chapter 28B.118 RCW, the Washington college grant created in RCW 28B.92.200, and other scholarship opportunities;
 - b. The documentation necessary for completing state and federal financial aid applications; application timelines and submission deadlines; and importance of submitting applications early;
 - c. Information specific to students who are or have been the subject of a dependency proceeding pursuant to chapter 13.34 RCW, who are or are at risk of being homeless, and whose family member or legal guardian will be required to provide financial and tax information necessary to complete applications;
 - d. Opportunities to participate in advising days and seminars that assist students and, when necessary, their parents or legal guardians, with filling out financial aid applications in accordance with RCW 28A.300.815; and
 - e. A sample financial aid letter and a link to the financial aid calculator created in RCW 28B.77.280; and
5. By the end of the twelfth grade, a current resume or activity log that provides a written compilation of the student's education, any work experience, extracurricular activities, and any community service including how the district has recognized the community service.

IV. GRADUATION PATHWAY OPTIONS

A student may choose to pursue one or more of the pathway options described below to demonstrate career and college readiness as long as the option chosen is in alignment with the student's high school and beyond plan.

The district will provide annual notice, in a way that conforms with Board Policy 4218 – Language Access to students in grades eight through twelve and their parents or legal guardians with comprehensive information about the graduation pathway options offered by the district.

At least annually, the district will examine data on student groups participating in and completing each graduation pathway option that the district offers. At a minimum, the data on graduation pathway participation and completion will be disaggregated by the student groups described in RCW 28A.300.042 (1) and (3), and by:

- Gender;
- Students who are the subject of a dependency proceeding pursuant to Chapter 13.34 RCW;
- Students who are experiencing homelessness as defined in *RCW 28A.300.542(4); and
- Multilingual/English learners.

If the results of the analysis required under the statute show disproportionate participation and completion rates by student groups, then the school district will identify reasons for

the observed disproportionality and implement strategies as appropriate to ensure the graduation pathway options are equitably available to all students in the school district.

Statewide High School Assessment

A student may demonstrate career and college readiness by meeting or exceeding the graduation standard established by the State Board of Education on the statewide high school assessments in English language arts and mathematics.

Dual Credit Courses

A student may demonstrate career and college readiness by completing and qualifying for college credit in dual credit courses.

“Dual credit course” means a course in which a student is eligible for both high school credit and college credit at the level of 100 or higher upon successfully completing the course. Examples of such courses include running starts, college in the high school courses, and career and technical education dual credit courses.

Before course scheduling or course registration for the next school term, the district will provide the following information to students in grades nine through twelve and their parents: information about each available dual credit program and any financial assistance available to reduce dual credit course and exam costs for students and their families. The information will be provided by email and other communication methods. To the extent feasible, the information will be translated into the primary language of each parent or legal guardian.

High School Transition Courses

A student may demonstrate career and college readiness by earning high school credit in a high school transition course in English language arts and mathematics. A high school transition course is a course offered in high school where successful completion by a high school student ensures the student college-level placement at participating institutions of higher education as defined in RCW 28B.10.016. High school transition courses must satisfy core or elective credit graduation requirements established by the State Board of Education.

AP Courses and International Baccalaureate Programs

A student may demonstrate career and college readiness by meeting the requirement of A or B below in the AP, international baccalaureate, and Cambridge international courses in English language arts or mathematics that the state board of education designates as eligible to be used to meet this standard:

- A. Earning high school credit with a grade of C+ or higher in each term in the eligible AP, international baccalaureate, and Cambridge international courses in English language arts or mathematics course; or
- B. Earning at least the minimum score of three on advanced placement exams, four on standard-level and higher-level international baccalaureate exams, or scores of E(e) or higher on A and AS level Cambridge international exams for the corresponding courses.

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A student may demonstrate career and college readiness by meeting or exceeding the scores established by the state board of education for the mathematics portion and the reading, English, or writing portion of the SAT or ACT.

Performance-based Learning Experience

Complete a performance-based learning experience through which the student demonstrates knowledge and skills in a real-world context, providing evidence that the student meets or exceeds state learning standards in English language arts and mathematics. The performance-based learning experience may take a variety of forms, such as a project, practicum, work-related experience, community service, or cultural activity, and may result in a variety of products that can be evaluated, such as a performance, presentation, portfolio, report, film, or exhibit. The performance-based learning experience must conform to the graduation proficiency targets and associated rubrics established by the state board of education.

Combination of Options

A student may demonstrate career and college readiness by meeting any combination of at least one English language arts option and at least one mathematics option described above.

Armed Services Vocational Aptitude Battery

A student may demonstrate career and college readiness by meeting standard in the armed services vocational aptitude battery by scoring at least the minimum established by the military for eligibility to serve in a branch of the armed services at the time the student takes the assessment. The state board of education will post eligibility scores on its website at least annually by September 1st.

Career and Technical Education Courses

A student may demonstrate career and college readiness by completing a sequence of career and technical education courses that are relevant to a student's postsecondary pathway that meet either the curriculum requirements of core plus programs for aerospace, maritime, health care, information technology, or construction and manufacturing; or that meet the minimum criteria identified in WAC 180-51-230(h) and RCW 28A.700.030.

V. INTERNATIONAL BACCALAUREATE PROGRAMME DIPLOMA

A student who fulfills the requirements for an International Baccalaureate Programme diploma is considered to have satisfied at least one of the graduation pathway options and the minimum state requirements for graduation from high school, but the district may require the student to complete additional local graduation requirements. To receive an international baccalaureate diploma, a student must complete and pass all required diploma program courses, as scored at the local level; pass all internal assessments, as scored at the local level; successfully complete all required projects and products, as scored at the local level; and complete the final exams administered by the international baccalaureate organization in each of the required subjects.

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A student's IEP team must determine whether the graduation pathway options described above are appropriate for the student.

The following process will be followed to help a student with an IEP graduate:

- A. By the age of 14, the student will participate with the IEP Team (including a special education teacher, general education teacher, parents, student, and other school personnel and agency representatives who will assist the student in achieving the goals of the IEP) in a discussion of transition service needs that focuses on the student's course of study.
- B. As an outcome of the discussion, the IEP will include appropriate graduation requirements based on the student's individual needs and abilities consistent with the student's transition plan. Modifications to the district's standard graduation requirements may include:
 1. Attainable alternate classwork or individualized activities substituted for standard requirements;
 2. An extension of time for the student to remain in school to complete graduation requirements. The student may remain in school up to and including the school year in which the student reaches twenty-one years of age.
- C. The student will, in cooperation with his or her parent or guardian and the IEP team, determine:
 1. The projected date by which all graduation requirements will be met; and
 2. The projected date and conditions under which the student will participate in the graduation ceremony.
- D. The student will have an IEP that incorporates all issues and decisions from the above procedures. Any decision that modifies the district's standard graduation requirements will be made through the IEP process. Annually or as needed, the IEP will be reviewed or revised to accommodate the student's progress and development.

VII. SEAL OF BILITERACY

To be awarded the Washington Seal of Biliteracy, graduating high school students must meet the following criteria:

- A. Demonstrate proficiency in English by (1) meeting statewide minimum graduation requirements in English as established by the Washington State Board of Education and (2) meeting state standards on the reading and writing or English language arts assessment; and
- B. Demonstrate proficiency in one or more world language. For purposes of this section, "world language" is defined as a language other than English, including American Sign Language, Latin, and Native American or other indigenous languages or dialects. The fact that a language is not written is not a barrier to receive the Seal of Biliteracy. Proficiency may be demonstrated by:
 1. Passing a foreign language Advanced Placement exam with a score of 3 or higher;
 2. Passing an International Baccalaureate exam with a score of 4 or higher;
 3. Demonstrating intermediate-mid level or higher proficiency on the American Council on Teaching of Foreign Languages (ACTFL) guidelines using assessments approved by OSPI for mastery/competency-based credits; and demonstrating proficiency using reading assessments approved by OSPI (when developed);
 4. Qualifying for four mastery/competency-based credits by demonstrating proficiency in speaking, writing, and reading the world language at intermediate-mid level or

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higher on the ACTFL proficiency guidelines according to Policy 2409, Credit for Competency-Proficiency; or

5. Demonstrating proficiency in speaking, writing, and reading the world language through other national or international assessments approved by OSPI. OSPI and the federally recognized Tribes in Washington have language proficiency system in place to determine tribal language proficiency with students for the Seal of Bilingualism.

VIII. GRADUATION CEREMONIES

If students fulfill graduation requirements by the end of the last term of their senior year, they may participate in graduation ceremonies. Each student will be awarded a diploma after satisfactorily completing local and state requirements. Upon request, each graduating student will receive a final transcript. Each student will be notified of this opportunity at least one month prior to the close of the school term.

Any student receiving services under an IEP who will continue to receive such services between the ages of 18 and 21 will be allowed to participate in the graduation ceremonies and activities after four years of high school attendance with his or her age-appropriate peers and receive a certificate of attendance.

The district will allow students who are members of a federally recognized tribe to wear traditional tribal regalia or objects of Native American cultural significance along with or attached to a gown at the graduation ceremony or related school event. Additionally, the district will not require such students to wear a cap if it is incompatible with the regalia or significant object they have chosen to wear. Otherwise, the district has discretion to determine the conduct for graduation ceremonies as described below.

Graduation ceremonies will be conducted in the following manner:

- A. Each participating student must participate in the graduation ceremony rehearsal. Each student who participates will purchase or rent the proper cap and gown as designated by the school administration and the class advisor and officers.
- B. With the exception of allowing tribal regalia as stated above, caps and gowns will be worn in the proper manner, as designated by the school administration and class advisor.
- C. Students who participate will be expected to use good taste in their choice of accessories for their attire.
- D. Each student who participates will be expected to cooperate with the class advisor and to participate in all parts of the graduation ceremonies.
- E. Failure to comply with the above requirements may forfeit a student's privilege to participate in the graduation ceremonies.

IX. AWARDING DIPLOMAS POSTHUMOUSLY

At the request of a parent, guardian, or custodian, the district may issue a high school diploma to a deceased student if the student:

- Was enrolled in a public school in the district at the time of death
- Was deemed on-track to graduation before the time of death; and
- Died after matriculating into high school.

FREEMAN SCHOOL DISTRICT NO. 358

**Procedure No. 2410P
Instruction**

The high school diploma will bear the inscription "honoris causa" and may not be issued before the graduation date of the class in which the student was enrolled. The district is not required to award the diploma at the same ceremony or event as other students. The district may retroactively issue high school diplomas posthumously at its discretion.

X. WITHOLDING OF A DIPLOMA

The district may withhold a student's diploma bases on the student's damage to property in accordance with Board Policy 3250-Student Fees, Fines, or Charges. Any student discipline will be in accordance with Board Policy 3241, *Student Discipline*. Student discipline may include denying the student's participation in graduation ceremonies. Such exclusion from graduation ceremonies is regarded as a school suspension. In such instances, the district will grant the diploma.

Adoption Date: February 13, 2008

Revision Dates: Jan. 30, 2014; Oct. 11, 2018; July 25, 2019; March 26, 2020,
April 29, 2020; Feb. 25, 2021; Feb 2022; Feb 28, 2024; June 13, 2024;
Oct. 23, 2024

Coversheet

Approval of Board Policy & Procedure No. 3246 - 2nd Reading

Section: XI. Unfinished Business
Item: B. Approval of Board Policy & Procedure No. 3246 - 2nd Reading
Purpose:
Submitted by:
Related Material: BP3246 Final 10-2024.pdf
PR3246 Final 10-2024.pdf

RESTRAINT, ISOLATION AND OTHER USES OF REASONABLE FORCE

It is the policy of the Freeman Board of Directors that the district maintains a safe learning environment while treating all students with dignity and respect. All students in the district, including those who have an individualized education program (IEP) or plan developed under Section 504 of the Rehabilitation Act of 1973, will remain free from unreasonable restraint, restraint devices, isolation, and other uses of physical force. Under no circumstances will these techniques be used as a form of discipline or punishment.

This policy is intended to address district students. It is not intended to prevent or limit the use of restraint or other reasonable force as necessary with adults or other youth from outside the district as allowed by law.

Restraint and other used of physical force, as defined in the procedure accompanying this policy, may be used when necessary to prevent or minimize imminent bodily injury to self or others. Restraint and other uses of physical force may be used to protect district property if de-escalation interventions have failed or are inappropriate.

Use of restraint, isolation, and other forms of reasonable force may be used when reasonably necessary to control spontaneous behavior that poses an “imminent likelihood of serious harm” as defined by RCW 71.05.020 and explained in the procedure accompanying this policy. Serious harm includes physical harm to self, another, or district property. Staff will closely monitor such actions to prevent harm to the student and will use the minimum amount of restraint and isolation appropriate to protect the safety of students and staff. The restraint, isolation and other forms of reasonable force will be discontinued when the likelihood of serious harm has dissipated.

The superintendent or a designee will develop procedures to implement this policy, including review, reporting and parent/guardian notification of incidents involving restraint or isolation as required by law. Additionally, the superintendent will annually report to the board on incidents involving the use of force.

FREEMAN SCHOOL DISTRICT NO. 358

**Policy No. 3246
Students**

Cross References:

Policy 2161	Special Education and Related Services for Eligible Students
Policy 2162	Education of Students With Disabilities Under Section 504 of the Rehabilitation Act of 1973

Legal References:

RCW 9A.16.020	Use of Force — When lawful
RCW 9A.16.100	Use of Force on Children — Policy — Actions presumed unreasonable
RCW 28A.150.300	Corporal Punishment Prohibited - Adoption of policy
RCW 28A.155.210	Use of restraint or isolation – Requirements for procedures to notify parent or guardian-Additional procedures for compliance
RCW 28A.600.485	Restraint of students with individualized education programs or plans developed under section 504 of the rehabilitation act of 1973-Procedures-Summary of incidents of isolation or restraint-Publishing to web-site
RCW 71.05.020	Definitions

Management Resources:

2021 – December Issue	
2016 – March Issue	
2015 – July Policy Alert	
2013 – December Issue	
2013 – July Issue	
<i>Policy and Legal News</i> , Dec 2008	Use of Reasonable Force Policy

Adoption Date: December 12, 2013

Revision Date: 9/8/16; 3/30/23; Oct. 23, 2024

RESTRAINT, ISOLATION, AND OTHER USE OF REASONABLE FORCE

This procedure is intended to apply to a broad range of circumstances whenever it is deemed reasonably necessary by district staff to control spontaneous behavior by any student that poses an imminent likelihood of serious harm. This procedure is intended to be interpreted consistent with the requirements of RCW 28A.600.485, RCW 9A.16.020, RCW 9A.16.100, RCW 28A.150.300, RCW 28A.155.210, and for students with an IEP, consistent with the regulations of Chapter 392-172A, WAC.

Definitions:

- **Behavioral intervention plan:** A plan incorporated into a student's Individualized Education Program (IEP), which at a minimum describes: 1)The pattern of behavior that impedes the student's learning or the learning of others; 2)The instruction and/or environmental conditions or circumstances that contribute to the pattern of behavior(s) being addressed by the IEP team; 3)The positive behavioral interventions and supports to: i) reduce the pattern of behavior(s) that impedes the student's learning or the learning of others and increases the student's desired prosocial behaviors: and ii) ensure the consistency of the implementation of the positive behavioral interventions across the student's school-sponsored instruction or activities); and d)The skills that will be taught and monitored as alternatives to challenging behavior(s) for a specific pattern of behavior of the student.
- **Chemical spray:** Pepper spray, Oc Spray or other similar chemicals that are used to control a student or limit a student's freedom of movement.
- **Restraint:** Physical intervention or force used to control a student, including the use of a restraint device. It does not include appropriate use of a prescribed medical, orthopedic or therapeutic device when used as intended, such as to achieve proper body position, balance or alignment or to permit a student to safely participate in activities.
- **Restraint Device:** A device used to assist in controlling a student, including, but not limited to metal handcuffs, plastic ties, ankle restraints, leather cuffs, other hospital-type restraints, pepper spray, tasers or batons. Restraint device does not mean a seat harness used to safely transport students. This definition is consistent with RCW 28A.600.485 (1)(c), and is not intended to endorse or encourage the use of such devices or techniques with students.
- **Isolation:** Restricting a student alone within a room or any other form of enclosure, from which the student may not leave. It does not include a student's voluntary use of a quiet space for self-calming, or temporary removal of a student from his or her regular instructional area to an unlocked area for purposes of carrying out an appropriate positive behavior intervention plan.
- **Imminent:** The state or condition of being likely to occur at any moment or near at hand, rather than distant or remote.
- **Likelihood of serious harm:** a substantial risk that physical harm will be inflicted by a student:

- upon his or her own person, as evidenced by threats or attempts to commit suicide or inflict physical harm on oneself;
- upon another, as evidenced by behavior that has caused such harm or that places another person or persons in reasonable fear of sustaining such harm;
- upon the property of others, as evidenced by behavior that has caused substantial loss or damage to the property of others; or
- after the student has threatened the physical safety of another and has a history of one or more violent acts.
- **Physical force:** The use of bodily force or physical restriction that substantially immobilizes or reduces the free movement of a student.
- **Positive behavioral interventions:** Strategies and instruction that can be implemented in a strategic manner in order to provide alternatives to challenging behaviors, reinforce desired behaviors, and reduce or eliminate the frequency and severity of challenging behaviors. Positive behavioral interventions include the consideration of environmental factors that may trigger challenging behaviors and teaching a student the skills to manage his or her own behavior.
- **School resource officer:** A commissioned law enforcement officer who provides law enforcement services and may perform other duties for the district, and is assigned by the employing police department or agency to work in collaboration with the district.
- **School security officer:** A classified or contracted school district employee other than a school resource officer who provides security services in the district under the direction of a school administrator.
- **School police officer:** An employee of the school district responsible for security services in the district under the direction of a school administrator, but who also is a commissioned officer.
- **De-escalation:** The use of positive interventions and other district-approved strategies to defuse a student who has lost self-control, is non-compliant or is demonstrating unacceptable behavior. These strategies address behavior that is dangerous, disruptive or otherwise impedes the learning of a student or others.

