



Freeman School District

Freeman School District Board Meeting

Published on November 15, 2024 at 9:23 AM PST

Date and Time

Wednesday November 20, 2024 at 6:00 PM PST

Location

PRTC CONFERENCE ROOM

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. Consent Agenda Items

III. Board Recognition

A. Above and Beyond Award - Barb LaShaw

B. Robotics Presentation

IV. Pace Character Trait

A. CITIZENSHIP - Positively contributing to society & community and dutifully respecting authority & the law

V. Correspondence

A. AESD

B. LEA Determination

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. School Safety, Security & Tech Levy Discussion

- Technology Plan
- Facilities Plan
- Projected Levy Revenue

B. Curriculum, Instruction and Assessment

C. School Safety, Culture and Environment

D. Partnering with Parents and School/Community

E. Fiscal & Legal Accountability

- Enrollment
- Ending Cash Balance

IX. Board Comments

X. Visitor Comments & Concerns

XI. Unfinished Business

- A. Approval of Board Policy & Procedure No. 3206 - 2nd Reading
- B. Approval of Board Policy & Procedure No. 4130 - 2nd Reading
- C. Approval of Board Policy & Procedure No. 5011 - 2nd Reading
- D. Approval of Board Policy & Procedure No. 5012 - 2nd Reading

XII. New Business

- A. Approval of New Bus Purchase - 2024/2025
- B. Approval of Resolution No. 2-24/25
- C. Approval of Board Policy & Procedure No. 2125 - 1st Reading
- D. Approval of Board Policy & Procedure No. 3205 - 1st Reading
- E. Approval of Board Policy No. 5005 - 1st Reading
- F. Approval of Board Policy No. 6600 - 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

Coversheet

Consent Agenda Items

Section: II. Consent Agenda
Item: A. Consent Agenda Items
Purpose:
Submitted by:
Related Material: CONSENT AGENDA November 20th, 2024.pdf
10-23-24 Minutes.pdf
Nov 2024 Credit Card AP.pdf
Nov 2024 General Fund AP.pdf
Nov 2024 GF ASB Funds -ACH AP.pdf
Nov 2024 Payroll Board Report.pdf
County Treasurers Statement - Oct. 2024.pdf
Budget Status - October 31, 2024.pdf

CONSENT AGENDA:

October 23rd, 2024 Board Minutes

Credit Card (BMO) Payment General Fund	\$7,009.63
Credit Card (BMO) Payment ASB Fund	\$735.82
November General Fund Payments	\$85,355.68
November General Fund ACH Payments	\$6,418.07
November ASB Fund ACH Payments	\$781.98
November ASB Fund Payments	\$28,234.72
November ASB Extra Fund Payments	\$2,975.00
November Payroll	\$971,064.66
December Mid-month Payments, not to exceed	\$32,000.00
October County Treasurer Report	
October Budget Status Report	

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

Oct. 23, 2024, Recording Link: https://freemansd-org.zoom.us/rec/share/0j2HCR13nB_oNphQpduj3dJO5LPAk5rfs0d-eGrNnWvrBR0fEYegy9jVWZNOiUh_uKq25sxLANmvWUhv

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, Bill Morphy, Danielle Santman, Nate Talbott, Dave Teague, Randy Russell and Alan Steinolfson were present.

GUESTS: Lisa Phelan, Jeff Smith, Regina Simon, Everett Combs, Jim Straw, Chad Ripke, Mike Allen, Jody Sweeney, Todd Reed, Kirk Lally, Gena Hawk, Joanna DePeralta, Amy Hoyt, and Kellie Miner.

FLAG SALUTE: Gena Hawk led us in the flag salute.

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
Additional October Payroll	\$ 3,393.88
November Mid-month Payments, not to exceed	\$ 25,000.00
September County Treasurer Report	
September Budget Status Report	

Annie Keebler moved the Board approve the October 23, 2024, consent agenda as presented. Bill Morphy seconded the motion and it passed unanimously.

PACE CHARACTER TRAIT:

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

CORRESPONDENCE:

- Dept of Ecology
- Annual request from Washington State Patrol

As a follow up to the Board Work Session, Dr. Russell shared that it was good to have people attending, along with Gene Sementi and Cory Plager. There is a lot of information to digest.

BUILDING REPORTS:

Lisa Phelan, Elementary Principal, reports:

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; and
 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 24th and 25th.

- 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, 1-64, 2-57, 3-64, 4-57, 5-54 = 381 (-2) Total

Jim Straw, Middle School Principal, reports:

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

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

Jeff Smith, High School Principal, reports:

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

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

Chad Ripke, Dean of Students/HS Athletic Director:

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 in, 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, XC-25, Cheer-16

Mike Allen, K-8 TOSA/MS 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 – 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

DEPARTMENT REPORTS:**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

- 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/>
- 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.*

Everett Combs, Transportation Supervisor, reported:Areas of Focus

- 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. This 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 substitute bus driver – Ben Jamison.

Kirk Lally, Director of Maintenance and Grounds:

Areas of Focus

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

Safety

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

Todd Reed, Technology Director, reported:

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.

Jody Sweeney, SpEd Director/School Psych, reported:

Overview

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

Areas of Focus

- Managing and overseeing referrals for evaluations, MTSS process, interventions and collaborating with all staff regarding our students.
- 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.

SUPERINTENDENT’S REPORT:

- Capital Projects Levy Discussion
- Review Board Policy No. 2005 – School Improvement Plans – Working on the Strategic Plan for all buildings – one master plan for the entire district.

Curriculum, Instruction and Assessment:

- Discussed Skill Center and class options.

School Safety, Culture, and Environment:

Partnering with Parents and School/Community:

Fiscal and Legal Accountability:

- Per Chris Reykdal from OSPI, TK will be only be fully funded through February and partially for March. It is possible there will be no more funding for the rest of the year unless Emergency Provisions funding is ruled.
- Working on budget payments with annual vendor contracts to help with cash flow. The district is still on a budget freeze.
- Enrollment
- Cash flow

BOARD COMMENTS: Annie Keebler has been involved in district walkthroughs. She is very impressed with how well all the classrooms are run.

VISITORS COMMENTS & CONCERNS: None at this time.

UNFINISHED BUSINESS

APPROVAL OF BOARD POLICY & PROCEDURE NO. 2410 – 2ND 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 – 2ND 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 – 2ND READING

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

APPROVAL OF BOARD POLICY & PROCEDURE NO. 6220 – 2ND READING

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

APPROVAL OF BOARD POLICY NO. 6690 (NEW) – 2ND READING

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

NEW BUSINESS

APPROVAL OF FHS ASB ROBOTICS CLUB

Bill Morphy moved the Board approve the FHS ASB Robotics Club, as presented. Danielle Santman seconded the motion and it passed unanimously.

APPROVAL OF FHS ASB UNIFIED CLUB

Bill Morphy moved the Board approve the FHS ASB Unified Club, as presented. Nate Talbott seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY & PROCEDURE NO. 3206 (NEW) – 1ST READING

Annie Keebler moved the Board approve Board Policy & Procedure No. 3206 (NEW) – Pregnant and Parenting Students, as presented. Nate Talbott seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY & PROCEDURE NO. 4130 – 1ST READING

Bill Morphy moved the Board approve Board Policy & Procedure No. 4130 – Title I, Part A Parent and Family Engagement, as presented. Danielle Santman seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY & PROCEDURE NO. 5011 – 1ST READING

Annie Keebler moved the Board approve Board Policy & Procedure No. 5011 – Sex Discrimination and Sex-Based harassment of District Staff Prohibited, as presented. Nate Talbott seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY & PROCEDURE NO. 5012 (NEW) – 1ST READING

Bill Morphy moved the Board approve Board Policy & Procedure No. 5012 – Parental, Family, or Marital Status, and Pregnancy or Related Conditions of Staff, as presented. Danielle Santman seconded the motion and it passed unanimously.

OTHER INFORMATION:

- 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: Eli Holm – Substitute Teacher
 Rachel Hasbrouck – Long Term Substitute Teacher – FMS ELA
 Melinda Kirschenmann – Substitute Teacher
 Jessie Angle – Substitute Teacher

Classified: Taylor Trantham – FMS Afterschool Study Table (1 day/wk.)
 Vicki Valente – Substitute Secretary

Extracurricular: Brooke Forkner – 7th Grade Head Volleyball Coach
 James Javier – 7th Grade Assistant Volleyball Coach
 Quinlan Hopkins – Resignation - HS Basketball “C” Squad Coach

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

ADJOURNMENT: The board meeting adjourned at 7:01 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 November 20, 2024, the board, by a _____ vote, approves payments, totaling \$7,745.45. The payments are further identified in this document.

Total by Payment Type for Cash Account, US BANK WIRE:
Wire Transfer Payments 202400020 through 202400024, totaling \$7,745.45

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
202400020	BMO MASTERCARD	11/07/2024		CREDIT CARD PAYMENT CHECK			-141.28
	AMAZON.COM		BMOASBNOV00000	ASB FUND Credit Card Payment AP Invoice.	0	-141.28	
	40 E 530 2110 00 0000 4020 0000 0000 0			Associated Student Body Fund/EXPENDITURES/WRESTLING		-141.28	
202400021	BMO MASTERCARD	11/07/2024	BMOASBNOV00001	ASB FUND Credit Card Payment AP Invoice.	0	877.10	877.10
	40 E 530 2110 00 0000 4020 0000 0000 0			Associated Student Body Fund/EXPENDITURES/WRESTLING		57.66	
	40 E 530 1000 00 0000 4020 0000 0000 0			Associated Student Body Fund/EXPENDITURES/General Stude		109.92	
	40 E 530 2030 00 0000 4020 0000 0000 0			Associated Student Body Fund/EXPENDITURES/VOLLEYBALL		382.95	
	40 E 530 2110 00 0000 4020 0000 0000 0			Associated Student Body Fund/EXPENDITURES/WRESTLING		176.60	
	40 E 530 2110 00 0000 4020 0000 0000 0			Associated Student Body Fund/EXPENDITURES/WRESTLING		57.66	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
40 E 530 2110 00 0000	Vendor on Invoice		4020 0000 0000 0	Associated Student Body Fund/EXPENDITURES/WRESTLING		32.31	
40 E 530 4160 00 0000			4020 0000 0000 0	Associated Student Body Fund/EXPENDITURES/HONORS ART CL		60.00	
202400022	BMO MASTERCARD	11/07/2024	BMOGFNOV00000	GENERAL FUND Credit Card Payment AP Invoice.	0	6,937.35	6,937.35
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		129.07	
10 E 530 0132 32 7432 0000 0000 0000 1				General Fund/EXPENDITURES/TECHNOLOGY		679.90	
10 E 530 0158 32 5652 0000 0000 0000 0				General Fund/EXPENDITURES/TECHNOLOGY		52.23	
10 E 530 0158 32 5652 0000 0000 0000 0				General Fund/EXPENDITURES/TECHNOLOGY		509.16	
10 E 530 9700 13 5610 0000 0000 0000 1				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		630.27	
10 E 530 0100 27 5610 4020 4020 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		48.99	
10 E 530 0100 27 8580 4020 4020 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		57.45	
10 E 530 0100 27 8580 4020 4020 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		87.12	
10 E 530 0100 27 5610 4020 4020 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		19.44	
10 E 530 0127 27 5610 4020 0000 0000 0				General Fund/EXPENDITURES/FEA ALLOTMENT		500.03	
10 E 530 0100 27 5610 4020 4020 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		667.44	
10 E 530 0100 27 5610 4020 4020 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		70.10	
10 E 530 0100 27 5610 4020 4020 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		8.90	
10 E 530 0100 27 5610 4020 4020 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		11.45	
10 E 530 0100 27 5610 1010 0000 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		167.00	
10 E 530 0900 27 5610 0000 0000 0000 1				General Fund/EXPENDITURES/TRANSITION TO KINDERGARTEN		411.94	
10 E 530 2100 27 7330 0000 0000 0000 0				General Fund/EXPENDITURES/SPECIAL ED, BASIC, STATE		500.00	
10 E 530 2100 27 5610 1010 0000 0000 0				General Fund/EXPENDITURES/SPECIAL ED, BASIC, STATE		63.01	
10 E 530 2100 27 5610 1010 0000 0000 0				General Fund/EXPENDITURES/SPECIAL ED, BASIC, STATE		92.94	
10 E 530 9700 13 5610 0000 0000 0000 1				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		34.88	
10 E 530 9700 13 5610 0000 0000 0000 1				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		50.98	
10 E 530 9900 53 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		230.00	
10 E 530 9900 53 7340 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		180.04	
10 E 530 9900 51 7330 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		40.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
	Vendor on Invoice						
10 E 530 9900 51 7330 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		40.00	
10 E 530 9900 51 8580 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		210.83	
10 E 530 9900 52 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		30.05	
10 E 530 9900 52 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		25.70	
10 E 530 9900 52 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		44.75	
10 E 530 9900 51 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		147.00	
10 E 530 9900 52 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		70.74	
10 E 530 9900 52 7310 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		262.86	
10 E 530 9700 75 7330 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		350.37	
10 E 530 9700 75 5626 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		250.00	
10 E 530 9700 13 5610 0000 0000 0000 1				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		54.04	
10 E 530 9700 13 5610 0000 0000 0000 1				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		29.33	
202400023 BMO MASTERCARD		11/07/2024		CREDIT CARD PAYMENT CHECK			45.73
	OFFICE DEPOT		BMOGFNOV00002	GENERAL FUND	0	45.73	
				Credit Card			
				Payment AP			
				Invoice.			
10 E 530 0100 27 5610 4020 4020 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		45.73	
202400024 BMO MASTERCARD		11/07/2024		CREDIT CARD PAYMENT CHECK			26.55
	US POSTAL SERVICE		BMOGFNOV00001	GENERAL FUND	0	26.55	
				Credit Card			
				Payment AP			
				Invoice.			
10 E 530 9700 64 7580 0000 0000 0000 1				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		13.00	
10 E 530 9700 64 7580 0000 0000 0000 1				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		13.55	
			5	Wire Transfer Check(s) For a Total of			7,745.45

	0	Manual	Checks For a Total of	0.00
	5	Wire Transfer	Checks For a Total of	7,745.45
	0	ACH	Checks For a Total of	0.00
	0	Computer	Checks For a Total of	0.00
Total For	5	Manual, Wire Tran, ACH & Computer	Checks	7,745.45
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	7,745.45

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	General Fund	0.00	0.00	7,009.63	7,009.63
40	Associated Student Body Fund	0.00	0.00	735.82	735.82

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 November 20, 2024, the board, by a _____ vote, approves payments, totaling \$85,474.86, and voids/cancellations, totaling \$119.18. The payments and voids are further identified in this document.

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

Warrant Numbers 121775 through 121815, totaling \$85,474.86

Voids/Cancellations, totaling \$119.18

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
121775	ANATEK LABS, INC	11/29/2024	2426757	Water Testing	0	115.00	270.00
10 E 530 9700 64 7431 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			115.00	
			2427819	Water Testing	0	115.00	
10 E 530 9700 64 7431 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			115.00	
			2428474	Water Testing	0	40.00	
10 E 530 9700 64 7431 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			40.00	
121776	AVISTA UTILITIES	11/29/2024	1983570000	Natural Gas-Transportation	0	190.97	1,805.74
10 E 530 9900 65 7622 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS			190.97	
			7261160000	Natural Gas	0	452.38	
10 E 530 9700 65 7621 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			452.38	
			8060150000	Natural Gas HS	0	756.23	
10 E 530 9700 65 7621 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			756.23	
			8261160000	Natural Gas MS	0	406.16	
10 E 530 9700 65 7621 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			406.16	
121777	CANON FINANCIAL SERVICES, INC.	11/29/2024	36201149	Copier Lease	0	1,452.86	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			519.09	
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			33.00	
121778	CARD CONNECT	11/29/2024	92159354	Sept 2024 CC Fee	0	1,426.21	1,426.21
10 E 530 9700 13 7352 0000 0005 0000 1			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			1,426.21	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
121791	H & H, INC	11/29/2024	AR347029	DO & Transportation	0	154.96	1,453.41
10 E 530 9700 12 7310 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			118.41	
10 E 530 9900 52 7310 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS			36.55	
			AR347030	ELE	0	529.82	
10 E 530 2100 27 7310 0000 0000 0000 0			General Fund/EXPENDITURES/SPECIAL ED, BASIC, STATE			41.30	
10 E 530 0100 27 7310 1010 1010 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			480.13	
10 E 530 0900 27 7310 0000 0000 0000 1			General Fund/EXPENDITURES/TRANSITION TO KINDERGARTEN			8.39	
			AR347031	HS	0	518.21	
10 E 530 2100 27 7310 0000 0000 0000 0			General Fund/EXPENDITURES/SPECIAL ED, BASIC, STATE			14.87	
10 E 530 3100 27 7310 0000 0000 0000 0			General Fund/EXPENDITURES/VOCATIONAL, BASIC, STATE			90.36	
10 E 530 0100 27 7310 4020 4020 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			412.98	
			AR347032	MS	0	250.42	
10 E 530 2100 27 7310 0000 0000 0000 0			General Fund/EXPENDITURES/SPECIAL ED, BASIC, STATE			8.08	
10 E 530 3400 27 7310 0000 0000 0000 0			General Fund/EXPENDITURES/MIDDLE SCHOOL CTE			6.50	
10 E 530 0100 27 7310 2050 2050 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			235.84	
121792	INLAND POWER & LIGHT	11/29/2024	423	Electricity 20999007	0	10,000.00	10,000.00
10 E 530 9900 65 7622 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS			800.00	
10 E 530 9700 65 7622 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			9,200.00	
121793	KCDA	11/29/2024	300815233	White copy paper for high school	4022425012	1,991.95	3,983.90
10 E 530 0100 27 5610 4020 4020 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			1,991.95	
			300815234	copy paper for the elementary	1012425007	1,991.95	
10 E 530 0100 27 5610 1010 1010 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			1,991.95	
121794	M & L PLUMBING SUPPLY INC	11/29/2024	S100575256.002	Maintenance supplies	0	42.98	42.98
10 E 530 9700 64 5610 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			42.98	
121795	MINUTEMAN PRESS #234	11/29/2024	5122	Regular Time Sheet	0	110.79	204.68
10 E 530 9700 13 7310 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			110.79	
			5292	Report of Employee Absences- 2 part NCR	0	93.89	
10 E 530 9700 13 7310 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			93.89	
121796	MONTGOMERY HARDWARE	11/29/2024	1058953	Open PO for supplies	4022425002	312.58	312.58
10 E 530 3164 27 5610 4020 0000 0000 0			General Fund/EXPENDITURES/CTE- CONSTRUCTION RELATED			312.58	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
121797	NORTH 40 OUTFITTERS	11/29/2024	119545/3	Open PO for supplies	4022425004	480.11	480.11
10 E 530 3164 27 5610 4020 0000 0000 0				General Fund/EXPENDITURES/CTE- CONSTRUCTION RELATED		480.11	
121798	OSPI	11/29/2024	37010	For USDA Foods	8002425007	1,705.74	1,705.74
10 E 530 9800 42 5610 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		1,705.74	
121799	OXARC	11/29/2024	32194329	Open PO for Supplies	4022425001	57.89	374.76
10 E 530 3164 27 5610 4020 0000 0000 0				General Fund/EXPENDITURES/CTE- CONSTRUCTION RELATED		57.89	
			32194330	Open PO for Supplies	4022425001	142.68	
10 E 530 3164 27 5610 4020 0000 0000 0				General Fund/EXPENDITURES/CTE- CONSTRUCTION RELATED		142.68	
			32195253	CTE	0	174.19	
10 E 530 3164 27 5610 4020 0000 0000 0				General Fund/EXPENDITURES/CTE- CONSTRUCTION RELATED		174.19	
121800	PEARSON	11/29/2024	26976448	Celf-5 Screening Test Complete Kit (0158036670) , Record test Forms (0158036654) Speech	1012425006	344.90	532.82
10 E 530 2100 27 5610 1010 0000 0000 0				General Fund/EXPENDITURES/SPECIAL ED, BASIC, STATE		344.90	
			27042119	Celf-5 Screening Test Complete Kit (0158036670) , Record test Forms (0158036654) Speech	1012425006	187.92	
10 E 530 2100 27 5610 1010 0000 0000 0				General Fund/EXPENDITURES/SPECIAL ED, BASIC, STATE		187.92	
121801	PETERS HARDWARE	11/29/2024	2056/2	Maintenance supplies	0	44.75	44.75
10 E 530 9700 64 5610 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		44.75	
121802	REFRIGERATION SUPPLIES DIST	11/29/2024	16340965-00	Maintenance supplies	0	1,685.24	1,435.14
10 E 530 9700 64 5610 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		1,685.24	
			16341565-00	Maintenance supplies-credit memo	0	-250.10	
10 E 530 9700 64 5610 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		-250.10	
121803	RICOH USA, INC	11/29/2024	5070308541	Model MP301SPF - Maintenance Contract	1002425010	159.62	159.62

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				2024-2025 - Labor, Parts, Toner, Staples - HS Student Copier - Cotober to October Quarterly Billing			
10 E 530 0100 27 7310 4020 4020 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			159.62	
121804	RWC INTERNATIONAL, LTD.	11/29/2024	RA106012592:01	Bus repair	0	1,572.21	3,812.09
10 E 530 9900 53 7340 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS			1,572.21	
			RA106012696:01	Bus repair	0	1,094.67	
10 E 530 9900 53 7340 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS			1,094.67	
			XA106086018:01	Bus supplies	0	1,014.59	
10 E 530 9900 53 5610 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS			1,014.59	
			XA106086221:01	Bus supplies	0	9.77	
10 E 530 9900 53 5610 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS			9.77	
			XA106086516:01	Bus supplies	0	70.72	
10 E 530 9900 53 5610 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS			70.72	
			XA106086623:01	Bus supplies	0	50.13	
10 E 530 9900 53 5610 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS			50.13	
121805	SAVEMORE BUILDING SUPPLY INC	11/29/2024	200041	Open PO for supplies	4022425010	145.52	268.27
10 E 530 3164 27 5610 4020 0000 0000 0			General Fund/EXPENDITURES/CTE- CONSTRUCTION RELATED			145.52	
			200132	Open PO for supplies	4022425010	122.75	
10 E 530 3164 27 5610 4020 0000 0000 0			General Fund/EXPENDITURES/CTE- CONSTRUCTION RELATED			122.75	
121806	SPOKANE REGIONAL HEALTH DIST	11/29/2024	OW0000057	Health & Safety Program Annual Fees	0	3,350.00	3,350.00
10 E 530 9800 44 7310 0000 0000 0000 0			General Fund/EXPENDITURES/SCHOOL FOOD SERVICES			3,350.00	
121807	SPOKANE COUNTY TREASURER'S OFF	11/29/2024	9290202681	SRO-September and October 2024	0	11,361.00	22,722.00
10 E 530 9700 35 7340 0000 0000 0000 1			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			11,361.00	
			9290202682	SRO-November and December 2024	0	11,361.00	
10 E 530 9700 35 7340 0000 0000 0000 1			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			11,361.00	
121808	SUNSHINE DISPOSAL & RECYCLING	11/29/2024	77035317	Disposal	0	626.08	626.08
10 E 530 9700 65 7000 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			626.08	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
121809	TERRY'S DAIRY INC	11/29/2024	668087A	Terry Dairy - milk products.	8002425005	280.64	841.51
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/	SCHOOL FOOD SERVICES		280.64	
			668157A	Terry Dairy - milk products.	8002425005	93.41	
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/	SCHOOL FOOD SERVICES		93.41	
			668656A	Terry Dairy - milk products.	8002425005	317.75	
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/	SCHOOL FOOD SERVICES		317.75	
			668993A	Terry Dairy - milk products.	8002425005	149.71	
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/	SCHOOL FOOD SERVICES		149.71	
121810	TK ELEVATOR	11/29/2024	3008194706	Elevator-HS	0	967.79	967.79
10 E 530 9700 64 7431 0000 0000 0000 0			General Fund/EXPENDITURES/	DISTRICTWIDE SUPPORT		967.79	
121811	URM CASH & CARRY	11/29/2024	6-1-462071	For miscellaneous food and supply items.	8002425006	30.05	75.58
10 E 530 9800 42 5610 0000 0000 0000 0			General Fund/EXPENDITURES/	SCHOOL FOOD SERVICES		30.05	
			6-1-462627	For miscellaneous food and supply items.	8002425006	45.53	
10 E 530 9800 42 5610 0000 0000 0000 0			General Fund/EXPENDITURES/	SCHOOL FOOD SERVICES		45.53	
121812	US FOODS INC	11/29/2024	3097391	US Foods - primary food vendor.	8002425003	57.08	5,969.84
10 E 530 9800 44 5610 0000 0000 0000 0			General Fund/EXPENDITURES/	SCHOOL FOOD SERVICES		57.08	
			3195693	US Foods - primary food vendor.	8002425003	935.37	
10 E 530 9800 44 5610 0000 0000 0000 0			General Fund/EXPENDITURES/	SCHOOL FOOD SERVICES		161.96	
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/	SCHOOL FOOD SERVICES		709.72	
10 E 530 9811 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/	SUPPLY CHAIN ASSISTANCE EXPEN		63.69	
			3195695	US Foods - primary food vendor.	8002425003	2,983.20	
10 E 530 9800 44 5610 0000 0000 0000 0			General Fund/EXPENDITURES/	SCHOOL FOOD SERVICES		318.57	
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/	SCHOOL FOOD SERVICES		2,466.41	
10 E 530 9811 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/	SUPPLY CHAIN ASSISTANCE EXPEN		198.22	
			3195698	US Foods - primary food	8002425003	64.82	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				vendor.			
10 E 530 9800 44 5610 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		64.82	
			3385511	US Foods - primary food vendor.	8002425003	912.87	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		663.35	
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SUPPLY CHAIN ASSISTANCE EXPEN		249.52	
			3385512	US Foods - primary food vendor.	8002425003	96.69	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		96.69	
			3385513	US Foods - primary food vendor.	8002425003	799.99	
10 E 530 9800 44 5610 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		100.38	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		667.43	
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SUPPLY CHAIN ASSISTANCE EXPEN		32.18	
			5592091	US Foods - primary food vendor.	8002425003	59.91	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		59.91	
			5713991	US Foods - primary food vendor.	8002425003	59.91	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		59.91	
121813	WALTER E NELSON CO	11/29/2024	535354	Custodial repair	0	607.52	4,487.81
10 E 530 9700 63 7350 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		607.52	
			535381	Towel rolls	0	3,387.15	
10 E 530 9700 63 5610 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		3,387.15	
			535841	Custodial supplies	0	493.14	
10 E 530 9700 63 5610 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		493.14	
121814	WASHINGTON STATE DEPARTMENT OF	11/29/2024	OP-25Lally7681	Renew Wastewater Operation Certification for 2025	0	200.00	200.00
10 E 530 9700 65 7410 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		200.00	
121815	ZIPLY FIBER	11/29/2024	509-188-0049-072623-	Phones 10/30/24	0	1,930.84	1,930.84
10 E 530 9700 65 7530 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		1,930.84	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			41	Computer	Check(s) For a Total of		85,474.86

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
116394	KADZEJS, CARLI	11/12/2024	04292020	Food handlers working permit	0	10.00	10.00
10 E 530 9801 44 7310 0000 0000 0000 0			General Fund/EXPENDITURES/COVID-19 track			10.00	
121678	FRONTLINE TECHNOLOGIES GROUP,	11/12/2024	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	
			2	Void	Check(s) For a Total of		119.18

	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
	41	Computer	Checks For a Total of	85,474.86
Total For	41	Manual, Wire Tran, ACH & Computer	Checks	85,474.86
Less	2	Voided	Checks For a Total of	119.18
			Net Amount	85,355.68

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	General Fund	-15.66	0.00	85,371.34	85,355.68

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 November 20, 2024, the board, by a _____ vote, approves payments, totaling \$7,200.05. The payments are further identified in this document.

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

ACH Numbers 242500053 through 242500078, totaling \$7,200.05

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
242500053	BECKER, TAWNYA MICHELLE	11/29/2024	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	
242500054	BEVERS, KENT	11/29/2024	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	
242500055	BRANON, ADAM C	11/29/2024	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	
242500056	BRANON, JOSEPH	11/29/2024	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	
242500057	CARVO, MOLLY	11/29/2024	INV0011	OTR/L service-October	0	4,540.67	4,540.67
	10 E 530 2100 26 7340 0000 0000 0000 0			General Fund/EXPENDITURES/SPECIAL ED, BASIC, STATE		4,540.67	
242500058	COMBS JR., EVERETT	11/29/2024	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	
242500059	FRAZIER, LISA	11/29/2024	Food Prod	Food Prod	0	52.03	52.03
	10 E 530 3120 27 5610 4020 0000 0000 0			General Fund/EXPENDITURES/CTE-CULINARY		52.03	
242500060	KADZEJS, CARLI	11/29/2024	04292020	Food handlers working permit	0	10.00	10.00
	10 E 530 9801 44 7310 0000 0000 0000 0			General Fund/EXPENDITURES/COVID-19 track		10.00	
242500061	LALLY, KIRK D	11/29/2024	CP	CELL PHONE ALLOWANCE	0	75.00	75.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
242500072	SWEENEY, JODY FAY	11/29/2024	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	
242500073	COUNTS, OLIVIA	11/29/2024	18001314095	Reimburse for popsicles for cheer camp	4001801258	17.07	17.07
	40 E 530 4030 00 0000 4020 0000 0000 0		Associated Student Body Fund/EXPENDITURES/	CHEER		17.07	
242500074	FORKNER, BROOKE	11/29/2024	Art Club	reimburse art club supplies	4002425059	21.30	21.30
	40 E 530 4160 00 0000 4020 0000 0000 0		Associated Student Body Fund/EXPENDITURES/	HONORS ART CL		21.30	
242500075	LASHAW, BARBARA K	11/29/2024	01/2018	Reimburse totes for Cheer dept.	4001701126	40.91	40.91
	40 E 530 4030 00 0000 4020 0000 0000 0		Associated Student Body Fund/EXPENDITURES/	CHEER		40.91	
242500076	PHELAN, LISA A	11/29/2024	Scottie Dash Prizes	Scottie Dash Prizes	0	359.35	359.35
	40 E 530 1090 00 0000 2050 0000 0000 0		Associated Student Body Fund/EXPENDITURES/	SCOTTIE DASH		359.35	
242500077	SMITH, MATTHEW	11/29/2024	Reimbursement	Reimburse for flow wrestling	4002425062	163.35	163.35
	40 E 530 2110 00 0000 4020 0000 0000 0		Associated Student Body Fund/EXPENDITURES/	WRESTLING		163.35	
242500078	STRAW, JAMES J	11/29/2024	Scottie Dash Prizes	Scottie Dash Prizes	0	180.00	180.00
	40 E 530 1090 00 0000 2050 0000 0000 0		Associated Student Body Fund/EXPENDITURES/	SCOTTIE DASH		180.00	
			26	ACH	Check(s) For a Total of		7,200.05

0	Manual	Checks For a Total of	0.00
0	Wire Transfer	Checks For a Total of	0.00
26	ACH	Checks For a Total of	7,200.05
0	Computer	Checks For a Total of	0.00
Total For	26	Manual, Wire Tran, ACH & Computer Checks	7,200.05
Less	0	Voided	0.00
		Net Amount	7,200.05

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	General Fund	0.00	0.00	6,418.07	6,418.07
40	Associated Student Body Fund	0.00	0.00	781.98	781.98

RCW 42.24.090. Those payments have been recorded on a listing which has been made available to the board.

