



Freeman School District

FREEMAN SCHOOL DISTRICT BOARD MEETING

Published on March 20, 2025 at 3:43 PM PDT

Date and Time

Monday March 24, 2025 at 6:00 PM PDT

Location

Palouse Regional Transportation Cooperative

Vision Statement

Continuing Our Tradition of Excellence in Education

Mission Statement

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

Agenda

I. Opening Items

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

D. Establish Quorum

E. Approve Minutes

II. Consent Agenda

A. March 2025 Consent Agenda Items

III. Board Recognition

A. Above and Beyond Award

B. Partners for Rural Washington (PRWA)
Zero Emissions NW - Staci & David

IV. Pace Character Trait

A. DILIGENCE

Persistence, dedication and hard work

V. Correspondence

VI. Building Reports

A. Lisa Phelan, Elementary Principal/Assistant Superintendent

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/Grounds Director

D. Todd Reed, Technology Director

E. Jody Sweeney, Special Ed Director/School Psychologist

VIII. Superintendent's Report

A. Curriculum, Instruction and Assessment

B. School Safety, Culture and Environment

C. Partnering with Parents and School/Community

- CEE Survey
- Freeman 2025 Strategic Plan

D. Fiscal & Legal Accountability

IX. Board Comments

X. Visitor Comments & Concerns

XI. New Business

A. Approval of \$10,000 Band Donation

B. Approval of Board Policy & Procedure No. 3210 - 1st Reading

C. Approval of Board Policy & Procedure No. 5010 - 1st Reading

D. Approval of Board Policy No. 5400 - 1st Reading

XII. Other Information

A. Future Board Meetings

XIII. Personnel

A. Personnel Action

XIV. Closing Items

A. Adjourn Meeting

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

Coversheet

March 2025 Consent Agenda Items

Section: II. Consent Agenda
Item: A. March 2025 Consent Agenda Items
Purpose:
Submitted by:
Related Material: CONSENT AGENDA March 24th, 2025.pdf
2-27-2025 Board Meeting Minutes.pdf
March Mid Month Gen Fund AP.pdf
March Gen Fund Regular AP.pdf
March Gen Fund Addtl AP.pdf
March Gen & ASB Funds ACH AP.pdf
March ASB AP.pdf
March 2025 Payroll.pdf
County Treasurer Statement - February.pdf
Budget Status - February.pdf

CONSENT AGENDA:

February 27th, 2025 Board Minutes

Credit Card (BMO) Payment General Fund	\$10,959.80
March General Fund Payments	\$145,018.34
March General Fund Addtl. Payments	\$2,075.93
March General Fund ACH Payments	\$6,003.45
March ASB Fund ACH Payments	\$329.88
March ASB Fund Payments	\$20,982.56
March Payroll	\$947,614.41
April Mid-month Payments, not to exceed	\$30,000.00
February County Treasurer Report	
February Budget Status Report	

DRAFT



Freeman School District

Minutes

FREEMAN SCHOOL DISTRICT BOARD MEETING

Date and Time

Thursday February 27, 2025 at 6:00 PM

Location

Palouse Regional Transportation Cooperative

Vision Statement

Continuing Our Tradition of Excellence in Education

Mission Statement

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

Directors Present

A. Keebler, B. Morphy, D. Santman, N. Talbott

Directors Absent

D. Teague

Guests Present

A. Steinolfson, Abigail Wigen, Aimee Hoyt, Barbara Berg, Chad Ripke, D. Morphy, Desiree Hendrickson, Everett Combs, James Reynolds, Jeff Smith, Jennifer Wigen, Joanna De Peralta, Jody Sweeney, Kent Bevers, Kirk Lally, L. Phelan, R. Russell, T. Reed

I. Opening Items

A. Record Attendance

Board member, Dave Teague, was excused.

B. Call the Meeting to Order

B. Morphy called a meeting of the board of directors of Freeman School District to order on Thursday Feb 27, 2025 at 6:00 PM.

C. Pledge of Allegiance

Annie Keebler led us in the flag salute.

D. Establish Quorum

There was a quorum present.

E. Approve Minutes

Motion to approve the minutes from Freeman School District Board Meeting on 01-27-25. The board **VOTED** to approve the motion.

II. Consent Agenda

A. February 2025 Consent Agenda Items

Annie Keebler moved the Board approve the February 27, 2025, consent agenda, as presented. Danielle Santman seconded the motion and it passed unanimously.

III. Board Recognition

A. Above and Beyond Award

Joanna DePeralta was presented with the Above and Beyond Award. Joanna continues to go above and beyond. She led a team to come together in a grass-roots effort to promote our levy. She was nominated by the Leadership Team and School Board.

B. FHS Robotics Presentation

FHS Robotics

HS Principal, Jeff Smith, was excited to introduce HS Robotics Coach James Reynolds and his team. They were able to show us what they've been working on this year. It took awhile to get through the process of getting started for the first year. They received a 1st Year Appearance Award at competition. They received several grants and are fully funded for next year. They are looking to more design build next year. Team members: Henry Dumars, Matthew Wigen, Sam Kimbal, Kelson, Colin

IV. Pace Character Trait

A. HONESTY

Sincerity and reverence or love for the truth

V. Correspondence

A. Washington State Patrol

The Transportation Department received a Certificate of Achievement for an Outstanding WSP inspection for both the summer and spring. Great job, Everett!

VI. Building Reports

A. Lisa Phelan, Elementary Principal

Overview

During the 24-25 school year, FES will focus on Multi-Tiered Systems of Support, Professional Learning Communities and Freeman School District's three focus areas: 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

- **Presidents' Wax Museum.** The second-grade team and Miss Carli had an incredible community turnout for the annual Presidents' Wax Museum. Second-grade students are assigned a President or first lady to learn about and share.
- **Math is Cool.** The teams will compete on February 21st (5th grade) and March 7th (4th grade). The 5th graders did excellent at Friday night's Math is Cool competition! The entire team earned 2nd place in our division! [2 points behind Nine Mile Elementary School] And we took a clean sweep of the top 3 individual awards in our division: 1st place: Ronin B., 2nd place: Tempe D. (only 1 point behind Ronin), 3rd place: Kam K. Thanks for everyone's help & congratulations to our team members: Eva B., Ronin B., Casey C., Daniel D., Tempe D., Audrina F., Jaxs K., Kam K., and to our coaches, Kelly & Angie Jahns.
- **Upcoming Events -**
 - Pages w/Principal Anxious Generation Book Study, Tuesday, February 25th
 - Grades 3-5 Musical - March 27-29, 6:00 p.m., FHS MPR
 - STEAM Fair - April 2nd, Grades TK-8, MPR

Enrollment

TK-46, K-42, 1st-64, 2nd-58, 3rd-65, 4th-57, 5th-52 = 384

B.