General use of restraint, isolation, or other forms of reasonable force:

- Restraint, isolation, or other forms of reasonable force may be used to prevent or minimize imminent bodily harm to self or others, or if de-escalation or other positive interventions fail or are inappropriate to protect district property, where there is a likelihood of such serious harm occurring.
- Restraint, isolation, or other forms of reasonable physical force may be used when a student has caused a substantial loss of damage to the property of others, and the student's behavior poses a substantial risk that such property damage will be inflicted.
- Restraint devices may be used as needed to obtain possession of a known or reasonably-suspected weapon or other dangerous object on a person or within the control of a person.
- An IEP or plan developed under Section 504 of the Rehabilitation Act of 1973 must include procedures for notification of a parent or guardian regarding the use of restraint or isolation under RCW 28A.600.485. The IEP or Section 504 plan must not include the use of restraint or isolation as a planned behavior

intervention unless a student's individual needs require more specific advanced education planning and the student's parent or guardian agrees. Nothing in these procedures is intended to limit the provision of a free appropriate public education (FAPE) under Part B of the Individuals with Disabilities Act (IDEA) or Section 504 of the Rehabilitation Act of 1973.

- If a student is receiving special education services through placement in an authorized entity under RCW 28A.155.060, the student's IEP must also specify any additional procedures required to ensure the authorized entity fully complies with state law governing the use of restraint and isolation.
- Restraint, isolation, or other forms of reasonable physical force will not be used as a form of discipline or punishment.
- Restraint, isolation, or other forms of reasonable physical force will not be used as an initial response to destruction of property, school disruption, refusal of the student to comply with school rules, or a staff directive; or a verbal threat that does not constitute a threat of imminent bodily injury, unless other forms of de-escalation and positive interventions fail or are inappropriate.
- Restraint, isolation, or other forms of reasonable physical force should not be used as an intervention if the school employee, school resource officer or school security officer knows that the student has a health condition or physical problem and the condition or problem would be exacerbated by the use of such techniques.

Practices presumed to be unreasonable when correcting or restraining any child (RCW 9A.16.100):

Under RCW 9A.16.100, the following is a non-exclusive list of acts that are presumed unreasonable when correcting or restraining a child:

- throwing, kicking, burning, or cutting a child;
- striking a child with a closed fist;
- shaking a child under age three;
- interfering with a child's breathing;
- threatening a child with a deadly weapon; or
- doing any other act that is likely to cause bodily harm to a student greater than transient pain or minor temporary marks.

This non-exclusive list should not be read so as to imply that another, unlisted form of correction or restraint is permissible. Whether or not an unlisted use of force or restraint is presumptively permissible depends upon a balanced consideration of all relevant state laws and regulations, and whether the use is reasonable under the totality of the circumstances.

Conditions specific to use of isolation or restraint with students eligible for special education (consistent with WAC 392-172A-02110):

- The isolation enclosure will be ventilated, lighted and temperature controlled from inside or outside for purposes of human occupancy.
- The isolation enclosure will permit continuous visual monitoring of the student from outside the enclosure.

- An adult responsible for supervising the student will remain in visual or auditory range of the student at all times.
- Either the student shall be capable of releasing himself or herself from the enclosure, or the student shall continuously remain within view of an adult responsible for supervising the student.
- Any staff member or other adults using isolation, restraint, or a restraint device must be trained and currently certified by a qualified provider in the use of trauma-informed crisis intervention (including de-escalation techniques) and the safe use of isolation, unless trained personnel are not immediately available due to the unforeseeable nature of the emergency.

Prohibited practices involving restraint, use of force, and discipline specifically for students eligible for special education (consistent with WAC 392-172A-02076):

The following practices are prohibited with students eligible for special education services:

- District personnel are prohibited from using aversive interventions with a student;
- District personnel are prohibited from physically restraining or isolating any student, except when the student's behavior poses an imminent likelihood of serious harm as defined above;
- No student may be stimulated by contact with electric current, including, but not limited to, tasers;
- A student may not be denied or subjected to an unreasonable delay in the provision of food or liquid from when the food or liquid is customarily served as a form of punishment;
- A student may not be the recipient of force or restraint that is either unreasonable under the circumstances or deemed to be an unreasonable form of corporal punishment as a matter of state law (see above, for example, for a list of practices presumed to be unreasonable when used in correcting or restraining a child);
- A student must not be denied or subjected to an unreasonable delay in the provision of common hygiene care;
- A student must not be denied or subjected to an unreasonable delay in the provision of medication;
- A student may not be excluded from his or her regular instructional or service area and isolated within a room or any other form of enclosure, except under the conditions set forth in WAC 392-172A-02110;
- A student must not be forced to listen to noise or sound that the student finds painful;
- A student must not be forced to smell or be sprayed in the face with a noxious or potentially harmful substance;
- A student must not be forced to taste or ingest a substance which is not commonly consumed or which is not commonly consumed in its existing form or concentration;
- A student's head must not be partially or wholly submerged in water or any other liquid.

- A student must not be physically restrained or immobilized by binding or otherwise attaching the student's limbs together or by binding or otherwise attaching any part of the student's body to an object or against a wall or the floor, except under the conditions set forth in WAC 392-172A.02110;
- A student must not be subjected to the use of prone (lying face-down) or supine (lying face-up) restraint, wall restraint, or any restraint that interferes with the student's breathing.

Degree of force:

- Restraint, isolation, or other forms of reasonable physical force must not be continued if a determination is made by the staff member administering the restraint, isolation, or other forms of reasonable physical force that the student is no longer at risk of causing imminent bodily harm to himself/ herself or others or property.
- Restraint, isolation, or other forms of reasonable physical force must be administered in such a way so as to prevent or minimize physical harm to the student. If, at any time during the use of restraint, isolation, or other forms of reasonable physical force, the student demonstrates significant physical distress, the technique must be reduced immediately and, if necessary, school staff must take immediate steps to seek medical assistance.

Monitoring:

An adult must continually monitor any student when restraint, isolation, or other forms of reasonable physical force is used. The monitoring must be conducted by direct observation of the student. Monitoring must include regularly evaluating the student for signs of physical distress.

Post-incident notification and review with parent/guardian:

Within twenty-four (24) hours following the use of restraint, isolation, or other forms of reasonable physical force with a student, the principal or designee must make a reasonable effort to verbally inform the student's parent or guardian of the incident. The principal or designee must also send written notification as soon as practical, but postmarked no later than five (5) business days after restraint, isolation, or other forms of reasonable physical force has been used with a student. If the school or district customarily provides the parent or guardian with school-related information in a language other than English, the written report must be provided to the parent or guardian in that language.

The principal or designee will review the incident with the student and the parent or guardian (though not necessarily at the same time) to address the behavior that precipitated the use of the technique and the appropriateness of the response. The principal or designee will review the incident with the staff person(s) who administered the restraint, isolation, or other forms of reasonable physical force to discuss whether proper procedures were followed and what staff training or support is needed to help the student avoid similar incidents.

IEPs and 504 plans will include the above procedures for notification of parents/guardians regarding the use of isolation and restraint on their student.

Incident report:

Any school employee, school resource officer or school security officer who uses restraint, isolation, or other forms of reasonable physical force, as defined in this procedure, on a student during school-sponsored instruction or activities, will inform the principal or a designee as soon as possible and within two (2) business days submit a written report of the incident to the district office. The written report will contain, at a minimum:

- The date and time of the incident;
- The name and job title of the staff member who administered the restraint, isolation, or other form of reasonable physical force;
- A description of the activity that led to the restraint, isolation, or other form of reasonable physical force;
- The type of restraint, isolation, or other forms of reasonable physical force used on the student, and the duration;
- Whether the student or staff was physically injured during incident involving restraint, isolation, or other forms of reasonable physical force;
- Any medical care provided to the student or staff; and
- Any recommendations for changing the nature or amount of resources available to the student and staff members in order to avoid similar incidents.

Resolution of concerns about the use of force incident:

A student or his/her parent or guardian who has concerns regarding a specific incident involving restraint, isolation, or other forms of reasonable physical force may seek to resolve the concern by using the district's complaint process which is set forth in Policy 4220, Complaints Concerning Staff or Programs.

Providing parents/guardians with Restraint, Isolation, and Other Use of Reasonable Force policy:

The district will make available to all parents/guardians of students the district's policy on Restraint, Isolation and Other Use of Reasonable Force. If the student has an IEP or 504 plan, the District will provide the parents/guardians a copy of the policy when the IEP or 504 plan is created.

Staff training requirements:

All training will include instruction in positive management of student behavior, cultural sensitivity, effective communication for defusing and de-escalating disruptive or dangerous behavior and safe and appropriate use of force, isolation and restraint. Annually, administrators will provide all staff with the district established policy and procedure regarding the use of reasonable force.

All staff should be informed of de-escalation strategies and proper physical intervention procedures. Appropriate staff and those who are required or reasonably anticipated to provide physical force intervention will be trained in the use of physical force intervention.

FREEMAN SCHOOL DISTRICT NO. 358

Procedure No. 3246P
Students

Only staff trained and authorized to use restraint devices or chemical spray procedures will administer it to students. The appropriate personnel will include those staff members who are most likely to be called upon to use restraint devices or chemical spray to prevent or address disruptive or dangerous student behavior.

Submission of incident reports to the Office of Superintendent of Public Instruction:

Beginning January 1, 2016 and annually by January 1 thereafter, the district will summarize the written incident reports described above and submit those summaries to OSPI. The summaries will include:

- the number of individual incidents of restraint and isolation;
- the number of students involved in the incidents;
- the number of injuries to students and staff; and
- the types of restraint or isolation used.

Annual report:

The building administrator or a designee will maintain a log of all instances of use of force, as defined by this procedure, which will be presented to the superintendent annually. The superintendent will provide an annual report to the board regarding the district's use of force.

Adoption Date: December 12, 2013

Revision Date: 9/29/16; 3/30/2023; 2/8/2024; Oct. 23, 2024

Coversheet

Approval of Board Policy No. 3432 - 2nd Reading

Section: XI. Unfinished Business
Item: C. Approval of Board Policy No. 3432 - 2nd Reading
Purpose:
Submitted by:
Related Material: BP3432 Final 10-2024.pdf

EMERGENCIES

The district is committed to having current safe school plans and procedures in place to maximize safety for all students and staff. A commitment to safety enables teaching and learning. The district and its schools shall develop comprehensive all-hazard emergency operations plans that address prevention, mitigation, preparedness, response, and recovery strategies.

District and school plans shall:

- Include required school safety policies and procedures;
- Address emergency mitigation, preparedness, response and recovery;
- Include provisions for assisting and communicating with students and staff, including those with special needs or disabilities;
- Include a family-student reunification plan, including procedures for communicating the reunification plan to staff, students, families, and emergency responders;
- Use the training guidance provided by the Washington emergency management division of the state military department in collaborating with the state school safety center in the office of the superintendent of public instruction, established under RCW.28A.300.620, and the school safety and student well-being advisory committee, established under RCW 28A.300.635;
- Require the building principal to be certified on the incident command system;
- Consider how school facilities may be used as a community asset in the event of a community-wide emergency;
- Set guidelines for requesting city or county laws enforcement agencies, local fire departments, emergency service providers, and county emergency management agencies to meet with the district and participate in safety-related drills; and

Include how substitute teachers and other temporary employees receive necessary information about safe school plans, including school safety policies and procedures and the basic functional drill responses described below.

To the extent that funds are available, the district will to the following annually:

- Review and update the safe school plans in collaboration with emergency response agencies;
- Conduct an inventory of all hazardous materials;
- Identify all staff members who are trained on the national incident management system, trained on the incident command system, or are certified on the incident command system;
- Identify school transportation procedures for evacuation, to include bus staging areas, evacuation routes, communication systems, parent-student reunification sites, and secondary transportation agreements; and
- Provide information to all staff on the use of emergency supplies and alert procedures.

Drills

Drills are an essential component of safety planning. Drills teach students and staff basic functional responses to potential threats and hazards. The four functional responses are adaptable and can be applied to a variety of situation. Additionally, some threats or hazards may require the use of more than one basic functional response. Therefore, each school in the district will conduct at least one safety-related drill per month, including summer months when school is in session with students. Drill planning and implementation shall consider and accommodate the needs of all students.

Basic Functional Drills

The basic functional responses include shelter-in-place, lockdowns, evacuations, and earthquakes (drop-cover-hold on):

- **Shelter-in-Place**

Shelter in place is designed to limit the exposure of students and staff to hazardous materials, such as chemical, biological, or radiological contaminants that are released into the environment by isolating the inside environment from the outside. Staff and students will receive instruction so that they will be able to remain inside, and take the steps necessary to eliminate or minimize the health and safety hazard.

- **Lockdowns**

Lockdowns are meant to isolate students and staff from threats of violence, such as suspicious trespassers, armed intruders, and other threats that may occur in a school or in the vicinity of school. Staff and students will receive instruction so that in the event of the breach of security of a school building or campus, staff, students, and visitors will be able to take positions in secure enclosures. Lockdown drills will not include live simulations of or reenactments of active shooter scenarios that are not trauma-informed and age and developmentally appropriate.

- **Evacuations**

When an emergency within a school or its surrounding area necessitates evacuation and/or total or partial closure of the schools within the district, staff will be responsible for aiding in the safe evacuation of the students within the endangered school or its surrounding area.

Staff and students will receive instruction so that in the event the school or district needs to be evacuated due to threats, such as fires, oil train spills, earthquakes, etc., they will be able to leave the building in the shortest time possible and take the safest route possible to a designated reunification site.

Schools in mapped tsunami or mapped lahar hazard zones, will plan and participate in one pedestrian evacuation drill annually.

- **Earthquakes: Drop-Cover-Hold on**

The board recognizes the importance of protecting staff, students and facilities in the event of an earthquake. Facilities will be designed and maintained in a manner that recognizes the potential danger from such an occurrence. Likewise, staff must be prepared to take necessary action to protect students and staff from harm.

FREEMAN SCHOOL DISTRICT NO. 358

**Policy No. 3432
Students**

“Drop – cover – hold on” is the basic functional earthquake response. The superintendent shall establish guidelines and the action for building principals to take should an earthquake occur while school is in session.

- **Additional Drills**

In addition to the above four functional response drills, the district shall, at a minimum, also develop response plans for the following:

- **Pandemic/Epidemic**

The board recognizes that a pandemic outbreak is a serious threat that could affect students, staff, and the community. The superintendent or a designee will serve as a liaison between the school district and local health officials. The district liaison, in consultation with local health officials, will ensure that a pandemic/epidemic plan exists in the district and establish procedures to provide for staff and student safety during such an emergency.

When an emergency within a school or its surrounding area necessitates evacuation and/or total or partial closure of the schools within the district, staff will be responsible for aiding in the safe evacuation of the students within the endangered school or its surrounding area.

- **Bomb Threats**

The superintendent shall establish procedures for action in the event that any threat is received toward the school by telephone, letter, orally or by other means.

- **Emergency School Closure or Evacuation (Modified Shelter-in-Place)**

When weather conditions or other circumstances make it unsafe to operate schools the superintendent is directed to determine whether schools should be started late, closed for the day or transportation will be provided only on emergency routes. Those decisions will be communicated through community media resources pursuant to a plan developed by the superintendent or designee.