As of November 20, 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 121737 through 121737 and for payment those Direct Deposits included in the following list and further described as follows: COUNTY TREASURER - County Treasurer Warrants Direct Deposit Number 900020987 through 900021144 in the total amount of \$971,064.66.

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

<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	2064.00
CA14	ADMIN BC 1	1	1.0000		6,536.75	168.00
CA25	REDROVER	1	1.0000		201.38	
CA45	ASB COORDINATOR	2	2.0000		458.34	
CA55	MS ATHLETIC DIR	1	1.0000		125.00	15.00
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	930.00
CCA5	CLASS ADVISOR	4	4.0000		523.36	
CCH5	CHOIR	1	1.0000		157.09	
CD24	DRIVER CONTRACT	1	1.0000		1,558.56	153.00
CD34	DRIVER CONTRACT	14	14.0000		18,993.65	835.99
CD44	PM2-R	2	2.0000		1,308.00	57.60
CD74	DRIVER AIDE	1	1.0000		1,146.38	72.00
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	2079.01
CE33	LIBRARY COORD	2	1.0000		1,494.82	72.00
CE34	LC EXTRA DAYS	2	1.0000		140.65	
CF14	NUTRITION	5	5.0000		7,685.51	414.00
CGP5	GROUNDS	1	1.0000		4,920.94	168.00
CHS5	HONOR SOCIETY	1	1.0000		47.92	
CIN5	INCENTIVE	1	1.0000		1,888.34	
CJ13	COACHING C1	12	12.0000		17,737.13	-751.30
CJ15	COACHING C1	6	6.0000		15,269.30	-360.00
CJ23	COACHING C2	1	1.0000		786.00	64.00
CKN3	KNOWLEDGE BOWL	1	1.0000		197.00	30.00
CN13	NURSE BC 1	1	1.0000		4,700.16	77.00
CP15	PHD STIPEND	1	1.0000		871.50	
CS13	SECRETARY BC 1	13	5.0000		14,508.60	684.00
CSS15	Safety Stipend	1	1.0000		125.00	

CHECK DATE: 11/29/2024 PERIOD ENDING DATE: 11/30/2024

Board Report

<u>PAY</u>	<u>DESCRIPTION</u>	<u>COUNT</u>	<u>FACTOR</u>	<u>HOURS</u>	<u>GROSS</u>	<u>RETIRE HOURS</u>
CSU5	Assist Supt	2	1.0000		1,250.00	
CT13	TEACH BC 1	84	59.0000		396,457.80	6025.80
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		-2.5000	-49.90	-2.51
LWOP4	Leave w/o Pay	1		-17.5000	-393.58	-17.50
MSRT	Missed Route	6		-62.4900	-1,542.17	-62.50
T093	CERT SUB	24		416.5000	8,924.99	416.50
T094	CLASS SUB	6		135.1600	3,344.18	135.30
T105	PER DIEM DAY	2		1.0000	545.13	7.00
T193	CLASS SUB	9		99.2500	1,800.90	99.40
TA13	ADMIN	2		61.0000	2,085.59	61.00
TB14	BUS DR	19		85.6600	2,072.26	85.92
TC14	CUSTODIAL	6		55.0000	1,236.60	55.00
TC5	COMMITTEE	4		6.0000	150.00	6.00
TD13	AFTERCARE	4		50.0000	1,250.00	50.00
TF14	NUTRITION	4		6.7500	129.69	6.80
TN13	NURSE	1		63.0000	2,477.16	63.00
TO15	PAY DIFF	5	5.0000		245.08	
TPC3	PREP COVERAGE	1		2.0000	64.50	2.00
TPC5	PREP COVERAGE	19		28.0000	903.00	28.00
TS23	SPORTS	2		15.0000	244.20	15.00
TS25	SPORTS	2		18.2500	297.11	18.30
TSB3	TRANSPORTATION	5	25.3300		564.91	25.40
TSD3	STUDY TABLE	1		2.0000	50.00	2.00
TST4	STANDBY TIME	17		79.0000	1,444.12	79.09
TSU3	TICKET SALES	1		9.7500	243.75	9.80
TSU5	TICKET SALES	3		14.5000	362.50	14.50
	REPORT TOTAL	396	210.3300	1065.3300	706,993.92	13895.60

CHECK DATE: 11/29/2024 PERIOD ENDING DATE: 11/30/2024

Board Report

<u>CODE</u>	<u>DESCRIPTION</u>	<u>CATEGORY</u>	<u>COUNT</u>	<u>AMOUNT</u>
1FIC	FICA	FICA	396	40,552.11
1FIT	Fed Inc Tax	FEDERAL TAX	396	51,915.32
1FIT+	FIT Add Amount	FEDERAL TAX	46	5,163.43
1Med	Medicare	MEDICARE	396	9,747.60
1PFML	WA Paid FML	PFML	396	3,636.87
1ReE0	SERS Plan 0	RETIREMENT	39	
1ReE2	SERS Plan 2	RETIREMENT	67	4,912.06
1ReE3	SERS Plan 3	RETIREMENT	96	9,025.92
1ReT0	TRS Plan 0	RETIREMENT	27	
1ReT2	TRS Plan 2	RETIREMENT	17	4,075.48
1ReT3	TRS Plan 3	RETIREMENT	150	32,984.77
1WC	Workers' Comp	WORKERS' COMP	321	1,195.96
1WLTC	WA CARES TAX	LONG-TERM CARE	347	3,354.35
A0110	DUES-WEA/APA TR		53	4,077.96
A2123	1.75% UN-PUBLIC		87	1,223.68
A6133	PSE COPE		6	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	1	150.05
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	7	378.00
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%		27	132.79
LTD60	Emp Pd LTD 60%		197	2,248.21
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	4	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: 11/29/2024 PERIOD ENDING DATE: 11/30/2024

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	44	901.70
R1170	VEBA I -VEBA TR	OTH BEF TAX	188	5,012.80
R2170	VEBA I -VEBA TR	OTH BEF TAX	45	5,521.93
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	4	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
			3659	226,185.18

CHECK DATE: 11/29/2024 PERIOD ENDING DATE: 11/30/2024

Board Report

<u>CODE</u>	<u>DESCRIPTION</u>	<u>CATEGORY</u>	<u>COUNT</u>	<u>AMOUNT</u>
1FIC	FICA	FICA	396	40,552.11
1Med	Medicare	MEDICARE	396	9,747.60
1PFML	WA Paid FML	PFML	394	1,433.81
1ReE0	SERS Plan 0	RETIREMENT	39	
1ReE2	SERS Plan 2	RETIREMENT	67	6,652.79
1ReE3	SERS Plan 3	RETIREMENT	96	11,697.33
1ReT0	TRS Plan 0	RETIREMENT	27	
1ReT2	TRS Plan 2	RETIREMENT	17	4,985.65
1ReT3	TRS Plan 3	RETIREMENT	150	43,505.72
1UC	Unemployment 00	UNEMPLOY COMP	396	302.62
1WC	Workers' Comp	WORKERS' COMP	321	5,011.11
SEBB	SEBB Healthcare		184	140,182.00
			2483	264,070.74

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

Spokane County Treasurer's Monthly Report

School District No. 358 Freeman For 10/2024 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 9	Fund 3	Fund 9	Fund 9	Fund 9	
20	Local Property Tax	\$509,075.37	\$379,312.01	\$569,168.94	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
28	Sale of Tax Title Property	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
29	In Lieu of Taxes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
35	Timber Excise Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
30	County-Administered Forests - DNR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
31	Other Local Taxes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
32	State Apportionment (Total Only) Report 1197	\$956,064.55								
38	Other Nontax (i.e., Impact Fees)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
5500	Federal Forests	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
3600	State Forests - DNR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
3900	Other State - General	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
5400	Federal in Lieu of Taxes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
XXXX	Other Federal (Includes Accounts 5200 6100)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2300	Investment Earnings	\$800.18	\$955.69	\$3,280.90	\$783.29					
2400	Interfund Loan Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
9100	Sale of Bonds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
9600	Sale of Refunding Bonds									
7100	Participation Payments from Other Districts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
7301	Nonhigh Participation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
** 9900	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
TOTAL SCHEDULE A CASH INCREASES		\$1,465,940.10	\$380,267.70	\$572,449.84	\$783.29					

(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 **11/08/2024**

Spokane County Treasurer's Monthly Report

School District No. 358 Freeman

For 10/2024
Month/Year

ESD No. 101

	ITEM No.	General Fund 1	ASB Fund 4
I CASH:			
Beginning Cash Balance		\$775,472.27	\$406,114.40
ADD: School District Deposits Received in	01	\$31,262.50	\$30,671.43
Investments Earnings	02		\$1,101.05
Investments Sold (Exclude Interest)	03	\$0.00	\$0.00
Interfund Loan Proceeds from Fund 2	52	\$0.00	
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	\$1,465,940.10	
Other Cash Increases - Identify:	19	\$0.00	\$0.00
DEDUCT: Warrants Redeemed	05	(\$557,583.80)	(\$22,834.22)
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 Interet 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 - Identity	11	(\$809,819.63)	(\$4,744.46)
Ending Cash Balance		\$905,271.44	\$410,308.20
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		\$566,506.13	\$23,852.00
ADD: Warrants Issued	12	\$561,945.25	\$18,181.09
DEDUCT: Warrants Redeemed	05	(\$557,583.80)	(\$22,834.22)
Warrants Cancelled	14	\$0.00	\$0.00
Ending Warrants Outstanding Balance		\$570,867.58	\$19,198.87
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 OUT STANDING		\$334,403.86	\$391,109.33

Effective Date
09/01/1999

Supersedes
09/01/1995

Form
F-197

Chapter
F-197

Section
1

Page
1

Spokane County Treasurer's Monthly Report

School District No. 358 Freeman

For 10/2024
Month/Year

ESD No. 101

	ITEM No.	Capital Projects Fund 2	Transportation Fund 9
I CASH:			
Beginning Cash Balance		\$361,366.47	\$289,053.19
ADD: School District Deposits Received in	01	\$1,750.00	\$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	\$380,267.70	\$783.29
Other Cash Increases - Identify:	19	\$0.00	\$0.00
DEDUCT: Warrants Redeemed	05	(\$11,480.22)	\$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	\$0.00	\$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		\$731,903.95	\$289,836.48
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		\$11,480.22	\$0.00
ADD: Warrants Issued	12	\$0.00	\$0.00
DEDUCT: Warrants Redeemed	05	(\$11,480.22)	\$0.00
Warrants Cancelled	14	\$0.00	\$0.00
Ending Warrants Outstanding Balance		\$0.00	\$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		\$731,903.95	\$289,836.48
LESS REVENUE ANTICIPATION NOTES OUTSTANDING		\$731,903.95	\$289,836.48

Spokane County Treasurer's Monthly Report

School District No. 358 Freeman

For 10/2024

ESD No. 101

Month/Year

	ITEM No.	Debt Service Fund 3
I COUNTY TREASURER'S CASH:		
Beginning County Treasurer's Cash Balance		\$1,210,745.30
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	\$572,449.84
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		\$1,783,195.14
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

<u>Effective Date</u>	<u>Supercedes</u>	<u>Form</u>	<u>Chapter</u>	<u>Section</u>	<u>Page</u>
09/01/1999	09/01/1995	F-197	F-197	1	3

Spokane County Treasurer's Monthly Report

School District No. 358 Freeman

For 10/2024

ESD No. 101

Month/Year

	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 10/2024 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 October, 2024

	ANNUAL	ACTUAL	ACTUAL			
	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 LOCAL TAXES	1,758,894	509,075.37	532,404.08		1,226,489.92	30.27
2000 LOCAL SUPPORT NONTAX	290,100	32,162.88	65,409.59		224,690.41	22.55
3000 STATE, GENERAL PURPOSE	8,457,476	676,522.08	1,437,609.42		7,019,866.58	17.00
4000 STATE, SPECIAL PURPOSE	3,078,772	241,462.75	511,788.18		2,566,983.82	16.62
5000 FEDERAL, GENERAL PURPOSE	0	.00	.00		.00	0.00
6000 FEDERAL, SPECIAL PURPOSE	413,742	38,079.72	44,814.64		368,927.36	10.83
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	1,497,302.80	2,592,025.91		11,517,958.09	18.37
B. EXPENDITURES						
00 Regular Instruction	7,028,108	599,839.83	1,132,577.83	4,889,653.82	1,005,876.35	85.69
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	1,507,134	133,940.99	258,199.26	1,182,997.73	65,937.01	95.63
30 Voc. Ed Instruction	1,320,154	110,412.22	209,152.67	940,814.18	170,187.15	87.11
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	214,412	18,404.79	42,892.31	172,265.12	745.43-	100.35
70 Other Instructional Pgms	21,665	1,973.97	3,831.41	18,873.56	1,039.97-	104.80
80 Community Services	500	1,230.46	1,455.72	0.00	955.72-	291.14
90 Support Services	3,853,745	506,103.28	1,027,980.56	1,948,429.25	877,335.19	77.23
<u>Total EXPENDITURES</u>	13,945,718	1,371,905.54	2,676,089.76	9,153,033.66	2,116,594.58	84.82
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	125,397.26	84,063.85-		196,467.85-	174.79-
F. <u>TOTAL BEGINNING FUND BALANCE</u>	128,951		253,216.45			
G. <u>GLS 896, 897, 898 ACCOUNTING</u>	XXXXXXXXX		.00			
<u>CHANGES AND ERROR CORRECTIONS (+OR-)</u>						
H. <u>TOTAL ENDING FUND BALANCE</u>	241,355		169,152.60			
<u>(E+F + OR - G)</u>						

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	.00
G/L 823 Restricted for Carryover of Tra	0	8,926.04
G/L 825 Restricted for Skills Center	0	.00
G/L 828 Restricted for C/O of FS Rev	0	25,809.51
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	32,998.74
G/L 845 Restricted for Self-Insurance	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 870 Committed to Other Purposes	0	.00
G/L 872 Committed to Econmc Stabilizatr	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	15,000.00
G/L 890 Unassigned Fund Balance	112,404	84,063.85-
G/L 891 Unassigned Min Fnd Bal Policy	95,952	170,482.16
<u>TOTAL</u>	241,355	169,152.60

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 October, 2024

	ANNUAL	ACTUAL	ACTUAL			
	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 Local Taxes	502,000	379,312.01	396,699.99		105,300.01	79.02
2000 Local Support Nontax	6,500	2,705.69	4,135.85		2,364.15	63.63
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	382,017.70	400,835.84		127,664.16	75.84
B. EXPENDITURES						
10 Sites	168,000	.00	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	.00	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-	382,017.70	389,355.62		612,795.62	274.26-
<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		931,903.95			

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	526,548.33
G/L 862 Committed from Levy Proceeds	65,000-	.00
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	405,355.62
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	387,708	931,903.95

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 October, 2024

	ANNUAL	ACTUAL	ACTUAL			
<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>BUDGET</u>	<u>FOR MONTH</u>	<u>FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 Local Taxes	1,832,140	569,168.94	595,267.30		1,236,872.70	32.49
2000 Local Support Nontax	9,000	3,280.90	6,471.90		2,528.10	71.91
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>572,449.84</u>	<u>601,739.20</u>		<u>1,790,202.80</u>	<u>25.16</u>
<u>B. EXPENDITURES</u>						
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>
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>D. OTHER FINANCING USES (GL 535)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER (UNDER) EXPENDITURES (A-B-C-D)</u>	<u>33,640</u>	<u>572,449.84</u>	<u>601,739.20</u>		<u>568,099.20</u>	<u>> 1000</u>
<u>F. TOTAL BEGINNING FUND BALANCE</u>	<u>1,113,556</u>		<u>1,181,455.94</u>			
<u>G. GLS 896, 897, 898 ACCOUNTING</u>	<u>XXXXXXXXX</u>		<u>.00</u>			
<u>CHANGES AND ERROR CORRECTIONS (+OR-)</u>						
<u>H. TOTAL ENDING FUND BALANCE</u>	<u>1,147,196</u>		<u>1,783,195.14</u>			
<u>(E+F + OR - G)</u>						
<u>I. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted for Other Items	0		.00			
G/L 830 Restricted for Debt Service	1,147,196		1,783,195.14			
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>1,783,195.14</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 October, 2024

	ANNUAL	ACTUAL	ACTUAL			
A. REVENUES	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 General Student Body	85,700	13,044.58	31,332.10		54,367.90	36.56
2000 Athletics	265,403	7,710.69	109,294.33		156,108.67	41.18
3000 Classes	5,000	3,025.00	3,025.00		1,975.00	60.50
4000 Clubs	77,090	7,892.21	18,158.71		58,931.29	23.56
6000 Private Moneys	1,300	.00	385.00		915.00	29.62
<u>Total REVENUES</u>	434,493	31,672.48	162,195.14		272,297.86	37.33
B. EXPENDITURES						
1000 General Student Body	76,900	11,088.91	11,751.64	0.00	65,148.36	15.28
2000 Athletics	350,028	8,888.69	96,317.81	17,828.49	235,881.70	32.61
3000 Classes	7,175	78.58	78.58	0.00	7,096.42	1.10
4000 Clubs	88,305	2,086.01	3,827.19	26,005.32	58,472.49	33.78
6000 Private Moneys	800	657.30	2,223.41	0.00	1,423.41-	277.93
<u>Total EXPENDITURES</u>	523,208	22,799.49	114,198.63	43,833.81	365,175.56	30.20
C. EXCESS OF REVENUES						
<u>OVER (UNDER) EXPENDITURES (A-B)</u>	88,715-	8,872.99	47,996.51		136,711.51	154.10-
D. TOTAL BEGINNING FUND BALANCE	343,041		349,262.82			
E. GLS 896, 897, 898 ACCOUNTING	XXXXXXXXX		.00			
<u>CHANGES AND ERROR CORRECTIONS (+OR-)</u>						
F. TOTAL ENDING FUND BALANCE	254,326		397,259.33			
<u>C+D + OR - E)</u>						
G. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted for Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	254,326		397,259.33			
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		397,259.33			

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 October, 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 October, 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	783.29	1,562.86		937.14	62.51
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>783.29</u>	<u>1,562.86</u>		<u>220,373.14</u>	<u>0.70</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>783.29</u>	<u>1,562.86</u>		<u>220,373.14</u>	<u>0.70</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>783.29</u>	<u>1,562.86</u>		<u>65,626.86</u>	<u>102.44-</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>289,836.48</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	289,836.48
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	289,836.48

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 October, 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 October, 2024

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

Coversheet

AESD

Section: V. Correspondence
Item: A. AESD
Purpose:
Submitted by:
Related Material: Association of Educational Service Districts - School Accreditation.pdf

School Accreditation

In partnership with the Association of Educational Service Agencies (AESA)

Provided by:



6005 Tyee Dr SW ♦ Tumwater, WA 98512
360-464-6853

Facilitated by:



1601 R Avenue ♦ Anacortes, WA 98221
(360) 299-4000

October 30, 2024

Jeff Smith, Principal
Freeman High School
14626 S. Jackson Rd.
Rockford, WA 99030

Dear Jeff:

Thank you for participating in the Washington Association of Educational Service Districts (AESD) Third-Year Accreditation Review on October 23, 2024. The AESD Accreditation Panel Sub-Committee uses the review to learn about the progress you and the Freeman High School staff have made in implementing recommendations made during your initial accreditation presentation. The intention of this letter is to summarize the sub-committee's commendations and recommendations.

The AESD Accreditation Panel Sub-Committee **commended** Freeman High School as follows:

- We commend you, and your team, for specifically addressing the recommendations from the initial accreditation visit. From advisory to increased CTE offerings, these changes are positive reflections of your leadership and focus on creating positive experiences for all students.

The AESD Accreditation Panel Sub-Committee made the following **recommendation** related to the focus during the remaining three years of your accredited school improvement work:

- Continue to work with students and student voice. This will directly address the CEE question: "Most students are respectful of others." What other information might be gathered from students, for students?

Congratulations for your dedication to and leadership in school-wide continuous learning while working to improve the lives of the students and families you serve. We look forward to seeing you in three more years for your Six-Year Accreditation Renewal.

Sincerely,

Carolyn O'Keeffe
AESD Accreditation State Coordinator

c: **Randy Russell**, Superintendent, Freeman School District
Robert Roettger, Superintendent, NEWESD 101
Dr. Ismael Vivanco, Superintendent, NWESD
Darren Nelson, Assistant Superintendent, NEWESD 101, AESD Accreditation Panel Facilitator
Sally Pfeifer, AESD Accreditation Panel Sub-Committee Member
June Sine, AESD Accreditation Panel Sub-Committee Member
Jim Preston, AESD Accreditation Coach

Coversheet

LEA Determination

Section: V. Correspondence
Item: B. LEA Determination
Purpose:
Submitted by:
Related Material: Freeman LEA Determination Level.pdf

LEA Summary:

CRITERIA	LEA RESULTS		(1) MEETS REQUIREMENTS	(2) NEEDS ASSISTANCE	(3) NEEDS INTERVENTION	(4) NEEDS SUBSTANTIAL INTERVENTION
1. Did the LEA resolve all special education audit findings (if any)? <i>[Source - OSPI Audit Resolution]</i>	Yes		X			
2. Were all identified issues of non-compliance corrected by the LEA, including verification and validation by the ESD and OSPI, as soon as possible but no later than one year from identification? <i>[Source - OSPI general supervision, including program reviews, Safety Net, citizen complaints, etc.] (Note: This includes information from ongoing monitoring activities & other public information related to LEA compliance with IDEA 2004.)</i>	Yes		X			
3. Did the LEA submit timely, complete, and accurate data? <i>[Source - LEA-submitted data reports, see rubric]</i> See also the Important Notes above.	100.0%		X			
4.1 Did the LEA demonstrate substantial compliance (on SPP Indicators B-11, B-12, and B-13)? <i>[Source - LEA-submitted reports (Ind. B-11 and B-12 - see rubric); OSPI Monitoring and Program Review (Ind. B-13)]</i> See also the Important Notes above. ("n < reqd" means the LEA did not meet the "n" size for that indicator)	B-11:	n < reqd	X			
	B-12:	n < reqd				
	B-13:	n < reqd				
4.2 Is disproportionate representation (if any) the result of <u>inappropriate identification</u> (Indicators B-9 and B-10)? <i>[Source - OSPI Monitoring and Program Review]</i>	No		X			
4.3 Is the LEA's suspension/expulsion rate difference 2.0 or greater, AND is the data the result of <u>non-compliant policies, procedures, or practices</u> (Indicator B-4B)? <i>[Source - OSPI Monitoring and Program Review]</i>	No		X			
5. Did the LEA demonstrate substantial performance on SPP Indicator B-14C (Postsecondary Engagement Rates) that is based on a valid and reliable response rate (RR)? <i>[Source - LEA-submitted report (Ind. B-14 - see rubric)]</i> (For LEAs with fewer than 10 leavers, a 3-year trend was used to determine current status, see summary beginning on row 26 below)	14C:	100.0%	X (per 3-year trend - see below)			
	RR:	60.0%				
6. Did the LEA receive a designation of Significant Disproportionality? <i>[Source - LEA-submitted reports (Special Education Students Suspended/ Expelled, Federal Special Education Child Count/LRE, and October Total Enrollment report)]</i>	No		X			

Does the LEA have any identified non-compliance that must be corrected no later than March 3, 2025? **no**

If yes, refer to the *Correction of Non-Compliance Workbook (form package 442)* emailed to your LEA in September 2024 or your LEA's Special Education Program Review in EGMS.

Indicator B-14 - Three-year Data Trend (for LEAs with fewer than 10 leavers)

For LEAs with at least one but fewer than 10 leavers in 2021–22 and who did not meet requirements for Indicator B-14, a three-year data trend was analyzed to determine the LEA's current status on Indicator B-14 (Criteria 5) for determination purposes. If the LEA met the requirements for Indicator B-14 for at least one of the last three years, the LEA was determined to meet requirements for Indicator B-14 on the 2023–24 Determinations. If the LEA did not meet requirements for any of the years identified below, then the LEA's most recent performance (i.e., 2021–22 leavers) was used to calculate Indicator B-14 for the LEA's 2023–24 Determination.

CCDDD: 32358 LEA: Freeman

Year	Total Number of Leavers	Engagement Rate (B-14C)	Response Rate (RR)
2021-22 Leavers	5	100.0%	60.0%
2020-21 Leavers	8	83.3%	75.0%
2019-20 Leavers	10	100.0%	90.0%

Note: "n/a" means that the three-year data trend was not used because: (a) the LEA had 10 or more leavers in 2021–22, (b) the LEA had fewer than 10 leavers but met requirements for Indicator B-14 for its 2021–22 leavers, or (c) the LEA did not report Indicator B-14 data.

Coversheet

Lisa Phelan, Elementary Principal

Section: VI. Building Reports
Item: A. Lisa Phelan, Elementary Principal
Purpose:
Submitted by:
Related Material: Lisa Phelan, Elementary Principal.pdf
White Slip Tracking.pdf



Board Report Freeman School District

Date: November 14, 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

TK-12 Professional Learning Communities met to review minor infraction data (white slips). The data is collected and entered on a Google form to identify “hot spots” for behaviors and frequent flyers and determine what intervention is needed to help the student succeed.

Observations are in full swing. Each observation at the elementary school includes pre-observation prompts to identify the area of focus and standards being addressed during the observation, a post-observation prompt, and an in-person meeting to identify areas of growth and celebrate students' and teachers' successes.

The Harvest Hoe Down Community event was on Friday, November 15th.

Two elementary students won a bike, and 78 had lunch and bowled two games at Players & Spectators on Monday.