Jim Straw, Middle School Principal

Overview

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

Areas of Focus

- Dawg for a Day Transition Program is in full swing.
- Our ASB and Leadership class worked together on Heartgrams. The K-8 student body raised \$305.51 to benefit the Morningstar Boys Ranch.
- The FMS students are currently involved in Aimsweb Benchmarking & SBA Interim Blocks to gauge their growth and prepare for state assessments.
- FMS has modified our Teacher Access format during Friday Advisory to align with the FHS Scottie Time.
- Our School-Based Screening, Brief Intervention and Referral to Treatment Mental Health Clinician, Chris Marks, began administering the SBIRT last week. He works with students in grades 8-12 at Freeman.
- Student Activities - 6th Grade Ski Trip on 2/19, WSU 8th Grade Mentorship on 2/26, WSU 7th Grade Engagement on 3/21.

Enrollment

6th- 71 7th- 61 (-1) 8th- 69 Total- 201 (-1)

Respectfully reported by Lisa Phelan.

C. Jeff Smith, High School Principal

Overview

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

Areas of Focus

- Registration is underway - student course requests are collected the next few weeks
- FBLA - 28 students qualified for State competition
- Freeman is hosting the North Palouse Industry Fair March 11, 8:30 - 12:30
- ASB is considering a move to hold FHS elections before Spring Break
- 19 students have qualified for instant acceptance (SCC-7; EWU-5; WSU-7)
- FHS currently working with Launch NW in a FAFSA Challenge
- Second semester observations are underway

Enrollment

9th = 61 (-2), 10th = 75, 11th = 76 (+1), 12th = 78. Total: 290

D. Chad Ripke, HS Assistant Principal/Athletic Director

Overview

- Winter sports teams had a great winter season, one team still competing at the state level.
- Wrestling – 12 kids made it to state. Team won the state qualifying tournament we hosted here at Freeman on 2/15. 4 state placers. Ryder Pedersen, Quinten Malone, Bearret Murphey, Lincoln Wright all took 8th place over the weekend. Quincy Paxton and Bearret Murphey were first team all league, Ryder Pedersen, Quinten Malone, and Tucker Hawk were 2nd team all league.
- Girls Basketball were the south league champs. Over the weekend lost in the game to make it to state. Girls had a great season. Taylee Phelps and Rylee Russell were first team all league. Logan Pecht was 2nd team all league.
- Boys Basketball were co league champs with Colfax, and won the district championship over the weekend with an OT game with Reardan. Boys are the 2nd seed in the state bracket and play this Friday at 6 pm at WV vs Adna. Winner of that game will play Thursday at 2:00 pm in the Spokane Arena, loser of that game will play at 10:30 am on Wednesday in a loser out game at the arena. Colton Wells and Tanner Goldsmith were named first team all league. Finn LaPointe and Micah Hodges were 2nd team all league.
- Cheer continues to do a great job of cheering on the teams and generating school spirit.

Areas of Focus

- Final stages of planning our Dinner/Auction Fundraiser at CDA Casino on March 15th.
- New STCU video board in the blue gym. This board was 100% donated by STCU.

Enrollment

- Spring Sports – Baseball 28, Golf – Boys 15, Girls 17, Tennis – Boys 3, Girls 13, Track – Boys 38, Girls 31, Softball 29 (174 kids signed up in final forms)

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

Overview

Work to improve programs and support our student athletes.

Participate in partnership with the Greater Spokane County League (GSCL).

Areas of Focus

FMS Girls Basketball off to a great start! 32 girls

6th grade participation – successful pilot at this time
Games starting soon
Finalizing spring sports schedules, baseball and track

Enrollment

Girls Basketball currently at 32 with four teams.

Respectfully reported by Chad Ripke.

VII. Department Reports

A. Kent Bevers, Nutrition Services Director

Areas of Focus

- 1. Received a \$1000.00 donation for meal debt
 - 1. Specifically earmarked by the donor to help elementary students w/meal debt.
 - 2. Created a separate donation account from Brenda’s HH (Special Donation) to be used for this purpose.
 - 3. Working with Alan and Stacey Rawson to ensure these funds get where they are intended to go.
- 2. OSPI Child Nutrition Administrative Review Summary

B. Everett Combs, Transportation Supervisor

- The transportation team has been working hard in the harsh conditions the last few weeks. They’ve done a great job on the bad roads and bitter cold temps.
- We have a new candidate to train for a sub driver.
- Mileage for January:
 - To/From – 16,567 miles
 - Field Trips – 52 miles
 - Club Trips – 50 miles
 - Extra-Curricular Trips – 1,961 miles

Total – 18,630 miles

- Students transported in January:
 - Morning riders – 7,475
 - Afternoon riders – 7,453
 - 2nd PM Route – 501

Total – 15,429 students

- We are currently operating:
 - Regular ED bus routes - 12
 - Program Bus routes - 2
 - After school 2ND PM Routes - 2
 - McKinney-Vento Routes - 2

TOTAL ROUTES: 18

C. Kirk Lally, Maintenance/Grounds Director

Areas of Focus:

1. Still working closely with Randy and Alan on needed supplies.
2. Made it through the cold weather with minimal heating issues.

Safety:

1. Everett and I completed the self-re-inspection for the schools and turned the report into Spokane Regional Health District.