The superintendent will establish procedures for the emergency closure of a building or department.

All safety plans and drills shall include protocols for both internal and external communications, as well as procedures for drill documentation. Evacuation plans shall also include reunification plans. Schools shall document the dates and time of such drills. Each school will maintain the time and type of drill in the school office.

FREEMAN SCHOOL DISTRICT NO. 358

**Policy No. 3432
Students**

Cross References: Policy 4310 District Relationships with Law Enforcement,
and other Government Agencies Management
Resources

Legal References: RCW 19.27.110 International Fire Code and Enforcement by
Counties, other political subdivisions and
municipal corporations - Fees
28A.320.125 Safe school plans — Requirements — Duties of
school districts and schools— Drills — Rules-
First responder agencies

Management Resources:

2022 – June Issue

2017 – July Issue

2013 – June Issue

June 2008

Policy News, August 2008

Policy News, October 2006

Policy News, February 1999

OSPI School Safety Planning Manual

School Safety Plans

Pandemic Flu Planning for School Districts

Fire drills required monthly

Adoption Date: September 25, 2008

Revision Date: December 12, 2013; June 28, 2018; April 29, 2021; Oct 23, 2024

Coversheet

Approval of Board Policy & Procedure No. 6220 - 2nd Reading

Section: XI. Unfinished Business
Item: D. Approval of Board Policy & Procedure No. 6220 - 2nd Reading
Purpose:
Submitted by:
Related Material: PR6220 Final 10-2024.pdf
BP6220 Final 10-2024.pdf

BID OR REQUEST FOR PROPOSAL REQUIREMENTS

Informal Competitive Bidding

For purchases of goods or services, other than public works, that fall within the district's range for informal bidding, the following process will be used.

1. The district will reach out to various sources to obtain quotations for the goods or services to be purchased.
2. The district will get quotations from no less than three different sources.
3. If there are not three sources available, the district will record the attempts to contact all available sources and document the limited number of sources.
4. Quotations shall be documented and be available for the public to review following the awarding of the contract.

Formal Competitive Bidding Process

The following procedures will be in effect for purchasing and public works through the bidding or request for proposal process:

1. The district will prepare clear and definite plans or specifications for the goods or services to be purchased.
2. The district will provide notice of the call for formal bids by publication in at least one newspaper of general circulation in the district once a week for two consecutive weeks.
 - 1) The notice will direct potential bidders to full bid requirements.
 - 2) The notice will provide notice of how sealed bids are to be received.
 - 3) The notice will also include information about the date, time, and place where bids will be opened.
3. The district will publicly open and read formal bids on the date, time and place named in the notice and then will file the bids for public inspection. Any interested member of the public may attend the bid opening. It will be the bidder's sole responsibility to see that the district receives his/her bid prior to the time set for opening of bids. The district will return any bid received after the time set for opening the bids to the bidder unopened and without consideration. The district will accept proposals in the place named and no later than the date and time named in the notice;
4. Formal bid or proposal tabulations may be presented at a meeting of the board for study purposes;
5. The board will award a formal contract on the basis of staff recommendations;
6. Specifications using brand names and manufacturers' catalog numbers are for identifying and establishing a quality standard. The board may consider bids or proposals on equal items providing the bidder or proposer specifies brand and model and furnishes descriptive literature. The board will condition its acceptance of alternative "equal" items upon its district's inspection and testing after receipt. If the board does not the board does to be equal, the board will return the items at the seller's expense and cancel the contract.
7. The district will reserve the right to reject any or all bids or proposals, waive any formalities and/or irregularities and cancel the solicitation, if a reason exists;
 - 1) The district may reject bids by resolution; and
 - 2) Provide notice of acceptable of further bids in the same manner as the original notice.

FREEMAN SCHOOL DISTRICT NO. 358**Procedure No. 6220P
Management Support**

8. On construction projects, the bidder shall include a notarized statement, agreeing to comply with prevailing wage and affirmative action requirements. The bidder will also provide payment and performance bonds;
9. For public works projects estimated to cost \$350,000 or less, the superintendent or designee may solicit bids by telephone, electronic or written quotations from contractors on the appropriate small works roster. The district will not break a project into units or phases in order to come within the scope of the small works roster process or limited public works process. Each year, the district will publish a notice of opportunity regarding the small works roster in at least one newspaper of general circulation in the district and then revise the small works roster accordingly. The district will also add responsible contractors to the small works roster any time a contractor submits a written request and necessary records. The application form shall be designed to collect such information as (1) name of contractor, (2) state of Washington contractor's license number, (3) bonding verification, (4) liability insurance coverage, (5) related contracts completed, and (6) references (bond and clients). Contractors desiring to be placed on or remain on the small works roster are required to keep current records of applicable licenses, certifications, registrations, bonding, insurance or other appropriate matters on file with the district.

Small Works Process

For public works contracts that are under \$350,000 exclusive of state sales tax, the district may utilize a small works roster for the project.

In establishing the small works roster, the district must require contractors wishing to be placed on the roster to indicate if they are women, minority, or veteran-owned, or meet statutory definitions of a small business. The district will either create its own small works roster or it may, through interlocal agreements, use small works rosters created by another district or governmental entity.

All solicitation for bids or direct contracts shall include a scope of work that includes the nature of the work as well as materials and equipment to be furnished. It is not necessary to have detailed plans and specifications.

For any work being done through a small works roster, the district will secure written or electronic quotations to ensure that a competitive price is obtained. The district will award the contract to the lowest responsible and responsive bidder. For small works contracts under \$150,000 not including sales taxes, the district may directly contract with a contractor meeting the statutory definition of a small business as follows:

1. If the district's small works roster has six or more small businesses, the district must rotate through the businesses on the roster and must utilize different contractors for different projects.
2. If there are five or fewer small businesses on the roster, the district may choose to directly contract with any of the businesses.
3. In all cases, the district must contact any small, minority, women, or veteran-owned businesses on the roster when using this method.

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If the contract is under \$5,000, there is no requirement for retainage or performance bonds. For any other small works process, the district may waive or reduce the retention requirements by assuming the liability for any non-payment of labors, mechanics, subcontractors, material persons, suppliers, taxes and any penalties relating to these.

The following will be in effect for purchasing and public works awards:

- A. The contract for the work or purchase shall be awarded to the lowest responsible bidder as described in RCW 39.26.160(2), but the board may by resolution reject any and all bids and make further calls for bids in the same manner as the original call. In determining whether the bidder is a responsible bidder under RCW 39.26.160(2), the district must consider the following elements:
1. The ability, capacity and skill of bidder to perform the contract or provide the service required;
 2. The character, integrity, reputation, judgment, experience, and efficiency of the bidder;
 3. Whether the low bidder can perform the contract within the time specified;
 4. The quality of performance of previous contracts or services;
 5. The previous and existing compliance of the bidder with laws relating to the contract or services;
 6. Whether, within the three-year period immediately preceding the date of the bid solicitation, the bidder has been determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction to have willfully violated any provision of chapter 49.46, 49.48, or 49.52 RCW as defined in RCW 49.48.082, before awarded a contract, a bidder shall submit to the district a signed statement in accordance with RCW 9A.72.085 verifying under penalty of perjury that the bidder is in compliance with the responsible bidder criteria requirement of this subsection of RCW; and
 7. The district may secure such other information as may have bearing on the decision to award the contract.
- B. Before award of a public works contract, a bidder must meet the following responsibility criteria to be a responsible bidder and qualified for award of a public works project. The bidder must:
1. At the time of bid submittal, have a certificate of registration in compliance with chapter 18.27 RCW;
 2. Have a current state unified business identifier number;
 3. If applicable, have industrial insurance coverage for the bidder's employees working in Washington as required in Title 51 RCW; an employment security department number as required in Title 50 RCW; and a state excise tax registration number as required in Title 82 RCW;
 4. Not be disqualified from bidding on any public works contract under RCW 39.06.010 or 39.12.065(3);
 5. If bidding on a public works project subject to the apprenticeship utilization requirements in RCW 39.04.320, not have been found out of compliance by the Washington State Apprenticeship and Training Council for working apprentices out

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- of ratio, without appropriate supervision, or outside their approved work processes as outlined in their standards of apprenticeship under chapter 49.04 RCW for the one-year period immediately preceding the date of the bid solicitation;
6. Until December 31, 2013, not have violated RCW 39.04.370 more than one time as determined by the Department of Labor and Industries; and
 7. Within the three-year period immediately preceding the date of the bid solicitation, not have been determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction to have willfully violated, as defined in RCW 49.48.082, any provision of chapter 49.46, 49.48, or 49.52 RCW (before award of a contract, a bidder shall submit to the district a signed statement in accordance with RCW 9A.72.085 verifying under penalty of perjury that the bidder is in compliance with the responsible bidder criteria requirement of this subsection).
- C. For any public works contract, the district shall retain a portion of the amount paid to the contractor, based on the following guidelines:
1. For any contract awarded using the small works roster procedure that is valued under \$5,000, the district may waive retainage.
 2. For any contract under \$150,000, the district may retain ten percent (10%) of the contract in lieu of a payment and performance bond.
 3. For any other contract, the district will retain five percent (5%) of the contract until such time as the project has been accepted as complete and all liens released.
 4. The contractor may submit a bond to cover amounts that would otherwise be retained by the district.
 5. Amounts retained by the district will either:
 - a. Be held in a fund by the district;
 - b. Be deposited in an interest-bearing account for the contractor; or
 - c. Be deposited in an escrow account for the investment in bonds and securities as identified by the contractor.

In addition to the bidder responsibility criteria, the district may adopt relevant supplemental criteria in accordance with RCW 39.04.350(3) for determining bidder responsibility applicable to a particular project with which the bidder must meet.

Formal written contracts will be prepared for all major construction and repair projects. After a majority of the board votes to approve a contract, the board president/chair and secretary sign the contract on behalf of the board and record the action in the minutes. All contracts will provide that, in the event that the district files suit to enforce the terms of the contract, the venue will be the county in where the district is located. All contracts will also provide that, if the district is successful in the suit, the court may order reimbursement of the district's attorney fees and court costs, as the court deems reasonable. Any contract for services with an entity or individual other than an employee of the district shall include a provision requiring the contractor to prohibit any of its employees who has pled guilty to or been convicted of any felony crime specified under RCW 28A.400.322 and who would have contact with children at a public school during the course of his or her employment from

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working at a public school. The contract shall also contain a provision that any failure to comply with this section shall be ground for the district immediately terminating of contract.

When purchases are made with Federal funds, the district will follow these additional guidelines and procedures.

- 1) The district will, to the greatest extent practicable, ensure that goods, products, or materials are produced in the United States (2 CFR 200.322).
- 2) When bids or competitive solicitation is required, the district will ensure that the requirements are not written in such a way as to prevent competition, such as specifying a name brand of item (2 CFR 200.319).
- 3) The district will ensure that there are enough qualified sources to ensure maximum open and free competition, and that potential bidders are not unjustly precluded from bidding (2 CFR 200.319).
- 4) All contracts shall include the following provisions in the contract language, as applicable (2 CFR Appendix II to Part 200):
 - A. It must address remedies for instances where contractor violate the terms of the contract.
 - B. If in excess of \$10,000, it must include language addressing termination for cause.
 - C. It must include an Equal Employment Opportunity clause.
 - D. If the contract is for a public work project, language that the Davis-Bacon Act will be followed, mandating that laborers and mechanics shall be paid at the prevailing wage rate.
 - E. If the contract is in excess of \$100,000, language must be included for overtime payments for laborers and mechanics who work in excess of 40 hours per week, and that they will not be required to work in unsanitary, hazardous, or dangerous conditions.
 - F. If the contract is in excess of \$150,000, it must include language that requires adherence to the standards of the Clean Air Act and the Federal Water Pollution Control Act.
 - G. That the contractor, and any subcontractors, are not suspended or debarred from receiving Federal funding.
- 5) If the district is using Federal funds for a construction or public works project, the district will ensure the contractor pays prevailing wages pursuant to the Davis-Bacon Act (40 USC 3141 et seq., 29 CFR 5.5). This includes receiving and retaining certified payroll records from the contractor and any subcontractor(s) on the project.

When procuring food for all child nutrition-related programs, the district will follow these additional guidelines.

- 1) Purchases of food should include, to the maximum extent possible, items that meet the requirements of being domestically grown or substantially produced in the United States. Substantially produced means over 51% of the processed food comes from products produced in the United States.
- 2) The district may include language providing for a preference for unprocessed food purchased for child nutrition program to be grown locally.
 - a. "Locally" shall include "Washington grown" in accordance with RCW 15.64.060.

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- b. “Unprocessed” means the food that is delivered to the district retains its inherent character, as defined in 7 CFR 210.22(g)(2), 7 CFR 215.14a(e), 7 CFR 220.16(f)(2), 7 CFR 225.17(e)(2), and 7 CFR 226.22(n)(2), as applicable to the appropriate program.
- c. Such language preference may include a provision to award contracts to companies that are not the lowest responsive, responsible bidder in an effort to meet these provisions.

To the extent it is practicable to do so, the district will ensure that materials purchases of supplies made with Federal funds contain the highest levels of recovered materials possible, under the Solid Waste Disposal Act.

Adoption Date: May 13, 1999

Revision Dates: August 26, 2010; April 26, 2018; August 22, 2019; March 26, 2020:
March 27, 2024; Oct. 13, 2024

BID OR REQUEST FOR PROPOSAL REQUIREMENTS

The Board recognizes the importance of:

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

I. Procurement and Public Works Using Non-Federal Funds

A. Furniture, Supplies, or Equipment

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

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

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

The board may make improvements or repairs to district property through a district department without following the competitive bidding process if the total cost of improvements or repairs does not exceed \$75,000. If the board estimates that the total cost of a building, improvement, repair, or other public works project is \$100,000 or more, the board will follow the formal competitive bidding process outlined above, unless the contract is let using the small works roster process authorized by RCW 39.04.151 through 39.04.154 or under any other procedure authorized for school districts. There are no statutory bidding requirements for public works projects involving improvements or repairs that are under \$100,000. For projects in this range, the district may consider any of these options: using its

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small works roster process, under RCW 39.04.151; using an inter-local agreement or contract with a vendor of the district's choice, without any competitive process, under RCW 28A.335.190; or choosing to require quotes for the work to make the process more competitive.

C. Construction-related services

The board, when contracting for construction-related professional and personal services, shall include in bid documents language that encourages participation by minority or women-owned business enterprises. The services covered by this section include, but are not limited to, construction management services, value engineering services, and building commissioning services.

D. Exemptions

The board may waive bid requirements for purchases:

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

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

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

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

E. Rejection of Bids

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

F. Interlocal Cooperation Act

In coordination with the Interlocal Cooperation Act, Chapter 39.34 RCW, the district may enter into cooperative purchasing agreements with other governmental entities or groups of governmental entities. These agreements may allow the district to purchase items using an existing agreement without going through the standard procurement bid requirements.

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Prior to enactment of any agreement under this authority, the district will review the work of the governmental entity to ensure the following requirements are met:

- 1) The governmental entity conducted its own procurement process relating to the contract under consideration.
 - a. The awarding entity must maintain adequate documentation on the procurement process for the contract under consideration.
 - b. The awarding entity must have posted the bid notice on a website maintained by a public agency, purchasing cooperative, or other service provider, or posted a link on the state's web portal.
- 2) The contract contains language that it is open for use by other entities and is not expired.
- 3) The specifications laid out in the contract match the specifications identified by the district. Any options that are agreed to in the contract are available to the district; any options that are not agreed to in the contract are not allowed.
- 4) Any cooperative agreement for public works projects contains the same specifications and the scope of the work is essentially the same for the district as for the contract's signatory district.
- 5) Ensure the cost is reasonable based on a cost/price analysis.

Once the district has completed these steps, it may enter into an agreement with the other entity to utilize their contract. The contract must be signed by both parties prior to any procurement taking place on the part of the district.

G. Crimes Against Children

The board will include in any contract for services with an entity or individual other than an employee of the district a provision requiring the contractor to prohibit any employee of the contractor from working at a public school who has contact with

children at a public school during the course of his or her employment and who has pled guilty to or been convicted of any felony crime specified under RCW 28. A.400.322. The contract shall also contain a provision that any failure to comply with this section shall be grounds for the district immediately terminating the contract.

H. Women and Minority Owned Businesses

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

FREEMAN SCHOOL DISTRICT NO. 358**Policy No. 6220
Management Support****II. Procurement Using Federal Funds****A. Goods**

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

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

Self-Certification

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

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

B. Services

When the district uses federal funds for procurement of **services**:

- Purchases of \$10,000 or less do not require quotes. However, the district must consider price to be reasonable based on research, experience, purchase history or other information and must document this determination. In addition, to the extent practical, purchases should be distributed equitably among suppliers.
- Purchases between \$10,000 and \$250,000 must be procured using price or rate quotations from a reasonable number of qualified sources.
- Purchases of \$250,000 or more must be publicly solicited using the district's formal bidding procedure.