Enrollment

Tk 44, K, 41, 1st, 64, 2nd 58, 3rd 65, 4th, 57, 5th, 54 = 383 (up one from last month)

White Slip Tracking FES 2024-2025

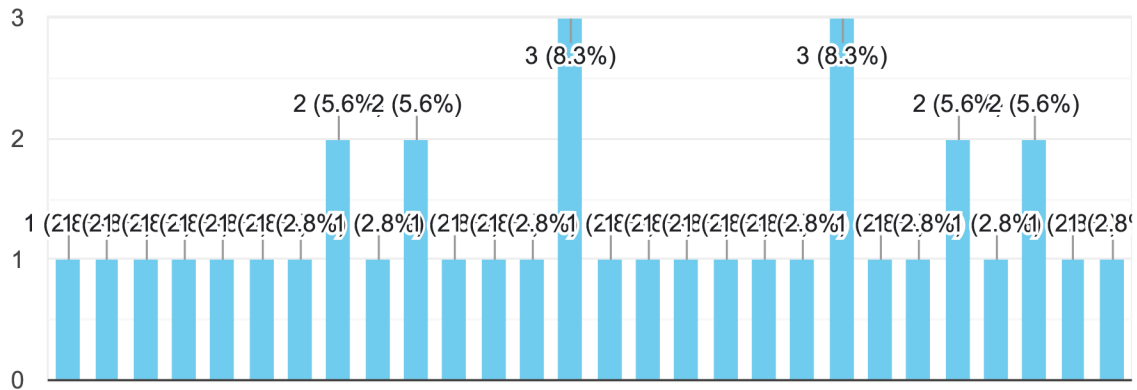
36 responses

[Publish analytics](#)

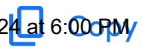
Student Name

 Copy

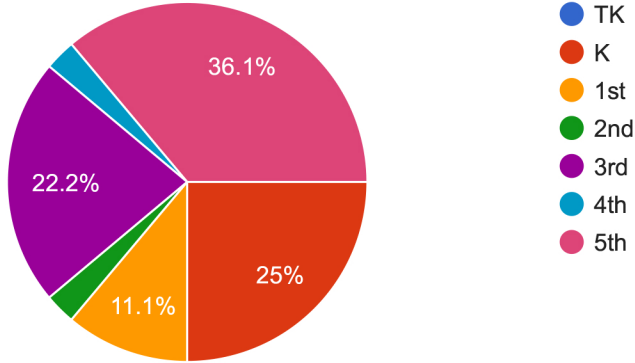
36 responses



Student Grade



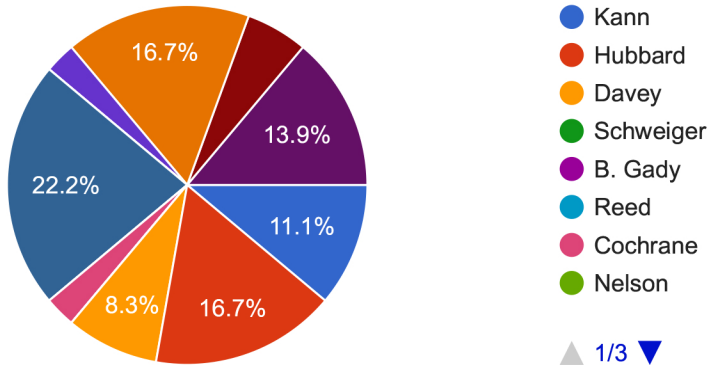
36 responses



Homeroom Teacher



36 responses



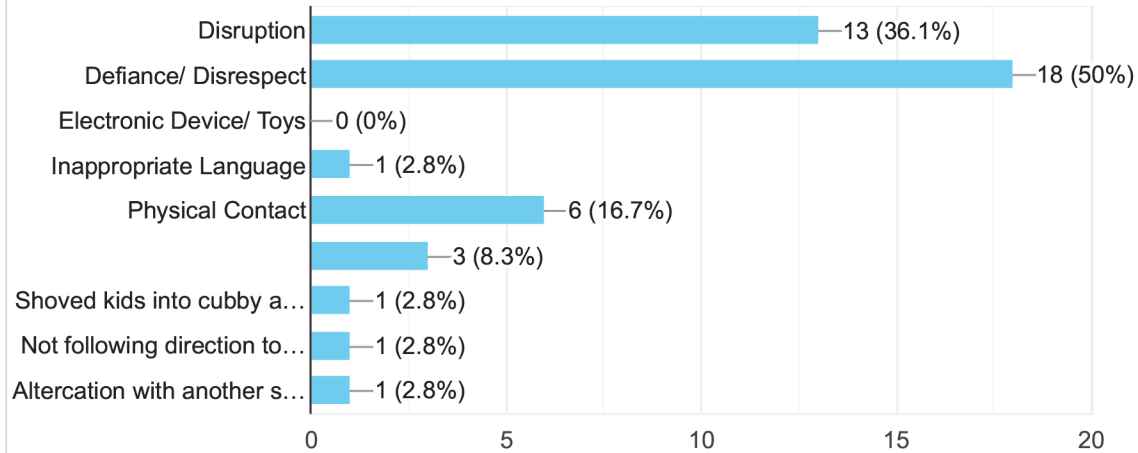
36 responses

White Chip Date	11	16	2	17	18	6	19	20	2	23	3	25	26
Sep 2024													
Oct 2024	1	3	2	9	3	13	14	16	4	18	21		
Nov 2024	4	5	7										

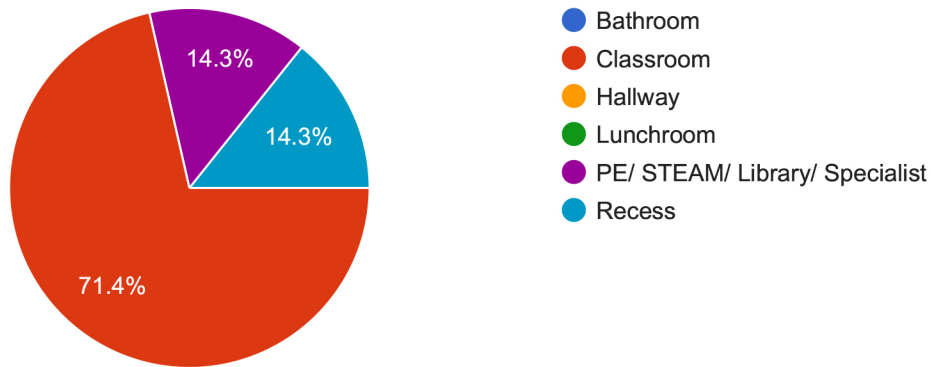
Behavior Category



36 responses



7 responses



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Google Forms

Coversheet

Jim Straw, Middle School Principal

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



Board Report Freeman School District

Date: November 20, 2024

Submitted by: Jim Straw

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

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 8th Grade Mentorship Program- Diabetes on Tuesday, Oct. 29th

*WSU 7th Grade Engagement Program on Thursday, Nov. 7th

*Scottie Success Café- organizational intervention/opportunity (concept borrowed from FHS)

>Professional Development for Staff

*Teacher Led Late Start

*WinAtSocial Presentation during Nov. 6th Staff Meeting

>Partnerships

*The FMS staff participated in 63 group conferences with families on Oct. 24th & 25th

*BEST Program through NEWESD 101

>Lisa Frazier-Dan Thompson

>Kyle Monasmith-Matt Smith

>Tanner Schultes-Amanda Kazmi

Enrollment

6th- 70

7th- 62 (-1)

8th- 68

Total- 200

Coversheet

Jeff Smith, High School Principal

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



Board Report Freeman School District

Date: November 20, 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 Veterans Day Program - special thanks to Lane Mathews, Mr. Monasmith, Ms. Frazier, and Mr. Jydstrup
- Formal Classroom observations are complete
- Mrs. Sweeney to present Intervention Tool to FHS staff
- A new Finals Schedule to be set
- Cybersecurity Program offered FHS students as after school activity
- FFA Tractor Driving Competition
- Fall Blood Drive is Nov. 22; 8:30 - 1 pm @ FHS

Enrollment

9th = 64 , 10th = 75, 11th = 76 (-1), 12th = 80. Total: 295

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: Chad Ripke, HS Asst. Principal-Athletic Director.pdf



Board Report Freeman School District

Date: November 20, 2024

Submitted by: Chad Ripke

Vision Statement

Continuing Our Tradition of Excellence in Education

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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

- Cross country teams finished a very successful season. 3 girls qualified for state, Ava Mounts, Emma Dreyer, and Ella Jones. Boys finished 5th overall and Eli Cotton 9th overall.
- Soccer won the league and district championships. They are the #1 ranked team in the state bracket. They won their 1st round state game 12-0 and play again on Friday night, win and they advance to the final four.
- Volleyball won the league and district championships. They are the #3 seed in the state volleyball bracket. They finished 3rd at state.
- Football finished 2nd in league and received the #5 seed in the state bracket.

Areas of Focus

- 8th Grade usage for HS girls basketball. 12 total girls in the HS currently signed up. 10 girls 8th grade girls attended the meeting on Tuesday's informational meeting.
- Post season games, our teams are very successful and opportunities to host with our turf field. Also, other schools calling to rent our stadium.
- Winter sports started on Monday November 18th
- Winter sports parent meeting Wednesday November 20th
- Aspyr Reed's signing day 11/18 – graduating early to head down to GCU

Enrollment

Wrestling - 16

Boys Basketball - 32

Girls Basketball - 12

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: Mike Allen, K-8 TOSA-Athletic Director.pdf



Board Report Freeman School District

Date: November 20, 2024
Submitted by: Mike Allen

Vision 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 Volleyball is off to great start with four teams, 8th V/JV, 7th V/JV. Athletes are showing huge improvement every match. Final matches are December 4th.
FMS Wrestling is also off to a good start with only two matches left in the regular season. All-League will be at EVMS on December 4th at 3:30 PM.

Enrollment

Volleyball - 26

Wrestling - 15

Coversheet

Kent Bevers, Nutrition Services Director

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



Board Report Freeman School District

Date: November 20, 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

- Meals YTD thru Nov 15
 - a. B: 5683
 - b. L: 17501
 - c. A La Carte Sales: 5285.20
- Meal Revenue Increase
 - a. B: \$1373.70
 - b. L: \$4623.00
- FHS Kitchen Upright Refrigerator
 - a. NS Uses this for cooling hot foods, and keeping refrigerated items for sports separate from NS in the walk-in cooler. It is also used for keeping re-stock items during meals times (salad bar items, for example).
 - b. It is shot, needs to be replaced
 - i. Bargreen/Ellison, new **\$5297.55**
 - ii. Spokane Rest. Supply, new: **\$3142.45**, Used/Refurbished: NA
 - iii. Home Depot, new: **\$1699.00 (on sale, \$400.00 off)**.

Coversheet

Everett Combs - Transportation Supervisor

Section: VII. Department Reports
Item: B. Everett Combs - Transportation Supervisor
Purpose:
Submitted by:
Related Material: Everett Combs, Transportation Supervisor.pdf



Board Report Freeman School District

Date: November 20, 2024
Submitted by: Everett Combs
Transportation

Vision Statement

Continuing Our Tradition of Excellence in Education

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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

- Requesting to order a new bus for the 2024/25 school year. There is enough depreciation money from the state to cover the cost.
- October mileage:
 - To/From: 16,140
 - Field Trips: 689
 - Sports: 2153
 - TOTAL: 18,982**
- We currently have:
 - Regular ED bus routes 12
 - SPED bus routes 2
 - After school 2ND PM Routes 2
 - McKinney-Vento Route 1
 - TOTAL ROUTES: 17**



Coversheet

Kirk Lally - Maintenance/Ground Director

Section: VII. Department Reports
Item: C. Kirk Lally - Maintenance/Ground Director
Purpose:
Submitted by:
Related Material: Kirk Lally, Grounds-Maintenance Director.pdf



Board Report
Freeman School District

Date: November 14, 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) Working on winter equipment making sure all is working well.
- 2) Ordering winter supplies as needed.
- 3) Getting heaters installed in Fire Riser room/women's restroom.

Safety:

- 1) Nothing to report at this time.

Coversheet

Todd Reed - Director of Technology

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



FSD TECHNOLOGY

Board Report November 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 rostered and configured Math Nation which provides 24-hour access to high-quality instructional videos, workbooks, collaborative learning tools, adaptive assessments and support for middle and high school math
- We have transitioned from EduPortal to BoardOnTrac to streamline the management of board agendas, minutes, and community outreach. This upgrade is designed to improve efficiency and foster better communication with our community stakeholders.
- Our new website has completed the content migration milestone. We have set a launch date for early January 2025, this will give us time to work through some setup/integration pieces and complete some design aspects.

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: Jody Sweeney, Special Ed Director-School Psychologist.pdf



Board Report Freeman School District

Date: November 20, 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. Developed an Education Intervention GPT (Generative Pre-trained Transformer) for staff to utilize when they need ideas and information regarding interventions and MTSS. Working on sharing it and further developing it.
2. Working with the Special Education Team to complete nine initial evaluations (ages 3 & 4 prior to January) and seven initial evaluations K-8 elementary and middle school.

Coversheet

School Safety, Security & Tech Levy Discussion

Section: VIII. Superintendent's Report
Item: A. School Safety, Security & Tech Levy Discussion
Purpose:
Submitted by:
Related Material: Tech Plan 2026-2027.pdf
Facilities Modernization Projects.docx
CPF levy worksheet 11.2024.pdf



FSD TECHNOLOGY

Tech Plan 2026-2027

FES

- Door Access Controls \$120,000
 - Security Camera Replacements \$160,000
 - *Network Infrastructure \$30,000
- Total = \$310,000**

FMS

- Door Access Controls \$107,000
 - Security Camera Replacements \$190,000
 - *Network Infrastructure \$30,000
- Total = \$327,000**

FHS

- Door Access Controls \$185,000
 - Security Camera Replacements \$245,000
 - *Network Infrastructure \$35,000
- Total = \$465,000**

District Wide

- Chromebooks
 - Non-Touch (\$290) \$203,000
 - Touch (\$370) \$55,500
 - Licenses (\$32) \$27,200
- Total = \$285,700**

- Data Center
 - District Servers \$45,000
 - SAN - Storage Area Network \$25,000
- Total = \$70,000**

Subtotal = \$1,457,700

Tax = \$118,074

Total = \$1,575,774

* Network Infrastructure: Hardware to support district. (HVAC, lighting, security cameras, phones, wifi, clocks, bells, paging system and general safety & security)



School Safety, Security and Technology Levy funded

Facilities modernization projects identified after 2024 walkthroughs:

FES

- | | |
|--------------------------------------|-------------|
| 1. Address freezing pipes in kitchen | \$3,000.00 |
| 2. Sidewalk replacement | \$80,000.00 |
| 3. Kitchen washer/dryer | \$2,500.00 |
| 4. ADA access to site | \$25,000.00 |

Total = \$110,500.00

FMS

- | | |
|--------------------------------|--------------|
| 1. Add heat trace to gutters | \$25,000.00 |
| 2. Replace gym lighting | \$114,800.00 |
| 3. Replace sewer lift pumps | \$36,000.00 |
| 4. Elevator repair/replacement | \$100,000.00 |
| 5. Regrade/repave parking lot | \$111,000.00 |

Total = \$386,800.00

FHS

- | | |
|---------------------------------|-------------|
| 1. Replace heating boilers | \$60,000.00 |
| 2. Replace Kitchen washer/dryer | \$2,500.00 |
| 3. Sidewalk replacement | \$80,000.00 |

Total = \$142,500.00

Maintenance/Grounds

- | | |
|-------------------------------------|------------------|
| 1. Install flashing light crosswalk | \$40,000.00 |
| 2. Asphalt seal/repairs | \$25,000.00/year |
| 3. Heating/Cooling repairs | \$50,000.00/year |
| 4. Irrigation repairs | \$5,000.00/year |

Total = \$120,000.00

Subtotal = \$759,800

Tax = \$61,544

Total = \$821,344

Freeman School District School Safety, Security and Technology Levy Projection

Scenarios: 5% AV Growth, 2 Year Levy at \$1.25 and \$1.20				
Year	Levy Amount		Levy Rate/\$1000	
2018	\$ -	\$ -	\$ -	\$ -
2019	\$ 795,000	\$ 1.19	\$ 795,000	\$ 1.19
2020	\$ 840,000	\$ 1.16	\$ 840,000	\$ 1.16
2021	\$ 890,000	\$ 1.11	\$ 890,000	\$ 1.11
2022	\$ 1,054,663	\$ 1.16	\$ 1,054,663	\$ 1.16
2023	\$ 1,120,002	\$ 0.96	\$ 1,120,002	\$ 0.96
2024	\$ 1,190,328	\$ 0.97	\$ 1,190,328	\$ 0.97
2025*				
2026	\$ 1,637,661	\$ 1.25	\$ 1,572,154	\$ 1.20
2027	\$ 1,719,196	\$ 1.25	\$ 1,650,428	\$ 1.20
Total	\$ 3,356,856		\$ 3,222,582	

*preliminary

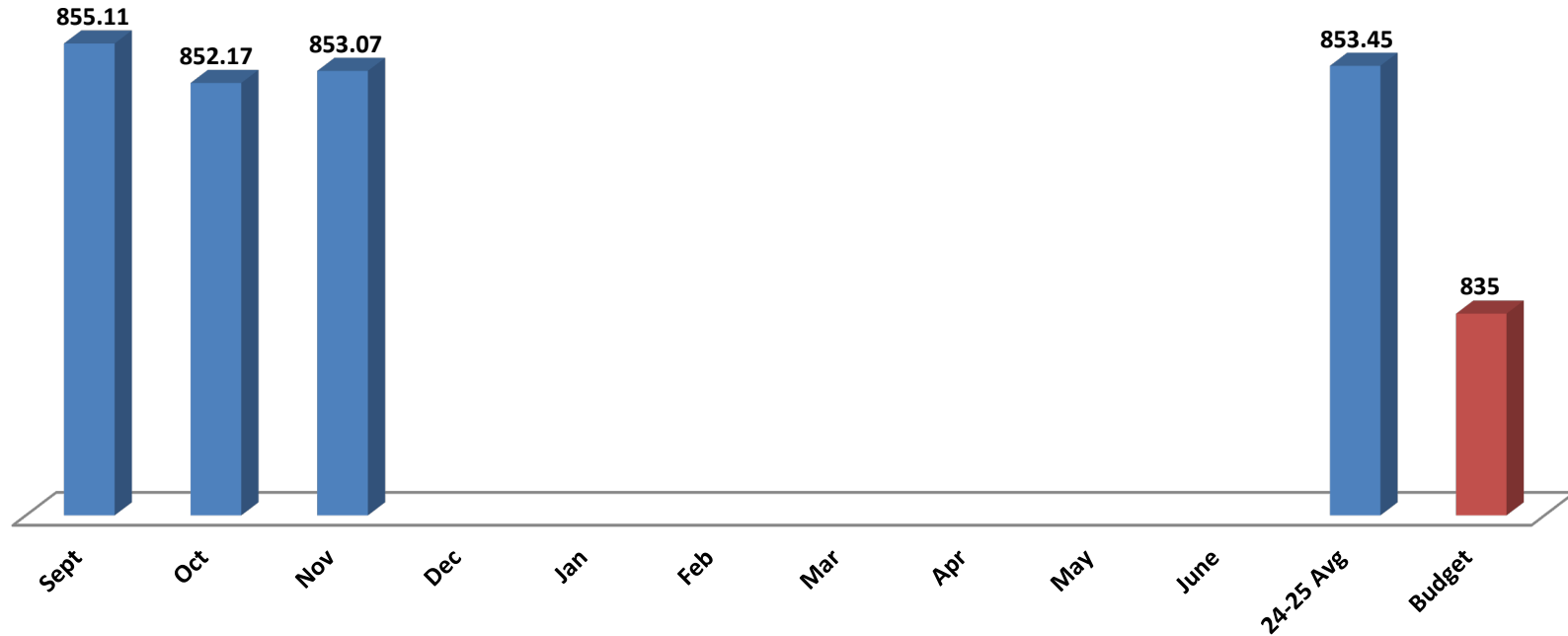
Five Year Compounding Growth Rate 11.5%, 10 Year Compounding Growth Rate 9.5%

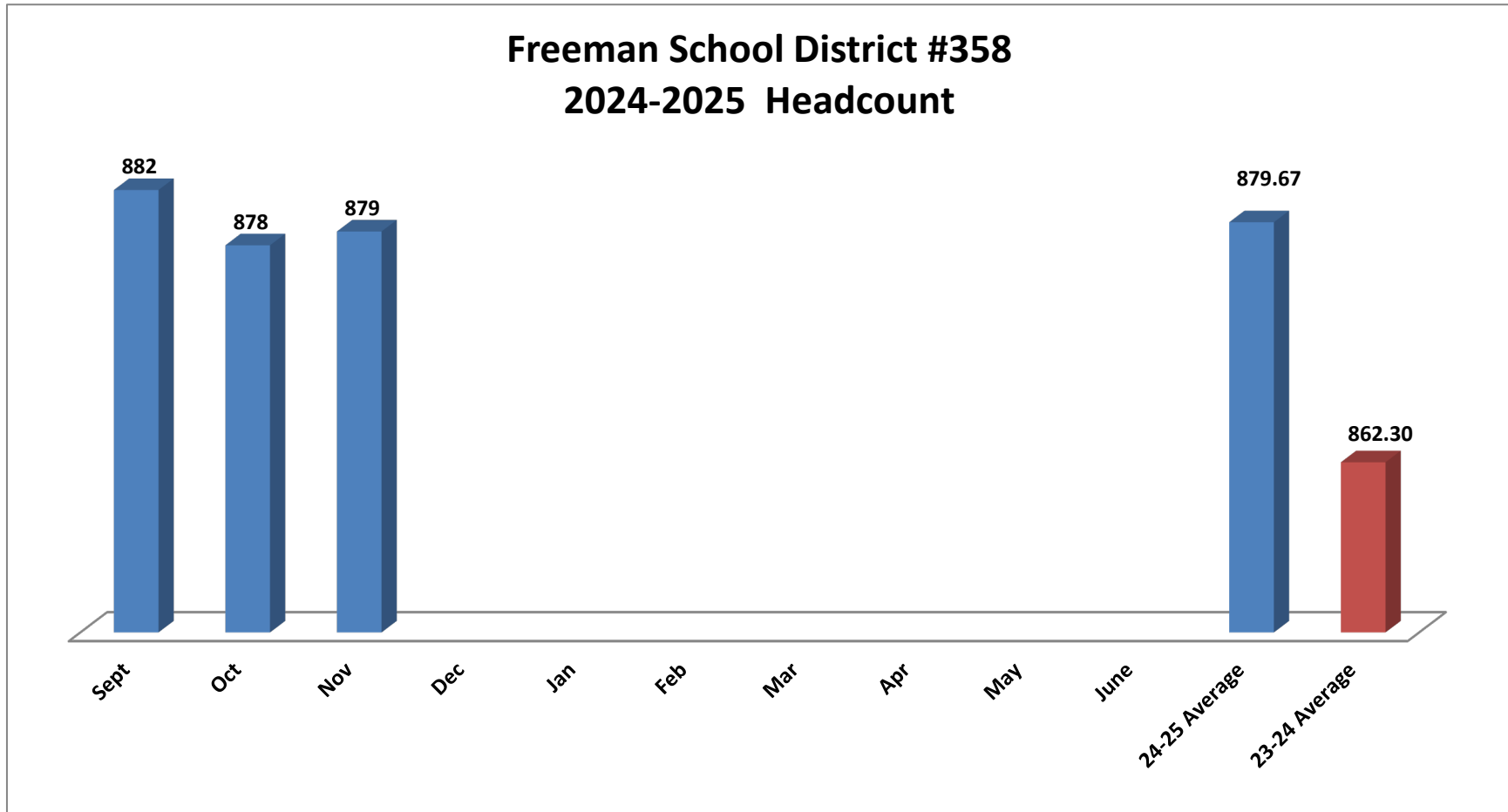
Coversheet

Fiscal & Legal Accountability

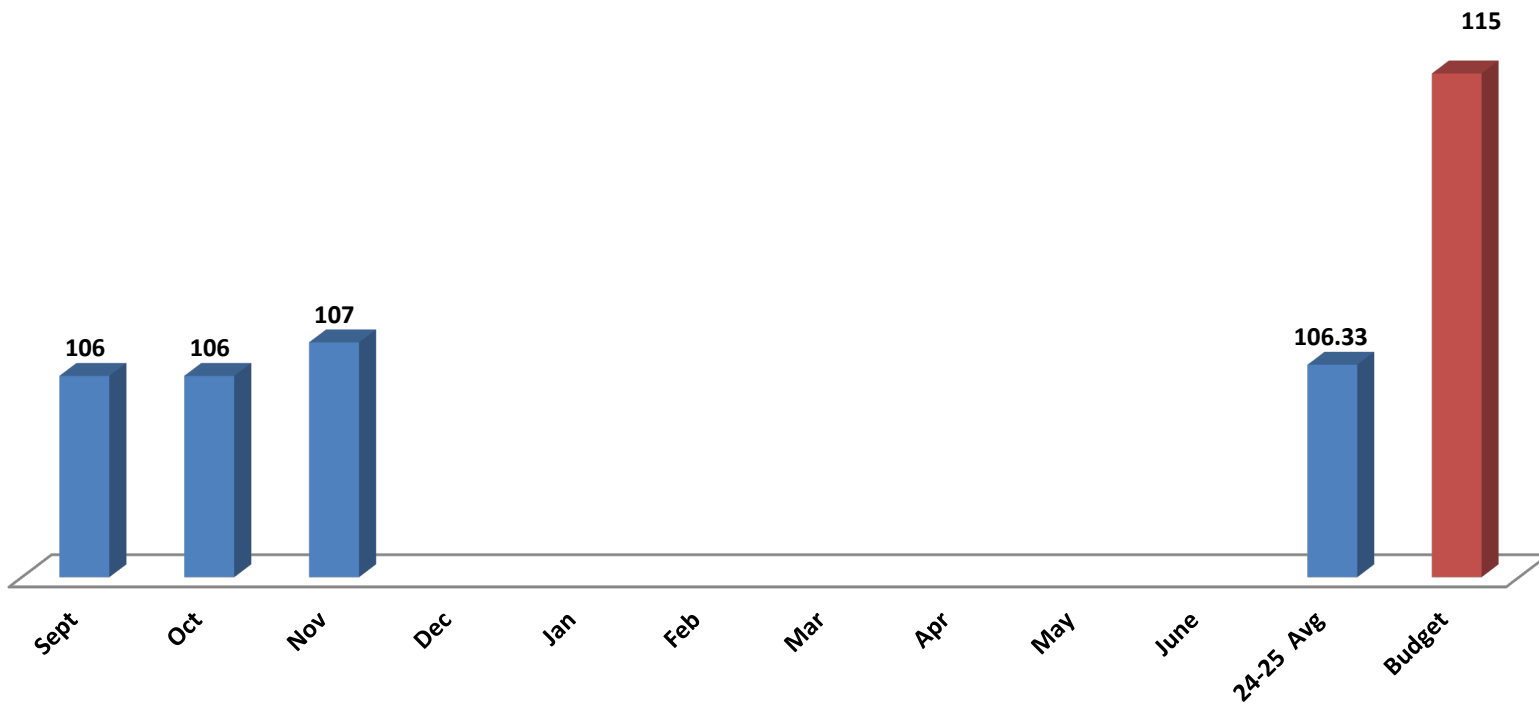
Section: VIII. Superintendent's Report
Item: E. Fiscal & Legal Accountability
Purpose:
Submitted by:
Related Material: November 2024 Enrollment Graphs.pdf
November BM CPF Cash Flow.pdf
November BM Cash Flow.pdf

Freeman School District #358 2024-2025 Enrollment by FTE (including TK)





Freeman School District #358 2024-2025 Special Education Enrollment



Freeman School District
Capital Projects Fund Long Term Cash Flow
11/20/2024

Date	Levy Proceeds	LGO BOND	Interfund Loan	Safety/Tech	Maintenance & Grounds	Donations	Ending Cash Balance
Sep-24	18,818		(200,000)		\$ 11,480	\$ 16,000	\$ 349,886
Oct-24	380,268					\$ 1,750	\$ 731,904
Nov-24	102,200						\$ 834,104
Dec-24	10,220	\$ (247,230)		\$ 4,000	\$ 4,000		\$ 589,094
Jan-25							\$ 589,094
Feb-25			201,000				\$ 790,094
Mar-25							\$ 790,094
Apr-25							\$ 790,094
May-25							\$ 790,094
Jun-25		\$ (251,710)					\$ 538,384
Jul-25				\$ 10,000	\$ 35,000		\$ 493,384
Aug-25				\$ 16,000	\$ 35,000		\$ 442,384
Sep-25							\$ 442,384
Oct-25							\$ 442,384
Nov-25							\$ 442,384
Dec-25		\$ (256,280)					\$ 186,104
Jan-26							\$ 186,104
Feb-26							\$ 186,104
Mar-26							\$ 186,104
Apr-26							\$ 186,104
May-26							\$ 186,104
Jun-26		\$ (260,940)					\$ (74,836)
Jul-26				\$ 10,000	\$ 35,000		\$ (119,836)
Aug-26					\$ 40,000		\$ (159,836)
Sep-26							\$ (159,836)
Oct-26							\$ (159,836)
Nov-26							\$ (159,836)
Dec-26		\$ (265,670)					\$ (425,506)
Jan-27							\$ (425,506)
Feb-27							\$ (425,506)
Mar-27							\$ (425,506)
Apr-27							\$ (425,506)
May-27							\$ (425,506)
Jun-27		\$ (270,490)					\$ (695,996)
Jul-27				\$ 20,000	\$ 35,000		\$ (750,996)
Aug-27				10,000	35,000		\$ (795,996)
	511,506	(1,552,320)	1,000	70,000	230,480	17,750	
Date	CPF Levy Proceeds	LGO BOND	Interfund Loan	Safety/Tech	Maintenance & Grounds	Donations	Ending Cash Balance

		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	334,404	9,531	9,380	-21,966	44,699	108,742	629,739	292,670	-1,782	341,128	
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											32,000		32,000
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	12,293	7,418	13,353	12,611	13,353	13,353	13,353	7,418	8,902	18,545	14,836	148,363
4158	TPEP & DIGITAL EQUITY GRANTS													0
4165	TRANSITIONAL BILINGUAL	0	0	1,796	735	694	735	735	735	408	490	1,020	816	8,162
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	373	295	556	556	556	556	556	556	556	556	556	5,112
4199	TRANSPORTATION	86,775	77,133	48,208	86,775	81,954	86,775	86,775	86,775	48,208	57,850	120,521	96,417	964,167
6124	IDEA-B	0	13,273	13,790	14,034	13,254	14,034	14,034	14,034	7,796	9,356	19,491	22,593	155,687
6151	TITLE 1	0	8,347	9,173	8,091	7,642	8,091	8,091	8,091	4,495	5,394	11,238	10,927	89,582
6152	SCHOOL IMPROVEMENT	6,735	684	0	2,866	2,707	2,866	2,866	2,866	1,592	1,911	3,981	-3,815	25,260
6198	FEDERAL FOOD SERVICE	0	15,776	12,496	14,400	13,600	14,400	14,400	14,400	8,000	9,600	20,000	16,000	153,072
Apportionment Total		1,038,148	956,065	610,791	1,072,518	1,012,964	1,072,518	1,072,518	1,072,518	596,090	715,197	1,521,392	1,193,006	11,933,723
LOCAL PROPERTY TAX		23,329	509,075	111,984	23,701	3,987	2,671	81,570	769,422	173,059	4,753	3,706	14,883	1,722,140
TIMBER EXCISE TAX														0
INVESTMENT EARNINGS		1,204	800	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	14,004
INTERFUND LOAN		200,000							-201,000					-1,000
LOCAL RECEIPTS		36,687	31,363	21,000	35,000	35,000	35,000	35,000	35,000	35,000	25,000	25,000	35,000	384,049
TOTAL REVENUES		1,299,367	1,497,303	744,975	1,132,418	1,053,151	1,111,389	1,190,288	1,677,140	805,349	746,150	1,551,298	1,244,089	14,052,916
DEDUCT:														
ACCOUNTS PAYABLE		365,936	377,804	98,783	136,109	110,446	99,890	172,221	196,630	172,191	75,117	253,704	216,673	2,275,503
ACCOUNTS PAYABLE VOIDS														0
PAYROLL		942,932	994,061	971,065	968,286	974,051	944,834	954,023	959,513	970,226	941,798	954,684	998,805	11,574,281
PAYROLL VOIDS														0
OTHER - Debt Service Interest Payment					28,175						23,687			51,862
TOTAL EXPENDITURES		1,308,868	1,371,865	1,069,848	1,132,570	1,084,497	1,044,724	1,126,244	1,156,143	1,142,418	1,040,602	1,208,389	1,215,479	13,901,646
Ending Cash Balance		208,966	334,404	9,531	9,380	-21,966	44,699	108,742	629,739	292,670	-1,782	341,128	369,738	
Ending Cash Balance - Spokane Ct Treasurer		208,966	334,404											
Difference		0	0											
Revenues Over/(Under) Expenditures		-9,502	125,438	-324,873	-151	-31,346	66,665	64,044	520,997	-337,069	-294,452	342,910	28,610	151,270
Ending Cash Balance % of Expenditures		1.50%	2.41%	0.07%	0.07%	-0.16%	0.32%	0.78%	4.53%	2.11%	-0.01%	2.45%	2.66%	

Coversheet

Approval of Board Policy & Prodedure No. 3206 - 2nd Reading

Section: XI. Unfinished Business
Item: A. Approval of Board Policy & Prodedure No. 3206 - 2nd Reading
Purpose:
Submitted by:
Related Material: BP3206 - Pregnant & Parenting Students (NEW).pdf
PR3206 - Pregnant & Parenting Students (NEW).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.