D. Todd Reed, Technology Director

Areas of Focus

- We successfully rolled out Clever to our elementary staff and students, providing them with a seamless and secure way to access digital learning resources. This implementation simplifies login processes and enhances their overall learning experience.
- Finished our 2025 E-Rate Filing, 60% discount, on eligible services such as our internet and support/maintenance on internal connections.
- We updated our lockdown procedure to include a district-wide text alert, notifying all staff of the lockdown's origin and location. This enhancement ensures faster communication and improved situational awareness for a safer response.

E. Jody Sweeney, Special Ed Director/School Psychologist

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. Olympia visit with Randy and Lisa - Special Ed, TTK, MSOC, Transportation
 - a. Following the process
2. Continuing with WIDA ELL/MLL Assessments
3. OSPI Special Education Indicators
 - a. Determination Level
4. AIMSWEB January results
 - a. Data-Based Decision Making - MTSS
5. Gifted Screener - Getting set up
6. Evaluation/Reevaluation/IEP meetings and Team Collaboration 1

VIII. Superintendent's Report

A. Curriculum, Instruction and Assessment

- The rest of our school year is going great.
- Second semester has started.
- The 2025/2026 school calendar has been approved.

B. School Safety, Culture and Environment

C. Partnering with Parents and School/Community

S225 Special Levy Election Certification -

- We received lots of positives from our last levy election.
- Huge thank you to our community that worked on & supported our levy.

D. Fiscal & Legal Accountability

- Enrollment
- Cash Flow
 - Kudos to Alan & Regina for working on our finances.
 - We are on a good road moving ahead from a financial standpoint.
 - If we receive TTK funding for the rest of the year, we will finish with a 3% fund balance.
 - If TTK is not funded, we will end up at 1/2 of the 3% fund balance.
 - Send your support of TTK to Senator Lisa Hellman.

IX. Board Comments

A. Board Comments

Annie Keebler shared she went on MS walk-throughs this week. It is nice to see kids on the turf field in February.

X. New Business

A. Approval of Resolution No. 2-24/25

Annie Keebler moved the Board approve amending Resolution No. 2-24/25, relating to an Interfund Loan from the Capital Projects Fund to the General Fund, as presented.

Danielle Santman seconded the motion and it passed unanimously.

B. Building Condition Assessment Report and Approval

Annie Keebler moved the Board approve the Asset Preservation Program Annual Board Report, as presented. Danielle Santman seconded the motion and it passed unanimously.

C. Approval of \$2,500 or More Donations

Annie Keebler moved the Board approve three donations of \$2,500 or more, as presented. Nate Talbott seconded the motion and it passed unanimously.

XI. Other Information

A. Future Board Meetings

- The next board meeting will be Monday, March 24th.
- The following meetings will be April 28th and May 28th.

XII. Personnel

A. Personnel Action

Extracurricular: Sierra McGarity – 7th Grade Head Girls Basketball Coach
 Kyle Olson – Resignation – 8th Grade Baseball Coach
 Pia Longinotti – HS Head Tennis Coach

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

XIII. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:01 PM.

Respectfully Submitted,
 D. Morphy
 Recording Secretary _____

Board Secretary _____

Board Chair _____

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

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 March 24, 2025, the board, by a _____ vote, approves payments, totaling \$10,959.80. The payments are further identified in this document.

Total by Payment Type for Cash Account, US BANK WIRE:
Wire Transfer Payments 202400056 through 202400058, totaling \$10,959.80

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
202400056	INTOUCH RECEIPTING Vendor on Invoice	03/04/2025	02-25 9122	Credit Card Processing Fees for February 2025	0	642.84	642.84
10 E 530 9700 13 7350 0000 0000 0000 1			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			642.84	
202400057	BMO MASTERCARD	03/04/2025	BMO GEN FUND00000	GEN FUND Credit Card Payment AP Invoice.	0	10,262.51	10,262.51
10 E 530 9700 23 7330 0000 0000 0000 1			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			260.00	
10 E 530 0100 27 5610 4020 4020 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			48.99	
10 E 530 9700 12 8580 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			409.65	
10 E 530 9700 12 8580 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			356.64	
10 E 530 9700 12 8580 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			16.97	
10 E 530 9700 12 8580 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			516.32	
10 E 530 9700 12 8580 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			39.93	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 9700 12 8580 0000 0000 0000 0	Vendor on Invoice			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		30.33	
10 E 530 9700 12 8580 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		43.15	
10 E 530 9700 12 8580 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		428.00	
10 E 530 9700 12 8580 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		59.88	
10 E 530 9700 12 8580 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		240.00	
10 E 530 0100 27 7580 4020 4020 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		200.00	
10 E 530 3160 27 5610 4020 0000 0000 0				General Fund/EXPENDITURES/CTE - AGRICULTURE		1,440.07	
10 E 530 0132 32 7432 0000 0000 0000 1				General Fund/EXPENDITURES/TECHNOLOGY		215.50	
10 E 530 3127 27 5610 0000 0000 0000 0				General Fund/EXPENDITURES/HS CTE FEA ALLOTMENT		658.44	
10 E 530 9700 72 5650 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		179.34	
10 E 530 9700 64 5610 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		34.24	
10 E 530 3164 27 5610 4020 0000 0000 0				General Fund/EXPENDITURES/CTE- CONSTRUCTION RELATED		554.99	
10 E 530 9700 72 5650 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		179.34	
10 E 530 0100 27 5610 4020 4020 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		620.26	
10 E 530 9900 52 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		30.04	
10 E 530 9700 72 5650 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		52.23	
10 E 530 9700 75 5610 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		24.84	
10 E 530 9900 52 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		8.93	
10 E 530 9900 53 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		30.38	
10 E 530 9900 52 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		98.01	
10 E 530 9900 52 7340 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		891.62	
10 E 530 9900 53 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		86.19	
10 E 530 0100 27 5610 4020 4020 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		97.28	
10 E 530 9700 13 5610 0000 0000 0000 1				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		117.71	
10 E 530 0100 27 5610 4020 4020 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		67.89	
10 E 530 0100 27 5610 4020 4020 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		430.23	
10 E 530 9900 52 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		185.16	
10 E 530 9700 64 5610 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		52.09	
10 E 530 0100 27 5610 4020 4020 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		33.61	
10 E 530 9900 52 7340 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		141.18	
10 E 530 9700 75 7340 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		1,383.08	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
202400058	BMO MASTERCARD	03/04/2025		CREDIT CARD PAYMENT CHECK			54.45
	US POSTAL SERVICE		BMO GEN FUND00001	GEN FUND Credit Card Payment AP Invoice.	0	54.45	
10 E 530 9700 62 7431 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		17.90	
10 E 530 9700 62 7431 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		18.65	
10 E 530 9700 62 7431 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		17.90	
			3	Wire Transfer Check(s) For a Total of			10,959.80