FREEMAN SCHOOL DISTRICT NO. 358**Policy No. 6220
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If during a given fiscal year, the district qualifies as a low-risk auditee in accordance with criteria in 2 C.F.R. § 200.520, as determined by the auditor, or has documentation it received a low risk assessment after an annual internal institutional risk assessment to identify, mitigate, and manage financial risks, then the district could may use the following Self-Certification thresholds instead of the ones described above:

- Purchases of \$50,000 or less do not require quotes. However, the district must consider the price to be reasonable based on research, experience, purchase history or other information and must document this determination. In addition, to the extent practical, purchases should be distributed equitably among suppliers.
- Purchases between \$50,000 and \$250,000 must be procured using price or rate quotations from a reasonable number of qualified sources.
- Purchases of \$250,000 or more must be publicly solicited using sealed bids or requests for proposals.

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

C. Noncompetitive Procurement

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

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

The district must maintain documentation supporting the applicable circumstance for noncompetitive procurement.

D. Cost/Price Analysis

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

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independent estimates before receiving bids or proposals. In cases where no price competition exists and, in all cases, where the district performs the cost analysis, profit must be negotiated as a separate element in the process. To ensure profit is fair and reasonable, consideration must be given to the complexity of the work performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of the contractor's past performances, and industry standard profit rates in the surrounding geographical area.

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

E. Suspension and Debarment

Before entering into federally funded vendor contracts for goods and services that equal or exceed \$25,000 and any subcontract award, the district will ensure the vendor is not suspended or debarred from participating in federal assistance programs.

F. Conflict of Interest

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

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

G. Interlocal Cooperation Act

In coordination with the Interlocal Cooperation Act, Chapter 39.34 RCW, the district may enter into cooperative purchasing agreements with other governmental entities or groups of governmental entities. These agreements may allow the district to purchase items using an existing agreement without going through the standard procurement bid requirements.

Prior to enactment of any agreement under this authority, the district will review the work of the governmental entity to ensure the following requirements are met:

- 1) The governmental entity conducted its own procurement process relating to the contract under consideration.
 - a. The awarding entity must maintain adequate documentation on the procurement process for the contract under consideration.

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- b. The awarding entity must have posted the bid notice on a website maintained by a public agency, purchasing cooperative, or other service provider, or posted a link on the state's web portal.
- c. The contracting agency must ensure that it met any procurement requirements laid out in 2 CFR §200.317 – 200.327.
- 2) The contract contains language that it is open for use by other entities and is not expired.
- 3) The specifications laid out in the contract match the specifications identified by the district. Any options that are agreed to in the contract are available to the district; any options that are not agreed to in the contract are not allowed.
- 4) Any cooperative agreement for public works projects contains the same specifications and that the scope of the work is essentially the same for the district as for the contract's signatory district.
- 5) Ensure the cost is reasonable based on a cost/price analysis.
- 6) The district must verify that the awarding entity is neither suspended nor debarred from participating in federal assistance programs.
- 7) The district must also verify that the contract contains all contract provisions described in 2 CFR §200.327 and Appendix II to Part 200.

Once the district has completed these steps, it may enter into an agreement with the other entity to utilize their contract. The contract must be signed by both parties prior to any procurement taking place on the part of the district.

H. Women and Minority-Owned Businesses

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

I. Federal Agency or Pass-Through Entity Review

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

III. Procedures

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

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Legal References:

- RCW 28A.335.190 Advertising for bids — Competitive bid procedures — Purchases from inmate work programs — Telephone or written quotation solicitation, limitations — Emergencies
- RCW 28A.400.330 Crimes against children —contractor employee — Termination of contract
- RCW 39.04.155 Small works roster contract procedures — Limited public works process Definition
- RCW 39.04.280 Competitive bidding requirements — Exemptions
- RCW 39.26.160 Bid Awards - Considerations - Requirements and criteria to be set forth - Negotiations - Use of enterprise vendor registrations and bid notification system
- RCW 39.30.060 Bids on public works — Identification, substitution of contractors
- Chapter.39.34 RCW Interlocal Cooperation Act
- 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
- 2 CFR 200.88 Simplified Acquisition Threshold
- 2 CFR 200.318 General Procurement Standards
- 2 CFR 200.320 Methods of Procurement to be Followed
- 2 CFR 200.324 Contract Cost and Price2 CFR 200.321 Contracting with small and minority businesses, women’s business enterprises, and labor surplus area firms.
- 2 CFR 200.325 Federal awarding agency or pass-through entity review.
- 2 CFR 200.520 Criteria for a low-risk auditee
- 2 CFR Part 3485 Nonprocurement Debarment and Suspension

Management Resources:

- 2023 – July Issue
- 2021 – December Issue
- 2020 – December Issue
- 2019 – January 2019 – January Policy Alert
- 2018 – August Issue
- 2017 – July Issue
- 2016 – March Issue
- 2015 – October Policy Issue
- 2015 – June Policy Issue
- 2013 – June Issue
- 2012 – April Issue
- 2011 – February Issue
- Policy News*, October 2005 Competitive Bid Process Changes
- Policy News*, June 2001 Legislation Further Simplifies Bid Compliance

Adoption Date: May 13, 1999

Revision Dates: Aug 26, 2010; Dec 12, 2013; May 25, 2016; Jan 26, 2017; April 26, 2018; Aug 22, 2019; Feb. 25, 2021; Feb 27, 2023; March 27, 2024; Oct. 23, 2024

Coversheet

Approval of Board Policy No. 6690 - 2nd Reading

Section: XI. Unfinished Business
Item: E. Approval of Board Policy No. 6690 - 2nd Reading
Purpose:
Submitted by:
Related Material: BP6690 Final NEW 10-2024.pdf

CONTRACTING FOR TRANSPORTATION SERVICES

If the board enters into a contract for transportation services, the contractor will operate such equipment according to district policy and the rules and regulations of the State Board of Education. The contract will be in effect for no more than five years unless otherwise allowed by law. Prior to entering into such a contract, the district will determine, in its best judgment, that the cost of contracting will not exceed the projected cost of operating its own system and notify the Office of the Superintendent of Public Instruction of that determination.

If the district provides transportation through a private nongovernmental entity, the district will comply with the requirements of RCW 28A.160.140 and will annually provide the Office of the Superintendent of Public Instruction with the information identified in RCW 28A.160.250.

Cross References:

6630 Driver Training and Responsibility

Legal References:

RCW 28A.160.010 Operation of student transportation program — Responsibility of local district — Scope — Transporting of elderly — Insurance

RCW 28A.160.140 Contract for pupil transportation services with private nongovernmental entity — Competitive bid procedures

RCW 28A.160.250 Supplemental transportation allocation—Health care and pension benefits.

RCW 28A.335.170 Contracts to lease building space and portable buildings, rent or have maintained security systems, computers and other equipment, and provide pupil transportation services

Chapter 392-141 WAC Transportation — State Allocation for Operations

Chapter 392-143 WAC Transportation — Specifications for School Buses

Chapter 392-144 WAC School Bus Driver Qualifications

Chapter 392-145 WAC Transportation — Operation Rules

Adoption Date: October 23, 2024

Coversheet

Approval of FHS ASB Robotics Club

Section: XII. New Business
Item: A. Approval of FHS ASB Robotics Club
Purpose:
Submitted by:
Related Material: FHS seeking the approval of two new ASB Clubs.pdf

FHS seeking the approval of two new ASB Clubs: Robotics and Unified Clubs

Robotics Club

Advisor: James Reynolds (long time co-coach of Lego League Robotics)

Program Association: First Tech Robotics (FTC)

Curricular Association: Adds co-curricular opportunity for physics, coding and computer science courses.

Curriculum: Members construct Robot to complete in a game against other schools. Potential for local, regional and state competitions.

Members: Open to all students, all grades and all genders

Costs: Funds to support Robotics are raised by the club; may include limited CTE support

Unified Club

Advisor: Hannah Warr (Special Education Teacher)

Program Association: Local Big Buddies; expansion of activities to other local Unified Clubs

Curricular Association: Adds co-curricular opportunity to bring together students with and without disabilities in an effort to promote social inclusion and acceptance, and to help peers build positive relationships.

Curriculum: Members participate in a variety of activities, games – could include sports games, and potential community service.

Members: Open to all students, all grades and all genders

Costs: Funds to support Unified Club are raised by the club

Coversheet

Approval of FHS ASB Unified Club

Section: XII. New Business
Item: B. Approval of FHS ASB Unified Club
Purpose:
Submitted by:
Related Material: FHS seeking the approval of two new ASB Clubs (1).pdf

FHS seeking the approval of two new ASB Clubs: Robotics and Unified Clubs

Robotics Club

Advisor: James Reynolds (long time co-coach of Lego League Robotics)

Program Association: First Tech Robotics (FTC)

Curricular Association: Adds co-curricular opportunity for physics, coding and computer science courses.

Curriculum: Members construct Robot to complete in a game against other schools. Potential for local, regional and state competitions.

Members: Open to all students, all grades and all genders

Costs: Funds to support Robotics are raised by the club; may include limited CTE support

Unified Club

Advisor: Hannah Warr (Special Education Teacher)

Program Association: Local Big Buddies; expansion of activities to other local Unified Clubs

Curricular Association: Adds co-curricular opportunity to bring together students with and without disabilities in an effort to promote social inclusion and acceptance, and to help peers build positive relationships.

Curriculum: Members participate in a variety of activities, games – could include sports games, and potential community service.

Members: Open to all students, all grades and all genders

Costs: Funds to support Unified Club are raised by the club

Coversheet

Approval of Board Policy & Procedure No. 3206 - 1st Reading

Section: XII. New Business
Item: C. Approval of Board Policy & Procedure No. 3206 - 1st Reading
Purpose:
Submitted by:
Related Material: BP3206 NEW 11-2024.pdf
PR3206 NEW 11-2024.pdf

PREGNANT AND PARENTING STUDENTS

The district is committed to a positive and productive education free from sex-based discrimination as required by Federal and State laws for all students in its education programs and activities, including discrimination based on current, potential, past pregnancy, or related conditions, or marital or parental status. Sex-based harassment is a form of sex-based discrimination and includes harassment based on pregnancy or related conditions or marital or parental status.

The district establishes this policy and the accompanying Superintendent's procedures for ensuring the protection and equal treatment of students who are or become pregnant, individuals with pregnancy-related conditions, and new parents.

Pregnancy or related conditions include:

- Pregnancy, childbirth, termination of pregnancy, or lactation;
- Medical conditions related to the above; or
- Recovery from above.

The district must also not adopt or implement any policy, practice, or procedure concerning a student's current, potential, or past parental, family, or marital status that treats students differently on the basis of sex, except as necessary to provide pregnancy or pregnancy-related medical accommodations.

This commitment and discrimination prohibition extends to all students involved in academic, educational, extracurricular, athletic, and other programs or activities of the school, whether that program or activity is in a school facility, on school transportation, or at a class or school training held elsewhere.

The district does not engage in prohibited discrimination when it allows a student, based on pregnancy or related conditions, to *voluntarily* participate in a separate portion of its education program or activity, *provided* the district ensures that the separate portion is comparable to that offered to students who are not pregnant or parenting, and do not have related conditions.

This policy is a component of the district's responsibility to create and maintain a safe, civil, respectful, and inclusive learning community and will be implemented in conjunction with comprehensive training of staff and volunteers. Specific notice, training, and compliance requirements are included in the accompanying procedure 3206P.

Investigation and Response / Grievance Procedures

The Superintendent will develop and implement procedures for receiving, investigating, and resolving complaints or reports of sex-based discrimination and will include reasonable and prompt timelines and delineate roles and responsibilities for such. The procedure can be found at 3205P.1.

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Complaints alleging discrimination or harassment based on a person’s actual or perceived pregnancy status are to be taken seriously and handled in the same manner as other sex-based discrimination and harassment complaints.

If an investigation reveals that sex-based harassment has created a hostile environment, the district will take prompt and effective steps reasonably calculated to end the sex-based harassment, eliminate the hostile environment, prevent its recurrence, and, as appropriate, remedy its effects.

Allegations of criminal misconduct and suspected child abuse will be reported to law enforcement or Child Protective Services as required by law. A criminal investigation does not relieve the district of its independent obligation to investigate and resolve sex-based harassment.

Retaliation and False Allegations

Retaliation, as defined under Federal and State laws and the Superintendent’s procedure, including retaliation by a student against another student, is prohibited and will result in appropriate discipline. The district will take appropriate actions to protect involved persons from retaliation.

It is a violation of this policy to knowingly report false allegations of sex-based discrimination. Persons found to knowingly report or corroborate false allegations will be subject to appropriate discipline as discussed in the Superintendent’s procedure.

This policy and its procedure will support that effort by facilitating district compliance with local, state, and federal laws concerning sex-based discrimination.

Cross References:

- 3205 – Sex Discrimination of Students Prohibited
- 3210 - Nondiscrimination
- 3230 – Searches of Students and Student Privacy
- 3231 - Student Records

Legal References:

- | | |
|------------------------|--|
| RCW 28A.640.010 | Sexual Equality, Purpose – Discrimination Prohibited |
| RCW 28A.642 | Discrimination Prohibition |
| RCW 49.60.040 | Definitions |
| 20 U.S.C. §§ 1681-1688 | Title IX of the Education Amendments Act of 1973 |
| 34 C.F.R. § 106.40, | Title IX Regulations (2024 Amendments) |

Adoption Date: Nov. 23, 2024

PREGNANT AND PARENTING STUDENTS

The district is committed to a positive and productive education free from sex-based discrimination as required by Federal and State laws for all students in its education programs and activities, including discrimination based on current, potential, past pregnancy, or related conditions, or marital or parental status. Sex-based harassment is a form of sex-based discrimination and includes harassment based on pregnancy or related conditions or marital or parental status.

The superintendent establishes this procedure to ensure the protection and equal treatment of pregnant persons, individuals with pregnancy-related conditions, and new parents. Nothing in this procedure should be construed to allow different treatment on the basis of sex concerning a student's current, potential, or past parental, family, or marital status, except as necessary to provide pregnancy or pregnancy-related medical accommodations.

A. Key Definitions/Terms

- **Caretaking** means caring for and providing for the needs of a child.
- **Familial status** refers to the configuration of one's family or one's role in a family.
- **Marital status** refers to the state of being married, single, or divorced.
- **Medically necessary** is a determination made by a health care provider of a student's choosing.
- **Parental status** refers to the status of a person who, with respect to another person who is under the age of 18 (or a person who is 18 or older but who is incapable of self-care because of a mental or physical disability is a biological, adoptive, foster, or stepparent; a legal custodian or guardian; in loco parentis with respect to such a person; or actively seeking legal custody, guardianship, visitation, or adoption of such a person.
- **Parental, family, and marital status discrimination** is different treatment based on one or more of those statuses. For example, treating an unmarried mother worse than a married mother, treating a married person of one sex or gender more or less favorably than a married person of another gender based on sex stereotypes, or treating a man who is married to a man worse than a woman who is married to a man.
- **Pregnancy discrimination** includes treating a pregnant student or a student with a pregnancy-related condition less favorably than similar individuals not so affected and includes a failure to provide legally mandated leave or accommodations.
- **Pregnancy and pregnancy-related conditions** include (but are not limited to)
 - pregnancy, childbirth, false pregnancy, termination of pregnancy, miscarriage, lactation (expressing breast milk);
 - medical conditions related to the above;
 - recovery from above; and
 - any other conditions in accordance with State and Federal law.
- **Pregnant student/birthparent** refers to the student who is or was pregnant.

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- **Reasonable modifications** mean individualized modifications to the district's policies, practices, or procedures that are comparable to the modifications offered for any other temporary medical condition. A modification that the district can demonstrate would fundamentally alter the nature of its education program or activity is not a reasonable modification.
- **Student's legal representative** means a parent or other person who has a legal right to act on behalf of the affected student.

B. Student Protections

The district must give all pregnant and parenting students equal access to district programs, extracurricular activities, athletic programs, and educational opportunities. The district may not require students to change educational plans (e.g., drop out of a class or program) or deny an honor or award based on pregnancy or parental status, including valedictorian status, scholarships, participation in graduation, or election for class office or homecoming court. The district cannot expel or suspend a student for being pregnant or being a parent.

C. Specific actions to prevent discrimination and ensure equal access

The district must take specific actions to promptly and effectively prevent sex discrimination and ensure equal access to the district's education program or activity once the student, or a person who has a legal right to act on behalf of the student, notifies any employee or the Title IX Coordinator of the student's pregnancy or related conditions.