FREEMAN SCHOOL DISTRICT NO. 358

**Policy No. 3206
Students**

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. 20, 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.

FREEMAN SCHOOL DISTRICT NO. 358**Procedure No. 3206P
Students**

- **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.

FREEMAN SCHOOL DISTRICT NO. 358**Procedure No. 3206P
Students**

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, 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

FREEMAN SCHOOL DISTRICT NO. 358**Procedure No. 3206P
Students**

- 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.

FREEMAN SCHOOL DISTRICT NO. 358**Procedure No. 3206P
Students**

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;

FREEMAN SCHOOL DISTRICT NO. 358**Procedure No. 3206P
Students**

- 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.

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.

FREEMAN SCHOOL DISTRICT NO. 358

Procedure No. 3206P
Students

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

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15001 s Jackson Rd, Rockford, WA 99030
509-291-3695
rrussell@freemansd.org

Adoption Date: Nov. 20, 2024

Coversheet

Approval of Board Policy & Procedure No. 4130 - 2nd Reading

Section: XI. Unfinished Business
Item: B. Approval of Board Policy & Procedure No. 4130 - 2nd Reading
Purpose:
Submitted by:
Related Material: BP4130 - Title I, Part A Parent & Family Engagement.pdf
PR4130 - Title I, Part A Parent & Family Engagement.pdf

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 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 plan.
- 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:

- A. 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).
- B. 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;
 - 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.

FREEMAN SCHOOL DISTRICT NO. 358**Policy No. 4130
Community Relations**

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.
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
- 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

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 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

Coversheet

Approval of Board Policy & Procedure No. 5011 - 2nd Reading

Section: XI. Unfinished Business
Item: C. Approval of Board Policy & Procedure No. 5011 - 2nd Reading
Purpose:
Submitted by:
Related Material:
BP5011 - Sex Discrimination & Sex-Based Harassment of District Staff Prohibited.pdf
PR5011 - Sex Discrimination & Sex-Based Harassment of District Staff Prohibited.pdf

**SEX DISCRIMINATION AND SEX-BASED HARASSMENT OF
DISTRICT STAFF PROHIBITED**

This district is committed to a positive and productive working environment free from discrimination, including 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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Personnel**

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).

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 sex-based harassment has occurred, the district will promptly investigate to determine what occurred and will take appropriate steps to resolve the situation. 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 sex-based harassment, eliminate the hostile

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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 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 sex-based harassment.

Engaging in 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.

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 sex-based discrimination complaint 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. 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.

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 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 how to report sex discrimination or make a complaint may be directed to the District's

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Personnel**

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.

This policy and the procedure, which includes the complaint process, will be conspicuously posted in each district building in a place accessible to staff, students, parents, volunteers and visitors. Information about the policy and procedure will be 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 3210 Nondiscrimination

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:

- 2010 – October Issue
- 2014 – December Issue
- 2015 – July Policy Alert
- 2022 – June Issue
- 2024 – August Issue

Adoption Date: January 8, 2015,

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

SEX 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:

Randy Russell, PhD., Superintendent
15001 S Jackson Rd, Rockford, WA 99030
509-291-3695
rrussell@freemansd.org

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: January 8, 2015

Revision Date: December 8, 2016; March 29, 2022; Nov. 20, 2024

Coversheet

Approval of Board Policy & Procedure No. 5012 - 2nd Reading

Section: XI. Unfinished Business
Item: D. Approval of Board Policy & Procedure No. 5012 - 2nd Reading
Purpose:
Submitted by:
Related Material:
BP5012 - Parental, Family, or Marital Status, & Pregnancy or Related Conditions of Staff (NEW).pdf
PR5012 - Parental, Family, or Marital Status, & Pregnancy or Related Conditions of Staff (NEW).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.

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.

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**Policy No. 5012
Personnel**

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.

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:

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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.

B. 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:

- Providing more frequent, longer, or flexible restroom breaks;

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- 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.

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

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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.

C. 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.

E. 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);
- 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.

FREEMAN SCHOOL DISTRICT NO. 358**Procedure No. 5012P
Personnel**

“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:

Randy Russell, PhD., Superintendent
15001 S Jackson Rd, Rockford, WA 99030
509-291-3695
russell@freemansd.org

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

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. 5012P
Personnel**

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. 20, 2024

Coversheet

Approval of New Bus Purchase - 2024/2025

Section: XII. New Business
Item: A. Approval of New Bus Purchase - 2024/2025
Purpose:
Submitted by:
Related Material: Bus Quote.pdf

RWC Group 824 N. Thierman Rd. Spokane, WA 99212 Ph 509-928-6300 	CUSTOMER	FREEMAN SCHOOL DISTRICT NO. 358	
	CONTACT	CHAR TREJBAL	
	ADDRESS	14815 S. JACKSON RD	
	CITY,STATE,ZIP	ROCKFORD, WA 99030	
	PHONE/FAX	509-291-5555	509-291-7513
	11/5/2024	Quote Expires 30 days from the date of quotation.	
	SALES REP.	RICH SANNER	

East Side Contact: **Rich Sanner** @ 503-910-5214 / rich.sanner@rwcgroup.com

Quote # SPK251

STATE BID PRICING, 2024-2025

Std QT	Opt. Qty		TYPE	MAKE	MODEL	WHEELBASE	CAPACITY	PRICE	EXTENDED
1		1	C-CE Dsl	IC	PB110	276"	61 to 77	\$ 148,797.00	\$ 148,797.00

CAPACITY AS QUOTED 78

REQ.		ST BID		AVAILABLE ADDITIONAL OPTIONS OR (CREDITS)	PRICE	EXTENDED
1		1	ST BID	D-netCE Chassis, 276 Inch Wheelbase		

BASE CHASSIS SPECIFICATIONS

1		1	ST BID	1570	Tow Hooks, Front	\$ -	\$ -
1		1	ST BID	1WRP	Tow Hooks, Rear	\$ -	\$ -
	1	1	OPTION	1LNW	Crossing Gate, Air, Yellow	\$ -	\$ -
1		1	ST BID	1LSG	Bumper, Front Contoured, Steel - Painted Black	\$ -	\$ -
1		1	ST BID	1LEG	License Plate Bracket and Hardware	\$ -	\$ -
1		1	ST BID	1SAL	Crossmember Rear AF (1)	\$ -	\$ -
1		1	ST BID	1WJE	Wheelbase 276" range only	\$ -	\$ -
1		1	ST BID	2ASH	Axle, Front, 10,000 lb. Meritor	\$ -	\$ -
1		1	ST BID	3ADB	Suspension, Front, 10,000 lb.	\$ -	\$ -
1		1	ST BID	4091	Brakes, Air	\$ -	\$ -
1		1	ST BID	4732	Drain Valve, Pull Chain	\$ -	\$ -
1		1	ST BID	4AZS	Brake System For Air Brakes, w/ESC - traction control	\$ -	\$ -
1		1	ST BID	4EDN	Air Dryer, Bendix AD-9SI, Heated includes safety valve; mtd inside engine compt-right side	\$ -	\$ -
1		1	ST BID	4GBM	Brake, Parking Manual, Push-Pull	\$ -	\$ -
1		1	ST BID	4WEA	Brake, Parking Interlock	\$ -	\$ -
1		1	ST BID	4XDP	Brakes, Front 16.5" x 5"	\$ -	\$ -
1		1	ST BID	4XDR	Brakes, Rear 16.5" x 7"	\$ -	\$ -
1		1	ST BID	4WBX	Dust Shields, Front Air brake	\$ -	\$ -
1		1	ST BID	4WDM	Dust Shields, Rear Air brake	\$ -	\$ -
1		1	ST BID	4EXP	Brake chambers, front axle, Bendix EverSure 20 sqin	\$ -	\$ -
1		1	ST BID	4EXU	Brake chambers, rear axle, Bendix EverSure 30/30	\$ -	\$ -
1		1	ST BID	4SPA	Air Compressor, Cummins 18.7 cfm	\$ -	\$ -
1		1	ST BID	4VLZ	Air tank location, outside left rail	\$ -	\$ -
1		1	ST BID	4LAG	Slack Adjusters Front Gunite	\$ -	\$ -
1		1	ST BID	4LGG	Slack Adjusters Rear Gunite	\$ -	\$ -
1		1	ST BID	5PSA	Power Steering, Sheppard M-100	\$ -	\$ -
1		1	ST BID	5710	Steering Column, Tilt and Telescoping	\$ -	\$ -
1		1	ST BID	7WBK	Tailpipe Exit Right Rear of Bus, Through Bumper	\$ -	\$ -
1		1	ST BID	7BMK	Exhaust system single, frame mounted under right rail	\$ -	\$ -
1		1	ST BID	8540	Horn, Electric (2), Trumpet Style	\$ -	\$ -
1		1	ST BID	8GXB	Alternator, Leece Neville, 240 Amp	\$ -	\$ -
	1	1	OPTION	8MSG	Batteries, Grp 31, Qty 3, 1980 CCA	\$ 120	\$ 120
1		1	ST BID	8TTK	Battery Box, Sliding Tray, 13" x 15" x 25.5"	\$ -	\$ -
1		1	ST BID	8TTN	Battery box cover, front cover	\$ -	\$ -
	1	1	OPTION	8RMH	Cut Off Switch battery box mounted	\$ 176	\$ 176
1		1	ST BID	8XKC	Headlights, Halogen w/daytime running lights	\$ -	\$ -
1		1	ST BID	8WRB	Headlights on w/Wipers	\$ -	\$ -

REQ.		ST BID		AVAILABLE ADDITIONAL OPTIONS OR (CREDITS)	PRICE	EXTENDED	
	1	1	OPTION	8XJH	Fog Lights, Rectangular Clear LED	\$ 275	\$ 275
1		1	ST BID	8WWJ	Low Coolant Level With Audible Alarm	\$ -	\$ -
1		1	ST BID	8WTK	Starting Motor Delco Remy 38MT less thermal over crank w/ISB engine	\$ -	\$ -
1		1	ST BID	8XAH	Circuit Breakers, Chassis In Lieu Of Fuses	\$ -	\$ -
1		1	ST BID	8TPL	Wingman Advanced-Collision Mitigation system; Adaptive Cruise Control w/collision mitigation and stationary object alert includes front antenna, driver display	\$ -	\$ -
1		1	ST BID	9HCW	Grille, molded in black	\$ -	\$ -
1		1	ST BID	10AGB	Comm Module - Telematics device with OTA programming, includes 5 year data plan and International 360	\$ -	\$ -
1		1	ST BID	10XAK	Warranty for Allison 2500 transmission-7 years	\$ -	\$ -
1		1	ST BID	12WSY	Block Heater, 750 watt req'd w/ISB	\$ -	\$ -
	1	1	OPTION	12EYJ	Engine, Cummins B6.7 260 HP, 660 Tq	\$ 943	\$ 943
1		1			ISB engine comes with the following:	\$ -	\$ -
1		1	ST BID	16HLJ	Gauge DEF fluid level	\$ -	\$ -
1		1	ST BID	15WEP	DEF TANK 16.5 U.S. Gal. 62.5L Capacity	\$ -	\$ -
1		1	ST BID	47PLX	DEF, I.D. Decal; "DEF ONLY", 1" Blk, on DEF Fill Door	\$ -	\$ -
1		1	ST BID	16563	Heater cut off valves (2), Ball valve type	\$ -	\$ -
1		1	ST BID	12TSY	Fan Drive, Borg Warner Series 790, screw on	\$ -	\$ -
1		1	ST BID	7SCP	Engine Brake, Exhaust w/variable vane for ISB	\$ -	\$ -
1		1	ST BID	12VCE	Air Cleaner, with service protection element	\$ -	\$ -
1		1	ST BID	12XCC	Radiator, Alum 2 row Down flow, Frt to Back system, 640 SqIn Louvered; 383 SqIn charge air cooler	\$ -	\$ -
1		1	ST BID	12VVN	Cruise Control	\$ -	\$ -
1		1	ST BID	12VJR	Federal Emissions EPA, OBD and GHG certified	\$ -	\$ -
1		1	ST BID	12WPV	Oil Pan, 15 qt capacity	\$ -	\$ -
1		1	ST BID	12WVG	EPA Idle compliance, Low NOx Idle Engine	\$ -	\$ -
1		1	ST BID	13BBP	Transmission, Allison 2500, 6 Speed	\$ -	\$ -
1		1	ST BID	13WYY	Shift control parameter; Performance in Primary	\$ -	\$ -
1		1	ST BID	13WLN	Transynd Fluid, Required With Extended Warranty, 2500	\$ -	\$ -
1		1	ST BID	13WVW	OMIT Neutral at Stop	\$ -	\$ -
1		1	ST BID	14AJJ	Axle, Rear 19,800 lb.	\$ -	\$ -
	1	1	OPTION	14TDV	Suspension, 21,000 lb. Air Ride	\$ 951	\$ 951
1		1	ST BID	15LMR	Fuel/Water Separator, Racor 400 Series w/Primer Pump, Includes Water-in-Fuel Sensor	\$ -	\$ -
1		1	ST BID	15SLL	Fuel Tank, 100 Gal Between the Frame Rails, 31'2" and up	\$ -	\$ -
1		1	ST BID	16GEG	Gauge, Cluster Premium level	\$ -	\$ -
	1	1	OPTION	16HCS	Gauge, Outside Temp., Cluster Mount	\$ 108	\$ 108
1		1	ST BID	16HGH	Transmission Temp. Gauge	\$ -	\$ -
1		1	ST BID	16HKT	IP Cluster Display	\$ -	\$ -
1		1	ST BID	16VAH	Cup Holder, Delete	\$ -	\$ -
1		1	ST BID	16XJP	Instrument Panel, Wing Panel	\$ -	\$ -
1		1	ST BID	27DUW	Wheels, Front, Hub Pilot, 10 Stud 8.25 x 22.5 Disc	\$ -	\$ -
1		1	ST BID	28DUW	Wheels, Rear, Hub Pilot, 10 Stud 8.25 x 22.5 Disc	\$ -	\$ -
	1	1	OPTION	7482133269	Tires, Front, Michelin, 11R22.5 (H) 16 Ply XZE2 - Hwy	\$ 179	\$ 179
	1	1	OPTION	7482133264	Tires, Rear, Michelin, 11R22.5 (H) 16 Ply XDN2 Traction	\$ 556	\$ 556
1		1	ST BID	40YGE	Warranty bumper to bumper - 3 years	\$ -	\$ -
1		1	ST BID	40RAM	Towing Wrty 60 Mo./Unlimited miles w/\$550 max benefit	\$ -	\$ -
	1	1	OPTIONC	BSCOS	On Spot Brand Chains, Installed	\$ 4,528	\$ 4,528
1					BODY SPECIFICATIONS	\$ -	\$ -
	1	1	OPTION	47AVL	Body Size 35' 08", 276 W/B, 81 Pass. w/SED	\$ 1,769	\$ 1,769
1		1	ST BID	47AJM	Washington Capacity Tag	\$ -	\$ -
1		1	ST BID	47AJA	Body Cert tag with actual tire load rating	\$ -	\$ -
	1	1	OPTION	47ARJ	Roof Bows, Severe Service, req'd 12 ga below (47AJZ)	\$ 564	\$ 564
	1	1	OPTION	47AJZ	Roof Bows, 1 piece construction 12 ga	\$ 710	\$ 710
1		1	ST BID	47APR	Acoustical Headliner-Perforated, 25' 11" - 35' 08"	\$ -	\$ -

REQ.		ST BID		AVAILABLE ADDITIONAL OPTIONS OR (CREDITS)	PRICE	EXTENDED	
1		1	ST BID	47APX	Headliner w/screws	\$ -	\$ -
1		1	ST BID	47ARP	Light Bars, Passenger Area	\$ -	\$ -
1		1	ST BID	47ASG	Skirt, 14.5", 16 Gauge	\$ -	\$ -
1		1	ST BID	47AUR	Body Hold Downs, Grade 8 Bolts	\$ -	\$ -
1		1	ST BID	47BLD	Step, Front Ent door 27 1/4" depth-Formed Treads, Naviflex	\$ -	\$ -
1		1	ST BID	47AVH	Rub Rails, 16 Gauge, 3 included	\$ -	\$ -
1		1	ST BID	47AZE	Side Sheets, Smooth 16 Gauge, 47AZA-AZE	\$ -	\$ -
1		1	ST BID	47BBZ	Sealer For Body Sides	\$ -	\$ -
1		1	ST BID	47BCV	Control, Chassis Air Drain	\$ -	\$ -
1		1	ST BID	47BAK	Exhaust Through Rear Bumper	\$ -	\$ -
1		1	ST BID	47DYL	Door, Entrance, Air Power	\$ -	\$ -
1		1	ST BID	47DDE	Handle Assist, Entrance door	\$ -	\$ -
1		1	ST BID	47DCJ	Door, Left Side, 25"	\$ -	\$ -
1		1	ST BID	47DCZ	Door Hold Open, SED	\$ -	\$ -
1		1	ST BID	47DDE	Door Handle, Entrance Door, Exterior	\$ -	\$ -
1		1	ST BID	47DDX	Latch, Left Emergency door, one point slide bar	\$ -	\$ -
1		1	ST BID	47NLC	Handle, Exterior Left Emergency Door, Black	\$ -	\$ -
1		1	ST BID	47NLR	Handle, Exterior Rear Emergency Door, Black	\$ -	\$ -
1		1	ST BID	47DDH	Door Hold Open, Rear	\$ -	\$ -
1		1	ST BID	47EYL	Vandal Lock, Front Door Only With Elec. Key Switch	\$ -	\$ -
1		1	ST BID	47DNN	8 Lamp Activation & Door Switch, Left Switch Panel Mount	\$ -	\$ -
1		1	ST BID	47EYG	Tool Box, Exterior, Left AFT of rear wheels, 13 x 15 x 25.5	\$ -	\$ -
1		1	ST BID	47BDJ	Driver Storage Compartment - holds 3 ring binder and includes 1-A port and 1-C port	\$ -	\$ -
	1	1	OPTION	49GDS	Compartment Above Driver, 39x10x10, No lock	\$ 208	\$ 208
	1	1	OPTION	49MZX	Latch, Non locking for 49GDS	\$ 35	\$ 35
	1	1	OPTION	49GDG	Padding For Above Compartments, Required	\$ 141	\$ 141
	1	1	OPTION	49JGB	Compartment In Front Bulkhead	\$ 308	\$ 308
	1	1	OPTION	49GDB	Latch For Above Bulkhead Compartment	\$ 58	\$ 58
	1	1	OPTION	49JGP	Fire Extinguisher, located in above compt (49JGB)	\$ -	\$ -
	1	1	OPTION	49JEZ	Body Fluid kit, located in above compt (49JGB)	\$ -	\$ -
	1	1	OPTION	49JEW	First Aid kit, located in above compt (49JGB)	\$ -	\$ -
	1	1	OPTION	47LAB	Noise Reduction, Driver Floor	\$ 159	\$ 159
	1	1	OPTION	47LAT	Insulation, Noise Reduction In Ceiling, To 35 08"	\$ 74	\$ 74
	1	1	OPTION	16VCD	Florida Noise Dash Insulation	\$ 101	\$ 101
1		1	ST BID	47LAU	Insulation, 1.5 " Full Length	\$ -	\$ -
1		1	ST BID	47KEB	Monitor, Post Trip Check (Child Check System)	\$ -	\$ -
	1	1	OPTION	47MAC	Undercoat Stepwell, Floor For Noise	\$ 60	\$ 60
1		1	ST BID	47MBA	Undercoat Body	\$ -	\$ -
1		1	ST BID	47MJG	Letters "Emergency Door", Left SED, Black Inside & Outside	\$ -	\$ -
1		1	ST BID	47MJR	Letters "Emergency Door", Rear, Black Inside & Outside	\$ -	\$ -
1		1	ST BID	47MNE	Arrow SED, Black Outside	\$ -	\$ -
1		1	ST BID	47NMR	Arrow, SED Inside	\$ -	\$ -
1		1	ST BID	48APK	Window, offset for side emergency door	\$ -	\$ -
1		1	ST BID	47MNM	Decal, "Battery" Mounted On Battery Box Door, 2"	\$ -	\$ -
1		1	ST BID	47NKZ	Decal, "Diesel Fuel" Mounted On Fuel Door, 2"	\$ -	\$ -
1		1	ST BID	47MNT	Arrow RR Door, Red Inside	\$ -	\$ -
1		1	ST BID	47MNV	Arrow RR Door, Black Outside	\$ -	\$ -
1		1	ST BID	47MNX	Sign, Rear "UNLAWFUL TO PASS"	\$ -	\$ -
1		1	ST BID	47BKK	"SCHOOL BUS" Diamond Grade Lettering, 8" Front & Rear	\$ -	\$ -
1		1	ST BID	47NXN	Reflective Outline, Rear Door, Diamond Grade	\$ -	\$ -
1		1	ST BID	47NWT	Reflective Outline, Roof Hatch, Diamond Grade	\$ -	\$ -
1		1	ST BID	47NWH	Reflective Outline, Roof Hatch, Diamond Grade	\$ -	\$ -
1		1	ST BID	47NXL	Reflective Outline, Left Side Door, Diamond Grade	\$ -	\$ -
1		1	ST BID	47NWS	Reflective Rear Outline, Diamond Grade 1" Horiz, 2" vert	\$ -	\$ -
1		1	ST BID	47PGY	Reflective Sides at Floorline, Diamond Grade 2"	\$ -	\$ -
1		1	ST BID	47MTY	Wiring Diagram, Washington	\$ -	\$ -

REQ.		ST BID		AVAILABLE ADDITIONAL OPTIONS OR (CREDITS)	PRICE	EXTENDED	
1		1	ST BID	47NGW	Seal Top Of Rubrails	\$ -	\$ -
	1	1	OPTION	47NKD	Roof Painted White, Within 5" of Window Line	\$ 776	\$ 776
1		1	ST BID	47PBZ	Handle Assist, Windshield	\$ -	\$ -
1		1		std	Lettering, Sides on Beltline, List Below	\$ -	\$ -
1		1	ST BID	47SPG	FREEMAN SCHOOL DISTRICT NO. 358	\$ -	\$ -
1		1	ST BIDL	LOCAL	Bus Number _____	\$ -	\$ -
1		1	ST BID	47SBS	Plywood, 5/8 Exterior Grade To 35' 08" Body	\$ -	\$ -
1		1	ST BID	49GUW	Moisture Barrier, Between Floor And Plywood	\$ -	\$ -
1		1	ST BID	16VVJ	Windshield-3 flat pieces w/shaded band	\$ -	\$ -
1		1	ST BID	48BJA	Window Frames, Bright Aluminum	\$ -	\$ -
	1	1	OPTION	48BUB	Tinted Glass, 28%, Tempered To 35' 08"	\$ 547	\$ 547
	1	1	OPTION	48PBL	Floor Covering, Tan	\$ 419	\$ 419
	1	1	OPTION	48PUP	Aisle trim - OMIT for one piece flooring	\$ -	\$ -
1		1	ST BID	48VVR	Koroseal Step Treads, Pebble Top w/ White Nose	\$ -	\$ -
	1	1	OPTION	48UWX	Flooring, One piece vinyl; All other colors	\$ 1,866	\$ 1,866
1		1	ST BID	48PKN	Fan, Upper Right Above Windshield	\$ -	\$ -
1		1	ST BID	48PKR	Fan, Upper Center Mount	\$ -	\$ -
1		1	ST BID	16BAM	Air conditioner w/integral heater and defroster, driver area 41k BTU (12kW)	\$ -	\$ -
1		1	ST BID	48PMC	Heater, Midship 50,000 BTU	\$ -	\$ -
1		1	ST BID	48PMH	Heater, Left Rear 50,000 BTU	\$ -	\$ -
1		1	ST BID	48CYA	Heater, Stepwell	\$ -	\$ -
1		1	ST BID	48PNZ	Heater Water Pump, Metal Housing	\$ -	\$ -
1		1	ST BID	48PPP	Heater Cut Off Valve, Ball Type With Butterfly Handle, Inside	\$ -	\$ -
1		1	ST BID	48UZN	Roof Hatch, Front, Specialty Hybrid Adv H1975-025-191-0F w/alarm	\$ -	\$ -
1		1	ST BID	48UZT	Roof Hatch, Rear, Specialty Hybrid Adv H1975-025-191-0F w/alarm	\$ -	\$ -
	1	1	OPTION	48UZW	Roof Hatch, Center, Specialty Hybrid Adv H1975-025-191-0F w/alarm	\$ 506	\$ 506
	1	1	OPTION	48HDN	Driver Seat, Sears Atlas II, Air Suspension w/cover, Heated, Adjustable Lumbar, Seat Tilt 12 degree back recline - requires 48UXN Graphite & 48HEG Synthetic Leather	\$ 750	\$ 750
1		1	ST BID	48PVA	Upholstery, Driver Seat Cloth Insert	\$ -	\$ -
	1	1	OPTION	48UXN	Upholstery, Driver Seat, Graphite (48HDN seat only)	\$ 46	\$ 46
	1	1	OPTION	48HEG	Upholstery, Driver Seat, Type, Synthetic Leather (48HDN seat only)	\$ 29	\$ 29
	1	1	OPTION	48PWA	Upholstery Color-Pass seats, Brown	\$ 46	\$ 46
1		1	ST BID	48PXP	Upholstery, Barrier, Prevail, 42 oz 1-2	\$ -	\$ -
1		1	ST BID	48BDS	Barrier, Right Side, 39" 2 Leg	\$ -	\$ -
1		1	ST BID	48RAL	Barrier, Left Side, 39" Single Leg	\$ -	\$ -
1		1	ST BID	48REP	Panel, Modesty, Left Front	\$ -	\$ -
1		1	ST BID	48RET	Panel, Modesty, Right Front	\$ -	\$ -
	1	1	OPTION	48DPR	Hand Rail, Forward, Stainless Steel	\$ 361	\$ 361
1		1	ST BID	48DPL	Hand Rail, Aft, Stainless Steel	\$ -	\$ -
	1	1	OPTION	48BDG	Pouch, Crash Barrier aft driver	\$ 103	\$ 103
	1	1	OPTION	48PHR	Prevail, Fire Retardant Material, 25-26 Seats	\$ 119	\$ 119
	1	1	OPTION	78P	Seats For 78 Pass, 48SKP, 48SDU, 48SRA, 48UAH	\$ 704	\$ 704
	1	1	OPTION	49BDT	Backup Alarm, Ecco, 112 db	\$ 123	\$ 123
	1	1	OPTION	8XNU	Air Horn, Single Trumpet -mtd under hood w/panel switch (air chassis only)	\$ 320	\$ 320
	1	1	OPTION	49JBU	Light, Entry door LED, 4" oval Mtd skirt behind door	\$ 76	\$ 76
1		1	ST BID	49BZG	7" Round, White LED Backup Lamp (Sound Off)	\$ -	\$ -
1		1	ST BID	8XJE	Turn signals, Front dual Face LED, mtd top of fender	\$ -	\$ -
1		1	ST BID	49BYZ	7" Round LED Amber Rear Turn (Sound Off)	\$ -	\$ -
1		1	ST BID	49PSY	Side Directional, LED, Armored, 1 Each Side (Sound Off)	\$ -	\$ -
1		1	ST BID	49ZNN	Side Marker, Mid, LED	\$ -	\$ -
1		1	ST BID	49NGH	7" Round LED Red & Amber, 8 Lamp Flashing Pattern	\$ -	\$ -

REQ.		ST BID		AVAILABLE ADDITIONAL OPTIONS OR (CREDITS)	PRICE	EXTENDED
1		1	ST BID	49JED Marker Lights, LED, Flush Mount	\$ -	\$ -
1		1	ST BID	49BYT 7" Round LED Red Rear Stop/Tail (Sound Off)	\$ -	\$ -
1		1	ST BID	49ZNG 4" Round Red Stop/Tail light LED, additional	\$ -	\$ -
1		1	ST BID	49JBV License Plate Light, LED (2) (Sound Off)	\$ -	\$ -
	1	1	OPTION	49CME 16 Light Monitor, LED	\$ 386	\$ 386
1		1	ST BID	49DDC Cluster Lights, LED, Center Front & Rear, (Truck Lite)	\$ -	\$ -
1		1	ST BID	STD Electro latch For Crossing Gate	\$ -	\$ -
	1	1	OPTION	49BMA Stop Arm, Strobe, Air Operation, w/LED lights	\$ (12)	\$ (12)
1		1	ST BID	49AMT Circuit Breakers, Body, Also See Chassis	\$ -	\$ -
1		1	ST BID	49EVL Noise Kill Switch	\$ -	\$ -
	1	1	OPTION	8XPK APO (aux pwr outlet) w/1-A port and 1-C port, located in instrument panel	\$ 78	\$ 78
	1	1	OPTION	49EYG Dome Light, Driver LED Left of Center 32.94"	\$ 72	\$ 72
	1	1	OPTION	49JER Dome Lights LED, Rear, staggered, To 35' 08" Body	\$ 36	\$ 36
1		1	ST BID	49BSK Dome Lights, switch for rear row dome lights (formerly Activity Light option)	\$ -	\$ -
	1	1	OPTION	49BSL Rheostat for LED Dome Lights	\$ 98	\$ 98
1		1	ST BID	49JBW Stepwell Light wired to Clearance lights-LED	\$ -	\$ -
1		1	ST BID	49ATV Dash Mounted Red/Amber Indicator Lamps	\$ -	\$ -
1		1	ST BID	49BCM Flasher System, With Left Switch Panel Controls	\$ -	\$ -
1		1	ST BID	49BCR Light Check System, CDL	\$ -	\$ -
1		1	ST BID	49BXN Switch, red override; left of driver	\$ -	\$ -
1		1	ST BID	8RRC Radio, AM/FM/USB Input/Aux input, USB/Aux input w/PA	\$ -	\$ -
1		1	ST BID	49AWG Speaker, Exterior PA	\$ -	\$ -
	1	1	OPTION	49AWV Speakers Interior, quantity 8 Total	\$ 91	\$ 91
	1	1	OPTIONL	LOCDEL Delete 2 Way Radio.	\$ (500)	\$ (500)
1		1	ST BID	8REA Prewire for 2 Way Radio	\$ -	\$ -
1		1	ST BID	8RRS Bracket for 2 Way radio; installed under wing panel	\$ -	\$ -
1		1	ST BID	49DBR Hoods, Single Cover For 2 Lamps	\$ -	\$ -
	1	1	OPTION	49EGB Mirror, Interior, 10" x 30"	\$ 52	\$ 52
1		1	ST BID	49BVG Mirror, Crossview Mirrorlite Busboy, heated	\$ -	\$ -
1		1	ST BID	49DND Mirror, Rosco (open view-Equal Sized), Rearview, Power Remote, Heat.	\$ -	\$ -
1		1	ST BID	49ENK Visor, 6" x 30" Driver	\$ -	\$ -
1		1	ST BID	49EUB First Aid Kit, Washington Spec	\$ -	\$ -
1		1	ST BID	49GJY Body Fluid Kit, Washington Spec	\$ -	\$ -
1		1	ST BID	49GED Reflective Triangles	\$ -	\$ -
1		1	ST BID	49GHX Reflectors (front, side, rear)	\$ -	\$ -
1		1	ST BID	49JGJ Fire Extinguisher	\$ -	\$ -
1		1	ST BID	STD Wiper Control, Single Switch, Intermittent	\$ -	\$ -
1		1	ST BID	49GUB Seat Belt Cutter	\$ -	\$ -
1		1	ST BID	49GKZ Fuel Door	\$ -	\$ -
1		1	ST BID	49JAC DEF Filler door, non locking latch	\$ -	\$ -
1		1	ST BID	49GUG Certificate Holders	\$ -	\$ -
1		1	ST BID	49GUK Rubber Rear Fenders, Rear	\$ -	\$ -
1		1	ST BID	49GWZ Fuel sender access plate flush mtd (8"x8")	\$ -	\$ -
1		1	ST BID	10WUE Mud Flaps, Front	\$ -	\$ -
1		1	ST BID	49GVC Mud Flaps, Rear	\$ -	\$ -
1		1	ST BID	49CKT Fuel Tank Filler Neck, Right Side Fill	\$ -	\$ -
1		1	ST BID	49MZT Insulation for fuel filler and exhaust on same side	\$ -	\$ -
1		1	ST BID	49MRP Extra wiring for accessories	\$ -	\$ -
1		1	ST BID	49SAA Rheostat Switch, Instrument Panel	\$ -	\$ -
1		1	ST BID	49UCD Sticker, State of Operation, Washington	\$ -	\$ -
1		1	ST BID	LOCSUR	\$ -	\$ -
1		1	ST BIDL	LOCMN Service Manuals Per State Bid	\$ -	\$ -
1		1	Delivery	FreightD Delivery To WA districts	\$ -	\$ -