	0	Manual	Checks For a Total of	0.00
	3	Wire Transfer	Checks For a Total of	10,959.80
	0	ACH	Checks For a Total of	0.00
	0	Computer	Checks For a Total of	0.00
Total For	3	Manual, Wire Tran, ACH & Computer Checks		10,959.80
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	10,959.80

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	General Fund	0.00	0.00	10,959.80	10,959.80

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 March 24, 2025, the board, by a _____ vote, approves payments, totaling \$145,018.34. The payments are further identified in this document.

Total by Payment Type for Cash Account, County Treasurer Warrants:
Warrant Numbers 122079 through 122119, totaling \$145,018.34

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
122079	1ST CLASS OFFICE SOLUTIONS	03/31/2025	29211	Lease agreement	0	240.00	240.00
10 E 530 9700 13 7432 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			240.00	
122080	A.M. HARDWARE	03/31/2025	53538	Privacy Cylindrical Locks 15 Lever	0	464.83	464.83
10 E 530 9700 63 7431 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			464.83	
122081	AMERICAN ON-SITE SERVICES, LLC	03/31/2025	I63301	Porta Potties - March	0	19.19	19.19
10 E 530 9700 62 7431 0000 0000 0000 1			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			19.19	
122082	ANATEK LABS, INC	03/31/2025	2503564	Water Testing	0	465.00	935.00
10 E 530 9700 64 7431 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			465.00	
			2504497	Water Testing	0	430.00	
10 E 530 9700 64 7431 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			430.00	
			2505047	Water testing	0	40.00	
10 E 530 9700 64 7431 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			40.00	
122083	AVISTA UTILITIES	03/31/2025	1983570000	Natural Gas-Transportation	0	1,383.19	13,644.78
10 E 530 9900 52 7621 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS			1,383.19	
			7261160000	Natural Gas	0	3,011.61	
10 E 530 9700 65 7621 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			3,011.61	
			8060150000	Natural Gas HS	0	6,913.01	
10 E 530 9700 65 7621 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			6,913.01	
			8261160000	Natural Gas HS	0	2,336.97	
10 E 530 9700 65 7621 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			2,336.97	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
122084	CANON FINANCIAL SERVICES, INC.	03/31/2025	39114798	Monthly 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		519.11	
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		32.98	
122085	CARD CONNECT	03/31/2025	92231283	Januray 2025 Fee	0	191.43	416.65
10 E 530 9700 13 7352 0000 0005 0000 1				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		191.43	
			92241883	February Credit	0	225.22	
				Card Processing			
				Fees			
10 E 530 9700 13 7352 0000 0005 0000 1				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		225.22	
122086	CENTRAL VALLEY MACHINE & REPAI	03/31/2025	1041	Auto chain repair	0	435.60	435.60
10 E 530 9900 53 7340 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		435.60	
122087	CHEM-RITE, INC.	03/31/2025	1228	Maintenance -4 buckets Dowfrost HD	0	810.75	810.75
10 E 530 9700 64 7431 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		810.75	
122088	COMMUNITY COLLEGES OF SPOKANE	03/31/2025	CA-0000022696	Fall 2024 Running Start	0	41,452.54	41,452.54
10 E 530 0100 27 7565 0000 0000 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		41,452.54	
122089	CONTINENTAL ATHLETIC SUPPLY	03/31/2025	INV1418	MS Recertified Football helmets	0	2,030.22	9,059.98
10 E 530 0100 28 7431 0000 0000 0000 1				General Fund/EXPENDITURES/BASIC EDUCATION		2,030.22	
			INV1656	HS Football Helmet Reconditioning	1002425013	7,029.76	
10 E 530 0100 28 7431 0000 0000 0000 1				General Fund/EXPENDITURES/BASIC EDUCATION		7,029.76	
122090	CONTROL SOLUTIONS NORTHWEST, I	03/31/2025	30875	Support Services Agreement - March	0	5,405.00	5,405.00
10 E 530 9700 64 7431 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		5,405.00	
122091	DEVRIES INFORMATION MANAGEMENT	03/31/2025	192368	On-site record destruction	0	50.00	50.00
10 E 530 9700 13 7420 0000 0000 0000 1				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		50.00	
122092	EDNETICS INC	03/31/2025	INV-134344	Fire Panel Monitoring-Nov 2024	0	298.41	5,600.02
10 E 530 9700 72 7350 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		298.41	
			INV-134345	Fire Panel	0	298.41	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 9700 72 7350 0000 0000 0000 0				Monitoring-Dec 2024		298.41	
			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT				
			INV-134346	Fire Panel	0	298.41	
				Monitoring-Jan 2025			
10 E 530 9700 72 7350 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			298.41	
			INV-134347	Fire Panel	0	298.41	
				Monitoring-Feb 2025			
10 E 530 9700 72 7350 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			298.41	
			INV-134604	Ednetics Protect Fire Panel Monitoring	0	298.41	
10 E 530 9700 72 7350 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			298.41	
			INV-134695	Phones	0	4,107.97	
10 E 530 9700 72 7530 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			4,107.97	
122093	FATBEAM, LLC	03/31/2025	53799	Monthly recurring charge for 1G internet	0	1,420.00	1,420.00
10 E 530 9700 72 7530 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			1,420.00	
122094	FREEMAN REVOLVING FUND	03/31/2025	Allie Steele	Refundto Allie Steele	0	14.80	74.80
10 R 960 9800 22 0000 0000 0000 0000 0			General Fund/REVENUES/Food Services			14.80	
			March	Reimbursement for 4th Grade Math is Cool Dinner at Competition	0	60.00	
10 E 530 7400 27 8580 0000 0000 0000 0			General Fund/EXPENDITURES/HIGHLY CAPABLE			60.00	
122095	GEOENGINEERS, INC	03/31/2025	0204311	2025 Monitory and O& M	0	482.25	482.25
10 E 530 9700 64 7431 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			482.25	
122096	GREATER SPOKANE VALLEY CHAMBER	03/31/2025	108716	Annual Membership Dues	0	499.00	1,299.00
10 E 530 9700 11 7810 0000 0000 0000 1			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			499.00	
			108794	Valley Chamber of Business Awards VIP Table for 8 (Educator of the Year ceremony)	0	800.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 9700 12 7580 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		800.00	
122097	H & H, INC	03/31/2025	AR362882	DO & Transp	0	153.90	1,155.74
10 E 530 9700 12 7310 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		103.11	
10 E 530 9900 52 7310 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		50.79	
			AR362883	Elementary	0	355.21	
10 E 530 2100 27 7310 0000 0000 0000 0				General Fund/EXPENDITURES/SPECIAL ED, BASIC, STATE		23.25	
10 E 530 0100 27 7310 1010 1010 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		321.12	
10 E 530 0900 27 7310 0000 0000 0000 1				General Fund/EXPENDITURES/TRANSITION TO KINDERGARTEN		10.84	
			AR362884	High School	0	481.00	
10 E 530 2100 27 7310 0000 0000 0000 0				General Fund/EXPENDITURES/SPECIAL ED, BASIC, STATE		14.70	
10 E 530 3100 27 7310 0000 0000 0000 0				General Fund/EXPENDITURES/VOCATIONAL, BASIC, STATE		102.66	
10 E 530 0100 27 7310 4020 4020 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		363.64	
			AR362885	Middle School	0	165.63	
10 E 530 2100 27 7310 0000 0000 0000 0				General Fund/EXPENDITURES/SPECIAL ED, BASIC, STATE		5.53	
10 E 530 3400 27 7310 0000 0000 0000 0				General Fund/EXPENDITURES/MIDDLE SCHOOL CTE		6.41	
10 E 530 0100 27 7310 2050 2050 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		153.69	
122098	HASKIN STEEL CO, INC	03/31/2025	671887	Open PO for welding supplies	4022425019	835.16	1,123.14
10 E 530 3164 27 5610 4020 0000 0000 0				General Fund/EXPENDITURES/CTE- CONSTRUCTION RELATED		835.16	
			671888	Open PO for welding supplies	4022425019	287.98	
10 E 530 3164 27 5610 4020 0000 0000 0				General Fund/EXPENDITURES/CTE- CONSTRUCTION RELATED		287.98	
122099	INLAND POWER & LIGHT	03/31/2025	423	Electricity 20999007	0	17,855.17	17,855.17
10 E 530 9900 65 7622 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		2,260.24	
10 E 530 9700 65 7622 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		15,594.93	
122100	J.W. PEPPER & SON INC	03/31/2025	367311342	Music-MS	0	194.14	194.14
10 E 530 0100 27 5610 2050 2050 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		194.14	
122101	KCDA	03/31/2025	INV0015	Copy paper for the elementary	1012425013	1,978.58	1,978.58
10 E 530 0100 27 5610 1010 1010 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		1,978.58	
122102	M & L PLUMBING SUPPLY INC	03/31/2025	S100594209.001	Maintenance supplies	0	56.84	56.84
10 E 530 9700 64 5610 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		56.84	
122103	MINUTEMAN PRESS #234	03/31/2025	I63301	Triplicate detention slips	4022425027	122.21	122.21
10 E 530 0100 27 5610 4020 4020 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		122.21	
122104	NEWESD 101	03/31/2025	1252503517	24/25 Adobe Cloud	0	750.00	7,052.88