D. The Title IX Coordinator's Responsibility

If a student (or a student's legal representative) informs the Title IX Coordinator of the student's pregnancy or pregnancy-related condition, then the Title IX Coordinator must inform the student or legal representative of the following:

- The district's policy of nondiscrimination.
- The district's obligation to provide equal access and modifications.
- The district's confidentiality obligations under State and Federal laws, and this policy and procedure.

E. Employees Must Provide Notice of the Title IX Coordinator

If a student (or a student's legal representative) informs any district employee of the student's pregnancy or related condition, the employee must promptly provide them with the district's Title IX Coordinator's contact information and also inform the affected student (or the student's legal representative) that the Title IX Coordinator can coordinate specific actions to prevent pregnancy and pregnancy-related discrimination to ensure a pregnant or parenting student's equal access to the district's education program or activity.

Such notice does not need to be provided to the student if the employee reasonably believes that they have already been notified about the Title IX Coordinator.

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All employees must receive training on the district's obligations under Federal, State, and local laws and regulations and district policy and procedures prohibiting sex discrimination, including those related to pregnancy or pregnancy-related conditions or marital or parental status as stated in 3205P.2.

F. Privacy and Confidentiality

As stated in [WSSDA Model Policy 3230 - Searches of Students and Student Privacy or modified as accurate for your district], Washington State law provides that at certain ages, students attain the right to decide for themselves what records will remain confidential, even from their parents, and what activities the student will participate in. A student's pregnancy or pregnancy-related conditions may constitute confidential medical or educational information. Disclosing information about a pregnancy or pregnancy-related condition may violate privacy laws. To ensure the safety and well-being of the student, school employees should not disclose a student's pregnancy status or pregnancy-related conditions to others unless (1) legally required to do so or (2) the student has authorized such disclosure.

Except, the district may disclose some information to provide reasonable modifications. For example, the district may need to tell specific staff to implement reasonable modification for a student, but does not need to disclose why the reasonable modification is being provided.

The following are other exceptions that may apply:

- (1) A person with the legal right to consent to the disclosure provides written consent and specifies to whom the disclosure may be made.
- (2) As required by laws, regulations, or to comply with State or Federal grant awards or other funding agreement.
- (3) When required by Federal, State or local law, including FERPA, and those laws do not conflict with Title IX.

G. Comparable treatment to other temporary medical conditions

The district must treat pregnancy or related conditions in the same manner and under the same policies as any other temporary medical conditions with respect to any medical or hospital benefit, service, plan, or policy the district administers, operates, offers, or participates in with respect to students admitted to the district's education program or activity.

H. Certification to participate

The district must not require a student who is pregnant or has related conditions to provide certification from a healthcare provider or any other person that the student is physically able to participate in the district's class, program, or extracurricular activity unless:

- The certified level of physical ability or health is necessary for participation in the class, program, or extracurricular activity;
- The district requires such certification of all students participating in the class, program, or extracurricular activity; and

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- The information obtained is not used as a basis for discrimination prohibited by this part.

I. Reasonable modifications

The district must make reasonable modifications to its policies, practices, or procedures as necessary to prevent sex discrimination and ensure equal access to the district's education program or activity.

- Each reasonable modification must be based on the student's individualized needs.
- In determining what modifications are required under this paragraph, the district must consult with the student.
- A modification that a district can demonstrate would fundamentally alter the nature of its education program or activity is not a reasonable modification.
- The student has the discretion to accept or decline each reasonable modification offered by the district. If a student accepts a district's offered reasonable modification, the district must implement it.

Reasonable modifications may include, but are not limited to:

- breaks during class to express breast milk, breastfeed, or attend to health needs associated with pregnancy or related conditions, including eating, drinking, or using the restroom;
- allowing a student to sit or stand or carry or keep water nearby;
- intermittent absences to attend medical appointments;
- excusing medically necessary absences;
- access to online or homebound education;
- changes in schedule or course sequence;
- extensions of time for coursework and rescheduling of tests and examinations;
- counseling;
- changes in physical space or supplies (for example, access to a bigger desk or a footrest);
- requested accommodations to protect the health and safety of the student and/or their pregnancy (such as allowing the student to maintain a safe distance from hazardous substances); or
- elevator access.

J. Voluntary Access to Separate and Comparable Portion of Program or Activity

The district must allow the student to voluntarily access any separate and comparable portion of the district's education program or activity, provided that the separate portion is comparable to that offered to students who are not pregnant and do not have related conditions.

The district may offer alternative schools or programs for pregnant and parenting students so long as participation in such programs is *voluntary* on the part of the student. When discussing such options with students, school personnel should present all options available in a non-coercive manner.

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Alternative schools or programs for pregnant and parenting students must offer opportunities and programs comparable to those offered for non-pregnant students.

Parenting classes and programs must be open to male and female students.

K. Voluntary leaves of absence and intermittent absences

The district must allow the student to voluntarily take a leave of absence from the district's education program or activity to cover, at minimum, the time deemed medically necessary by the student's licensed healthcare provider.

To the extent that a student qualifies for leave under a leave policy maintained by a district that allows a greater period of time than the medically necessary period, the district must permit the student to take voluntary leave under that policy instead if the student so chooses.

When the student returns to the district's education program or activity, the student must be reinstated to the academic status and as practicable, to the extracurricular status that the student held when the voluntary leave began.

The district may not penalize a student for absences related to pregnancy or childbirth. Childbirth or pregnancy-related absences deemed medically necessary by a student's doctor must be excused. Health plans, medical benefits, and related services must be provided to pregnant students in the same manner as services are provided to students with temporary disabilities.

If home instruction is available for students who need to stay home due to a medical condition, then students are entitled to home instruction if they need to stay home due to pregnancy or childbirth. When a student returns to the district or a school following a pregnancy-related absence, the student must be reinstated to the status they held when the absences began.

If other students who miss school for health reasons receive make-up assignments from their teachers, pregnant students are also entitled to receive make-up assignments for classes missed due to pregnancy or childbirth.

L. Limitation on supporting documentation

The district must not require supporting documentation unless the documentation is necessary and reasonable for the district to determine the reasonable modifications to make or whether to take additional specific actions under paragraphs.

Examples of situations when requiring supporting documentation is not necessary and reasonable include, but are not limited to, when the student's need for a specific action is obvious, such as

- when a student who is pregnant needs a bigger uniform;
- when the student has previously provided the district with sufficient supporting documentation;

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- when the reasonable modification because of pregnancy or related conditions at issue is allowing a student to carry or keep water nearby and drink, use a bigger desk, sit or stand, or take breaks to eat, drink, or use the restroom;
- when the student has lactation needs; or
- when the modification, access, leave, or space is available to students for reasons other than pregnancy or related conditions without submitting supporting documentation.

M. Lactation space

The district must ensure that the student can access a lactation space, which must be a space other than a bathroom, which is clean, shielded from view, free from intrusion from others, and may be used by a student for expressing breast milk or breastfeeding as needed.

N. Retaliation Prohibited

“Retaliation” means intimidation, threats, coercion, or discrimination against any person for the purpose of interfering with any right or privilege secured by Title IX, this policy and procedure, or because the person reported information, made a complaint, was a witness or provided information, assisted, or participated or refused to participate in any manner in an investigation or appeal under the Title IX regulations and this process. Retaliation is prohibited from the district, a student, or an employee or other person authorized by the district to provide any aid, benefit, or service under the district’s education program or activity.

When the district has information about conduct that reasonably may constitute retaliation under Title IX or this policy and procedure, the district is obligated to respond promptly and effectively, inform the Title IX Coordinator, and provide notice of the district’s grievance process for addressing complaints of retaliation. Upon receiving a complaint alleging retaliation, the district must initiate its grievance procedures as described below **or, as appropriate, an informal resolution process under those procedures.**¹

O. Grievance Procedure

The district has adopted procedure 3205P.1 to set forth the process for receiving, investigating, and resolving reports or complaints of sex-based discrimination, including harassment based on a person’s actual or perceived pregnancy status, and retaliation. Such complaints are to be taken seriously and handled in the same manner as other sex-based discrimination and harassment complaints. Procedure 3205P.1 is designed to provide for a prompt, thorough, and equitable investigation of complaints and to take appropriate steps to resolve such situations. If sex-based discrimination or retaliation is found to have occurred, the district must take immediate action to eliminate the discrimination or retaliation, prevent its reoccurrence, and address its effects.

¹ As discussed in 3205P.1, the Title IX regulations permit, but do not require, informal resolution processes.

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For questions about this procedure, contact the district's Title IX Coordinator, who can be reached at:

[Any comments in green indicate that a district decision or information is needed. Insert the Title IX coordinator's name, title, office address, telephone number, and email address or provide a website address with this information or Q.R. code]

Adoption Date: Nov. 23, 2024

Coversheet

Approval of Board Policy & Procedure No. 4130 - 1st Reading

Section: XII. New Business
Item: D. Approval of Board Policy & Procedure No. 4130 - 1st Reading
Purpose:
Submitted by:
Related Material: PR4130 NEW 11-2024.pdf
BP4130 Revision 10-2024.pdf

TITLE I, PART A PARENT AND FAMILY ENGAGEMENT

Implementation for Parent and Family Engagement Federal Requirements

For districts with more than one school participating in Title I, Part A: Complete only Section 1. Each participating school must have its own school-level parent and family engagement policy.

For districts with a single school participating in Title I, Part A: Complete Sections 1 and 2.

Steps:

- Choose the sections that best match your district's Title I, Part A profile.
- The components of the ESEA Parent and Family Engagement do not change; only the descriptions or implementation actions do.
- The Parent and Family Engagement policy (both at the district and school levels) must be reviewed annually with parents. Ensure the adoption date is within the past 12 months.
- Tailor the descriptions to accurately represent your district. Address all components clearly in your descriptions to provide sufficient context for implementation.
- If you have more than one participating Title I, Part A school, please remove Section 2.

SECTION 1

The district will support effective parent and family engagement and strengthen student academic achievement through actions that support each element of the federal requirements in ESEA Section 1116 (A-F) and if applicable, Section 1116 (c)(d)(e)(f), as listed, and described below.

- A. **Jointly Developed and Parent Input.** Parents and families will have the opportunity to jointly develop and provide input for the Title I, Part A program and policy. The district will involve parents and family members in:
 - The development of 4130 Procedure, this may include establishing a parent advisory board.
 - The Consolidated Grant Application (CGA) Title I, Part A section.
 - Developing school improvement plans (SIP), such as a combined SIP and Schoolwide Plan (SWP) or Targeted Assistance Protocols (TAS).
- B. **Technical Assistance.** The district will provide coordination, technical assistance, and other support to assist schools in planning and implementing effective parent and family engagement activities. This may include meaningful consultation with employers, business leaders, philanthropic organizations, or individuals.
- C. **Integration.** The district will coordinate and integrate parent and family engagement strategies with other relevant federal, state, and local laws and programs.
- D. **Annual Evaluation.** The district will conduct, with meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of the parent and family engagement policy in improving the academic quality of

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all schools served under Title I, Part A and use the findings to design evidence-based strategies.

SECTION 2

The district will support effective parent and family engagement and strengthen student academic achievement through actions that support each element of the federal requirements, as listed, and described below.

A. Communications.

- The school will notify parents and family of the parent and family engagement policy in an understandable format, language the parents can understand and parent friendly.
- The school will provide parents with timely information about Title I, Part A programs.
- The school will offer parents a flexible number of meetings and transportation, childcare, or home visits.

B. Annual Title IA Meeting.

- The school will convene an annual meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' right to be involved.

C. School-Parent Compact.

- The schools will follow to jointly develop with parents a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved academic achievement.

D. Building Capacity.

- The school will build parent capacity for strong engagement.

The school will help parents in understanding the achievement levels of the challenging State academic standards, state and local academic assessments and alternate assessments, Title I requirements, and how to monitor their child's progress and work with educators.

Adoption Date: Nov. 20, 2024

TITLE I, PART A PARENT AND FAMILY ENGAGEMENT

The Board recognizes that parent and family engagement helps students participating in Title I, Part A programs achieve academic standards. To promote parent and family engagement, the board adopts the following policy, which ~~describes how the district will involve parents and family members to Title I students in developing and implementing the district's Title I programs. Lists the components at both the district and school levels. The district procedure 4130P serves to review and evaluate this policy with the help of parents and provides descriptions of how each component will be implemented.~~

District – Wide Parent and Family Engagement

The district will do the following to promote parent and family engagement:

- A. The district will involve parents and family members in jointly developing the district's Title I, Part A ~~Intervention~~ plan. ~~The district will involve parents and family members during fall and spring conferences.~~
- B. The district will provide the coordination, technical assistance, and other support necessary to assist and build capacity of all participating schools within the district in the planning and implementing of effective parent and family involvement activities to improve student academic achievement and school performance.
- C. The district will conduct, with the meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of this policy in improving the academic quality of all Title I, Part A schools. At that meeting, the following will be identified:
 1. Barriers to greater participation by parents in Title I, Part A activities;
 2. The needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers; and
 3. Strategies to support successful school and family interactions.

The district will use the findings from the annual evaluation to design evidence-based strategies for more effective parental involvement and to revise this policy if necessary.

The district will facilitate removing barriers to parental involvement by doing the following: ~~Late night conferences are made available to accommodate parent schedules and the website is used for communication.~~

- ~~D4.~~ The district will involve parents of Title I, Part A student in decisions about how the Title I, Part A funds reserved for parent and family engagement are spent. The district must use Title I, Part A funds reserved for parent and family engagement for at least one of the reasons specified in 20 U.S.C & 6318 (a)(3)(D).
- ~~E5.~~ The district and each of the schools within the district providing Title I, Part A services will do the following to support a partnership among schools, parents, and the community to improve student academic achievement:

1. Provide assistance to parents of Title I, Part A students, as appropriate, in understanding the following topics:
 - a. Washington's challenging academic standards;

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- b. State and local academic assessments, including alternate assessments;
 - c. The requirements of Title I, Part A;
 - d. How to monitor their child’s progress; and
 - e. How to work with educators to improve the achievement of their children.

- 2. Provide materials and training to help parents work with their children to improve their children’s academic achievement, such as literacy training and using technology, as appropriate, to foster parental involvement. ~~Intervention programs are accessible on line for students and parents. Reading intervention specialist provides training to staff and parents as needed.~~

- 3. Educate teachers, specialized instructional support personnel, principals, and other school leaders, and other staff with the assistance of parents, in the value and unity of contributions of parents and how to do the following:
 - a. Reach out, communicate with, and work with parents as equal partners;
 - b. Implement and coordinate parent programs; and
 - c. Build ties between parents and the school.

- 4. Coordinate and integrate parent and family engagement strategies to the extent feasible and appropriate, with similar strategies used under other programs, such as:
 - a. Head Start;
 - b. Even Start;
 - c. Learning Assistance Program;
 - d. Special Education; and
 - e. State-operated preschool programs.

- 5. Ensure that information related to the school and parent programs, meetings, and other activities, is sent to the parents of participating children. The information will be provided in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand.

School-Based Parent and Family Engagement Policies

Each school offering Title I, Part A services will have a separate parent and family engagement policy, which will be developed with parents and family members of Title I, Part A students. Parents and family members will receive notice of their school’s parent and family engagement policy in an understandable and uniform format and to the extent practicable, in a language the parents can understand.

Each school-based policy will describe how each school will do the following:

- A. Convene an annual meeting at a convenient time, to which all parents of Title I, Part A students will be invited and encouraged to attend, to inform parents of their schools’ participation under Title I, Part A, and to explain the requirements of Title I, Part A, and to explain the rights that parents have under Title I, Part A;
- B. Offer a flexible number of meetings, such as meetings in the morning or evening;
- C. Involve parents, in an organized, ongoing, and timely way in the planning, reviewing, and improving of Title I, Part A programs; and

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- D. Provide parents of Title I students the following:
1. Timely information about Title I, [Part A](#) programs;
 2. A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging state academic standards; and
 3. If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any suggestions as soon as practicably possible.

Each school-based policy will include a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve state standards. The compact must do the following:

- A. Describe the school’s responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables Title I, [Part A](#) students to meet Washington’s challenging academic standards and describe the ways in which each parent will be responsible for supporting their children’s learning, volunteering in their child’s classroom, and participating, as appropriate, in decisions relating to the education of their children, including the positive use of extracurricular time; and
- B. Address the importance of communication between teachers and parents on an ongoing basis through the following:
 1. Annual parent-teacher conferences in elementary schools, during which the compact will be discussed as the compact relates to the individual child’s achievements;
 2. Frequent reports to parent’s on their children’s progress;
 3. Reasonable access to staff, opportunities to volunteer and participate in their child’s class, and observation of classroom activities; and
 4. Ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand.