REQ.	ST BID	AVAILABLE ADDITIONAL OPTIONS OR (CREDITS)	PRICE	EXTENDED																		
		Comments: <table border="1"> <thead> <tr> <th colspan="3">Trades</th> </tr> <tr> <th>Year</th> <th>Make</th> <th>Trade Price</th> </tr> </thead> <tbody> <tr> <td>1</td> <td></td> <td></td> </tr> <tr> <td>1</td> <td></td> <td></td> </tr> <tr> <td>Total Trades</td> <td></td> <td>\$0.00</td> </tr> <tr> <td>Trade Allowance</td> <td></td> <td>\$0.00</td> </tr> </tbody> </table> <p>Note: Tax Rate Is Subject To Change At The Time Of Invoice.</p>	Trades			Year	Make	Trade Price	1			1			Total Trades		\$0.00	Trade Allowance		\$0.00	BASE BID PRICE	\$ 148,797.00
Trades																						
Year	Make		Trade Price																			
1																						
1																						
Total Trades			\$0.00																			
Trade Allowance			\$0.00																			
			DISTRICT OPTIONS	\$ 19,115.00																		
			PER BUS TOTAL	\$ 167,912.00																		
			PURCHASE QUANTITY	1																		
			EQUIPMENT TOTAL	\$ 167,912.00																		
			OPTIONS DISCOUNT	\$ (4,500.00)																		
		SUB TOTAL	\$ 163,412.00																			
		TAX RATE 9.10%	\$ 14,870.49																			
		PURCHASE PRICE PER UNIT	\$ 178,282.49																			
Beltline lettering:		FREEMAN SCHOOL DISTRICT NO. 358	TOTAL PURCHASE PRICE LESS TRADE IN ALLOWANCE (IF APPLICABLE)	\$ 178,282.49																		
C-CE Dsl	78	By accepting this proposal and ordering the equipment described in this proposal, the School District agrees to provide payment at time of delivery. <i>Authorized Signature:</i> _____ <i>Date:</i> _____																				
SPK251																						

Coversheet

Approval of Resolution No. 2-24/25

Section: XII. New Business
Item: B. Approval of Resolution No. 2-24/25
Purpose:
Submitted by:
Related Material: Freeman SD FINAL Feb 2025 SS,S and T Levy Resolution (Option 1).pdf
Freeman SD FINAL Feb 2025 SS, S and T Levy Resolution (Option 2).pdf

FREEMAN SCHOOL DISTRICT NO. 358
SPOKANE COUNTY, WASHINGTON

PROPOSITION NO. 1 – SCHOOL SAFETY, SECURITY AND
TECHNOLOGY LEVY

RESOLUTION NO. 2-2024/2025

A RESOLUTION of the Board of Directors of Freeman School District No. 358, Spokane County, Washington, providing for the submission to the voters of the District at a special election to be held on February 11, 2025, of a proposition authorizing an excess tax levy to be made annually for two years commencing in 2025 for collection in 2026 of \$1,572,154, and in 2026 for collection in 2027 of \$1,650,428 for the District's Capital Projects Fund to support the modernization and remodeling of school facilities; designating the District's Director of Fiscal/Administrative Services and special counsel to receive notice of the ballot title from the Auditor of Spokane County, Washington; and providing for related matters.

ADOPTED: NOVEMBER 20, 2024

This document prepared by:

*FOSTER GARVEY P.C.
618 West Riverside Avenue, Suite 300
Spokane, Washington 99201
(206) 447-6264*

FREEMAN SCHOOL DISTRICT NO. 358
SPOKANE COUNTY, WASHINGTON

RESOLUTION NO. 2-2024/2025

A RESOLUTION of the Board of Directors of Freeman School District No. 358, Spokane County, Washington, providing for the submission to the voters of the District at a special election to be held on February 11, 2025, of a proposition authorizing an excess tax levy to be made annually for two years commencing in 2025 for collection in 2026 of \$1,572,154, and in 2026 for collection in 2027 of \$1,650,428 for the District's Capital Projects Fund to support the modernization and remodeling of school facilities; designating the District's Director of Fiscal/Administrative Services and special counsel to receive notice of the ballot title from the Auditor of Spokane County, Washington; and providing for related matters.

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF FREEMAN SCHOOL DISTRICT NO. 358, SPOKANE COUNTY, WASHINGTON, as follows:

Section 1. Findings and Determinations. The Board of Directors (the "Board") of Freeman School District No. 358, Spokane County, Washington (the "District"), takes note of the following facts and makes the following findings and determinations:

(a) Calendar year 2024 is the last year of collection of the District's current three-year Capital Projects Fund tax levy, which was authorized pursuant to Resolution No. 3-2020/2021, adopted by the Board on November 23, 2020, and approved by the voters at a special election held and conducted within the District on February 9, 2021.

(b) Safety and security, the existing condition of school facilities (including educational technology equipment and infrastructure) and the institution of new educational programs require the District to support the modernization and remodeling of school facilities by continuing to finance safety, security, technology and infrastructure improvements, all as more particularly defined and described in Section 2 herein (collectively, the "Projects").

(c) With the expiration of the District's current three-year Capital Projects Fund tax levy, it appears certain that the money in the District's Capital Projects Fund will be insufficient to permit the District to pay costs of the Projects, and that it is necessary that a replacement excess tax levy of \$1,572,154 be made in 2025 for collection in 2026, and \$1,650,428 be made in 2026 for collection in 2027 for the District's Capital Projects Fund to provide the money required to pay those costs.

(d) The proposed two-year Capital Projects Fund tax levy authorized in this resolution will replace the District's expiring three-year Capital Projects Fund tax levy.

(e) Pursuant to Article VII, Section 2(a) of the Washington Constitution and Revised Code of Washington ("RCW") 84.52.053, the District may submit to its voters at a special election, for their approval or rejection, a proposition authorizing the District to levy annual excess property taxes to support (*i.e.*, to pay or finance) costs of the Projects.

(f) The best interests of the District's students and other inhabitants require the District to carry out and accomplish the Projects.

Section 2. Description of the Projects. The Projects to be paid for with the excess property taxes authorized herein are more particularly defined and described as follows:

(a) Pay costs of making District-wide safety, security, technology and infrastructure improvements to support learning environments, including, but not limited to: (1) upgrading (including acquiring, installing, implementing, improving and modernizing) security cameras, entry controls and other safety and security systems; (2) upgrading (including acquiring, installing, implementing, improving and modernizing) computers and other technology equipment, infrastructure, systems and facilities, and making other improvements and upgrades to the District's technology systems and facilities; (3) improving (including acquiring, installing, implementing, upgrading and modernizing) Americans with Disability Act ("ADA") accessibility, parking and traffic circulation, and other infrastructure at facilities and fields (which may include paying, when due, the outstanding principal of the District's Limited General Obligation Bond, 2023, issued to make such improvements prior to voter approval of the proposition authorized by this resolution); and (4) making other safety, security, technology and infrastructure improvements to school facilities, all as determined necessary and advisable by the Board. The foregoing technology improvements shall be part of the District's integrated technology systems and facilities for instruction and research.

(b) Acquire, construct and install all necessary furniture, equipment, apparatus, accessories, fixtures and appurtenances in or for the foregoing, all as determined necessary and advisable by the Board.

(c) Pay costs associated with implementing the foregoing technology improvements, including, but not limited to, acquiring, constructing and installing hardware and licensing software, online applications and training related to the installation of the foregoing, all as determined necessary and advisable by the Board. Such costs constitute a part of the Projects and also include, but are not limited to, ongoing fees for online applications, subscriptions, or software licenses, including upgrades and incidental services, and ongoing training related to the use, installation and integration of these products and services, all as determined necessary and advisable by the Board. The hardware, software or applications shall be an integral part of the District's technology systems and facilities for instruction and research.

(d) Pay incidental costs incurred in connection with carrying out and accomplishing the Projects. Such incidental costs constitute a part of the Projects and include, but are not limited to: (1) payments for fiscal and legal costs; (2) costs of establishing and funding accounts; (3) necessary and related engineering, architectural, planning, consulting, permitting, inspection and testing costs; (4) administrative and relocation costs; (5) site acquisition and improvement costs; (6) demolition costs; (7) costs related to demolition and/or deconstruction of existing school facilities to recycle, reclaim and repurpose all or a portion of such facilities and/or building materials; (8) costs of on and off-site utilities and road improvements; and (9) costs of other similar activities or purposes, all as determined necessary and advisable by the Board.

The Projects, or any portion or portions thereof, shall be acquired or made insofar as is practicable with available money and in such order of time as shall be determined necessary and advisable by the Board. The Board shall determine the application of available money between the various parts of the Projects so as to accomplish, as near as may be, all of the Projects. The Board shall determine the exact order, extent and specifications for the Projects. The Projects are to be more fully described in the plans and specifications to be filed with the District.

Section 3. Calling of Election. The Auditor of Spokane County, Washington, as *ex officio* Supervisor of Elections (the “Auditor”), is requested to call and conduct a special election in the manner provided by law to be held in the District on February 11, 2025, for the purpose of submitting to the District’s voters, for their approval or rejection, the proposition authorizing a replacement Capital Projects Fund excess property tax levy on all of the taxable property within the District (the assessed value of such representing 100% of true and fair value unless specifically provided otherwise by law) to be made annually for two years commencing in 2025 for collection in 2026 of \$1,572,154, the estimated dollar rate of tax levy required to produce such an amount being \$1.20 per \$1,000 of assessed value, and in 2026 for collection in 2027 of \$1,650,428, the estimated dollar rate of tax levy required to produce such an amount being \$1.20 per \$1,000 of assessed value, all in excess of the maximum tax levy allowed by law for school districts without voter approval. The exact tax levy rate may be adjusted based upon the actual assessed value of the taxable property within the District at the time of the tax levy.

Section 4. Use of Taxes. If the proposition authorized by this resolution is approved by the requisite number of voters, the District will be authorized to levy the excess property taxes provided in this resolution to pay costs of the Projects, all as may be authorized by law and determined necessary and advisable by the Board. Pending the receipt of those taxes, the District may issue short-term obligations pursuant to chapter 39.50 RCW or contract indebtedness pursuant to RCW 28A.530.080. Upon receipt, the District may use those taxes to repay such short-term obligations or indebtedness, all as may be authorized by law and determined necessary and advisable by the Board.

Section 5. Sufficiency of Taxes. If the excess property taxes authorized herein are more than sufficient to carry out the Projects, or should state or local circumstances require any alteration in the Projects, the District may apply such taxes to other capital purposes, or reduce or eliminate the excess property tax levies authorized herein, all as the Board may determine by resolution and as permitted by law.

If the Board determines that it has become impractical to accomplish the Projects or any portion thereof by reason of state or local circumstances, including changed conditions or needs, regulatory considerations, incompatible development or costs substantially in excess of those estimated, or for any other reason determined by the Board, the District will not be required to accomplish such Projects and may apply the excess property taxes authorized herein or any portion thereof to other capital purposes of the District, or reduce or eliminate the excess property taxes authorized herein, all as the Board may determine by resolution and as permitted by law. In the event that the excess property taxes, plus any other money of the District legally available therefor, are insufficient to accomplish all of the Projects, the District may use the available money for paying the cost of that portion of the Projects that the Board determines most necessary and in the best interests of the District.

Notwithstanding anything in this resolution to the contrary, the excess property taxes authorized herein may be used only to support the construction, modernization or remodeling of school facilities or implementation of the District’s technology facilities plan.

Section 6. Form of Ballot Title. Pursuant to RCW 29A.36.071, the Spokane County Prosecuting Attorney is requested to prepare the concise description of the aforesaid proposition for the ballot title in substantially the following form:

PROPOSITION NO. 1

FREEMAN SCHOOL DISTRICT NO. 358

SCHOOL SAFETY, SECURITY AND TECHNOLOGY LEVY

The Board of Directors of Freeman School District No. 358 adopted Resolution No. 2-2024/2025, concerning a proposition to finance capital improvements to support learning environments. This proposition would authorize the District to levy the following excess taxes, replacing an expiring levy, on all taxable property within the District, to make District-wide safety, security, technology and infrastructure improvements (upgrading security cameras, entry controls, computers, technology equipment; improving ADA accessibility, parking/traffic circulation, other infrastructure at facilities and fields):

<u>Collection Year</u>	<u>Estimated Levy Rate/\$1,000 Assessed Value</u>	<u>Levy Amount</u>
2026	\$1.20	\$1,572,154
2027	\$1.20	\$1,650,428

all as provided in Resolution No. 2-2024/2025. Should this proposition be approved?

LEVY . . . YES

LEVY . . . NO

Section 7. Authorization to Deliver Resolution to Auditor and Perform Other Necessary Duties. The Secretary to the Board (the “Secretary”) or the Secretary’s designee is authorized and directed to: (a) present a certified copy of this resolution to the Auditor no later than December 13, 2024; and (b) perform such other duties as are necessary or required by law to submit to the District’s voters at the aforesaid special election, for their approval or rejection, the proposition authorizing the District to levy annual excess property taxes to pay costs of the Projects.

Section 8. Notices Relating to Ballot Title. For purposes of receiving notice of the exact language of the ballot title required by RCW 29A.36.080, the Board hereby designates (a) the District’s Director of Fiscal/Administrative Services (Alan Steinolfson), telephone: 509.291.7501; email: asteinolfson@freemansd.org; and (b) special counsel, Foster Garvey P.C. (Lee Marchisio), telephone: 206.447.6264; email: lee.marchisio@foster.com, as the individuals to whom the Auditor shall provide such notice. The Secretary is authorized to approve changes to the ballot title, if any, determined necessary by the Auditor or the Spokane County Prosecuting Attorney.

Section 9. Execution; General Authorization and Ratification. This resolution may be executed by the Directors being present and voting in favor of the resolution, or only the Chair of the Board (the “Chair”), and attested by the Secretary, in tangible medium, manual, facsimile or electronic form under any security procedure or platform, and notwithstanding any other District resolution, rule, policy or procedure, or in any other manner evidencing its adoption. The Secretary, the District’s Director of Fiscal/Administrative Services, the Chair, and the District’s special counsel, Foster Garvey P.C., are hereby further severally authorized and directed to take such actions and to create, accept, execute, send, use and rely upon such tangible medium, manual, facsimile or electronic documents, records and signatures under any security procedure or platform, and notwithstanding any other District resolution, rule, policy or procedure, as in their judgment may be necessary or desirable to effectuate the provisions of this resolution. All actions taken prior to the effective date of this resolution in furtherance of and not inconsistent with the provisions of this resolution are ratified and confirmed in all respects.

Section 10. Severability. If any provision of this resolution is declared by any court of competent jurisdiction to be invalid, then such provision shall be null and void and shall be separable from the remaining provisions of this resolution and shall in no way affect the validity of the other provisions of this resolution or of the levy or collection of excess property taxes authorized herein.

Section 11. Effective Date. This resolution takes effect from and after its adoption.

ADOPTED by the Board of Directors of Freeman School District No. 358, Spokane County, Washington, at a regular open public meeting held on November 20, 2024.

FREEMAN SCHOOL DISTRICT NO. 358
SPOKANE COUNTY, WASHINGTON

Chair and Director

Vice Chair and Director

Director

Director

Director

ATTEST:

DR. RANDY L. RUSSELL
Secretary to the Board of Directors

CERTIFICATION

I, DR. RANDY L. RUSSELL, Secretary to the Board of Directors (the “Board”) of Freeman School District No. 358, Spokane County, Washington (the “District”), hereby certify as follows:

1. The foregoing Resolution No. 2-2024/2025 (the “Resolution”) is a full, true and correct copy of the Resolution duly adopted at a regular meeting of the Board of Directors of the District (the “Board”) held at its regular meeting place on November 20, 2024 (the “Meeting”), as that Resolution appears in the records of the District, and the Resolution is now in full force and effect; and

2. The Meeting was duly convened, held and included an opportunity for public comment, in all respects in accordance with law, a quorum of the members of the Board was present throughout the Meeting, and a sufficient number of members of the Board present voted in the proper manner for the adoption of the Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand as of November 20, 2024.

FREEMAN SCHOOL DISTRICT NO. 358
SPOKANE COUNTY, WASHINGTON

DR. RANDY L. RUSSELL
Secretary to the Board of Directors

FREEMAN SCHOOL DISTRICT NO. 358
SPOKANE COUNTY, WASHINGTON

PROPOSITION NO. 1 – SCHOOL SAFETY, SECURITY AND
TECHNOLOGY LEVY

RESOLUTION NO. 2-2024/2025

A RESOLUTION of the Board of Directors of Freeman School District No. 358, Spokane County, Washington, providing for the submission to the voters of the District at a special election to be held on February 11, 2025, of a proposition authorizing an excess tax levy to be made annually for two years commencing in 2025 for collection in 2026 of \$1,637,661, and in 2026 for collection in 2027 of \$1,719,196 for the District's Capital Projects Fund to support the modernization and remodeling of school facilities; designating the District's Director of Fiscal/Administrative Services and special counsel to receive notice of the ballot title from the Auditor of Spokane County, Washington; and providing for related matters.

ADOPTED: NOVEMBER 20, 2024

This document prepared by:

*FOSTER GARVEY P.C.
618 West Riverside Avenue, Suite 300
Spokane, Washington 99201
(206) 447-6264*

FREEMAN SCHOOL DISTRICT NO. 358
SPOKANE COUNTY, WASHINGTON

RESOLUTION NO. 2-2024/2025

A RESOLUTION of the Board of Directors of Freeman School District No. 358, Spokane County, Washington, providing for the submission to the voters of the District at a special election to be held on February 11, 2025, of a proposition authorizing an excess tax levy to be made annually for two years commencing in 2025 for collection in 2026 of \$1,637,661, and in 2026 for collection in 2027 of \$1,719,196 for the District's Capital Projects Fund to support the modernization and remodeling of school facilities; designating the District's Director of Fiscal/Administrative Services and special counsel to receive notice of the ballot title from the Auditor of Spokane County, Washington; and providing for related matters.

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF FREEMAN SCHOOL DISTRICT NO. 358, SPOKANE COUNTY, WASHINGTON, as follows:

Section 1. Findings and Determinations. The Board of Directors (the "Board") of Freeman School District No. 358, Spokane County, Washington (the "District"), takes note of the following facts and makes the following findings and determinations:

(a) Calendar year 2024 is the last year of collection of the District's current three-year Capital Projects Fund tax levy, which was authorized pursuant to Resolution No. 3-2020/2021, adopted by the Board on November 23, 2020, and approved by the voters at a special election held and conducted within the District on February 9, 2021.

(b) Safety and security, the existing condition of school facilities (including educational technology equipment and infrastructure) and the institution of new educational programs require the District to support the modernization and remodeling of school facilities by continuing to finance safety, security, technology and infrastructure improvements, all as more particularly defined and described in Section 2 herein (collectively, the "Projects").

(c) With the expiration of the District's current three-year Capital Projects Fund tax levy, it appears certain that the money in the District's Capital Projects Fund will be insufficient to permit the District to pay costs of the Projects, and that it is necessary that a replacement excess tax levy of \$1,637,661 be made in 2025 for collection in 2026, and \$1,719,196 be made in 2026 for collection in 2027 for the District's Capital Projects Fund to provide the money required to pay those costs.

(d) The proposed two-year Capital Projects Fund tax levy authorized in this resolution will replace the District's expiring three-year Capital Projects Fund tax levy.

(e) Pursuant to Article VII, Section 2(a) of the Washington Constitution and Revised Code of Washington ("RCW") 84.52.053, the District may submit to its voters at a special election, for their approval or rejection, a proposition authorizing the District to levy annual excess property taxes to support (*i.e.*, to pay or finance) costs of the Projects.

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Section 4. Use of Taxes. If the proposition authorized by this resolution is approved by the requisite number of voters, the District will be authorized to levy the excess property taxes provided in this resolution to pay costs of the Projects, all as may be authorized by law and determined necessary and advisable by the Board. Pending the receipt of those taxes, the District may issue short-term obligations pursuant to chapter 39.50 RCW or contract indebtedness pursuant to RCW 28A.530.080. Upon receipt, the District may use those taxes to repay such short-term obligations or indebtedness, all as may be authorized by law and determined necessary and advisable by the Board.

Section 5. Sufficiency of Taxes. If the excess property taxes authorized herein are more than sufficient to carry out the Projects, or should state or local circumstances require any alteration in the Projects, the District may apply such taxes to other capital purposes, or reduce or eliminate the excess property tax levies authorized herein, all as the Board may determine by resolution and as permitted by law.

If the Board determines that it has become impractical to accomplish the Projects or any portion thereof by reason of state or local circumstances, including changed conditions or needs, regulatory considerations, incompatible development or costs substantially in excess of those estimated, or for any other reason determined by the Board, the District will not be required to accomplish such Projects and may apply the excess property taxes authorized herein or any portion thereof to other capital purposes of the District, or reduce or eliminate the excess property taxes authorized herein, all as the Board may determine by resolution and as permitted by law. In the event that the excess property taxes, plus any other money of the District legally available therefor, are insufficient to accomplish all of the Projects, the District may use the available money for paying the cost of that portion of the Projects that the Board determines most necessary and in the best interests of the District.

Notwithstanding anything in this resolution to the contrary, the excess property taxes authorized herein may be used only to support the construction, modernization or remodeling of school facilities or implementation of the District’s technology facilities plan.

Section 6. Form of Ballot Title. Pursuant to RCW 29A.36.071, the Spokane County Prosecuting Attorney is requested to prepare the concise description of the aforesaid proposition for the ballot title in substantially the following form:

PROPOSITION NO. 1

FREEMAN SCHOOL DISTRICT NO. 358

SCHOOL SAFETY, SECURITY AND TECHNOLOGY LEVY

The Board of Directors of Freeman School District No. 358 adopted Resolution No. 2-2024/2025, concerning a proposition to finance capital improvements to support learning environments. This proposition would authorize the District to levy the following excess taxes, replacing an expiring levy, on all taxable property within the District, to make District-wide safety, security, technology and infrastructure improvements (upgrading security cameras, entry controls, computers, technology equipment; improving ADA accessibility, parking/traffic circulation, other infrastructure at facilities and fields):

<u>Collection Year</u>	<u>Estimated Levy Rate/\$1,000 Assessed Value</u>	<u>Levy Amount</u>
2026	\$1.25	\$1,637,661
2027	\$1.25	\$1,719,196

all as provided in Resolution No. 2-2024/2025. Should this proposition be approved?

LEVY . . . YES

LEVY . . . NO

Section 7. Authorization to Deliver Resolution to Auditor and Perform Other Necessary Duties. The Secretary to the Board (the “Secretary”) or the Secretary’s designee is authorized and directed to: (a) present a certified copy of this resolution to the Auditor no later than December 13, 2024; and (b) perform such other duties as are necessary or required by law to submit to the District’s voters at the aforesaid special election, for their approval or rejection, the proposition authorizing the District to levy annual excess property taxes to pay costs of the Projects.

Section 8. Notices Relating to Ballot Title. For purposes of receiving notice of the exact language of the ballot title required by RCW 29A.36.080, the Board hereby designates (a) the District’s Director of Fiscal/Administrative Services (Alan Steinolfson), telephone: 509.291.7501; email: asteinolfson@freemansd.org; and (b) special counsel, Foster Garvey P.C. (Lee Marchisio), telephone: 206.447.6264; email: lee.marchisio@foster.com, as the individuals to whom the Auditor shall provide such notice. The Secretary is authorized to approve changes to the ballot title, if any, determined necessary by the Auditor or the Spokane County Prosecuting Attorney.

Section 9. Execution; General Authorization and Ratification. This resolution may be executed by the Directors being present and voting in favor of the resolution, or only the Chair of the Board (the “Chair”), and attested by the Secretary, in tangible medium, manual, facsimile or electronic form under any security procedure or platform, and notwithstanding any other District resolution, rule, policy or procedure, or in any other manner evidencing its adoption. The Secretary, the District’s Director of Fiscal/Administrative Services, the Chair, and the District’s special counsel, Foster Garvey P.C., are hereby further severally authorized and directed to take such actions and to create, accept, execute, send, use and rely upon such tangible medium, manual, facsimile or electronic documents, records and signatures under any security procedure or platform, and notwithstanding any other District resolution, rule, policy or procedure, as in their judgment may be necessary or desirable to effectuate the provisions of this resolution. All actions taken prior to the effective date of this resolution in furtherance of and not inconsistent with the provisions of this resolution are ratified and confirmed in all respects.

Section 10. Severability. If any provision of this resolution is declared by any court of competent jurisdiction to be invalid, then such provision shall be null and void and shall be separable from the remaining provisions of this resolution and shall in no way affect the validity of the other provisions of this resolution or of the levy or collection of excess property taxes authorized herein.

Section 11. Effective Date. This resolution takes effect from and after its adoption.

ADOPTED by the Board of Directors of Freeman School District No. 358, Spokane County, Washington, at a regular open public meeting held on November 20, 2024.

FREEMAN SCHOOL DISTRICT NO. 358
SPOKANE COUNTY, WASHINGTON

Chair and Director

Vice Chair and Director

Director

Director

Director

ATTEST:

DR. RANDY L. RUSSELL
Secretary to the Board of Directors

CERTIFICATION

I, DR. RANDY L. RUSSELL, Secretary to the Board of Directors (the “Board”) of Freeman School District No. 358, Spokane County, Washington (the “District”), hereby certify as follows:

1. The foregoing Resolution No. 2-2024/2025 (the “Resolution”) is a full, true and correct copy of the Resolution duly adopted at a regular meeting of the Board of Directors of the District (the “Board”) held at its regular meeting place on November 20, 2024 (the “Meeting”), as that Resolution appears in the records of the District, and the Resolution is now in full force and effect; and

2. The Meeting was duly convened, held and included an opportunity for public comment, in all respects in accordance with law, a quorum of the members of the Board was present throughout the Meeting, and a sufficient number of members of the Board present voted in the proper manner for the adoption of the Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand as of November 20, 2024.

FREEMAN SCHOOL DISTRICT NO. 358
SPOKANE COUNTY, WASHINGTON

DR. RANDY L. RUSSELL
Secretary to the Board of Directors

Coversheet

Approval of Board Policy & Procedure No. 2125 - 1st Reading

Section: XII. New Business
Item: C. Approval of Board Policy & Procedure No. 2125 - 1st Reading
Purpose:
Submitted by:
Related Material: BP2125 - Sexual Health Education.pdf
PR2125 Comprehensive Sexual Health Education.pdf

HEALTH, FAMILY LIFE AND SEXSEXUAL HEALTH EDUCATION

~~Health, family life, sex education and human sexuality including information about parts of the body, the study of the anatomy and the physiology of human reproduction, and characteristics or qualities that distinguish between maleness and femaleness may be included in the instructional program as appropriate to the grade level and course of study. Interested parents and community groups shall be encouraged to become involved in the planning, development, evaluation and revision of any instruction in sex education and human sexuality offered as a part of the school program. Parents may ask to review the materials to be used and may, in writing, request that their child be excluded from sex education and human sexuality classes.~~

~~Effective September 1, 2008:~~

~~Sexual health education instruction offered by the district shall be medically accurate, age appropriate, appropriate for students regardless of gender, race, disability status, or sexual orientation and include information about abstinence and other methods of preventing unintended pregnancy and sexually transmitted diseases. Abstinence may not be taught to the exclusion of other instruction on contraceptives and disease prevention. The district's sexual health curriculum shall be consistent with the guidelines for sexual health information and disease prevention developed by the department of health and the office of superintendent of public instruction.~~

~~The superintendent shall distribute forms to parents who wish to exercise this right. Students who are excused shall be provided alternative educational opportunities.~~

~~The Freeman Board of Directors has determined that all students be provided instruction in comprehensive sexual health education, consistent with state law.~~

~~In grades K-3 instruction will be social and emotional learning that is consistent with the social and emotional standards and benchmarks adopted by the Office of Superintendent of Public Instruction (OSPI).~~

~~Comprehensive sexual health education instruction provided by the district to students in grades 4-12 will be medically and scientifically accurate, age appropriate, and inclusive of students regardless of their protected class status under Chapter 49.60 RCW. Abstinence will not be taught to the exclusion of other instruction on contraceptives and disease prevention. The district's comprehensive sexual health education program will be consistent with the Guidelines for Sexual Health Information and Disease Prevention developed by the Department of Health and the Office of Superintendent of Public Instruction, the Health Education K-12 Learning Standards adopted by OSPI, and other provisions of RCW 28A.300.475.~~

FREEMAN SCHOOL DISTRICT NO. 358

**Policy No. 2125
Instruction**

Instructional materials will be chosen from a list provided by OSPI or will be identified or developed by the district and reviewed using comprehensive sexual health education curriculum analysis tools provided by OSPI.