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 9700 72 7310 0000 0000 0000 0				Licensing 8/1/24-7/31/25		750.00	
			1252503802	EAP: Employee Assistance Program- QTR 2	0	251.37	
10 E 530 9700 14 7340 0000 0000 0000 1				DISTRICTWIDE SUPPORT		251.37	
			1252503842	2nd QTR- Eastern WA Quality Schools Coalition Lobbying contract with Marie Sullivan	0	145.39	
10 E 530 9700 12 7340 0000 0000 0000 1				DISTRICTWIDE SUPPORT		145.39	
			1252503991	Summary agreement 2024/2025 : 2nd quarter	0	4,502.69	
10 E 530 9700 72 7351 0000 0000 0000 0				DISTRICTWIDE SUPPORT		4,244.79	
10 E 530 0100 27 7350 0000 0000 0000 0				BASIC EDUCATION		257.90	
			1252504056	MSDS Online 1 yr subscription	0	150.93	
10 E 530 0100 26 7591 0000 0000 0000 0				BASIC EDUCATION		150.93	
			1252504354	Regional School Safety Partnership fee 24-25	0	1,252.50	
10 E 530 9700 35 7340 0000 0000 0000 1				DISTRICTWIDE SUPPORT		1,252.50	
122105 OXARC		03/31/2025	032281397	Misc. Supplies	0	489.79	1,300.44
10 E 530 3164 27 5610 4020 0000 0000 0				CTE- CONSTRUCTION RELATED		489.79	
			32270897	Open PO for Supplies	4022425001	153.15	
10 E 530 3164 27 5610 4020 0000 0000 0				CTE- CONSTRUCTION RELATED		153.15	
			32270970	Open PO for welding supplies	4022425018	348.48	
10 E 530 3164 27 5610 4020 0000 0000 0				CTE- CONSTRUCTION RELATED		348.48	
			32273539	Open PO for welding supplies	4022425018	309.02	
10 E 530 3164 27 5610 4020 0000 0000 0				CTE- CONSTRUCTION RELATED		309.02	
122106 RWC INTERNATIONAL, LTD.		03/31/2025	XA1060899604:01	additional owed on invoice	0	0.11	1,321.46