Legal References:	20 USC 6311	State plans (“Every Student Succeeds Act
	20 USC 6312	Local educational agency plans
	20 USC 6318	Parent and family engagement

Management Resources:	<i>Policy News</i> , October 2008	Family Involvement Policy
	<i>Policy News</i> , June 2005	Title I, Part A Parental Involvement Policy
	<i>Policy News</i> , August 2003	No Child Left Behind Update

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**Policy No. 4130
Community Relations**

Adoption Date: January 27, 2005

Revision Date: April 29, 2009; Sept. 27, 2018, Nov. 20, 2024

Coversheet

Approval of Board Policy & Procedure No. 5011 - 1st Reading

Section: XII. New Business
Item: E. Approval of Board Policy & Procedure No. 5011 - 1st Reading
Purpose:
Submitted by:
Related Material: PR5011 Revision 11-2024.pdf
BP5011 Revision 11-2024.pdf

SEXUAL DISCRIMINATION AND SEX-BASED HARASSMENT OF DISTRICT STAFF PROHIBITED

The district is committed to a positive and productive working environment free from sex-based discrimination, including sex-based harassment. This commitment extends to all employees, applicants for employment, and other people who are not students involved in academic, educational, extracurricular, athletic, and other programs or activities of the district, whether that program or activity is in a school facility, on school transportation, or at a class training held elsewhere.

The district does not discriminate on the basis of sex and prohibits sex discrimination in employment as required by Federal, State, and local laws. Discrimination on the basis of sex includes discrimination on the basis of sex, sex stereotypes, sex characteristics, pregnancy or related conditions, sexual orientation, gender identity, and gender expression. The district will not adopt or implement any policy, practice, or procedure or take any employment action that treats individuals differently on the basis of sex.

Sex-based harassment is a form of sex discrimination and is prohibited by the district and will also be investigated under that procedure. "Sex-based harassment" means sexual harassment and other harassment on the basis of sex, sex stereotypes, sex characteristics, pregnancy or related conditions, sexual orientation, gender identity, and gender expression.

The district has jurisdiction over complaints of sex-based discrimination and marital status pursuant to the Federal law Title IX of the Education Amendments of 1972 (Title IX) and Washington State laws, including RCW 49.60.

The district has adopted the definitions in **Procedure 3205P.1** for sex-based discrimination, including sex-based harassment, on the basis of sex, sex stereotypes, sex characteristics, pregnancy or related conditions, sexual orientation, gender identity, or gender expression.

Examples of sex-based discrimination of employees or applicants for employment include but are not limited to taking any of the following actions on the basis of sex stereotypes, sex characteristics, sexual orientation, gender identity, pregnancy, or related conditions:

- Refusal to hire or promote
- Firing an employee or forcing them to quit or retire
- Sex-based harassment, such as "quid pro quo harassment" and "hostile environment harassment"
- Other forms of sex-based harassment, such as specific offenses of sexual assault, dating violence, domestic violence, or stalking
- Providing unequal benefits or compensation
- Other materially unequal terms, conditions, or privileges of employment

FREEMAN SCHOOL DISTRICT NO. 358**Procedure No. 5011P
Personnel****Retaliation Prohibited**

“Retaliation” means intimidation, threats, coercion, or discrimination against any person for the purpose of interfering with any right or privilege secured by Title IX, this district policy and procedure, or because the person reported information, made a complaint, was a witness or provided information, assisted, or participated or refused to participate in any manner in an investigation or appeal under Title IX or the district’s procedure. Retaliation is prohibited from the district, a student, or an employee or other person authorized by the district to provide any aid, benefit, or service under the district’s education program or activity.

When the district has information about conduct that reasonably may constitute retaliation under Title IX or this policy and procedure, the district is obligated to respond promptly and effectively, inform the Title IX Coordinator, and provide notice of the district’s grievance process for addressing complaints of retaliation. Upon receiving a complaint alleging retaliation, the district must initiate its grievance procedures as described below or, as appropriate, an informal resolution process under those procedures.¹

Grievance Procedure

The district has adopted procedure 3205P.1 to set forth the process for receiving, investigating, and resolving reports or complaints of sex-based discrimination, including harassment based on a person’s actual or perceived pregnancy status and retaliation. Such complaints are to be taken seriously and handled in the same manner as other sex-based discrimination and harassment complaints. Procedure 3205P.1 is designed to provide for a prompt, thorough, and equitable investigation of complaints and to take appropriate steps to resolve such situations. If sex-based discrimination or retaliation is found to have occurred, the district must take immediate action to eliminate the discrimination or retaliation, prevent its reoccurrence, and address its effects.

Other forms of discrimination against employees or applicant employees that do not fall under that procedure may be addressed under other district policies and procedures, such as Policy 5010.

Staff Responsibilities, Training, and District Notice

The Superintendent Procedures at 3205P.2 describe how the District’s Policy 5011 will be implemented, including:

- The roles, responsibilities, and training requirements of the Title IX Coordinator and school employees.
- That age-appropriate information and education to district staff, students, parents, and volunteers will be developed to explain this policy and to aid in the identification, recognition, and prevention of sex-based harassment.
- Where and how district will provide notice about the policy as required by Title IX and other laws.

¹ As discussed in 3205P.1, the Title IX regulations permit, but do not require, informal resolution processes.

FREEMAN SCHOOL DISTRICT NO. 358**Procedure No. 5011P
Personnel**

For questions about this procedure, contact the district's Title IX Coordinator, who can be reached at:

Any comments in green indicate that a district decision or information is needed. Insert the Title IX coordinator's name, title, office address, telephone number, and email address or provide a website address with this information or Q.R. code]

Other Complaint Options

Office for Civil Rights (O.C.R.), U.S. Department of Education

O.C.R. enforces several federal civil rights laws, which prohibit discrimination in public schools on the basis of race, color, national origin, sex, disability, and age. File complaints with O.C.R. within 180 calendar days of the date of the alleged discrimination.

206-607-1600 | TDD: 1-800-877-8339 | OCR.Seattle@ed.gov | www.ed.gov/ocr

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Washington State Human Rights Commission (WSHRC)

WSHRC enforces the Washington Law Against Discrimination (RCW 49.60), which prohibits discrimination in employment and places of public accommodation, including schools. File complaints with WSHRC within six months of the date of the alleged discrimination.

1-800-233-3247 | TTY: 1-800-300-7525 | www.hum.wa.gov

~~The procedure is intended to set forth the requirements of Policy 5011, including the process for a prompt, thorough, and equitable investigation of allegations of sexual harassment and the need to take appropriate steps to resolve such situations. If sexual harassment is found to have created a hostile environment, staff must take immediate action to eliminate the harassment, prevent its reoccurrence, and address its effects.~~

~~This procedure applies to sexual harassment (including sexual violence) targeted at district employees carried out by other students, employees or third parties involved in school district activities. The district has jurisdiction over these complaints pursuant to Title IX of the Education Amendments of 1972, Chapter 28A.640, RCW and Chapter 392-190 WAC.~~

~~A formal complaint filed by or on behalf of a student complainant against an employee respondent will be investigated under the definitions, requirements, and procedures of Policy 3205 and Procedure 3205P.~~

Notice

~~Information about the district's sexual harassment policy will be easily understandable and conspicuously posted throughout each school building, provided to each employee and reproduced in each staff, volunteer and parent handbook.~~

FREEMAN SCHOOL DISTRICT NO. 358**Procedure No. 5011P
Personnel**

~~In addition to the posting and reproduction of this procedure and Policy 5011, the district will provide annual notice to employees that complaints pursuant to this procedure may be filed at 15001 S Jackson Rd, Rockford, WA 99030.~~

Staff Responsibilities

~~In the event of an alleged sexual assault, the school principal will immediately inform: 1) the Title IX/Civil Rights Compliance Coordinator so that the district can appropriately respond to the incident consistent with its own grievance procedures; and 2) law enforcement. The principal will notify the targeted district staff person of their right to file a criminal complaint and a sexual harassment complaint simultaneously.~~

Confidentiality

~~If a complainant requests that his or her name not be revealed to the alleged perpetrator or asks that the district not investigate or seek action against the alleged perpetrator, the request will be forwarded to the superintendent for evaluation. The superintendent should inform the complainant that honoring the request may limit its ability to respond fully to the incident, including pursuing disciplinary action against the alleged perpetrator.~~

~~If the complainant still requests that his or her name not be disclosed to the alleged perpetrator or that the district not investigate or seek action against the alleged perpetrator, the district will need to determine whether or not it can honor such a~~

~~request while still providing a safe and nondiscriminatory environment for all students, staff and other third parties engaging in district activities, including the person who reported the sexual harassment. Although a complainant's request to have his or her name withheld may limit the district's ability to respond fully to an individual allegation of sexual harassment, the district will use other appropriate means available to address the sexual harassment.~~

Retaliation

~~Title IX prohibits retaliation against any individual who files a complaint under these laws or participates in a complaint investigation. When an informal or formal complaint of sexual harassment is made, the district will take steps to stop further harassment and prevent any retaliation against the person who made the complaint, was the subject of the harassment, or against those who provided information as a witness. The district will investigate all allegations of retaliation and take actions against those found to have retaliated.~~

Informal Complaint Process:

~~Anyone may use informal procedures to report and resolve complaints of sexual harassment. Informal reports may be made to any staff member. Staff will always notify complainants of their right to file a formal complaint and the process for same. Staff will also direct potential complainants to Randy Russell, Title IX Coordinator. Additionally, staff will also inform an appropriate supervisor or professional staff member when they~~

FREEMAN SCHOOL DISTRICT NO. 358**Procedure No. 5011P
Personnel**

~~receive complaints of sexual harassment, especially when the complaint is beyond their training to resolve or alleges serious misconduct.~~

~~During the course of the informal complaint process, the district will take prompt and effective steps reasonably calculated to end any harassment and to correct any discriminatory effects on the complainant. If an investigation is needed to determine what occurred, the district will take interim measures to protect the complainant before the final outcome of the district's investigation (e.g., allowing the complainant to change academic or extracurricular activities or break times to avoid contact with the alleged perpetrator).~~

~~Informal remedies may include:~~

- ~~• An opportunity for the complainant to explain to the alleged harasser that his or her conduct is unwelcome, offensive or inappropriate, either in writing or face-to-face;~~
- ~~• A statement from a staff member to the alleged harasser that the alleged conduct is not appropriate and could lead to discipline if proven or repeated;~~
- ~~• A general public statement from an administrator in a building reviewing the district sexual harassment policy without identifying the complainant;~~
- ~~• Developing a safety plan;~~
- ~~• Separating staff persons; or~~
- ~~• Providing staff and/or student training.~~

~~Informal complaints may become formal complaints at the request of the complainant, parent, or guardian, or because the district believes the complaint needs to be more thoroughly investigated.~~

~~The district will inform the complainant how to report any subsequent problems. Additionally, the district will conduct follow-up inquiries to see if there have been any new incidents or instances of retaliation, and to promptly respond and appropriately address continuing or new problems. Follow-up inquiries will follow a timeline agreed to by the district and complainant.~~

Formal Complaint Process:

Level One – Complaint to District

~~Anyone may initiate a formal complaint of sexual harassment, even if the informal complaint process is being utilized. At any level in the formal complaint process, the district will take interim measures to protect the complainant before the final outcome of the district's investigation.~~

~~The following process will be followed:~~

Filing of complaint

- ~~• All formal complaints will be in writing and will set forth the specific acts, conditions or circumstances alleged to have occurred and to constitute sexual~~

FREEMAN SCHOOL DISTRICT NO. 358**Procedure No. 5011P
Personnel**

~~harassment. The Title IX Coordinator may draft the complaint based on the report of the complainant, for the complainant to review and approve. The superintendent or Title IX Coordinator may also conclude that the district needs to conduct an investigation based on information in his or her possession, regardless of the complainant's interest in filing a formal complaint.~~

- ~~• The time period for filing a complaint is one year from the date of the occurrence that is the subject matter of the complaint. However, a complaint filing deadline may not be imposed if the complainant was prevented from filing due to: 1) Specific misrepresentations by the district that it had resolved the problem forming the basis of the complaint; or 2) Withholding of information that the district was required to provide under WAC 392-190-065 or WAC 392-190-005. Complaints may be submitted by mail, fax, e-mail or hand-delivery to the district Title IX Coordinator, Randy Russell, Ph.D., Superintendent at 15001 S Jackson Rd, Rockford, WA 99030, 509-291-3695, rrussell@freemansd.org. Any district employee who receives a complaint that meets these criteria will promptly notify the Coordinator.~~

Investigation and Response

- ~~• The Title IX Coordinator will receive and investigate all formal, written complaints of sexual harassment or information in the coordinator's possession that they believe requires further investigation. The Coordinator will delegate his or her authority to participate in this process if such action is necessary to avoid any potential conflicts of interest. Upon receipt of a complaint, the Coordinator will provide the complainant a copy of this procedure.~~
- ~~• Investigations will be carried out in a manner that is adequate in scope, reliable and impartial. During the investigation process, the complainant and accused~~
- ~~• party or parties, if the complainant has identified an accused harasser(s), will have an equal opportunity to present witnesses and relevant evidence. Complainants and witnesses may have a trusted adult with them during any district-initiated investigatory activities. The school district and complainant may also agree to resolve the complaint in lieu of an investigation.~~
- ~~• When the investigation is completed, the Coordinator will compile a full written report of the complaint and the results of the investigation.~~

Superintendent Response

- ~~• The superintendent will respond in writing to the complainant and the alleged perpetrator within thirty (30) calendar days of receipt of the complaint, unless otherwise agreed to by the complainant or if exceptional circumstances related to the complaint require an extension of the time limit. In the event an extension is needed, the district will notify the complainant in writing of the reason for the extension and the anticipated response date. At the time the district responds to the complainant, the district must send a copy of the response to the office of the superintendent of public instruction.~~
- ~~• The response of the superintendent or designee will include: 1) a summary of the results of the investigation; 2) a statement as to whether a preponderance of the evidence establishes that the complainant was sexually harassed ; 3) if sexual~~

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~~harassment is found to have occurred, the corrective measures the district deems necessary, including assurance that the district will take steps to prevent recurrence and remedy its effects on the complainant and others, if appropriate; 4) notice of the complainant's right to appeal to the school board and the necessary filing information; and 5) any corrective measures the district will take, remedies for the complainant (e.g., sources of counseling, advocacy and other support), and notice of potential sanctions for the perpetrator(s) (e.g., discipline).~~

- ~~• The superintendent's or designee's response will be provided in a language the complainant can understand and may require language assistance for complainants with limited English proficiency in accordance with Title VI of the Civil Rights Act of 1964. If the complaint alleges discriminatory harassment by a named party or parties, the coordinator will provide the accused party or parties with notice of the outcome of the investigation and notice of their right to appeal any discipline or corrective action imposed by the district.~~
- ~~• Any corrective measures deemed necessary will be instituted as quickly as possible, but in no event more than thirty (30) days after the superintendent's mailing of a written response, unless the accused is appealing the imposition of discipline and the district is barred by due process considerations or a lawful order from imposing the discipline until the appeal process is concluded. Staff may also pursue complaints through the appropriate collective bargaining agreement process or anti-discrimination policy.~~
- ~~• The district will inform the complainant how to report any subsequent problems. Additionally, the district will conduct follow-up inquiries to see if there have been any new incidents or instances of retaliation, and to promptly respond and~~
- ~~• appropriately address continuing or new problems. Follow-up inquiries will follow a timeline agreed to by the district and complainant.~~

Level Two Appeal to Board of Directors**Notice of Appeal and Hearing**

- ~~• If a complainant disagrees with the superintendent's or designee's written decision, the complainant may appeal the decision to the district board of directors, by filing a written notice of appeal with the secretary of the board within ten (10) calendar days following the date upon which the complainant received the response.~~
- ~~• The board will schedule a hearing to commence by the twentieth (20th) calendar day following the filing of the written notice of appeal, unless otherwise agreed to by the complainant and the superintendent or for good cause.~~
- ~~• Both parties will be allowed to present such witnesses and testimony as the board deems relevant and material.~~

Decision

- ~~• Unless otherwise agreed to by the complainant, the board will render a written decision within thirty (30) calendar days following the filing of the notice of appeal and provide the complainant with a copy of the decision.~~

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- ~~The decision will be provided in a language that the complainant can understand which may require language assistance for complainants with limited English proficiency in accordance with Title VI of the Civil Rights Act.~~
- ~~The decision will include notice of the complainant's right to appeal to the Superintendent of Public Instruction and will identify where and to whom the appeal must be filed. The district will send a copy of the appeal decision to the office of the superintendent of public instruction.~~