The superintendent will provide parents/guardians an opportunity to review the materials to be used, including or providing electronic access, will provide information on excluding their child from sexual health education instruction, and will grant all such requests.

The superintendent or their designee will annually identify to OSPI any curricula used to provide comprehensive sexual health education and how the provided classroom instruction aligns with legislative requirements.

Cross Reference:

Board Policy 2020 [Course Design, Curriculum Development/Selection](#) and Adoption of Instructional Materials
Board Policy 2126 [HIV-AIDS Prevention Education](#)

Legal References:

[RCW 28A.300.475 Comprehensive sexual health education](#)
[RCW 28A.600.480\(2\) Reporting of harassment, intimidation, or bullying—Retaliation prohibited - Immunity](#)
WAC 392-410-140 [Sexual health Education –Definition—Optional course Course](#) or subject matter—Excusal of students

Management Resources:

[2021 – February Issue](#)
[2009 – February Issue](#)
Policy News, August 2007 Sex Education Curriculum and Instruction

Adoption Date: February 13, 2008

Revision Date: Dec. 11, 2024

COMPREHENSIVE SEXUAL HEALTH EDUCATION

All instruction and materials for the district's comprehensive sexual health education program, will meet the following criteria:

- A. Medically and scientifically accurate;
- B. Age appropriate;
- C. Inclusive of all students regardless of their protected class status;
- D. Consistent with the Health Education K-12 Learning Standards adopted by the Office of Superintendent of Public Instruction (OSPI);
- E. Consistent with the *Guidelines for Sexual Health Information and Disease Prevention*;

In grades K-3 instruction will be in social and emotional learning, provided at least once, that is consistent with the social and emotional standards and benchmarks adopted by OSPI.

Comprehensive sexual health education will be provided at least once in grades 4-5, at least twice in grades 6-8, at least twice in grades 9-12, and will include information about:

- The physiological, psychological, and sociological developmental processes experienced by an individual;
- Abstinence and other methods of preventing unintended pregnancy and sexually transmitted diseases; abstinence may not be taught to the exclusion of other materials and instruction on contraceptives and disease prevention;
- Health care and prevention resources;
- The development of intrapersonal and interpersonal skills to communicate, respectfully and effectively, to reduce health risks and choose healthy behaviors and relationships based on mutual respect and affection, and free from violence, coercion, and intimidation;
- The development of meaningful relationships and avoidance of exploitative relationships;
- Understanding the influences of family, peers, community and the media throughout life on healthy sexual relationships;
- Affirmative consent and recognizing and responding safely and effectively when violence or a risk of violence is or may be present, with strategies that include bystander training.

Definitions

The district's program will provide comprehensive sexual health education as defined by RCW 28A.300.475.

A. Comprehensive Sexual health education:

RCW 28A.300.475 defines comprehensive sexual health education as recurring instruction in human development and reproduction that is:

1. Medically and scientifically accurate;
2. Age-appropriate;

- 3. Inclusive of all students, regardless of their protected class status; and
- 4. Uses language and strategies that recognize all members of protected classes under Chapter 49.60 RCW

B. Comprehensive sexual health education for students in grades K-3 is defined as: Instruction in social-emotional learning that is consistent with learning standards and benchmarks adopted by the office of the superintendent of public instruction under RCW 28A.300.478.

C. Affirmative consent is defined as: A conscious and voluntary agreement to engage in sexual activity as a requirement before sexual activity.

D. Medically and scientifically accurate:
RCW 28A.300.475 defines medically and scientifically accurate as information that is verified or supported by research in compliance with scientific methods, is published in peer review journals, where appropriate, and is recognized as accurate and objective by professional organizations and agencies with expertise in the field of sexual health including but not limited to, the American College of Obstetricians and Gynecologists, the Washington State Department of Health (DOH) and the Federal Centers for Disease Control and Prevention.

E. 2005 Guidelines for Sexual Health Information and Disease Prevention:
This publication, prepared by the DOH and the Office of Superintendent of Public Instruction (OSPI), provides the fundamental framework for establishing a medically and scientifically accurate comprehensive sexual health education program for students. A copy of the *Guidelines for Sexual Health Information and Disease Prevention* is located on the DOH and OSPI Web sites.

Adoption of a Sexual Health Education Program

School districts will involve parents and community groups in the planning, development, evaluation and revision of any instruction in comprehensive sexual health education offered as a part of the school program.

The district must ensure that all instructional materials are medically and scientifically accurate. The DOH is available to provide technical assistance in determining medical and scientific accuracy. When choosing curriculum, district staff may examine the list of materials reviewed for medical and scientific accuracy that are located on the OSPI website at www.k12.wa.us.

In determining curriculum, the district staff are encouraged to review OSPI's list of sexual health education curricula that were reviewed for their alignment with the guidelines, standards and other state requirements. Although the list is not exhaustive, the list is updated regularly and is posted on the OSPI website at www.k12.wa.us. If the district chooses or develops a curriculum that is not from OSPI's list, the district must conduct a review of the selected or developed curriculum using the comprehensive sexual health curriculum analysis tools provided by OSPI. Ultimately, the district's comprehensive sexual health education program will ensure that in the K-12 life of a child, the comprehensive

FREEMAN SCHOOL DISTRICT NO. 358

Procedure No. 2125P Instruction

sexual health education program is consistent with the *2005 Guidelines for Sexual Health Information and Disease Prevention, the Health Education K-12 Learning Standards and the provisions of RCW 28A.300.475.*

For technical assistance, staff may contact the Sexual Health Education Program supervisor at OSPI.

Guest Speakers

Guest speakers may deliver comprehensive sexual health education as long as they and all instruction materials used are consistent with state law.

Parental/Guardian Notification Process

At least one month prior to teaching a program in sexual health education, each school will provide written notice to parents/guardians of the planned instruction.

Parent/Guardian Material Review Process

At least one month prior to providing instruction in sexual health education, the district will notify parents that all instructional materials are available to parents/guardians for inspection. The notice must include, or provide a means for electronic access to, all course materials, by grade, that will be used at the school during the instruction. The opportunity for inspection will be provided at a time and place convenient for parent/guardian participation such as evenings or weekends.

Excluding Student from a Program/Opt-Out

A parent/guardian who wishes to have a student excused from planned instruction in comprehensive sexual health education must file a written request with the board of directors or its designee, at least *(insert here the number of days)* days prior to the planned instruction. The district will make the appropriate opt-out form available and will grant all such requests. Excused students will be provided with appropriate alternative educational opportunities. Sample notification and opt out letters are available from OSPI.

Identification of Curricula Used

The district will annually identify to OSPI, using OSPI's reporting tool, any curricula used to provide comprehensive sexual health education and how the provided classroom instruction aligns with requirements of RCW 28A.300.475.

Adoption Date: December 11, 2024

Coversheet

Approval of Board Policy & Procedure No. 3205 - 1st Reading

Section: XII. New Business
Item: D. Approval of Board Policy & Procedure No. 3205 - 1st Reading

Purpose:
Submitted by:

Related Material:

BP3205 - Sex Discrimination & Sex-Based Harassment of Students Prohibited.pdf

PR3205.1 - Sex Discrimination & Sex-Based Harassment of Students Prohibited-Grievance Procedure(NEW).pdf

PR3205.2 - Sex Discrimination & Sex-Based Harassment of Students Prohibited- Implementation Procedure (NEW).pdf

SEXUAL DISCRIMINATION AND SEX-BASED HARASSMENT OF STUDENTS PROHIBITED

This district is committed to a positive and productive education free from discrimination, including sexual harassment. This commitment 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 has jurisdiction over complaints of sex discrimination, including sex-based harassment, 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.

This policy is developed to meet the district's obligations under Title IX and aligned with Washington State laws and regulations that define sex discrimination. Sex discrimination that does not fall under this policy may be addressed under other district policies and procedures.

The district prohibits sex discrimination of students by other students, employees, or third parties involved in school district activities. The district also prohibits sex discrimination in the policies, procedures, and practices of the district's program and activities, including but not limited to counseling and guidance services, recreational and athletics activities, and access to course offerings.

For purposes of this policy, "sex discrimination" includes discrimination on the basis of sex, sex stereotypes, sex characteristics, pregnancy or related conditions, sexual orientation, gender identity, and gender expression. Sex-based harassment is a form of sex discrimination and is prohibited by this policy.

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.

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 WAC 392-190-056 and includes unwelcome sexual advances, requests for sexual favors,

FREEMAN SCHOOL DISTRICT NO.358

**Policy No. 3205
Students**

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 an education or
- (b) a factor in decisions affecting that individual's education; or
- (c) the conduct or communication has the purpose or effect of substantially interfering with an individual's educational performance 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.

For the purpose of these definitions, sex-based 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 students to comply with its obligations under State and Federal laws, including nondiscrimination (Policy 3210), pregnant and parenting students (Policy 3206), gender-inclusive schools (Policy 3211), district employees (Policy 5011), and pregnant and parenting staff (5012) to comply with its obligations under State and Federal laws, including Title IX, and to create inclusive and welcoming school-communities.

~~For purposes of this policy, sexual harassment means unwelcome conduct or communication of a sexual nature. Sexual harassment can occur adult to student, student to student 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 students by other students, employees or third parties involved in school district activities.~~

~~The term "sexual harassment" may include:~~

- ~~• acts of sexual violence;~~
- ~~• unwelcome sexual or gender-directed conduct or communication that interferes with an individual's educational 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 an educational benefit;~~
- ~~• sexual demands where submission or rejection is a factor in an academic, or other school-related decision affecting an individual.~~

FREEMAN SCHOOL DISTRICT NO.358**Policy No. 3205
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~~A "hostile environment" has been created for a student when sexual harassment is sufficiently serious to interfere with or limit the student's ability to participate in or benefit from the school's program. The more severe the conduct, the less need there is to demonstrate a repetitive series of incidents. In fact, a single or isolated incident of sexual harassment may create a hostile environment if the incident is sufficiently severe, violent, or egregious.~~

Investigation and Response

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

If the district knows, or reasonably should know, that ~~sexual harassment discrimination~~ has ~~created a hostile environment~~occurred, it will promptly investigate to determine what occurred and 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 harassment discrimination~~ that come to the attention of the district, ~~either formally or informally~~. The district will take these steps every time a complaint, ~~alleging sexual harassment discrimination~~ comes to the attention of the district, either formally or formally.

Allegations of criminal misconduct ~~and suspected child abuse~~ 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 harassment.

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

Retaliation and False Allegations

~~It is a violation of this policy to engage in r~~Retaliation, as defined under Federal and State laws and the Superintendent's procedure, including retaliation by a student against another student, against any person who makes or is a witness in a sexual

FREEMAN SCHOOL DISTRICT NO.358

**Policy No. 3205
Students**

~~harassment 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 harassment. Persons found to knowingly report or corroborate false allegations will be subject to appropriate discipline as discussed in the Superintendent’s procedure. However, no party, witness, or others participating in the district’s grievance process will be disciplined based solely on a determination of whether sex discrimination occurred under the Superintendent’s procedure.

Staff Responsibilities and Training

The superintendent will develop and implement a procedure that identifies the roles, responsibilities, and training requirements of the Title IX Coordinator and other district 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.~~

The Superintendent will also develop **materials** to provide age-appropriate information and education to district staff, students, parents, and volunteers regarding this policy and the recognition and prevention of sex-based harassment. **The procedures can be found at 3205P.2.**

~~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 Title IX or Civil Rights Compliance Coordinator. All staff are also responsible for directing complainants to the formal complaint process.~~

~~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.~~

~~District/school staff, including employees, contractors, and agents shall not provide a recommendation of employment for an employee, contractor, or agent that the district/school, or the individual acting on behalf of the district/school, knows or has probable cause to believe, has engaged in sexual misconduct with a student or minor in violation of the law.~~

District Notice and Training

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 how to report sex discrimination or make a complaint may be directed to the District’s

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Students**

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.

This policy and the procedure, which includes the complaint process, will be conspicuously posted in each district building in a place accessible to staff, students, parents, volunteers, and visitors. Information about the policy and procedure will be 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.

~~Additionally, sex-based harassment recognition and prevention and the elements of this policy will be included in staff, student, and regular volunteer orientations. The superintendent will develop procedures to provide age-appropriate information and education to district staff, students, parents and volunteers regarding this policy and the recognition and prevention of sexual harassment. At a minimum sexual harassment recognition and prevention and the elements of this policy will be included in staff, student and regular volunteer orientation. This policy and the procedure, which includes the complaint process, will be posted in each district building in a place available to staff, students, parents, volunteers and visitors. Information about the policy and procedure will be clearly stated and conspicuously 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, students, volunteers and parents in the review process.

Cross References:

- 3207 - Prohibition of Harassment, Intimidation and Bullying
- 3210 - Nondiscrimination
- 3211 - Gender-Inclusive Schools
- 3241 - Student Discipline
- 5010 - Nondiscrimination and Affirmative Action
- 5011 - Sexual Harassment of District Staff Prohibited

Legal References:

- 20 U.S.C. 1681-1688
- 34 C.F.R. § 106
- WAC 392-190-058 Sexual harassment
- RCW 28A.640.020 Regulations, guidelines to eliminate discrimination —
Scope — Sexual harassment policies

FREEMAN SCHOOL DISTRICT NO.358

**Policy No. 3205
Students**

Management Resources:

- [2024 – August Issue](#)
- 2020 – August Issue
- 2019 - March Issue
- 2015 - July Policy Alert
- 2014 - December Issue
- 2010 - October Issue

Adoption Date: 9/8/16

Revision Date: 8/22/19; 10/2020; [Nov 20, 2024](#)

SEX DISCRIMINATION AND SEX-BASED HARASSMENT OF STUDENTS PROHIBITED – GRIEVANCE PROCEDURE

The district is committed to providing an educational environment that is free from sex discrimination, sex-based harassment, and retaliation for engaging in any protected activity as required by Federal and State laws for all students.

The district has jurisdiction over these complaints 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.

This procedure sets forth the district's process for receiving, investigating, and resolving reports or complaints of sex discrimination. It is designed to provide for a prompt, thorough, and equitable investigation of complaints and to take appropriate steps to resolve such situations. If sex discrimination is found to have occurred, the district must also take immediate action to eliminate the discrimination, prevent its reoccurrence, and address its effects.

Under Washington State law, anyone may file a complaint with the district alleging any action that Federal, State, or local sex-based nondiscrimination laws and regulations would prohibit. However, the grievance procedure below was developed to meet the district's obligations under Title IX and is aligned with Washington State laws and regulations that define sex discrimination, including those that prohibit sex-based harassment. As discussed in Section III.B, the district will assess complaints under this procedure and may refer them to other district policies and procedures.

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

[Any comments in green indicate 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]

I. General Definitions

"Complainant," as defined by Federal law, Title IX, means a student, employee, or other person who was participating or attempting to participate in a District education program or activity who is alleged to have been subjected to sex discrimination.

In some instances, the person who files a complaint may not be the student, employee, or other person who was alleged to have been subjected to sex discrimination. In those cases, the person who filed the complaint is referred to as the "Complaint Requestor," and the student, employee, or person subjected to the alleged sex discrimination is referred to as "the Complainant" in documents related to the complaint.

"Complaint" means an oral or written request to the district that can be objectively understood as a request the district investigate and determine whether alleged sex discrimination occurred.

“Party” or “Parties” means a Complainant(s) or Respondent(s).

“Prohibited Conduct” means legally prohibited sex discrimination and harassment. Specific prohibited conduct is defined in Section VI below.

“Remedies” means appropriate measures provided after the district determines that sex discrimination occurred to restore or preserve a Complainant or any other person’s equal access to the recipient’s education program or activity.

“Respondent” means a person who is alleged to have violated the district’s prohibition of sex discrimination and can be a student, employee, or other third party. (If the complaint is not against an individual or group of individuals but is based solely on a policy or practice of the district, it will be considered a complaint of sex discrimination against the district. Parts of this procedure that apply to a “Respondent” will not apply, but all other parts of the procedure will be applied.)

“Student with a disability” means a student who is an individual with a disability as defined in Section 504 of the Rehabilitation Act of 1973 (Section 504) or a child with a disability as defined in the Individuals with Disabilities Education Act (IDEA).

“Written notice” means written or electronic notice in a language the party can understand, which may require language assistance for parties with limited English proficiency in accordance with Title VI of the Civil Rights Act. The term parties include the parent(s)/guardian(s) of any minor student.

II. Responding to Notice or Report of Sex Discrimination

Upon receipt of notice, reports, or knowledge about alleged sex discrimination, including sex-based harassment, the district will take steps, as necessary, to address information that is reported to it by others to the extent that it is feasible to do so while maintaining the confidentiality of the affected student or employee.

The district is on notice and required to take action when any employee knows, or in the exercise of reasonable care should know, about possible sex discrimination. This includes verbal or written reports made to any employee, including anonymous complaints.

Upon notice of possible sex discrimination, employees will always notify the Title IX Coordinator.¹ Additionally, employees will also inform an appropriate supervisor or professional staff member when they receive complaints of sex-based harassment,

¹ NOTE ON CONFIDENTIAL EMPLOYEES: Under the 2024 Title IX regulations, Recipients are allowed to designate “Confidential employees” to receive information about conduct that may constitute sex discrimination under Title IX and not notify the Title IX Coordinator. See 34 CFR § 106.2 and 106.44. WSSDA’s model policy and procedure does not include a provision for Confidential Employees due to the broad range of staff and other professionals who are mandatory reporters of child abuse in WA state, the potential for confusion about when the confidential employee is acting in that role versus another in the district, and inadvertent harm or liability. Districts that want to include a provision on confidential employee as a way to reduce barriers to reporting are encouraged to discuss this option under the Title IX regulations with their counsel.

especially when the complaint is beyond their training to resolve or alleges serious misconduct.

The district will make every effort to protect Parties' privacy. However, in the event of an alleged sexual assault of a minor (under age 18) student or employee, the school principal will immediately inform law enforcement consistent with mandatory reporting requirements at RCW 26.44.

In the event of an alleged sexual assault, the school principal will also immediately notify the student, parent or guardian, or employee of their right to file a criminal complaint with law enforcement and a sex-based harassment complaint with the district. With the consent of the student or employee or when there is a legal requirement to do so, the Principal may also help them contact law enforcement.

III. Supportive Measures, Notice of Applicable Policy/Procedure and Other Considerations

Once the Title IX Coordinator has been notified of possible sex discrimination, the **Title IX Coordinator (or a designee)** will promptly contact the affected student or employee to:

- discuss the availability of supportive measures and consider their wishes with respect to supportive measures;
- explain the district's procedure and resolution options, **including the informal resolution process if appropriate**; and
- provide a copy of the applicable District policy and procedure, including the district's grievance procedure.

A. Supportive Measures

[Decisions about supportive measures need to be made by someone trained on Title IX/supportive measures and documented. Additionally, parties now have a right to have decisions about supportive measures reviewed by an impartial employee who is also trained and has higher authority than the person who determined supportive measures. However, the process required is not as formal as appeals. Therefore, to ensure appropriate training and compliance, it is recommended that the district designate an Administrator(s) who will be responsible for supportive measures and designate a Supportive Measure Review Administrator (SMRA) who has authority over that person. The Administrator can be a counselor, behavior interventional specialist, assistant principal, principal or the Title IX Coordinator. The SMRA can be the Principal, the Title IX Coordinator, or the Superintendent so long as whoever serves as the SMRA is trained and has higher authority.]

Upon notice of allegations of sex discrimination, **a district administrator** will offer and coordinate supportive measures as appropriate for the Complainant and Respondent.

At the time that supportive measures are offered, if a complaint has not been filed, the district will provide written notice that the Complainant may file a complaint with the district at any time. **The administrator** will work with a party to ensure that their wishes are considered with respect to any planned and implemented supportive measures.

If a Complainant does not want to file a complaint or engage in informal resolution options, a reported concern may be resolved by offering and, upon request, providing supportive measures (only). **The administrator** will document any supportive measures provided, and provide that information to the Title IX Coordinator.

1. Providing Supportive Measures

Supportive measures are designed to protect the safety of the parties or the district's educational environment. They also provide support during the informal resolution process and grievance process. They are designed to restore or preserve access to the district's education program or activity. They are offered without fee or charge to the Parties, and must not unreasonably burden either party.

Supportive measures cannot be imposed against a Respondent for punitive or disciplinary reasons.

Supportive measures are available to both parties and may vary depending on what is reasonably available, but may include:

- A request that an administrator address allegations by meeting with the Respondent(s) (with or without the Complainant) to discuss concerning behavior, school policies, and expectations. Such a conversation must be non-disciplinary, non-punitive, and Respondent(s) cannot be required to attend such meetings, nor are they required to provide any information if they attend. **If it takes place, the conversation will be documented.**
- An opportunity for a Complainant student or employee, upon request and voluntarily, to meet with **an Administrator** and an alleged harasser to explain to the alleged harasser that their conduct is unwelcome, offensive, or inappropriate, either in writing or face-to-face;
- A written statement from a Complainant student or employee to an 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's sex-based harassment policy without identifying the Complainant;
- Developing a safety plan; adjustments;
- Mutual restrictions on contact between the parties;
- Increased security and monitoring of certain areas of the campus or school building;
- Providing employee and/or student training;
- Remote or alternative learning environments for students or leaves of absence for employees;
- Counseling or a referral to the Employee Assistance Program;
- Changes in class or extracurricular or any other activity;
- Modifications of work or class schedules, including extensions of deadlines and other course-related either there is or is not a comparable alternative; and
- Training and education programs related to sex discrimination or harassment.

If either party is a student with a disability, the Title IX Coordinator may consult, as

appropriate, with an individual or office designated to provide support to students with disabilities about how to comply with Section 504 or the IDEA in the implementation of supportive measures.

For allegations other than sex-based harassment or retaliation, the district is not required to alter the alleged discriminatory conduct for the purpose of providing a supportive measure.

2. Privacy and Supportive Measures

To ensure the parties' privacy, the district must not disclose supportive measures to anyone other than the people to whom they apply about the supportive measures, including the other party.

Except, the district may disclose some information to carry out the purposes of supportive measures, including to address conduct that reasonably may constitute sex discrimination. For example, the district may need to tell specific staff, the other party, or a third party of a supportive measure to implement or document it. But the district may not need to disclose why the supportive measure 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.
- (2) The information is disclosed to a parent, guardian, or other authorized legal representative of the person at issue.
- (3) As required by laws, regulations, or to comply with State or Federal grant awards or other funding agreement.
- (4) When required by Federal, State or local law, including FERPA, and those laws do not conflict with Title IX.

Application of State laws may prohibit disclosure even where permissible under those exceptions. 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.

Additionally, as stated in [WSSDA Model Procedure 3211P or modified as accurate for your district], information about a student's gender identity, legal name, or assigned sex at birth may constitute confidential medical or educational information. Disclosing this information to others may violate privacy laws. To ensure the safety and well-being of the student, school employees should not disclose a student's transgender or gender-expansive status to others, including other school personnel, other students, or the parents of other students, unless the school is (1) legally required to do so or (2) the student has authorized such disclosure.

3. District Modification or Termination of Supportive Measures

As appropriate, the district may modify or terminate supportive measures at the conclusion of an informal resolution or investigation process, or the district may continue them beyond that point.

4. Opportunity for Modification or Reversal of Supportive Measures

The district must also provide a party with the opportunity to seek additional modification or termination of a supportive measure applicable to them if circumstances change materially.

If either party wants to modify or reverse the district's decision to provide, deny, modify, or terminate supportive measures applicable to them, they may request an opportunity for modification or reversal from [District needs to designate an impartial employee(s) other than the employee who made the challenged supportive measure decision and must have the authority to modify or reverse the decision. Identify the Supportive Measure Review Administrator here.]

B. Title IX Coordinator Determinations and Explanation of Applicable Policies

1. Who Can File Under this Procedure

For complaints of sex-based harassment, these people also have the right to file complaints under this procedure:

- a person who meets the definition of "Complainant" above,
- a parent, guardian, or other authorized legal representative of the Complainant,
- or the Title IX Coordinator
-

For other forms of sex discrimination that are not sex-based harassment, the following people have the right to make a complaint under this procedure:

- a person who meets the definition of "Complainant" above,
- a parent, guardian, or other authorized legal representative of the Complainant,
- the Title IX Coordinator,
- any student or employee, or
- any other person participating or attempting to participate in a district education program or activity at the time of the alleged sex discrimination.

If an individual wishes to file a sex-based discrimination complaint, but does not fit this definition, they should use the process for students at [WSSDA model Procedure 3210P or equivalent] or the process for employees or applicants at [WSSDA model Procedure 5010P].

If a person filed a complaint of sex-based harassment but does not have the right to make that type of complaint, the Title IX Coordinator or designee will inform the person, in writing, that the district cannot proceed with an investigation. The notice will also state that the district will treat the complaint as a report of sex-based harassment and take steps, as necessary, to address the information to the extent that it is feasible to do so while maintaining the confidentiality of the affected student or district employee.

2. Determining What Procedure Applies

The Title IX Coordinator or a designee will determine what procedure applies. If the sex discrimination alleged occurred prior to August 1, 2024, and is not ongoing, the Title IX Coordinator will inform the affected student or district employee of the policies and

procedures in effect at the time of the alleged discriminatory act or conduct and proceed accordingly under those.

If the alleged sex-based discriminatory act or conduct occurred on or after August 1, 2024, this procedure will apply.

When ongoing sex-based harassment is alleged, the district will consider the totality of circumstances and, therefore, will look at all incidents of alleged harassment and apply the policy that was in place on the date of the latest incident of harassment.

If more than one discriminatory event is alleged or other types of discrimination are alleged, the district will consider each alleged discriminatory act and may apply different policies to each event or may apply a single policy provided it is the policy that provides the highest level of due process.

C. Other Considerations

1. Students with Disabilities

If either party is a student with a disability, the **Title IX Coordinator or a designee** will consult with one or more members, as appropriate, of the student's Section 504 or Individualized Education Program (I.E.P.) team to determine how to comply with Section 504 and IDEA requirements throughout the implementation of this grievance procedures.

2. Discipline Prohibit Until Determination

A Respondent who is accused of sex discrimination under Title IX is presumed not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process. The district may not impose any disciplinary sanctions or other actions that are not supportive measures against the Respondent until the district has determined that the Respondent was responsible for the sex discrimination at the conclusion of the grievance process.

3. Emergency Removals for Alleged Sex-Based Harassment under Title IX

The district may remove a student Respondent from school on an emergency basis **consistent with WSSDA Model Policy and Procedure 3241 – Student Discipline modified as accurate for your district** and the associated student discipline regulations for emergency expulsion *provided* that the district:

- (1) undertakes an individualized safety and risk analysis,
- (2) determines that an imminent and serious threat to the health or safety of a Complainant or any students, employees, or other persons arising from the allegations of sex discrimination justifies removal, and
- (3) provides the Respondent with notice and an opportunity to challenge the decision immediately following the removal.

Such removal does not modify any rights of students under the Individuals with Disabilities Education Act, 20 U.S.C. 1400 et seq., Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. 794, or the Americans with Disabilities Act of 1990, 42 U.S.C. 12101 et seq.

The district may also place an employee Respondent on administrative leave from employment responsibilities during the grievance process. Such leave does not modify any rights under Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. 794, or the Americans with Disabilities Act of 1990, 42 U.S.C. 12101 et seq.

IV. [Informal Resolution is not Required,² but based on the 2024 regulations, these are WSSDA's Recommended Processes if a District chooses to offer it,]

If a report or notice provided to the district alleges sex discrimination by an individual or group of individuals, the parties may elect to participate in an informal resolution process with a district designee trained on impartiality and the district's informal resolution processes.

The purpose of informal resolution is to provide the parties with an opportunity to resolve the allegations and reach a mutually acceptable resolution without an investigation and determination of responsibility under Section V.G below.

It is not necessary to pursue informal resolution before filing a complaint and requesting an investigation under Section V below.

Either party may request informal resolution at any time, including after a complaint has been filed but before a complaint determination is issued under Section V.G below.

The informal resolution process is at the discretion of the district's **Title IX Coordinator or a designee**.³ However, as required by Federal law, the district does not allow informal resolution for allegations that an employee engaged in sex-based harassment of a district student.

The process requires the parties' voluntary, written consent. Before beginning the informal resolution process the parties must receive notice that explains:

- (1) the allegations,
- (2) the requirements for the process,
- (3) the right to withdraw from the process and to start or continue the grievance process (described in Section V) any time prior to reaching agreement,
- (4) if a resolution agreement is reached the parties will be prevented from start or continuing the grievance process of the same allegations,
- (5) potential terms that can be requested or offered, include but are not limited to restrictions on contact or participation in programs, activities, attendance at specific events,
- (6) notice that any agreement is only binding on the parties, and

² *Note to Drafter:* The 2024 regulatory amendments do not require a recipient to offer an informal resolution process, nor do they require a formal complaint before can be offered (as required by the 2020 Title IX regulations). But, if offered, informal resolution must comply with certain regulatory requirements that are set forth at 34 CFR 106.44(k) and require that the person facilitating informal resolutions be trained on impartiality and informal resolution processes. The OCR model procedures are silent with respect to confidentiality or privilege, but Districts may want to consider addressing these issues and has suggested language in footnote 3.

³ It is recommended that the District designate someone who hold the discretion and ensures the requirements are met.