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 9900 53 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		0.11	
			XA106092180:01	Bus garage supplies	0	56.39	
10 E 530 9900 53 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		56.39	
			XA106092727:01	Bus garage supplies	0	830.54	
10 E 530 9900 53 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		830.54	
			XA106093115:01	Bus garage supplies	0	226.66	
10 E 530 9900 53 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		226.66	
			XA106093241:01	Bus garage supplies	0	45.06	
10 E 530 9900 53 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		45.06	
			XA106093242:01	Bus garage supplies	0	96.99	
10 E 530 9900 53 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		96.99	
			XA106093523:01	Bus garage supplies	0	65.71	
10 E 530 9900 53 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		65.71	
122107	SAVEMORE BUILDING SUPPLY INC	03/31/2025	201346	Open PO for supplies	4022425010	790.61	790.61
10 E 530 3164 27 5610 4020 0000 0000 0				General Fund/EXPENDITURES/CTE- CONSTRUCTION RELATED		790.61	
122108	SCHETKY NORTHWEST SALES INC	03/31/2025	7638	Bus garage supplies	0	419.70	419.70
10 E 530 9900 53 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		419.70	
122109	SPOKANE TESTING SOLUTIONS	03/31/2025	18340	DOT tests:Jamison, Patton, Mueller, Walker, Lally, Scott, Miller,	0	734.05	734.05
10 E 530 9900 52 7340 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		734.05	
122110	SPOKANE DIESEL PUMP SERVICE, L	03/31/2025	58584	Additive	0	534.10	534.10
10 E 530 9900 52 5626 0000 5627 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS		534.10	
122111	SPOKANE COUNTY TREASURER'S OFF	03/31/2025	4855	SRO Extra Time for September	0	320.00	10,534.09
10 E 530 9700 35 7340 0000 0000 0000 1				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		320.00	
			4869	SRO Extra Time for October	0	960.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 9700 35 7340 0000 0000 0000 1				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		960.00	
			4882	SRO Extra Time for November	0	320.00	
10 E 530 9700 35 7340 0000 0000 0000 1				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		320.00	
			CINV10000560	School Resource OfficerJan to March -1/2	0	8,520.75	
10 E 530 9700 35 7340 0000 0000 0000 1				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		8,520.75	
			CINV10000627	Road Services material	0	413.34	
10 E 530 9700 62 5610 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		413.34	
122112	TERRY'S DAIRY INC	03/31/2025	684020	Terry Dairy - milk products.	8002425005	253.62	1,874.47
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		253.62	
			684691A	Terry Dairy - milk products.	8002425005	126.18	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		126.18	
			685087A	Terry Dairy - milk products.	8002425005	216.90	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		216.90	
			685317	Terry Dairy - milk products.	8002425005	72.17	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		72.17	
			685649A	Terry Dairy - milk products.	8002425005	198.76	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		198.76	
			685744A	Terry Dairy - milk products.	8002425005	126.60	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		126.60	
			686079A	Terry Dairy - milk products.	8002425005	249.30	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		249.30	
			686651A	Terry Dairy - milk products.	8002425005	50.13	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		50.13	
			686922A	Terry Dairy - milk products.	8002425005	265.34	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		265.34	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			686983A	Terry Dairy - milk products.	8002425005	165.75	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		165.75	
			687651A	Terry Dairy - milk products.	8002425005	149.72	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		149.72	
122113	US FOODS INC	03/31/2025	3347694	US Foods - primary food vendor.	8002425003	1,532.91	7,071.48
10 E 530 9800 44 5610 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		61.04	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		1,356.79	
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SUPPLY CHAIN ASSISTANCE EXPEN		115.08	
			3347695	US Foods - primary food vendor.	8002425003	882.69	
10 E 530 9800 44 5610 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		96.72	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		772.59	
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SUPPLY CHAIN ASSISTANCE EXPEN		13.38	
			3347696	US Foods - primary food vendor.	8002425003	128.94	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		128.94	
			3400492	US Foods - primary food vendor.	8002425003	35.27	
10 E 530 9800 44 5610 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		35.27	
			3525868	US Foods - primary food vendor.	8002425003	586.16	
10 E 530 9800 42 5610 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		16.92	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		478.81	
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SUPPLY CHAIN ASSISTANCE EXPEN		90.43	
			3525869	US Foods - primary food vendor.	8002425003	623.78	
10 E 530 9800 42 5610 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		175.09	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		296.47	
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SUPPLY CHAIN ASSISTANCE EXPEN		152.22	
			3525870	US Foods - primary food vendor.	8002425003	78.56	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		78.56	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			3713969	US Foods - primary food vendor.	8002425003	1,017.03	
10 E 530 9800 42 5610 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		177.82	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		748.78	
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SUPPLY CHAIN ASSISTANCE EXPEN		90.43	
			3713971	US Foods - primary food vendor.	8002425003	86.22	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		86.22	
			3713972	US Foods - primary food vendor.	8002425003	1,021.32	
10 E 530 9800 42 5610 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		112.99	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		756.11	
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SUPPLY CHAIN ASSISTANCE EXPEN		152.22	
			3713972 CREDIT	US Foods - primary food vendor.	8002425003	-17.99	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		-17.99	
			3713973	US Foods - primary food vendor.	8002425003	17.99	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		17.99	
			3905029	US Foods - primary food vendor.	8002425003	981.84	
10 E 530 9800 42 5610 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		115.15	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		693.33	
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SUPPLY CHAIN ASSISTANCE EXPEN		173.36	
			3905030	US Foods - primary food vendor.	8002425003	101.87	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		101.87	
			5991479	US Foods - primary food vendor.	8002425003	-5.11	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/SCHOOL FOOD SERVICES		-5.11	
122114	WALTER, CLAIRE	03/31/2025	Feb-25	PT for February	0	2,142.00	2,142.00
10 E 530 2100 26 7340 0000 0000 0000 0				General Fund/EXPENDITURES/SPECIAL ED, BASIC, STATE		2,142.00	
122115	WALTER E NELSON CO	03/31/2025	542860	Ice heat ice	0	507.44	1,014.88