~~Level Three – Complaint to the Superintendent of Public Instruction~~**~~Filing of Complaint~~**

- ~~If a complainant disagrees with the decision of the board of directors, or if the district fails to comply with this procedure, the complainant may file a complaint with the Superintendent of Public Instruction.~~
- ~~A complaint must be received by the Superintendent of Public Instruction on or before the twentieth (20) calendar day following the date upon which the complainant received written notice of the board of directors' decision, unless the Superintendent of Public Instruction grants an extension for good cause. Complaints may be submitted by mail, fax, electronic mail, or hand delivery.~~
- ~~A complaint must be in writing and include: 1) A description of the specific acts, conditions or circumstances alleged to violate applicable anti-sexual harassment laws; 2) The name and contact information, including address, of the complainant; 3) The name and address of the district subject to the complaint; 4) A copy of the district's complaint and appeal decision, if any; and 5) A proposed resolution of the complaint or relief requested. If the allegations regard a specific student, the complaint must also include the name and address of the student, or in the case of a homeless child or youth, contact information.~~

~~Investigation, Determination and Corrective Action~~

- ~~Upon receipt of a complaint, the Office of the Superintendent of Public Instruction may initiate an investigation, which may include conducting an independent on-site review. OSPI may also investigate additional issues related to the complaint that were not included in the initial complaint or appeal to the superintendent or board.~~
- ~~Following the investigation, OSPI will make an independent determination as to whether the district has failed to comply with RCW 28A.642.010 or Chapter 392-190, WAC and will issue a written decision to the complainant and the district that addresses each allegation in the complaint and any other noncompliance issues it has identified. The written decision will include corrective actions deemed necessary to correct noncompliance and documentation the district must provide to demonstrate that corrective action has been completed.~~
- ~~All corrective actions must be completed within the timelines established by OSPI in the written decision unless OSPI grants an extension. If timely compliance is not achieved, OSPI may take action including but not limited to referring the district to appropriate state or federal agencies empowered to order compliance.~~

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~~A complaint may be resolved at any time when, before the completion of the investigation, the district voluntarily agrees to resolve the complaint. OSPI may provide technical assistance and dispute resolution methods to resolve a complaint.~~

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Level Four – Administrative Hearing

~~A complainant or school district that desires to appeal the written decision of the Office of the Superintendent of Public Instruction may file a written notice of appeal with OSPI within thirty (30) calendar days following the date of receipt of that office's written decision. OSPI will conduct a formal administrative hearing in conformance with the Administrative Procedures Act, Chapter 34.05, RCW.~~

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Other Complaint Options

Office for Civil Rights (OCR), U.S. Department of Education

~~OCR enforces several federal civil rights laws, which prohibit discrimination in public schools on the basis of race, color, national origin, sex, disability, and age. File complaints with OCR within 180 calendar days of the date of the alleged discrimination. 206-607-1600 | TDD: 1-800-877-8339 | OCR.Seattle@ed.gov | www.ed.gov/ocr~~

Washington State Human Rights Commission (WSHRC)

~~WSHRC enforces the Washington Law Against Discrimination (RCW 49.60), which prohibits discrimination in employment and in places of public accommodation, including schools. File complaints with WSHRC within six months of the date of the alleged discrimination. 1-800-233-3247 | TTY: 1-800-300-7525 | www.hum.wa.gov~~

Mediation

~~At any time during the complaint procedure set forth in WAC 392-190-065 through 392-190-075, a district may, at its own expense, offer mediation. The complainant and the district may agree to extend the complaint process deadlines in order to pursue mediation.~~

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~~The purpose of mediation is to provide both the complainant and the district an opportunity to resolve disputes and reach a mutually acceptable agreement through the use of an impartial mediator. Mediation must be voluntary and requires the mutual agreement of both parties. It may be terminated by either party at any time during the mediation process. It may not be used to deny or delay a complainant's right to utilize the complaint procedures.~~

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~~Mediation must be conducted by a qualified and impartial mediator who may not:
 1) Be an employee of any school district, public charter school, or other public or private agency that is providing education related services to a student who is the subject of the complaint being mediated; or 2) Have a personal or professional conflict of interest. A mediator is not considered an employee of the district or charter school or other public or private agency solely because he or she serves as a mediator.~~

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~~If the parties reach agreement through mediation, they may execute a legally binding agreement that sets forth the resolution and states that all discussions that occurred during the course of mediation will remain confidential and may not be used as evidence in any subsequent complaint, due process hearing or civil proceeding. The agreement must be signed by the complainant and a district representative who has authority to bind the district.~~

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Training and Orientation

~~A fixed component of all district orientation sessions for staff, students and regular volunteers will introduce the elements of this policy. Staff will be provided information on recognizing and preventing sexual harassment. Staff will be fully informed of the formal and informal complaint processes and their roles and responsibilities under the policy and procedure.~~

~~Certificated staff will be reminded of their legal responsibility to report suspected child abuse, and how that responsibility may be implicated by some allegations of sexual harassment. Regular volunteers will get the portions of this component of orientation relevant to their rights and responsibilities.~~

~~Students will be provided with age appropriate information on the recognition and prevention of sexual harassment and their rights and responsibilities under this and other district policies and rules at student orientation sessions and on other appropriate occasions, which may include parents. As part of the information on the recognition and prevention of sexual harassment staff, volunteers, students and parents will be informed that sexual harassment may include, but is not limited to:~~

- ~~• Demands for sexual favors in exchange for preferential treatment or something of value;~~
- ~~• Stating or implying that a person will lose something if he or she does not submit to a sexual request;~~
- ~~• Penalizing a person for refusing to submit to a sexual advance, or providing a benefit to someone who does;~~
- ~~• Making unwelcome, offensive or inappropriate sexually suggestive remarks comments, gestures, or jokes; or remarks of a sexual nature about a person's appearance, gender or conduct;~~
- ~~• Using derogatory sexual terms for a person;~~
- ~~• Standing too close, inappropriately touching, cornering or stalking a person; or~~
- ~~• Displaying offensive or inappropriate sexual illustrations on school property.~~

Policy and Procedure Review

~~Annually the superintendent or designee will convene an ad hoc committee composed of representatives of certificated and classified staff, volunteers, students and parents to review the use and efficacy of this policy and procedure. The compliance officer will be included in the committee. Based on the review of the committee, the superintendent will prepare a report to the board including, if necessary, any recommended policy changes. The superintendent will consider adopting changes to this procedure if recommended by the committee.~~

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~~Management Resources:—
2015—July Policy Alert
2014—March Issue~~

Adoption Date: January 8, 2015

Revision Date: December 8, 2016; March 29, 2022; Nov. 23, 2024

SEX DISCRIMINATION AND ~~SEXUAL-SEX-BASED~~ HARASSMENT OF DISTRICT STAFF PROHIBITED

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

This policy is developed to meet the district's obligations under Title IX and is aligned with Washington State laws and regulations that define sex-based discrimination. The district will not adopt or implement any policy, practice, or procedure or take any employment action on the basis of sex, except to meet its obligations related to pregnancy and pregnancy-related conditions.

The district will not make any pre-employment inquiry as to the marital status of an applicant for employment, including whether such applicant is "Miss or Mrs." Pre-employment, the district may ask an applicant for employment to self-identify their sex, but only if this question is asked of all applicants and if the response is not used as a basis for discrimination prohibited by Title IX or this policy.

Consistent with the Title IX regulation, the district will not implement any policy, practice, or procedure or take any employment action on the basis of sex:

- (1) concerning the current, potential, or past parental, family, or marital status of an employee or applicant for employment, which treats persons differently; or
- (2) that is based upon whether an employee or applicant for employment is the head of household or principal wage earner in such employee's or applicant's family unit.

The district will not discriminate against any employee or applicant for employment on the basis of current, potential, or past pregnancy or related conditions. The district must treat pregnancy or related conditions in the same manner and under the same policies as any other temporary medical conditions for all job-related purposes, including commencement, duration and extensions of leave; payment of disability income; accrual of seniority and any other benefit or service; and reinstatement; and under any fringe benefit offered to employees by virtue of employment.

The district has jurisdiction over complaints of sex-based discrimination pursuant to the Federal law Title IX of the Education Amendments of 1972 (Title IX) and Washington State laws, including Chapter 28A.640 RCW and Chapter 392-190 WAC.

Definitions

"Sex-based harassment" means sexual harassment and other harassment on the basis of sex stereotypes, sex characteristics, sexual orientation, gender identity, gender expression, pregnancy or related conditions, and marital status.

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The term “sexual harassment” includes the following, which Title IX defines at 34 C.F.R. § 106.2:

- “*Quid pro quo* harassment,”
- “Hostile environment harassment,” and
- Specific offenses of sexual assault, dating violence, domestic violence, or stalking

The term “sexual harassment” is also prohibited under state law as defined at W.A.C. 392-190-056 and includes unwelcome sexual advances, requests for sexual favors, sexually motivated physical contact, or other verbal or physical conduct or communication of a sexual nature between two or more individuals if:

- (a) Submission to that conduct or communication is condition of obtaining employment;
- (b) a factor in decisions affecting that individual's employment; or
- (c) the conduct or communication has the purpose or effect of substantially interfering with an individual's employment or of creating an intimidating, hostile, or offensive educational environment.

Harassment based on sexual orientation, gender expression, or gender identity is also prohibited under Washington state law as defined at RCW 49.60.040 and WAC 162.32-040.

For the purpose of these definitions, sexual harassment may include conduct or communication that involves adult to student, student to adult, student to student, adult to adult, male to female, female to male, male to male, and female to female.

The district will address all sex-based harassment in its program and activities, even when some conduct alleged to be contributing to a hostile environment occurs outside of its program or activities.

The district has also developed other specific related policies for district employees to comply with its obligations under State and Federal laws, including Title IX, and to create an inclusive and welcoming work environment, including [WSSDA Model Policies or modified for your district equivalent] Policy 5210 (Prohibiting Discrimination of Staff), Policy 5012 (Parental, family, or marital status; pregnancy or related conditions), and 5404 (Family Medical and Maternity Leave).

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

~~Under federal and state law, the term “sexual harassment” includes:~~

- ~~• acts of sexual violence;~~

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

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

Investigation and Response

The Superintendent will develop and implement procedures for receiving, investigating, and resolving complaints or reports of sex discrimination, including sex-based harassment, and will include reasonable and prompt timelines and delineate roles and responsibilities for such.

If the district knows, or reasonably should know, that ~~sexual-sex-based~~ harassment has ~~created a hostile environment, occurred,~~ the district will promptly investigate to determine what occurred and will take appropriate steps to resolve the situation. If an investigation reveals that ~~sexual-sex-based~~ harassment has created a hostile environment, the district will take prompt and effective steps reasonably calculated to end ~~the sexual-sex-based~~ harassment, eliminate the hostile environment, prevent its recurrence and, as appropriate, remedy its effects. The district will take prompt, equitable and remedial action within its authority on reports, complaints and grievances alleging ~~sexual-sex-based~~ harassment that come to the attention of the district, either formally or informally.

Allegations of criminal misconduct will be reported to law enforcement, and suspected child abuse will be reported to law enforcement or Child Protective Services as required by law. Regardless of whether the misconduct is reported to law enforcement, school staff will promptly investigate to determine what occurred and take appropriate steps to resolve the situation to the extent that such investigation does not interfere with an ongoing criminal investigation. A criminal investigation does not relieve the district of its independent obligation to investigate and resolve ~~sexual-sex-based~~ harassment.

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

FREEMAN SCHOOL DISTRICT NO. 358**Policy No. 5011
Personnel****Retaliation and False Allegations**

It is a violation of this policy to engage in retaliation, as defined under Federal and State laws and the Superintendent's procedure, against any person who makes or is a witness in a ~~sexual harassment~~sex-based discrimination complaint ~~is prohibited~~ and will result in appropriate discipline. The district will take appropriate actions to protect involved persons from retaliation.

It is a violation of this policy to knowingly report false allegations of ~~sexual~~sex-based discrimination ~~harassment~~. Persons found to knowingly report or corroborate false allegations will be subject to appropriate discipline. However, no party, witness, or others participating in the district's grievance process will be disciplined based solely on a determination of whether sex-based discrimination occurred under the Superintendent's procedure.

Staff Responsibilities

The superintendent will develop and implement a procedure that identifies the roles, responsibilities, and training requirements of the Title IX Coordinator and school employees.

~~formal and informal procedures for receiving, investigating and resolving complaints or reports of sexual harassment. The procedures will include reasonable and prompt time lines and delineate staff responsibilities under this policy. Any school employee who witnesses sexual harassment or receives a report, informal complaint, or written complaint about sexual harassment is responsible for informing the district's Title IX or Civil Rights Compliance Coordinator. All staff are also responsible for directing complainants to the formal complaint process.~~

~~A formal complaint filed by or on behalf of a student complainant against an employee respondent will be investigated under the definitions, requirements, and procedures of Policy 3205 and Procedure 3205P.~~

~~Reports of discrimination and discriminatory harassment will be referred to the district's Title IX/Civil Rights Compliance Coordinator. Reports of disability discrimination or harassment will be referred to the district's Section 504 Coordinator.~~

~~Notice and Training~~

The superintendent will develop procedures to provide age-appropriate information and education to district staff, parents and volunteers regarding this policy and the recognition and prevention of ~~sexual~~sex-based harassment.

District Notice

At a minimum, the district's website will include a statement that the district prohibits sex discrimination and sex-based harassment in any education program or activity that it operates, as required by Title IX and other laws, and employment. It will also state that questions about Title IX, how to locate the district's policy and grievance procedure, and

FREEMAN SCHOOL DISTRICT NO. 358

**Policy No. 5011
Personnel**

~~how to report sex discrimination or make a complaint may be directed to the District's Title IX Coordinator. The Title IX Coordinator's contact information will also be provided, including their name or title, office address, email address, and telephone number. sexual harassment recognition and prevention and the elements of this policy will be included in staff and regular volunteer orientation.~~

This policy and the procedure, which includes the complaint process, will be conspicuously posted in each district building in a place ~~available~~ accessible to staff, students, parents, volunteers and visitors. Information about the policy and procedure will be ~~easily understood and conspicuously~~ clearly stated and posted throughout each school building, provided to each employee and reproduced in each student, staff, volunteer and parent handbook. Such notices will identify the District's Title IX coordinator and provide contact information, including the coordinator's email address.

Policy Review

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

Cross References:

- Board Policy 5010 Nondiscrimination and Affirmative Action
- Board Policy 3421 Child Abuse, Neglect and Exploitation Prevention
- ~~Board Policy 3240 Student Conduct~~
- Board Policy 3210 Nondiscrimination
- ~~Board Policy 3207 Prohibition of Harassment, Intimidation and Bullying~~
- ~~Board Policy 3205 Sexual Harassment of Students Prohibited~~
- Board Policy 5012 Parent, Family, and Marital Statues, and Pregnancy

Legal References:

- RCW 28A.640.020 Regulations, guidelines to eliminate discrimination — Scope — Sexual harassment policies
- WAC 392-190-056-058 Sexual harassment and WAC 162-32-040
- 20 U.S.C. && 1681-1688
- RCW 49.60 Washington Law Against Discrimination
- WAC 162-32-040 Harassment
- 2024 Title IX Regulations at 34 C.F.R. § 106 et seq

Management Resources:

- ~~2021 — June 2021~~
- 2010 – October Issue
- 2014 – December Issue
- 2015 – July Policy Alert
- 2022 – June Issue
- 2024 – August Issue

FREEMAN SCHOOL DISTRICT NO. 358

**Policy No. 5011
Personnel**

Adoption Date: January 8, 2015,

Revision Date: December 8, 2016; March 29, 2022; Nov. 23, 2024

Coversheet

Approval of Board Policy & Procedure No. 5012 - 1st Reading

Section: XII. New Business
Item: F. Approval of Board Policy & Procedure No. 5012 - 1st Reading
Purpose:
Submitted by:
Related Material: BP5012 NEW 11-2024.pdf
PR5012 NEW 11-2024.pdf

PARENTAL, FAMILY, OR MARITAL STATUS, AND PREGNANCY OR RELATED CONDITIONS OF STAFF

The district is committed to a positive and productive workplace free from sex-based discrimination. The district does not discriminate on the basis of sex and prohibits sex discrimination against applicants or employees as required by Federal, State, and local laws. Sex discrimination is prohibited and illegal in the district's education programs and activities, hiring, leave policies, employment policies, and health insurance coverage.