- (7) what information will be kept and how the district could disclose information in grievance procedures if that process is resumed.⁴

A. Accepted Responsibility by the Respondent

The Respondent may accept responsibility for any or all of the allegations at any point during the involuntary resolution process. If the Respondent indicates an intent to accept responsibility for **all** allegations that violate district policy, the ongoing investigation process will be paused, and the **Title IX Coordinator** will determine whether informal resolution is an option.

If informal resolution is available, an **Informal Resolution Facilitator** will determine whether all parties and the district are able to agree, in writing, on responsibility, restrictions, sanctions, restorative measures, and/or remedies.

This informal resolution is not subject to appeal once all parties indicate their written agreement to all resolution terms.

When a signed, written resolution agreement is reached, the **Superintendent** will accept a finding that the Respondent is in violation of the district's policy and accept agreed-upon restrictions and remedies. The appropriate sanction(s) or responsive actions will be promptly implemented by the **Title IX Coordinator and appropriate administrators** to effectively stop the discrimination or harassment, prevent its recurrence, and remedy the effects of the discriminatory conduct, both on the Complainant and the community.

When the parties or the district cannot agree on all terms of accepted responsibility by the Respondent, the parties can attempt informal resolution between the parties or proceed with a complaint.

B. Informal Resolution Between the Parties

The purpose of informal resolution between the parties is to provide the parties an opportunity to reach a mutually acceptable resolution without an agreed upon finding of responsibility or an investigation and determination of responsibility under Section V.G below.

The parties will have forty-five days to engage in the informal resolution process, unless there is a good cause for extension.

If a complaint was filed, the Title IX Coordinator has discretion to determine if an investigation will be paused, limited, or continued during the informal resolution process.

⁴ This language is optional and offered for consideration in this provision:

The parties may agree, as a condition of engaging in informal resolution, that if informal resolution is not successful that any statements made, notes taken, or evidence shared during the informal resolution process will be kept confidential to the extent agreed to by the parties. However, any statements and evidence obtained by an investigator or decisionmaker outside the informal resolution process will not be shielded from admissibility in the determination process. However, the following will not be confidential or privileged and may be disclosed as necessary or required by law:

- Any resulting written resolution agreement signed by the parties;
- Threats of violence or plans to commit or conceal a crime; and
- Unreported child abuse under mandatory reporting requirements.

If the parties agree to a resolution at the conclusion of the informal resolution process, they will not be able to initiate or resume a complaint under Section V.B. concerning the same allegations.

If either party withdraws from the informal resolution process or the process has not concluded within forty-five calendar days without a good cause extension, then the Informal Resolution Facilitator or Title IX Coordinator will end the informal resolution process.

When the informal resolution process ends without a resolution agreement between the parties:

- If no complaint was filed, the Title IX Coordinator will provide written notice to the parties and remind the Complainant of the right to file a complaint.
- If a complaint was filed and the Complainant has not withdrawn the entire complaint in writing, the Title IX Coordinator will provide the parties with written notice that the complaint, **in whole or part**, will be investigated and a determination issued under Section V.G of this procedure.

C. Mediation with the District for Complaints of General Discrimination

The district may not require the waiver of the right to an investigation and adjudication of a complaint of sex discrimination as a condition of enrollment, employment, or enjoyment of any other right, nor may the district require the parties to participate in an informal resolution process.

If the complaint does not have an individual Respondent because it concerns a policy or practice of the district, at any time during the complaint procedure, the district may, at its own expense, offer mediation. The Complainant and the District may agree to extend the complaint process deadlines to pursue mediation.

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. Either party may terminate mediation 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.

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 solely because they serve as a mediator.

If the parties reach an agreement through mediation, they may execute a legally binding agreement that sets forth the resolution and states that all discussions, including both verbal statements and any written notes or documents, that occurred during the course of

mediation will remain confidential and privileged and may not be used as evidence in any subsequent complaint, due process hearing, or civil proceeding. However, the following will not be considered privileged and may be disclosed as necessary or required by law, such as:

- Any resulting written agreement signed by all the parties;
- Threats of violence or plans to commit or conceal a crime;
- Unreported child abuse that falls under mandatory reporting requirements; and
- Other exceptions to privilege are spelled out in Washington's Uniform Mediation Act at RCW 7.07.050.

The agreement must be signed by the Complainant and a district representative who has the authority to bind the district.

V. Grievance/Complaint Procedure

A. Basic Requirements of the District's Sex discrimination Grievance Procedures

1. Equitable Treatment and No Conflicts of Interest or Bias

The district will treat Complainants and Respondents equitably.

The district presumes that the Respondent is not responsible for the alleged sex discrimination until a determination is made at the conclusion of its grievance procedures.

The district requires that any Title IX Coordinator, investigator, or decisionmaker not have a conflict of interest or bias for or against Complainants or Respondents generally or an individual Complainant or Respondent. **A decisionmaker may be the same person as the Title IX Coordinator or investigator.**

2. Extension of Timeframes

The district's process allows for the reasonable extension of timeframes on a case-by-case basis when agreed to by the Complainant or if exceptional circumstances related to the complaint investigation require an extension of the time limit.

3. Privacy and Personally Identifiable Information

The district will take reasonable steps to protect the privacy of the parties and witnesses during its grievance procedures. These steps will not restrict the ability of the parties to:

- obtain and present evidence, including by speaking to witnesses;
- consulting with their family members or confidential resources such as medical providers, therapists, sexual assault resource centers, or others; or
- otherwise preparing for or participating in the grievance procedures.

As stated in **[WSSDA Model Policy 3230 - Searches of Students and Student Privacy or your equivalent]**, 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.

The district must not disclose personally identifiable information (PII) obtained while complying with this procedure except in the following circumstances:

- (1) To carry out the purposes of the district's obligations under this procedure, including to investigate and take other actions to address conduct that reasonably may constitute sex discrimination in a district education program or activity;
- (2) When the district has obtained prior written consent from a person with the legal right to consent to the disclosure;
- (3) When the information is disclosed to a parent, guardian, or other authorized legal representative with the legal right to receive disclosures on behalf of the person whose PII is at issue;
- (4) As required by State or Federal law, regulations, or the terms and conditions of a State or Federal award, including a grant award or other funding agreement; or
- (5) To the extent such disclosures are not otherwise in conflict with State or Federal laws, when required by State or local law, such as when there is reasonable cause to believe that a child has suffered sexual abuse (RCW 26.44.030), or when permitted under FERPA, 20 U.S.C. 1232g, or its implementing regulations, 34 C.F.R. part 99.

4. Prohibition of Retaliation

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. Retaliation includes student-to-student retaliation.

5. Credibility Determinations

Credibility determinations will not be based on a person's status as a Complainant, Respondent, or witness.

6. Relevant Evidence

The district will objectively evaluate all evidence that is relevant and not otherwise impermissible—including both inculpatory and exculpatory evidence. "Relevant" means related to the allegations of sex discrimination under investigation as part of these grievance procedures. Questions are relevant when they seek evidence that may aid in showing whether the alleged sex discrimination occurred, and evidence is relevant when it may aid a decisionmaker in determining whether the alleged sex discrimination occurred.

7. Impermissible Evidence

The following types of evidence and questions seeking that evidence are impermissible (i.e., will not be accessed or considered, except by the district to determine whether one of the exceptions listed below applies; will not be disclosed; and will not otherwise be used), regardless of whether they are relevant:

- Evidence that is protected under a privilege recognized by Federal or State law, unless the person to whom the privilege or confidentiality is owed has voluntarily waived the privilege or confidentiality;
- A party's or witness's records that are made or maintained by a physician, psychologist, or other recognized professional or paraprofessional in connection with the provision of treatment to the party or witness unless the district obtains that party's or witness's voluntary, written consent for use in its grievance procedures; and

- Evidence that relates to the Complainant's sexual interests or prior sexual conduct, unless evidence about the Complainant's prior sexual conduct is offered to prove that someone other than the Respondent committed the alleged conduct or is evidence about specific incidents of the Complainant's prior sexual conduct with the Respondent that is offered to prove consent to the alleged sex-based harassment. The fact of prior consensual sexual conduct between the Complainant and Respondent does not by itself demonstrate or imply the Complainant's consent to the alleged sex-based harassment or preclude a determination that sex-based harassment occurred.

B. Grievance/Complaint Process when a Complaint is Received

If the district receives a complaint under this procedure, the Title IX Coordinator will ensure the complaint is evaluated and, if appropriate, investigated.

If the Title IX Coordinator has a conflict of interest, they will delegate their authority to participate in this process as necessary to avoid any potential conflicts of interest.

Upon receipt of a complaint, if they have not already been offered, the Title IX Coordinator will offer supportive measures to both parties. If necessary, the Title IX Coordinator may gather additional information from the Complainant to understand the parties involved, the conduct allegedly constituting sex discrimination, and the date and location of the alleged incident(s), if known.

C. Dismissal of a Complaint

[The district will need to designate a dismissal decisionmaker and an appeal decisionmaker for dismissals.]⁵

The district may dismiss a complaint of sex discrimination if the district determines:

- The district is unable to identify the Respondent after taking reasonable steps to do so.
- The Respondent is not participating in the district's education program or activity and is not employed by the district.
- The Complainant provided voluntary, written notice that they want to withdraw any or all of the allegations in the complaint, the Title IX Coordinator declines to open a complaint, and any allegations that were not withdrawn (if any), even if proven, would not constitute sex discrimination under Title IX.
- The district determines that the conduct alleged in the complaint, even if proven, would not constitute sex discrimination. Before dismissing such a complaint, the district will make reasonable efforts to clarify the allegations with the Complainant.
- The district determines that the complaint lacks sufficient detail to objectively understand what sex-based discriminatory acts are alleged, and when and where

⁵ Dismissal of a complaint is addressed at 34 CFR 106.45(d). It is recommended for ease, clarity, and to minimize needed training that that districts handle (1) dismissals and grievance determinations and (2) appeals decisions for dismissals and grievance determinations similarly. However, it is up to recipient who will hear the dismissal appeal and what process is used, so long as the appeal decision-maker has authority greater than the dismissal decision-maker. If the dismissal decision-maker is the Title IX Coordinator, the dismissal appeal can go to the Superintendent/designee, unless the Superintendent is serving as the investigator/decisionmaker and has already started an investigation. In such instances, the appeals should go to the board or a board designee.

they occurred. Before dismissing the complaint for lack of sufficient detail, the district will provide the Complainant with notice, in writing, of what information is needed and that the district may dismiss the complaint if the information is not received within **ten (10) calendar days**. Such a dismissal will not prevent the Complainant from filing other complaints in the future.

Upon dismissal, the district will promptly notify the Complainant of the basis for the dismissal in writing. If the dismissal occurs after the Respondent has been notified of the allegations, then the district will also simultaneously notify the Respondent of the dismissal and the basis for the dismissal.

The district will provide the Complainant with notice of the opportunity to appeal the dismissal of a complaint within **ten (10) calendar days** of the dismissal decision by submitting a written notice of appeal to:

[The district will need to identify a dismissal appeal decisionmaker and include their contact information here.]

The dismissal notice will also specify that the dismissal may be appealed based on the following:

- procedural irregularity that would change the outcome,
- new evidence that would change the outcome and that was not reasonably available when the dismissal was made, and/or
- the Title IX Coordinator or decisionmaker had a conflict of interest or bias for or against either party that would change the outcome.

When a complaint is dismissed, the district will, at a minimum:

- offer supportive measures to the Complainant as appropriate
- offer supportive measures to the Respondent, as appropriate, if the Respondent was notified of the allegations and
- take other appropriate prompt and effective steps to ensure that sex discrimination does not continue or recur within the district's education program or activity.

Dismissal does not preclude action under another district policy or procedure.

D. Dismissal Appeal Process

If the dismissal is appealed, **the district will use the Level Two Appeal as described in Section V.H for the appeal of the dismissal [or describe another appeal process and decisionmaker.]**

The district will notify the parties of any dismissal appeal, including notice of the allegations if notice was not previously provided to the Respondent.

- Implement appeal procedures equally for the parties;
- Ensure that the decisionmaker for the appeal (1) has been trained consistent with the Title IX regulations and (2) did not take part in any investigation of the allegations or the dismissal of the complaint;

- Provide the parties a reasonable and equal opportunity to make a statement in support of, or challenging, the outcome; and
- Notify the parties of the result of the appeal and the rationale for the result.

E. Notice of Allegations:

The district will acknowledge receipt of the formal complaint by providing the following written notice to the parties:

- A copy of the district's sex discrimination complaint procedure and, if appropriate, any informal resolution process available.
- Notice of the allegations of sex discrimination available at the time of the notice with sufficient information to allow the parties to respond to the allegations, including the identities of the parties involved in the incident(s), the conduct alleged to constitute sex discrimination, and the date(s) and location(s) of the alleged incident(s), if known.
- A statement that the parties are entitled to an equal opportunity to access the relevant and not otherwise impermissible evidence or an accurate description of the evidence and, upon request, an equal opportunity to access such evidence.
- Notice that the Respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility for alleged sex discrimination is made at the conclusion of the investigation process.
- Notice of the district's prohibition of retaliation and any provision in student conduct policies and procedures that prohibit false statements or submitting false information.

The district may consolidate complaints of sex discrimination against more than one Respondent, or by more than one Complainant against one or more Respondents, or by one party against another party when the allegations of sex discrimination arise out of the same facts or circumstances. However, the district will not consolidate complaints if consolidation violates the Family Educational Rights and Privacy Act (FERPA) and the District has not obtained prior written consent from the parents or eligible students to the disclosure of their education records. This determination will be made on a case-by-case basis.

If, in the course of an investigation, the district decides to investigate additional allegations of sex discrimination by the Respondent toward the Complainant that are not included in the notice provided or that are included in a complaint that is consolidated, the district will notify the parties of the additional allegations.

F. Investigation:

The district will provide for adequate, reliable, and impartial investigation of a complaint. The investigator must be trained, impartial, and without a conflict of interest or bias for or against either party.

1. Time for Investigation

A decision based on a prompt, thorough, and effective investigation will be issued within 30 days of the complaint, unless the parties agree or there are exceptional circumstances

related to the complaint that warrant an extension. In the event an extension is needed, the district will provide written notice to the parties of the reason for the extension and the anticipated response date within the following thirty days (and for every thirty days after that) until a decision is issued.

2. Standard of Proof

The district adopts preponderance of the evidence as the standard of proof it will use in reaching decisions regarding complaints. [The rule around clear and convincing evidence has changed with the 2024 regulations. If you have a C.B.A. that requires this standard for employee complaints, please seek more guidance on this provision.] The burden is on the district—not on the parties—to conduct an investigation that gathers sufficient evidence to determine whether sex discrimination occurred.

3. Investigation Requirements

Once an investigation is started, the Title IX Coordinator will appoint an Investigator(s) to conduct it. The Investigators may be any properly trained Investigator. The district's investigator can be the Title IX Coordinator, another investigator, the District's Superintendent, or someone hired by the district.

The investigation of a sex discrimination complaint must:

- Include a prompt and thorough investigation into the allegations in the complaint.
- Ensure that the district bears the burden of proof and the burden of gathering evidence sufficient to reach a determination regarding responsibility.
- Provide an equal opportunity for the parties to present fact witnesses and other inculpatory and exculpatory evidence that is relevant and not otherwise impermissible.
- Review all evidence gathered through the investigation and determine what evidence is relevant and what evidence is impermissible regardless of relevance.
- Not restrict the ability of either party to discuss the allegations under investigation or to gather and present relevant evidence.
- Provide each party with an equal opportunity to access the evidence that is relevant to the allegations of sex discrimination and not otherwise impermissible. This process is described below.
- Provide the parties with the same opportunities to have others present during any grievance proceeding, including the opportunity to be accompanied to any related meeting or proceeding by a parent, guardian, legal representative, or other adult of their choice.

The district may not access, consider, disclose, or otherwise use a party's records that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting or assisting in their professional capacity and made and maintained in connection with the provision of treatment to the party unless the district obtains the party's voluntary, written consent to do so.

4. Witness' and Parties' Rights

Student Complainants, Respondents, and witnesses, and witnesses from outside the district's community cannot be required to participate in investigation or resolution processes but are encouraged to cooperate with the district's investigations and to share what they know about a Complaint.

Staff (not including Complainant and Respondent) are required to cooperate with and participate in the district's investigation and resolution process.⁶ If an employee represented by a union reasonably concludes that discipline could result from information provided during an interview, the employee shall be entitled to union representation during the interview. If the employee reasonably determines during the interview that discipline could result, the interview shall be suspended until representation is available.

5. Review of Evidence Prior to Determination

At least ten (10) days prior to a determination regarding responsibility, the district shall provide the parties with a report that provides equal written notice as to the findings of the investigation⁷ and provides a fair summary of any relevant evidence that is directly related to the allegations raised in the complaint and obtained as part of the investigation. The notice shall inform the parties that:

- The report findings will be provided to the decisionmaker
- They are being given an accurate description of the evidence and, upon request, they have an equal opportunity to inspect and review relevant and not otherwise impermissible evidence.
- They have ten (10) days from receipt of the notice to review the description of the evidence, request to review the evidence, and submit a written response for the decisionmaker to consider prior to making a decision.
- Both parties are being given an equal opportunity to ask specific, relevant questions about the evidence or identify areas where they believe further investigation is necessary.
- Questions and evidence about the Complainant's sexual predisposition or prior sexual behavior are not relevant unless they are offered to prove that someone other than the Respondent committed the conduct alleged by the Complainant or unless they concern specific incidents of the Complainant's prior sexual behavior with respect to the Respondent and are offered to prove consent.

If the parties request to inspect and review the relevant evidence, the district will take reasonable steps to prevent and address the parties' unauthorized disclosure of information and evidence obtained solely through the grievance procedures.

Disclosures of information and evidence for purposes of administrative proceedings or litigation related to the complaint of sex discrimination are authorized. However, the district may redact information if it has not received voluntary, written consent to disclose

⁶ Title IX permits recipients to require employee involvement. But District's should review their CBAs to be sure this provision does not conflict with any of them.

⁷ The 2024 regulations require that there be an equal opportunity to review evidence but do not explicitly state that a report must be provided in advance of the decision. However, this is a recommended practice.

information that is privileged or was made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional made in connection with the provision of treatment to the party.

G. Level One – Superintendent’s Response and Decision

At the conclusion of the investigation and within thirty (30) calendar days of receipt of the complaint, the Superintendent **or a designee** must issue a written determination of responsibility regarding the alleged sex discrimination.

Prior to issuing a decision, the District’s Superintendent or designee will objectively review all evidence gathered in the investigation and determine what evidence is relevant and what evidence is impermissible regardless of relevance.

If the investigator was not the District’s Superintendent or designee, nothing in this procedure prohibits them from making findings or recommending any decision or remedies. However, the District’s Superintendent or designee will not be bound by the recommendations and is responsible for the determination of responsibility and remedies, if any. The District’s Superintendent or designee may also question parties and witnesses to adequately assess a party’s or witness’s credibility to the extent credibility is both in dispute and relevant to evaluating one or more allegations of sex discrimination prior to issuing their determination.

The decision will be issued within 30 days 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 provide written notice to the parties and the anticipated response date.

1. Determination of Whether Sex Discrimination Occurred

After an investigation and evaluation of all relevant and not otherwise impermissible evidence, the District **decisionmaker** will use the preponderance of the evidence standard of proof to determine whether sex discrimination occurred. The standard of proof requires the decisionmaker to evaluate relevant and not otherwise impermissible evidence for its persuasiveness. If the decisionmaker is not persuaded under the applicable standard by the evidence that sex discrimination occurred, whatever the quantity of the evidence is, the decisionmaker will not determine that sex discrimination occurred.

The Superintendent must issue written notice to the parties at the same time. The written notice must include:

- Identification of the allegations potentially constituting sex discrimination under Title IX regulations;
- Findings supporting the determination;
- An application of the district’s policy prohibiting sex discrimination to the facts and a statement of conclusion as to whether a preponderance of the evidence substantiated that the Complainant was subjected to sex discrimination;
- If sex discrimination was substantiated, then the decision must also include a

determination regarding responsibility, any disciplinary or other sanctions imposed on the Respondent, and whether remedies designed to restore or preserve equal access to the education program or activity will be provided to the Complainant; and 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; and

- Notice of the parties' right to appeal to the school board and the necessary filing information.

At the time the district responds to the parties, the district must send a copy of the response to the Office of the Superintendent of Public Instruction (OSPI).

Any corrective measures deemed necessary will be instituted as quickly as possible, but in no event more than thirty (30) days after the Superintendent mailed a written decision unless a student 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.

2. Disciplinary Sanctions and Remedies

Following a determination that sex-based harassment occurred, the district may impose disciplinary sanctions. "Disciplinary sanctions" means consequences imposed on a Respondent following a determination under these grievance procedures that the Respondent violated the recipient's prohibition on sex discrimination. **Disciplinary sanctions against students will be in accordance with 3241/3241P – Student Discipline. Disciplinary sanctions against employees will be in accordance with 5281 – Disciplinary Action or Discharge. Modify as accurate for your district.**

The district may also provide remedies. "Remedies" means measures provided, as appropriate, to a Complainant or any other person the district identifies as having had their equal access to the recipient's education program or activity limited or denied by sex discrimination. These measures are provided to restore or preserve that person's access to the recipient's education program or activity after a recipient determines that sex discrimination occurred.

Remedies may include but are not limited to:

- A continuation of supportive measures
- Referrals to counseling, health services, or the Employee Assistance Program
- Course and registration adjustments, such as retroactive withdrawals or changes in schedules
- Education to the individual and/or the community
- Permanent or temporary alteration of work arrangements for employees
- Provision of school safety escorts
- Climate surveys

- Policy modification and/or training
- Implementation of long-term contact limitations between the Parties
- Implementation of adjustments to academic deadlines, course schedules, etc.

H. Level Two – Appeal to the Board of Directors⁸

If a Complainant or Respondent(s) disagrees with the Superintendent's or designee's written decision, the disagreeing party may appeal the decision to the district's board of directors or a board designee 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.

1. Notice of Appeal and Hearing

If the complaint involves a named Respondent, the district will implement appeal procedures equally for both parties and provide written notice to the other party when an appeal is filed.

The board shall 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.

2. Appeal Decisionmaker

The board's appeal must be heard by an individual or group of individuals who are impartial and do not have any conflicts or bias for any of the parties. The appeal hearing officer/decisionmaker for the appeal must also be trained consistent with the requirements of Title IX, a Federal law, for appeal decisionmakers of sex discrimination.

The board may delegate its authority for the hearing/decision-making to an individual or group. However, the board cannot delegate its authority to the Superintendent or anyone under the Superintendent's authority. The board will also ensure that the appeal hearing officer/decisionmaker for the appeal is not an employee of the district, nor the same decisionmaker who reached the determination regarding responsibility or dismissal, the investigator, or the Title IX Coordinator. An appeal hearing officer/decisionmaker for the appeal is not considered an employee of the district solely because they receive payment to serve as the appeal hearing officer/decisionmaker for the appeal.

3. The Appeal/Hearing Process

All parties will be allowed a reasonable, equal opportunity to present such witnesses and

⁸ Per Title IX, 34 CFR 106.45(i) Appeals. In addition to an appeal of a dismissal consistent with paragraph (d)(3) of this section, a recipient must offer the parties an appeal process that, at a minimum, is the same as it offers in all other comparable proceedings, if any, including proceedings relating to other discrimination complaints. Therefore, this is aligned with the appeal process of WSSDA Model Policy 3210. If your policy 3210 differs from the WSSDA model policy, you may use your 3210-appeal process. However, OSPI's position is that while the Superintendent can delegate their decision-making authority, the person is nonetheless acting in the Superintendent's place. Thus, an appeal has to be made by an authority above the Superintendent, i.e. the School Board who can delegate its authority to a board appeal officer or whoever they choose.

testimony as the board or its designee deems relevant and material in support of or challenging the outcome of the initial determination.

Unless otherwise agreed to by the appellant(s), the board or its designee 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. The decision of the board will be provided in a language 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.

I. Level Three - Complaint to the Superintendent of Public Instruction

If the Complainant or Respondent 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-discrimination 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.

Upon receipt of a complaint, the Office of the Superintendent of Public Instruction may open 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, W.A.C. 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.

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.

J. 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.

VI. Definitions of Prohibited Conduct

The sections below describe the specific forms of legally prohibited sex discrimination, sex-based harassment, and retaliation that are also prohibited under District Policy. Speech or conduct protected by the First Amendment will not be considered a violation of the District's Policy, **though supportive measures will be offered to those impacted.**

All offense definitions below encompass actual and/or attempted offenses.

“Consent,” as defined in this policy, must be affirmative and consistent with RCW 28A.300.475, “affirmative consent means a conscious and voluntary agreement to engage in sexual activity as a requirement before sexual activity.”

“Sex discrimination” means discriminatory different treatment with respect to a person's employment or participation in a District education program or activity based on sex, sex stereotypes, sex characteristics, pregnancy or related conditions, sexual orientation, and gender identity. There are three types of sex discrimination, which are defined below: (A) different (or disparate) treatment, (B) disparate impact, d (C) sex-based harassment

A. “Different (or disparate) treatment discrimination” means any intentional differential treatment of a person or persons that is based on a person's actual or perceived sex and that:

- Excludes a person from participation in;
- Denies a person benefits of; or
- Otherwise adversely affects a term or condition of a person's participation in a Recipient program or activity

B. “Disparate Impact Discrimination” means policies or practices that appear to be neutral unintentionally result in a disproportionate impact on the basis of sex that:

- Excludes a person from participation in;
- Denies a person benefits of; or
- Otherwise adversely affects a term or condition of a person’s participation in a Recipient program or activity.

C. “Sex-based harassment” is a form of sex discrimination and means

- sexual harassment and other harassment
 - on the basis of sex, including on the basis of
 - sex stereotypes,
 - sex characteristics,
 - pregnancy or related conditions,
 - sexual orientation, and
 - gender identity.

There are different types of sex harassment, including “quid pro quo harassment,” “hostile environment harassment,” and certain specific sexual offenses defined further below.

4. “Quid pro quo harassment”

- An employee, agent, or other person authorized by the district
- to provide an aid, benefit, or service under the district’s education program or activity
- explicitly or impliedly conditioning the provision of such an aid, benefit, or service
- on a person’s participation in unwelcome sexual conduct.

5. “Hostile environment harassment,” which is defined as

- “Unwelcome sex-based conduct that,
- based on the totality of the circumstances,
- is subjectively and objectively offensive and
- is so severe or pervasive
- that it limits or denies a person’s ability to participate in or benefit from the recipient’s education program or activity (i.e., creates a hostile environment).”

Because students and employees can experience the continuing effects of off-campus harassment in the educational setting, the district will consider the effects of off-campus conduct when evaluating whether there is a hostile environment on campus. Whether a hostile environment has been created is a fact-specific inquiry that includes consideration of the following:

- (1) The degree to which the conduct affected the Complainant’s ability to access the recipient’s education program or activity;
- (2) The type, frequency, and duration of the conduct;

- (3) The parties' ages, roles within the recipient's education program or activity, previous interactions, and other factors about each party that may be relevant to evaluating the effects of the conduct;
- (4) The location of the conduct and the context in which the conduct occurred; and
- (5) Other sex-based harassment in the recipient's education program or activity.

6. "Sexual assault" means an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation. This includes:

a. Rape:

- Penetration by the Respondent, no matter how slight,
- of the vagina or anus,
- with any body part or object, or
- oral penetration by a sex organ of the Respondent,
- without the consent of the Complainant.

b. Fondling:

- The touching of the private body parts of the Complainant (buttocks, groin, breasts) by the Respondent,
- for the purpose of sexual gratification,
- without the consent of the Complainant,
- including instances where the Complainant is incapable of giving consent because of their age or because of a temporary or permanent mental or physical incapacity.

c. Sodomy

- Oral or anal penetration,
- Of the Complainant by the Respondent
- without the consent of the Complainant,
- including instances where the Complainant is incapable of giving consent
 - because of their age or
 - because of their temporary or permanent mental or physical incapacity

d. Sexual Assault with an Object

- Respondent's use of an object or instrument
- to unlawfully penetrate, however slightly, the genital or anal opening
- of the body of the Complainant,
- without the consent of the Complainant,
- including instances where the Complainant is incapable of giving consent
 - because of their age or

- because of their temporary or permanent mental or physical incapacity

e. Statutory Rape:

- Sexual intercourse,
- with a person who is under the statutory age of consent
 - A person who is under age 16 OR
- A person under the age of 18 (16 or 17) if the other person is more than 5 years (60 months) older than them

f. Incest:

- Sexual intercourse,
- between persons who are related to each other,
- within the degrees wherein marriage is prohibited by Washington State law.

7. “Dating violence” means violence committed by a person:

- Who is or has been in a social relationship of a romantic or intimate nature with the victim and
- Where the existence of such a relationship shall be determined based on a consideration of the following factors: (1) the length of the relationship, (2) the type of relationship, and (3) the frequency of interaction between the persons involved in the relationship.

8. “Domestic violence” means felony or misdemeanor crimes committed by a person who:

- Is a current or former spouse or intimate partner of the victim under the family or domestic violence laws of the jurisdiction of the district, or a person similarly situated to a spouse of the victim;
- Is cohabitating, or has cohabitated, with the victim as a spouse or intimate partner;
- Shares a child in common with the victim; or
- Commits acts against a youth or adult victim who is protected from those acts under the family or domestic violence laws of the jurisdiction.

9. “Stalking” means engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- Fear for the person’s safety or the safety of others; or
- Suffer substantial emotional distress.

Under State law, sex-based harassment may also be:

- acts of sexual violence
- unwelcome sexual or gender-directed conduct or communication that interferes with an individual’s educational 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 an educational benefit;
- sexual demands where submission or rejection is a factor in an academic or other school-related decision affecting an individual.

D. “Retaliation” means intimidation, threats, coercion, or discrimination

- against any person
- for the purpose of interfering with any right or privilege secured by Title IX or this 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 this process.