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 9700 64 5610 0000 0000 0000 0				melter			
			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			507.44	
			543396	Maintenance	0	507.44	
				supplies			
10 E 530 9700 64 5610 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			507.44	
122116	WAPT-CWU TRANSPORTATION MGMT	03/31/2025	2025 Registration	Tawnya Becker - Year 3 CWU Pupil Transportation Management Training Program	5022425005	605.00	605.00
10 E 530 9900 51 7330 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATIONS			605.00	
122117	WASBO	03/31/2025	200037184	2025-2026 WASBO Membership Dues/Conference Registration Regina S.	0	625.00	1,450.00
10 E 530 9700 13 7580 0000 0000 0000 1			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			375.00	
10 E 530 9700 13 7810 0000 0000 0000 1			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			250.00	
			200037195	2025-2026 WASBO Membership Dues/Conference Registration Alan S.	0	625.00	
10 E 530 9700 13 7580 0000 0000 0000 1			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			375.00	
10 E 530 9700 13 7810 0000 0000 0000 1			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			250.00	
			200037197	ASB Workshop- K. Monasmith	0	200.00	
10 E 530 0100 27 7580 4020 4020 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			200.00	
122118	WATERWORKS ENVIRNMENTAL CONSUL	03/31/2025	LSL	Lead Service Line Inventory(as required by WADOH/EPA)	0	250.00	250.00
10 E 530 9700 63 7430 0000 0000 0000 1			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			250.00	
122119	ZIPLY FIBER	03/31/2025	March	Phone Charges for March	0	2,174.11	2,174.11
10 E 530 9700 65 7530 0000 0000 0000 0			General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT			2,174.11	
			41	Computer	Check(s) For a Total of		145,018.34

	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	145,018.34
Total For	41	Manual, Wire Tran, ACH & Computer Checks		145,018.34
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	145,018.34

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	General Fund	0.00	14.80	145,003.54	145,018.34

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of March 24, 2025, the board, by a _____ vote, approves payments, totaling \$2,075.93. The payments are further identified in this document.

Total by Payment Type for Cash Account, US BANK WIRE:
Wire Transfer Payments 202400059 through 202400059, totaling \$2,075.93

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
202400059	WEX BANK	03/17/2025	103551029	Fuel	0	2,075.93	2,075.93
10 E 530 9700 75 5626 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		335.33	
10 E 530 9900 52 5626 0000 0000 0000 0				General Fund/EXPENDITURES/PUPL TRANSPORTATIONS		1,395.68	
10 E 530 9700 62 5626 0000 0000 0000 0				General Fund/EXPENDITURES/DISTRICTWIDE SUPPORT		344.92	
1 Wire Transfer Check(s) For a Total of							2,075.93

	0	Manual	Checks For a Total of	0.00
	1	Wire Transfer	Checks For a Total of	2,075.93
	0	ACH	Checks For a Total of	0.00
	0	Computer	Checks For a Total of	0.00
Total For	1	Manual, Wire Tran, ACH & Computer Checks		2,075.93
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	2,075.93

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	General Fund	0.00	0.00	2,075.93	2,075.93

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 March 24, 2025, the board, by a _____ vote, approves payments, totaling \$6,333.33. The payments are further identified in this document.

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

ACH Numbers 242500145 through 242500166, totaling \$6,333.33

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
242500145	BECKER, TAWNYA MICHELLE	03/31/2025	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	
242500146	BEVERS, KENT	03/31/2025	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	
242500147	BRANON, ADAM C	03/31/2025	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	
242500148	BRANON, JOSEPH	03/31/2025	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	
242500149	CARVO, MOLLY	03/31/2025	INV0015	February OT Services	0	4,330.65	4,330.65
	10 E 530 2100 26 7340 0000 0000 0000 0		General Fund/EXPENDITURES/	SPECIAL ED, BASIC, STATE		4,330.65	
242500150	COMBS JR., EVERETT	03/31/2025	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	
242500151	FRAZIER, LISA	03/31/2025	Supplies	Supplies=HS Food Prep & Production	0	91.34	91.34
	10 E 530 3120 27 5610 4020 0000 0000 0		General Fund/EXPENDITURES/	CTE-CULINARY		91.34	
242500152	LALLY, KIRK D	03/31/2025	CP	CELL PHONE ALLOWANCE	0	75.00	75.00
	10 E 530 9700 64 7310 0000 0000 0000 1		General Fund/EXPENDITURES/	DISTRICTWIDE SUPPORT		75.00	
242500153	LASHAW, BARBARA K	03/31/2025	Mileage	Mileage Claim	0	48.30	48.30