Parent, Family, or Marital Status

Consistent with the Title IX regulation at 34 CFR 106.57, the district will not implement any policy, practice, or procedure or take any employment action on the basis of sex:

- (1) concerning the current, potential, or past parental, family, or marital status of an employee or applicant for employment, which treats persons differently; or
- (2) that is based upon whether an employee or applicant for employment is the head of household or principal wage earner in such employee's or applicant's family unit.

Pregnancy or Related Conditions

The district will not discriminate against any employee or applicant for employment on the basis of current, potential, or past pregnancy or related conditions.

The district must treat pregnancy or related conditions in the same manner and under the same policies as any other temporary medical conditions for all job-related purposes, including commencement, duration and extensions of leave; payment of disability income; accrual of seniority and any other benefit or service; and reinstatement; and under any fringe benefit offered to employees by virtue of employment.

In the case of an employee who does not have an applicable leave policy or in the case of an employee with insufficient leave or accrued employment time to qualify for leave under such a policy, the district must treat pregnancy or related conditions as a justification for a voluntary leave of absence without pay for a reasonable period of time, at the conclusion of which the employee shall be reinstated to the status held when the leave began or to a comparable position, without decrease in rate of compensation or loss of promotional opportunities, or any other right or privilege of employment.

The district establishes this policy, and the Superintendent will develop and implement procedures for ensuring the protection and equal treatment of employees and applicants for employment on the basis of parental, family, and marital status and for employees and applicants for employment who are pregnant individuals, people with pregnancy-related conditions, and new parents.

FREEMAN SCHOOL DISTRICT NO. 358

**Policy No. 5012
Personnel**

Pregnancy or related conditions include:

- Pregnancy, childbirth, termination of pregnancy, or lactation;
- Medical conditions related to the above, including infertility treatment; or
- Recovery from above.

This policy is a component of the district's responsibility to create and maintain a safe, civil, respectful, and inclusive learning community and compliance requirements. The Superintendent will develop and implement procedures to ensure the district's compliance with the above requirements.

The district has also developed specific related policies for district employees to comply with its obligations under State and Federal laws, including Title IX, the Providing Urgent Maternal Protections (PUMP) for Nursing Mothers Act, and Pregnant Works Fairness Act (PWFA), and RCW 43.10, to create inclusive and a welcoming work environment, including other nondiscrimination policies (Policy 5210), Policy 5210 (Sex-Based Discrimination of Staff Prohibited), and 5404 (Family Medical and Maternity Leave).

The district has jurisdiction over complaints of sex-based discrimination pursuant to the Federal law Title IX of the Education Amendments of 1972 (Title IX) and Washington State laws, including Chapter 28A.640 RCW and Chapter 392-190 WAC.

The Superintendent will develop and implement procedures for receiving, investigating, and resolving complaints or reports of sex-based discrimination based on family, parenting, or marital status, and pregnancy and pregnancy-related conditions. The procedures will include reasonable and prompt timelines and delineate roles and responsibilities for such.

It is a violation of this policy to engage in retaliation, as defined under Federal and State laws and the Superintendent's procedure, against any person who makes or is a witness in a sex-based discrimination complaint under this policy and will result in appropriate discipline. The district will take appropriate actions to protect involved persons from retaliation.

FREEMAN SCHOOL DISTRICT NO. 358

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Cross References:

5010 – Nondiscrimination and Affirmative Action

5404 – Family Medical and Maternity Leave

Legal References:

34 C.F.R. 106.56, Title IX of the Education Amendments Act

Title VII of the Civil Rights Act of 1964

Providing Urgent Maternal Protections (PUMP) for Nursing Mothers Act

Pregnant Works Fairness Act (PWFA - 2023)

RCW 43.10 - Washington's Healthy Starts Act

Washington Law Against Discrimination (WLAD)

Management Resources:

August 2024 Issue

Adoption Date: Nov. 23, 2024

PARENTAL, FAMILY, OR MARITAL STATUS, AND PREGNANCY OR RELATED CONDITIONS OF STAFF

The district is committed to a positive and productive workplace free from sex-based discrimination as required by Federal, State, and local laws for all employees and applicants for employment.

The district does not discriminate on the basis of sex and prohibits sex discrimination against applicants or employees as required by Federal, State, and local laws. Sex discrimination can include discrimination based on pregnancy, marital status, or parental status. Sex discrimination is prohibited and illegal in the district's education programs and activities, hiring, leave policies, employment policies, and health insurance coverage.

The district also prohibits adopting or implementing any policy, practice, or procedure or taking any employment action based on sex (1) Concerning the current, potential, or past parental, family, or marital status of an employee or applicant for employment, which treats persons differently; or (2) That is based upon whether an employee or applicant for employment is the head of household or principal wage earner in such employee's or applicant's family unit.

The district will not make any pre-employment inquiry as to the marital status of an applicant for employment, including whether such applicant is "Miss or Mrs."

The district must treat pregnancy or related conditions in the same manner and under the same policies as any other temporary medical conditions for all job-related purposes, including commencement, duration, and extensions of leave; payment of disability income; accrual of seniority and any other benefit or service; and reinstatement; and under any fringe benefit offered to employees by virtue of employment.

The Superintendent establishes this procedure to ensure the protection and equal treatment of pregnant persons, individuals with pregnancy-related conditions, and parents. This policy and its pregnancy-related protections apply to all pregnant persons, regardless of gender identity or expression.

The district has also developed specific related policies for district employees to comply with its obligations under State and Federal laws, including Title IX, and to create an inclusive and welcoming work environment, including other nondiscrimination policies (Policy 5210), Policy 5011 (Sex-Based Discrimination of Staff Prohibited), and 5404 (Family Medical and Maternity Leave).

A. Key Definitions/Terms

For the purpose of this procedure and procedure 3205P.1, the following additional definitions apply:

FREEMAN SCHOOL DISTRICT NO. 358**Procedure No. 5012P
Personnel**

- **Caretaking** means caring for and providing for the needs of a child.
- **Familial status** refers to the configuration of one's family or one's role in a family.
- **Marital status** refers to the state of being married, single, or divorced.
- **Medically necessary** is a determination made by a health care provider of the pregnant person's choosing.
- **Parental status** refers to the status of a person who, with respect to another person who is under the age of 18 (or a person who is 18 or older but who is incapable of self-care because of a mental or physical disability); is a biological, adoptive, foster, or stepparent; a legal custodian or guardian; in loco parentis with respect to such a person; or actively seeking legal custody, guardianship, visitation, or adoption of such a person.
- **Pregnancy and Pregnancy-Related Conditions include but are not limited to**
 - pregnancy, childbirth, termination of pregnancy, or lactation;
 - medical conditions related to the above; or
 - recovery from above.
- **Pregnancy discrimination** includes treating a pregnant person or a person with a pregnancy-related condition less favorably than similar individuals not so affected and includes a failure to provide legally mandated leave or accommodations.
- **Pregnancy and pregnancy-related conditions** include (but are not limited to)
 - pregnancy, childbirth, false pregnancy, termination of pregnancy, miscarriage, lactation (the need to express breast milk);
 - medical conditions related to the above;
 - recovery from above; and
 - any other conditions in accordance with State and Federal law.
- **Pregnant person/birthparent** refers to the person who is or was pregnant.
- **Reasonable modifications** mean individualized modifications to the district's policies, practices, or procedures that are comparable to the modifications offered for any other temporary medical condition. Essentially, they are changes to the employee's workday that allow for physical needs while pregnant, recovering from childbirth, or nursing. A modification that the district can demonstrate would cause an "undue hardship" is not required. This procedure uses the term "modifications" to distinguish pregnancy modifications from disability-related accommodations, but the district does not require staff to use any specific term. The district also recognizes that some pregnancy-related complications may also qualify as disability-related accommodations. Such determinations will be made on a case-by-case basis.
- **Undue Hardship** is an action requiring significant difficulty or expense.

A. Reasonable Modifications**1. Modifications that are presumed reasonable**

The district must provide the following reasonable modifications, and the employee does not need to provide a note from a healthcare provider to receive any of the following:

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- Providing more frequent, longer, or flexible restroom breaks;
- Modifying a no food or drink policy;
- Allowing breaks, as needed, to eat and drink;
- Carrying water and drinking, as needed;
- Providing seating and allowing more frequent sitting or standing if the person's job requires standing; or
- Limits to lifting of seventeen pounds or less

2. Modifications upon request

The district must make other reasonable modifications to its policies, practices, or procedures as necessary to prevent sex discrimination and ensure equal access to the district's education program or activity.

Each reasonable modification must be based on the staff person's individual needs. In determining what modifications are required under this paragraph, the district must consult with the staff person. The staff person has the discretion to accept or decline each reasonable modification offered by the district. If a staff person accepts a district's offered reasonable modification, the district must implement it.

Examples of modifications that can be requested include, but are not limited to:

- Suspending essential job function(s) if the modification sought is temporary, the essential job function can be performed in the near future, and the inability to perform the essential functions can be reasonably accommodated and will not cause an undue hardship
- Job restructuring, part-time or modified work schedules, or reassignment to a vacant position
- Providing for a temporary transfer to a less strenuous or less hazardous position
- Scheduling flexibility for prenatal visits
- Intermittent absences to attend medical appointments;
- Changes in physical space or supplies (for example, access to a bigger desk or a footrest)
- Acquiring or modifying equipment, devices, or an employee's workstation
- Allowing the person to sit or stand or carry or keep water nearby
- Providing assistance with manual labor and limits on lifting under seventeen pounds
- Providing reasonable break time to express breast milk or breastfeed for two years after the child's birth each time the employee needs to express the milk
- Requested modifications to protect the health and safety of the staff person and/or their pregnancy (such as allowing the staff person to maintain a safe distance from hazardous substances)
- Elevator access.

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The district does not have to create additional employment that it would not otherwise have created, unless the district does so or would do so for other classes of employees who need accommodation for any temporary medical condition. Further, the district is not required to discharge any employee, transfer any employee with more seniority, or promote any employee who is not qualified to perform the job, unless the employer does so or would do so to accommodate other classes of employees who need accommodation for any temporary medical condition.

The district is not required to request medical documentation in instances when the person's limitation or need for a modification is obvious. However, the district may request and review medical documentation to support a modification request under reasonable circumstances. The documentation requested must be the minimum sufficient to confirm the limitation. When medical documentation is provided, the district must give reasonable consideration in consultation with information provided on pregnancy accommodation by the Department of Labor and Industries or the attending health care provider of the employee.

The district must also keep all medical records confidential, and maintained in separate medical files.

B. Voluntary leaves of absence and intermittent absences

The district must allow leaves of absence for pregnancy and pregnancy-related conditions. Information on employment leave can be found in **Policy 5404 - Family, Medical, and Maternity Leave**.

In the case of an employee who (1) does not have enough leave time available or (2) has not accrued enough employment time to qualify for leave, the district must treat pregnancy or related conditions as a justification for a voluntary leave of absence without pay for a reasonable period. At the conclusion of the leave period, the employee shall be reinstated to the status held when the leave began or to a comparable position without a decrease in the rate of compensation, loss of promotional opportunities, or any other right or privilege of employment.

D. Lactation space

The district must ensure that an employee can access a lactation space, which must be a space other than a bathroom, which is clean, shielded from view, free from intrusion from others, and may be used by an employee for expressing breast milk or breastfeeding as needed.

A. Discrimination and Retaliation Prohibited

The district prohibits discrimination against employees because they are pregnant or have asked for modification or accommodation. Specifically, the district shall not:

- Retaliate or punish employees who have requested modification(s);
- Deny employment opportunities because they have been granted modification(s);

FREEMAN SCHOOL DISTRICT NO. 358**Procedure No. 5012P
Personnel**

- Make an employee take time off instead of allowing a reasonable modification; nor
- Deny a request for modifications, unless an undue hardship can be shown.

“Retaliation” means intimidation, threats, coercion, or discrimination against any person for the purpose of interfering with any right or privilege secured by Title IX, this district policy and procedure, or because the person reported information, made a complaint, was a witness or provided information, assisted, or participated or refused to participate in any manner in an investigation or appeal under the Title IX regulations and this process. Retaliation is prohibited from the district, students, employees, or any other person authorized by the district to provide any aid, benefit, or service under the district’s education program or activity.

When the district has information about conduct that reasonably may constitute retaliation under Title IX or this policy and procedure, the district is obligated to respond promptly and effectively, inform the Title IX Coordinator, and provide notice of the district’s grievance process for addressing complaints of retaliation. Upon receiving a complaint alleging retaliation, the district must initiate its grievance procedures as described below **or, as appropriate, an informal resolution process under those procedures.**¹

F. Grievance Procedure

The district has adopted procedure 3205P.1 to set forth the process for receiving, investigating, and resolving reports or complaints of sex-based discrimination, including harassment based on a person’s actual or perceived pregnancy status, and retaliation. Such complaints are to be taken seriously and handled in the same manner as other sex-based discrimination and harassment complaints. Procedure 3205P.1 is designed to provide for a prompt, thorough, and equitable investigation of complaints and to take appropriate steps to resolve such situations. If sex-based discrimination or retaliation is found to have occurred, the district must take immediate action to eliminate the discrimination or retaliation, prevent its reoccurrence, and address its effects.

Other forms of discrimination against employees or applicant employees that do not fall under this policy and its related procedure may be addressed under other district policies and procedures, such as Policy 5010.

For questions about this procedure, contact **the district’s Title IX Coordinator, who can be reached at:**

[Any comments in green indicate that a district decision or information is needed. If there is someone else in the District responsible for pregnancy modifications, include their information here. It is also recommended that you include the Title IX coordinator’s

¹ **As discussed in 3205P.1, the Title IX regulations permit, but do not require, informal resolution processes.**

FREEMAN SCHOOL DISTRICT NO. 358

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Personnel**

name, title, office address, telephone number, and email address or provide a website address with this information or Q.R. code]

G. Other Complaint Options

Office for Civil Rights (O.C.R.), U.S. Department of Education

O.C.R. enforces several federal civil rights laws, which prohibit discrimination in public schools on the basis of race, color, national origin, sex, disability, and age. File complaints with O.C.R. within 180 calendar days of the date of the alleged discrimination.

206-607-1600 | TDD: 1-800-877-8339 | OCR.Seattle@ed.gov | www.ed.gov/ocr

Washington State Human Rights Commission (WSHRC)

WSHRC enforces the Washington Law Against Discrimination (RCW 49.60), which prohibits discrimination in employment and places of public accommodation, including schools. File complaints with WSHRC within six months of the date of the alleged discrimination.

1-800-233-3247 | TTY: 1-800-300-7525 | www.hum.wa.gov

Adoption Date: Nov. 23, 2024

Coversheet

Future Board Meetings

Section: XIII. Other Information
Item: A. Future Board Meetings
Purpose:
Submitted by:
Related Material: Board Meeting Schedule 2024-2025 for Agenda.pdf



FREEMAN SCHOOL BOARD MEETINGS 2024 - 2025

WEDNESDAY	NOVEMBER 20	6:00 PM	PRTC CONFERENCE ROOM
WEDNESDAY	DECEMBER 11 *	6:00 PM	PRTC CONFERENCE ROOM
MONDAY	JANUARY 27	11:00 AM	PRTC CONFERENCE ROOM
THURSDAY	FEBRUARY 27	6:00 PM	PRTC CONFERENCE ROOM
MONDAY	MARCH 24	6:00 PM	PRTC CONFERENCE ROOM
MONDAY	APRIL 28	6:00 PM	PRTC CONFERENCE ROOM
WEDNESDAY	MAY 28	6:00 PM	PRTC CONFERENCE ROOM
TUESDAY	JUNE 10	4:00 PM	PRTC CONFERENCE ROOM
WEDNESDAY	JUNE 25	6:00 PM	PRTC CONFERENCE ROOM
MONDAY	JULY 28	9:00 AM	PRTC CONFERENCE ROOM
WEDNESDAY	AUGUST 27 *	6:00 PM	PRTC CONFERENCE ROOM
			* SCHOOL BOARD ADVANCE WORK SESSION

June 2024

Coversheet

Personnel Action

Section: XIV. Personnel
Item: A. Personnel Action
Purpose:
Submitted by:
Related Material: Personnel Action 10-23-2024.pdf

FREEMAN SCHOOL DISTRICT NO. 358
PERSONNEL ACTION

The administration recommends the following personnel action to the Board of Directors of Freeman School District No. 358 for October 23, 2024.

Administration:

Certified: Eli Holm – Substitute Teacher
Rachel Hasbrouck – Long Term Substitute Teacher – FMS ELA
Melinda Kirschenmann – Substitute Teacher

Classified: Taylor Trantham – FMS Afterschool Study Table (1 day/wk)

Extracurricular: Brooke Forkner – 7th Grade Head Volleyball Coach
James Javier – 7th Grade Head Softball Coach