VII. 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

For Complaints involving employee-on-employee conduct:

[Equal Employment Opportunity Commission \(EEOC\)](#)

[Seattle Field Office](#)

Federal Office Building

909 First Avenue, Suite 400

Seattle, WA 98104-1061

Phone [1-800-669-4000](tel:1-800-669-4000)

Fax [206-220-6911](tel:206-220-6911)

TTY [1-800-669-6820](tel:1-800-669-6820)

ASL Video Phone [844-234-5122](tel:844-234-5122)

Adoption Date: December 11, 2024

SEX DISCRIMINATION AND SEX-BASED HARASSMENT OF STUDENTS PROHIBITED – IMPLEMENTATION PROCEDURE

The procedure is intended to set forth the implementation requirements of Policy 3205 and Policy 5011 to specify the district's obligations with respect to establishing an educational and work environment that does not tolerate sex discrimination, including sex-based harassment.

“Sex discrimination” means discrimination on the basis of sex, sex stereotypes, sex characteristics, sexual orientation, gender identity, gender expression, pregnancy, or related conditions. Sex-based harassment is a form of sex discrimination.

The district prohibits sex discrimination, including sex-based harassment, of students by other students, employees, or third parties involved in school district activities.

The district also prohibits sex discrimination in the policies, procedures, and practices of the district's program and activities, including but not limited to counseling and guidance services, recreational and athletics activities, and access to course offerings.

I. District Notice and Information

Publication of Notices

Information about the policy and procedure will be clearly stated and:

- conspicuously posted on the district's website.
- conspicuously posted throughout each school building,
- provided to each employee, and
- reproduced in each student, staff, volunteer, and parent handbook.

Such notices will:

- Include a statement that the recipient does not discriminate on the basis of sex and prohibits sex discrimination and sex-based harassment in any education program or activity that it operates, as required by the State and Federal law Title IX, including employment;
- State that inquiries about the application of Title IX may be referred to the district's Title IX Coordinator, the Office for Civil Rights, or both;
- Identify the district's Title IX coordinator and provide contact information, including their name or title, office address, email address, and telephone number;
- How to locate the district's sex discrimination policy and grievance procedures;
- How to report information about conduct that may constitute sex discrimination; and
- How to make a complaint of sex discrimination.

If necessary, due to the format or size of any publication, the district may instead include in those publications a statement that the district prohibits sex discrimination, including sex-based harassment, in any education program or activity that it operates. It will also state that individuals may report concerns or questions to the Title IX Coordinator, and provide the location of the notice described above on the district's website.

In addition, copies of this policy and procedure, including the policies relating to employees, will be posted on the district website and in each district building in a place accessible to staff, students, parents, volunteers, and visitors.

At a minimum, sex discrimination, including sex-based harassment, recognition and prevention, and the elements of this policy will be included in staff, student, and regular volunteer orientation.

Information about the district's sex discrimination and sex-based 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.

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:

- Pressuring a person for sexual favors
- Writing graffiti of a sexual nature on school property
- Distributing or displaying sexually explicit texts, emails or pictures
- Making unwelcome, offensive or inappropriate sexual comments, gestures, or jokes
- Making unwelcome comments about someone based on their sex, appearance, sexual orientation or gender identity or expression
- Unwelcome touching of a sexual nature or stalking a person
- Physical violence, including rape, sexual assault, dating violence, and domestic violence

II. The Title IX Team

For the purposes of this section, the Title IX Team refers to the Title IX Coordinator, investigators, decisionmakers, appeal decisionmakers, informal resolution facilitators, and people with the authority to modify or terminate supportive measures.

- **Roles of Members of the Title IX Team¹**

Any individual designated with any of the following roles must not have a conflict of interest or bias for or against any of the parties:

¹ It does not need to be specified in the policy, but the district needs to determine who will fulfill these roles and ensure that they receive the necessary training. The District should also identify who will assume any of the team members' roles should any of them have a conflict of interest or bias.

The Title IX Coordinator is the person authorized by the Superintendent to coordinate the district's federal state and sex discrimination and sex-based harassment regulation compliance efforts.²

The district's Title IX Coordinator can be reached at:

Randy Russell, PhD., Superintendent
15001 S Jackson Rd, Rockford, WA 99030
509-291-3695
rrussell@freemansd.org

Person with authority to modify or terminate supportive measures is an impartial employee and someone other than the employee who made the challenged supportive measure decision. They have the authority to modify or reverse a decision to provide, deny, modify, or terminate any supportive measure upon request of a party. Their decision will be based on a determination that the initial supportive measure decision the supportive measure was inconsistent with the definition of supportive measures under Title IX at 34 CFR 106.2.

An informal resolution facilitator is a person who has received the training provided to all employees. They must also be trained on the rules and practices associated with the district's informal resolution process(es) and on how to serve impartially, including avoiding conflicts of interest and bias. Any district designee for the informal resolution process cannot be the complaint investigator, decision-maker, or appeal decision-maker. Such designee must not have a conflict of interest or bias for or against either of the parties. However, a district designee for the informal process will not be considered biased solely because they are an employee of the district or are paid to serve as a facilitator in an informal resolution process.

An investigator is a person who is impartial and has been trained to investigate compliance with the district's sex discrimination grievance process as described in Procedure 3205P.2. The investigator can be the same person who serves as the Title IX Coordinator or the Decisionmaker of the sex discrimination complaint.³

The decisionmaker is the Superintendent or a designee that reaches the final determination of responsibility for alleged Title IX sex discrimination, including sex-based harassment, will be the Superintendent or their designee. The decisionmaker can be the same person who serves as the Title IX Coordinator or the investigator of the sex discrimination complaint.

The appeal decisionmaker will be a member of the School Board or a School Board designee and cannot be the Superintendent or an employee of the district.

² The district may delegate some of the Title IX Coordinator's responsibilities to others, such as for provision of supportive measures, informal resolution, investigations, etc. But, there should be only one Title IX Coordinator.

³ This is a difference from the 2020 regulations. Under the 2024 regulations the Title IX Coordinator, investigator, and decisionmaker can be the same person within the district. But, it is not the recommended practice due to the many other duties of the Title IX Coordinator.

- **Training for the Title IX Team**

All investigators, decisionmakers, employees with authority to modify or terminate supportive measures, and other employees responsible for implementing the recipient's grievance procedures must be trained on the following topics to the extent related to their responsibilities:

- The definition of sex-based harassment under Title IX and state law;
- The scope of the district's education program or activity;
- How to conduct an investigation, the grievance process, and the informal resolution process;
- How to serve impartially;
- Their responsibilities under chapter WAC 392-190 WAC; and
- How to raise awareness of and eliminate bias based on sex, race, creed, religion, color, national origin, honorably discharged veteran or military status, sexual orientation, gender expression, gender identity, the presence of any sensory, mental, or physical disability, or the use of a trained dog guide or service animal.

Investigators must also receive training on issues of relevance to create an investigative report that fairly summarizes relevant evidence.

The decisionmaker and appeal decisionmaker must also receive training on issues of relevance of questions and evidence, including the requirement that questions and evidence about a Complainant's sexual predisposition or prior sexual conduct are not relevant unless 1) such questions and evidence are offered to prove that someone other than the Respondent committed the alleged conduct or 2) questions and evidence concerning specific incidents of the Complainant's prior sexual behavior with respect to the Respondent is offered to prove consent.

Appeal decisionmakers must also receive training on any technology to be used during in-person or virtual hearings.

In addition to training requirements for all employees described above, the Title IX Coordinator and any designees under the Title IX Coordinator must be trained on:

- the responsibilities of the Title IX Coordinator,
- specific responsibilities for ensuring equal opportunity to pregnant and parenting students,
- the provision of supportive measures,
- the district's recordkeeping requirements, and
- any other training necessary to coordinate the recipient's compliance with Title IX.

III. Compliance Responsibilities

The Title IX Coordinator's name, title, office address, telephone number, and email address must be available on the district website; in handbooks/catalogs that are made available to staff, students, and parents; and in the district's nondiscrimination statement.

The Title IX Coordinator will inform the district community, including people who report sex discrimination, of the district's responsibilities under Policy 3205 and related policies and procedures. These include policies for pregnant and parenting students (Policy 3206), gender-inclusive schools (Policy 3211), and district employees (Policy 5210) to comply with its obligations under State and Federal laws, including Title IX, and to create inclusive and welcoming school communities.

The Title IX Coordinator will ensure the district has a process for facilitation of supportive measures for all students, staff, and people attempting to enroll or participate in district programs that report sex discrimination. In addition to the Title IX Coordinator, the process for supportive measures will include another district employee who is not a subordinate of the Title IX Coordinator to address requests for rescinding or modifying supportive measures.

The Title IX Coordinator will ensure the district has a process and system in place to provide support and modifications to pregnant and parenting students, staff, and people attempting to enroll or participate in district programs that report being pregnant or having pregnancy-related conditions.

The Title IX Coordinator will annually:

- (1) Monitor the district's education program or activity for barriers to reporting information about conduct that reasonably may constitute sex discrimination under Title IX or this part and
- (2) Take steps reasonably calculated to address such barriers.

When notified of conduct that reasonably may constitute sex discrimination under Title IX, Washington State law, or the district's policies, the Title IX Coordinator must take the following actions to promptly and effectively end any sex discrimination in its education program or activity, prevent its recurrence, and remedy its effects:

- Treat the Complainant and Respondent equitably;
- Offer and coordinate supportive measures, as appropriate, for the Complainant.
- Offer and coordinate supportive measures, as appropriate, for the Respondent if the district has initiated grievance procedures or offered an informal resolution process to the Respondent.
- Notify the Complainant or, if the Complainant is unknown, the individual who reported the district's grievance procedures under 3205P.1 and the informal resolution process, if available and appropriate.

If a complaint is initiated under the grievance procedures, the Title IX Coordinator will:

- Evaluate the complaint and, as appropriate, initiate the grievance procedures under 3205P.1 or other applicable procedures;
- Describe and offer the informal resolution process under the same, if available and appropriate,⁴ and
- Notify the Respondent of the grievance procedures, if appropriate and applicable.

⁴ This depends on whether 3205P.1 offers an informal resolution process. Under the 2024 Title IX Regulations, informal resolution is optional, but if a district uses it, there are explicit requirements for informal resolution facilitator(s), including impartiality, notice, recordkeeping, and training requirements.

In the absence of a complaint or the withdrawal of any or all of the allegations in a complaint, and the absence or termination of an informal resolution process, the Title IX Coordinator will determine whether to initiate a complaint of sex discrimination that complies with the grievance procedures under 3205.P.1. To make this fact-specific determination, the Title IX Coordinator must consider, at a minimum, the following factors:

- (1) The Complainant's request not to proceed with a complaint;
- (2) The Complainant's reasonable safety concerns regarding a complaint;
- (3) The risk that additional acts of sex discrimination would occur if a complaint is not initiated;
- (4) The severity of the alleged sex discrimination, including whether the discrimination, if established, would require the removal of a Respondent from campus or imposition of another disciplinary sanction to end the discrimination and prevent its recurrence;
- (5) The age and relationship of the parties, including whether the Respondent is an employee of the recipient;
- (6) The scope of the alleged sex discrimination, including information suggesting a pattern, ongoing sex discrimination, or sex discrimination alleged to have impacted multiple individuals;
- (7) The availability of evidence to assist a decisionmaker in determining whether sex discrimination occurred; and
- (8) Whether the district could end the alleged sex discrimination and prevent its recurrence without initiating its grievance procedures under Procedure 3205P.1.

If, after considering these and other relevant factors, the Title IX Coordinator determines that the conduct as alleged presents an imminent and serious threat to the health or safety of the Complainant or other person or that the conduct as alleged prevents the recipient from ensuring equal access on the basis of sex to its education program or activity, the Title IX Coordinator may initiate a complaint.

When there has been a determination of responsibility for sex discrimination, the Title IX Coordinator or a designee will ensure that any corrective measures and remedial actions deemed necessary will be instituted as quickly as possible, but in no event more than thirty (30) days after the Superintendent mailed a written decision unless a student 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.

IV. District Staff Responsibilities

Any district employee who witnesses or receives a report or complaint about sex discrimination, including sex-based harassment, is responsible for informing the district Title IX or Civil Rights Compliance Coordinator. All staff are also responsible for directing reporters to the complaint process.⁵

⁵ NOTE ON CONFIDENTIAL EMPLOYEES: Under the 2024 Title IX regulations, Recipients are allowed to

Any district employee who is informed by a student (or a student's parent, guardian, or legal representative) of the student's pregnancy or pregnancy-related condition must promptly:

- provide them with the district's Title IX Coordinator's contact information and
- 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 and ensure equal access to the district's education program or activity.

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

Reports of other forms of discrimination and discriminatory harassment will be referred to the district's Civil Rights Compliance Coordinator. Reports of disability discrimination or harassment will be referred to the district's Section 504 Coordinator.

Employees who are mandatory reporters must also report allegations of criminal misconduct to law enforcement, and suspected child abuse must be reported to law enforcement or Child Protective Services.

District/school staff, including employees, contractors, and agents, shall not provide a recommendation of employment for an employee, contractor, or agent that the district/school, or the individual acting on behalf of the district/school, knows or has probable cause to believe, has engaged in sexual misconduct with a student or minor in violation of the law.

V. District Training and Orientation Requirements

A fixed component of all district newly hired employees, and annual orientation sessions for staff, students, and regular volunteers will introduce the elements of this procedure, the district's grievance procedures, and the corresponding policy.

Staff will be provided information on recognizing and preventing sex discrimination, including sex-based harassment. Staff will be fully informed of their responsibilities when on notice of sex discrimination, the district's complaint procedures, and their roles and responsibilities under the policy and procedure.

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

designate "Confidential employees" to receive information about conduct that may constitute sex discrimination under Title IX and not notify the Title IX Coordinator. See 34 CFR § 106.2 and 106.44. WSSDA's model policy and procedure does not include a provision for Confidential Employees due to the broad range of staff who are mandatory reporters of child abuse in WA state, the potential for confusion about when the confidential employee is acting in that role versus another in the district, and inadvertent harm or liability. Districts that want to include a provision on confidential employee are encouraged to discuss these option under the Title IX regulations with their counsel.

discrimination, including those related to pregnancy or pregnancy-related conditions or marital or parental status. The training shall include, at a minimum:

- Employees' obligations to provide notice of the Title IX Coordinator as discussed above;
- The district's prohibition of sex discrimination, including prohibitions of harassment of students and staff based on sexual orientation, gender identity, gender expression, pregnancy, pregnancy-related conditions, and marital or pregnancy status; and
- The district's policy prohibition of retaliation against a student or staff member for exercising these rights, including imposing or threatening to impose negative educational outcomes because student requests leave or accommodation, files a complaint, or otherwise exercises their rights under the policy.

Professional school personnel, including but not limited to certificated staff, will be reminded of their legal responsibility to report suspected child abuse and how some allegations of sex-based harassment may implicate that responsibility. Regular volunteers will get the portions of this component of orientation relevant to their rights and responsibilities.

VI. Policy and Procedure Review

Annually, the Superintendent or designee and the Title IX Coordinator 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.

VII. Investigation Recordkeeping

The district will maintain, for a period of at least seven years, the following records:

- All materials used to train employees, Title IX Coordinator, investigators, decisionmakers, and any person who facilitates an informal resolution process for the district and make such materials available upon request
- Records of any actions, including supportive measures, taken in response to a report of sex-based harassment under Title IX, even if no complaint is filed
- Records of any informal resolution and the result
- Records of each sex discrimination investigation, including any determination regarding responsibility and any audio or audiovisual recording or transcript; any disciplinary sanctions imposed on the Respondent and any remedies provided to the Complainant; and any appeal from the result of a determination regarding responsibility

Adoption Date: December 11, 2024

Coversheet

Approval of Board Policy No. 5005 - 1st Reading

Section: XII. New Business
Item: E. Approval of Board Policy No. 5005 - 1st Reading
Purpose:
Submitted by:
Related Material:
BP5005 - Employment & Volunteers-Disclosures, Certification Requirements, Assurances & Approval.pdf

EMPLOYMENT and VOLUNTEERS: DISCLOSURES, CERTIFICATION REQUIREMENTS, ASSURANCES AND APPROVAL

Federal Immigration Law Compliance for Staff

The board has the legal responsibility of employing all staff. The responsibility of administering the recruitment process is assigned to the superintendent/designee. Prior to final action by the board, a prospective staff member will present necessary documents which establish eligibility to work as required by federal immigration law. The superintendent/ designee will certify that he/she has: "examined the documents which were presented to me by the new hire, that the documents appear to be genuine, that they appear to relate to the individual named, and that the individual is a U.S. citizen, a legal permanent resident, or a non-immigrant alien with authorization to work." This certification shall be made on the I-9 form issued by the Federal Immigration and Naturalization Service.

Child Support Reporting for Staff

The district will report all new hires to the state Department of Social and Health Services Division of Child Support as required by P.L. 104-193, the Personal Responsibility and Work Opportunity Reconciliation Act of 1996.

Sexual Misconduct Release Form for Staff

Pursuant to state law, the district will require that every prospective staff member sign a release form allowing the district to contact school employers regarding prior acts of sexual misconduct. The applicant will authorize current and past school district employers including employers outside of Washington to disclose to the district sexual misconduct, if any, and make available to the district all documents in the employer's personnel, investigative or other files related to the sexual misconduct. The applicant is not prohibited from employment in Washington state if the laws or policies of another state prohibit disclosure of this information or if the out-of-state district denies the request.

Disclosures for Staff and Volunteers

Prior to employment of any unsupervised staff member or volunteer, the district will require the applicant to disclose whether he/she has been:

- A. Convicted of any crime against persons;
- B. Found in any dependency action under RCW 13.34. to have sexually assaulted or exploited any minor or to have physically abused any minor;
- C. Found by a court in a domestic relations proceeding under Title 26 RCW to have sexually abused or exploited any minor or to have physically abused any minor;
- D. Found in any disciplinary board final decision to have sexually abused or exploited any minor or to have physically abused any minor: or
- E. Convicted of a crime related to drugs: manufacture, delivery, or possession with intent to manufacture or deliver a controlled substance.

FREEMAN SCHOOL DISTRICT NO. 358**Policy No. 5005
Personnel**

For purposes of this policy, unsupervised means not in the presence of another employee or volunteer and working with children under sixteen years of age or developmentally disabled persons. The disclosure will be made in writing and signed by the applicant and sworn to under penalty of perjury. The disclosure sheet will specify all crimes committed against persons.

Background Check for Staff and Volunteers:

Definition: "Unsupervised Access to Children" means contact with children that provides personal interaction when not under the direct supervision of a child care provider or staff with supervisor authority, whether in person or virtual.

Staff and Volunteers with Regularly Scheduled Unsupervised Access to Children:

Prospective staff members and volunteers who will have regularly scheduled unsupervised access to children, will have their records checked through the Washington State Patrol criminal identification system and through the Federal Bureau of Investigation. The record check will include a fingerprint check using a complete Washington state criminal identification fingerprint card.

All Other Staff and Volunteers:

Supervised sStaff and volunteers ~~without unsupervised access to children~~ will undergo a name and birth date background check with the Washington State Patrol.

If a volunteer has undergone a criminal record check in the last two years for another entity, the district will request a copy from the volunteer, or have the volunteer sign a release permitting the entity for whom the check was conducted to provide a copy to the district.

Conditional Employment:

New hires will be employed on a conditional basis pending the outcome of the background check and may begin conditional employment once completed fingerprint cards have been sent to the Washington State Patrol. If the background check reveals evidence of convictions, the candidate will not be recommended for employment, or if conditionally employed, may be terminated. When such a background check is received, the superintendent/designee is directed to consult with legal counsel.

Pre-employment Drug Testing

If the district requires prospective staff members to undergo pre-employment drug testing, the district will comply with the requirements of RCW 49.44.240.

Record Check Data Base Access Designee:

The superintendent/ designee is directed to establish procedures for determining which staff members are authorized to access the Superintendent of Public Instruction's (OSPI) record check database. Fingerprint record information is highly confidential and will not be re-disseminated to any organization or individual by district staff. Records of arrest and prosecution (RAP sheets) will be stored in a secure location separate from

personnel and applicant files and access to this information is limited to those authorized to access the SPI record check database.

Certification Requirements:

The district will require that certificated staff hold a Washington State Certificate, with proper endorsement (if required for that certificate and unless eligible for out-of-endorsement assignment), or such other documentation as may be required by the professional educator standards board with respect to alternative route programs, for the role and responsibilities for which they are employed. Failure to meet this requirement will be just and sufficient cause for termination of employment. State law requires that the initial application for certification will require a background check of the applicant through the Washington State Patrol criminal identification system and Federal Bureau of Investigation. No salary warrants may be issued to the staff member until the district has registered a valid certificate for the role to which he/she has been assigned.

All certificated staff members are required to maintain their certification in accordance with state and federal requirements.

Classified Staff:

Classified staff who are engaged to serve less than twelve (12) months, will be advised of their employment status for the ensuing school year prior to the close of the school year. If the district chooses to reemploy the staff member the following year, the superintendent will give "reasonable assurance" by written notice that the staff member will be employed during the next school year.

Board Approval:

All staff members selected for employment will be recommended by the superintendent. Staff members must receive an affirmative vote from a majority of all members of the board. In the event an authorized position must be filled before the board can take action, the superintendent has the authority to fill the position with a temporary employee who will receive the same salary and benefits as a permanent staff member. The board will act on the superintendent's recommendation to fill the vacancy at its next regular meeting.

Legal References:

- RCW 9.96A.020 Employment, occupational licensing by public entity — Prior felony conviction no disqualification — Exceptions
- RCW 28A.320.155 Criminal history record information—School volunteers
- RCW 28A.400.300 Hiring and discharging employees—Written Leave policies
Seniority and leave benefits of employees transferring, between school districts and other educational employers

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**Policy No. 5005
Personnel**

- RCW 28A.400.301 Information on past sexual misconduct - Requirement for applicants - Limitation on contracts and agreements - Employee right to review personnel file
- RCW 28A.400.303 Record checks for employees
- RCW 28A.405.060 Course of study and regulations-enforcement--Withholding salary warrant for failure
- RCW 28A.405.210 Conditions and contracts of employment-Determination of probable cause for non-renewal of contracts—Nonrenewal due to enrollment decline or revenue loss - Notice- Opportunity for hearing
- RCW 28A.410.010 Certification-- Duty of professional educator standards board – Rules – Record check- Lapsed certificates – Superintendent of public instruction as administrator.
- RCW 28A.660.020 Proposals - Funding
- RCW 28A.660.035 Partnership grant programs - Priority assistance in advancing cultural competency skills
- RCW 43.43.830- Background checks – Access to children or vulnerable persons – Definitions
- RCW 49.44.240 Discrimination based on cannabis use - Exceptions
- RCW 50.44.050 Benefits payable, terms, and conditions – “Academic year” defined
- RCW 50.44.053 "Reasonable assurance" defined – Presumption, employees of educational institutions
- P.L.99-603, Immigration Reform and Control Act of 1986 (IRCA)
P.L. 104-193 Personal Responsibility and Work Opportunity Reconciliation Act of 1996
- WAC 162-12 Pre-employment Inquiry Guide (Human Rights Commission)
- WAC 180-16-220 Supplemental basic education Program approval Requirements
- WAC 181-79A Standards for Teacher, Administrator and Educational Staff Associate Certification
- WAC 180-82-105 Assignment of classroom teachers within districts
- WAC 180-82-110 School district response and support for non-matched endorsements to course assignment of teachers
- WAC 181-85 Professional certification-- Continuing Education requirement
- WAC 392-300-050 Access to record check data base
- WAC 392-300-055 Prohibition of redissemination of fingerprint record information by education service districts the State School for the Deaf, the State School for the Blind, and Bureau of Indian Affairs funded schools.
- WAC 392-300-060 Protection of fingerprint record information by education service district, the State School for the Deaf, the State School for the Blind, and Bureau of Indian Affairs funded schools.
- WAC 446-20-280 Employment--Conviction Records

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**Policy No. 5005
Personnel**

Cross References:

- 6530 Insurance
- 5610 Substitute Employment
- 5520 Staff Development
- 5281 Disciplinary Action and Discharge
- 5252 Staff Participation in Political Activities
- 5006 Certification Revocation
- 1610 Conflicts of Interest [1st Class] Districts

Management Resources:

- 2023 – December Issue
- 2017 - July Issue
- 2010 - October Issue
- Policy News, October 2005
- Policy News, October 2005
- Policy News, April 2004
- Policy News, October 2001
- Policy News, August 1998
- Policy News, February 1999
- Policy News, June 1999
- Public Disclosure
- Sex Offender Reporting Requirements
- School Employee Sexual Misconduct
- Updates from the State Board of Education
- District Must Report New Hires
- Local Boards Decide Endorsement Waivers
- School Safety Bills Impact Policy

Adoption Date: March, 10, 2000

Revised Date: January 28, 2010; May 10, 2018; June 13, 2024, [Dec 11, 2024](#)

Coversheet

Approval of Board Policy No. 6600 - 1st Reading

Section: XII. New Business
Item: F. Approval of Board Policy No. 6600 - 1st Reading
Purpose:
Submitted by:
Related Material: BP6600 - Transportation.pdf

TRANSPORTATION

The district may provide transportation to and from school for a student:

- A. Whose residence is beyond the one-mile radius from the school to which the student is assigned;
- B. Whose walking route to school is hazardous;
- C. Whose disability prevents him/her from walking or providing for his/her own welfare while walking; or
- D. Who has another compelling and legally sufficient reason to receive transportation services. The parent or guardian of a student whose assigned bus stop is beyond the maximum walking distance may receive reimbursement for private transportation at the state mileage reimbursement rate.

At the request of an eligible student, the district may allow the student to transport his or her infant on a school bus or other student transportation vehicle provided by the district. The infant must be transported in a rear-facing child restraint system as defined in the federal motor vehicle safety standards found in 49 C.F.R. § 572.213. If the district denies the student's request to transport his or her infant by school bus, the district must authorize other arrangements for individual transportation in accordance with RCW 28A.160.030. For purposes of this paragraph, "eligible student" means any student served by the transportation program of the district or compensated for individual transportation arrangements authorized by RCW 28A.160.030 whose route stop is outside the walk area for a student's school, except if the student to be transported is disabled under RCW 28A.155.020 and is either not ambulatory or not capable of protecting his or her own welfare while traveling to or from the school or agency where special education services are provided, in which case no mileage distance restriction applies.

Each year the superintendent or designee will present to the board the number of students who live within the minimum distance of their schools and for whom there appears sufficient justification for the district to provide transportation. In this report, the superintendent or designee will also provide the reasons why each of these students is transported.

The district's transportation program shall comply in all ways with state law and regulation. Transportation services of the district may include approved bus routes, district-approved field trips, school activities (participants only) and extracurricular activities (rooters). The superintendent or designee is authorized to permit a parent of a student enrolled in school to ride a bus when excess seating is available and private or other public transportation is not reasonably available.

The board of directors may authorize children attending an approved private school to ride a school bus provided that the bus route and stops are not altered, space is available, and a fee to cover the per seat cost for such transportation is collected.

FREEMAN SCHOOL DISTRICT NO. 358

**Policy No. 6600
Management Support**

Routes and Schedules

The superintendent or designee shall be responsible for scheduling bus transportation, including the determination of routes and bus stops as well as overseeing the transportation program.

The purpose of bus scheduling and routing is to achieve maximum service with a minimum fleet of buses insofar as this is consistent with rendering safe and reasonably equal service to all students entitled to such service. The board may authorize the use of a district-owned passenger car in lieu of a bus for transporting students to and from school.

In order to operate the transportation system as safely and efficiently as possible, the following factors shall be considered in establishing bus routes:

- A. Where an alternate route may be considered without sacrifice of efficiency or economy, preference shall be given to that route more directly serving the largest number of students.
- B. Location of bus stops may be determined by such factors as student safety, economy and efficiency. Students may be required to walk up to one mile from their home to their bus stop provided that the walking route is safe.
- C. School schedules shall be adjusted to allow maximum utilization of each bus in the system by alternating elementary and secondary trips.

The district shall apply for state transportation apportionment funds and shall maintain the records required to obtain such funding.

Emergency Routes and Schedules

The district will develop emergency bus routes and schedules to be used when weather conditions make the usual routes impassable or, in the superintendent's or designee's judgment, too hazardous. At the beginning of the school year, copies of emergency routes and schedules shall be distributed to parents with instructions on how to obtain emergency information.

If roads are closed to buses but not to private vehicles, the district may continue to operate the instructional programs of the schools without providing bus transportation until the roads are again open to buses.

School Bus Trespass

It is a gross misdemeanor for individuals to enter or remain unlawfully on a school bus, do any act that creates a substantial risk of harm to passengers or the driver, and cause a substantial interruption or impairment of services rendered by the bus. This doesn't apply to enrolled students, law enforcement officers or other authorized personnel engaged in the performance of their official duties, individuals with written consent from the district allowing them to enter or remain on the school bus, and emergency situations where entering the bus is necessary to protect the safety or wellbeing of students or others.

The district will implement educational programs and awareness campaigns to inform students, parents, and the community about the importance of maintaining safety and

FREEMAN SCHOOL DISTRICT NO. 358

**Policy No. 6600
Management Support**

security on school buses. These initiatives will highlight the potential criminal consequences of school bus trespassing.

If the district receives the funds to do so, it will affix placards warning of the consequences of school bus trespassing to the outside of all its school buses so they are easily visible.

Legal References:

RCW 28A.160.020	Authorization for private school students to ride buses— Conditions
RCW 28A.160.030	Authorizing individual transportation or other arrangements—Pupils must provide their own transportation, when
RCW 28A.160.160	Student transportation allocations-Definitions
RCW 28A.160.240	Transportation of infants
WAC 392-141	Transportation - State Allocation for Operations
WAC 392-172A-02095	Transportation
<u>RCW 9A.52.092</u>	<u>School bus trespass</u>

Adoption Date: Feb. 1999

Revision Date: June 24, 2021, Dec. 11, 2024

Coversheet

Future Board Meetings

Section: XIII. Other Information
Item: A. Future Board Meetings
Purpose:
Submitted by:
Related Material: Future Board Meeting Schedule 2024-2025.pdf



FREEMAN SCHOOL BOARD MEETINGS 2024 - 2025

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 11-20-2024.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 November 20, 2024.

Administration:

Certified: Jessica Loera - Emergency Substitute Teacher – Pending OSPI Approval

Classified:

Extracurricular: Doug Pace – HS Boys “C” Squad Basketball Coach – Pending OSPI Approval