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				form			
10 E 530 9900 52 5610 0000 0000 0000 0			General Fund/EXPENDITURES/	PUPIL TRANSPORTATIONS		48.30	
242500154	PHELAN, LISA A	03/31/2025	CP	CELL PHONE	0	75.00	75.00
				ALLOWANCE			
10 E 530 0100 23 7310 0000 0000 0000 1			General Fund/EXPENDITURES/	BASIC EDUCATION		75.00	
242500155	RANDALL, ARTHUR L	03/31/2025	Wrestling	Wrestling -	0	31.16	31.16
				driver expenses			
10 E 530 9900 52 8580 0000 0000 0000 0			General Fund/EXPENDITURES/	PUPIL TRANSPORTATIONS		31.16	
242500156	RAWSON, STACEY	03/31/2025	PD Enroller	Women in	0	75.00	75.00
				leadership			
10 E 530 9700 12 7580 0000 0000 0000 0			General Fund/EXPENDITURES/	DISTRICTWIDE SUPPORT		75.00	
242500157	REED, TODD L	03/31/2025	CP	CELL PHONE	0	75.00	75.00
				ALLOWANCE			
10 E 530 0158 32 7432 0000 0000 0000 1			General Fund/EXPENDITURES/	TECHNOLOGY		75.00	
242500158	RIPKE, CHAD EDWARD	03/31/2025	CP	CELL PHONE	0	75.00	252.00
				ALLOWANCE			
10 E 530 0100 23 7310 0000 0000 0000 1			General Fund/EXPENDITURES/	BASIC EDUCATION		75.00	
			March Reimb	Reimbursement of	0	177.00	
				expenses for			
				State Wrestling			
				Tournament (Meals			
				only)			
10 E 530 0128 28 8580 4020 0000 0000 1			General Fund/EXPENDITURES/	COACH		177.00	
242500159	RUSSELL, RANDAL LEE	03/31/2025	CP	CELL PHONE	0	75.00	75.00
				ALLOWANCE			
10 E 530 9700 12 7310 0000 0000 0000 1			General Fund/EXPENDITURES/	DISTRICTWIDE SUPPORT		75.00	
242500160	SMITH, JEFF	03/31/2025	CP	CELL PHONE	0	75.00	75.00
				ALLOWANCE			
10 E 530 0100 23 7310 0000 0000 0000 1			General Fund/EXPENDITURES/	BASIC EDUCATION		75.00	
242500161	STEINOLFSON, ALAN	03/31/2025	CP	CELL PHONE	0	75.00	75.00
				ALLOWANCE			
10 E 530 9700 13 7310 0000 0000 0000 1			General Fund/EXPENDITURES/	DISTRICTWIDE SUPPORT		75.00	
242500162	STRAW, JAMES J	03/31/2025	CP	CELL PHONE	0	75.00	75.00
				ALLOWANCE			
10 E 530 0100 23 7310 0000 0000 0000 1			General Fund/EXPENDITURES/	BASIC EDUCATION		75.00	
242500163	SWEENEY, JODY FAY	03/31/2025	CP	CELL PHONE	0	75.00	75.00
				ALLOWANCE			
10 E 530 0100 26 7310 0000 0000 0000 1			General Fund/EXPENDITURES/	BASIC EDUCATION		75.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
242500164	THOMPSON, ALICIA	03/31/2025	STCU Grant	STCU Grant	0	200.00	200.00
	10 E 530 0127 27 5610 1010 0000 0000 0		General Fund/EXPENDITURES/FEA ALLOTMENT			200.00	
242500165	HAMILTON, KIMBERLY	03/31/2025	Refund ticke sales	Refund for Kim Hamilton Ski Ticket	2002425022	35.00	35.00
	40 E 530 1000 00 0000 2050 0000 0000 0		Associated Student Body Fund/EXPENDITURES/General Stude			35.00	
242500166	SMITH, MATTHEW	03/31/2025	MARCH REIMB	Reimburse WRestling Expenses - Dinner for banquet and awards	4002425117	294.88	294.88
	40 E 530 2110 00 0000 4020 0000 0000 0		Associated Student Body Fund/EXPENDITURES/WRESTLING			294.88	
				22 ACH	Check(s) For a Total of		6,333.33

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	22	ACH	Checks For a Total of	6,333.33
	0	Computer	Checks For a Total of	0.00
Total For	22	Manual, Wire Tran, ACH & Computer Checks		6,333.33
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	6,333.33

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	General Fund	0.00	0.00	6,003.45	6,003.45
40	Associated Student Body Fund	0.00	0.00	329.88	329.88

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 March 24, 2025, the board, by a _____ vote, approves payments, totaling \$20,982.56. The payments are further identified in this document.

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

Warrant Numbers 122064 through 122078, totaling \$20,982.56

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
122064	BSN SPORTS LLC	03/31/2025	928877602	Black softball pants	4002425100	479.90	1,943.80
40 E 530 2050 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/UNIFORM REPLA		479.90	
			929067740	Softball Supply Order	4002425106	1,040.90	
40 E 530 2220 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/SOFTBALL		1,040.90	
			929067741	Freeman Gear for Staff (paid for by Staff)	4002425107	423.00	
40 E 530 2500 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/GENERAL ATHLE		423.00	
122065	CONTINENTAL ATHLETIC SUPPLY	03/31/2025	INV1655	Recoating football face masks	4002425122	2,463.06	2,463.06
40 E 530 2020 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/FOOTBALL		2,463.06	
122066	EPHRATA BEST WESTERN RAMA	03/31/2025	14044601	Hotel Rooms for Baseball Team - Tourney in Ephrata	4002425099	1,039.21	1,039.21
40 E 530 2240 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/BASEBALL		1,039.21	
122067	FLORAFINDER LLC	03/31/2025	MARCH MULT.	FFA Plant Sale Plugs INVOICES 1032209 1032210 1032211	4002425051	2,329.34	2,329.34
40 E 530 4060 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/FFA		2,329.34	
122068	FREEMAN HIGH IMPREST FUND	03/31/2025	MARCH 2025	Reimburse Imprest Account Checks #14059-14067	4002425119	2,576.69	2,576.69

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
40 E 530 2500 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/GENERAL ATHLE		2,250.00	
40 E 530 4030 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/CHEER		300.00	
40 E 530 4090 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/FBLA		26.69	
122069	HAMPTON INN-SEATTLE AIRPORT, W	03/31/2025	FREEMAN HS WRESTLING	Wrestling State Hotel Rooms	4002425123	3,458.16	3,458.16
40 E 530 2040 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/SPORTS TRAVEL		3,458.16	
122070	LASHAW RANCH ROASTERS INC.	03/31/2025	5975 5879	Open PO for Dawghouse Supplies	4002425011	200.00	200.00
40 E 530 4090 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/FBLA		200.00	
122071	MORNINGSTAR BOYS RANCH	03/31/2025	Heartgrams donation	Heartgrams donation	2002425024	339.67	339.67
40 E 530 6030 00 0000 2050 0000 0000 0				Associated Student Body Fund/EXPENDITURES/CHARITY DONAT		339.67	
122072	SIGNS FOR SUCCESS, INC.	03/31/2025	INV-70310	State Placer Signs for Wrestling	4002425115	184.66	184.66
40 E 530 2110 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/WRESTLING		184.66	
122073	TERRY'S DAIRY INC	03/31/2025	686417A	Open PO for Dawghouse milk	4002425049	22.18	22.18
40 E 530 4090 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/FBLA		22.18	
122074	THE COFFEE WAREHOUSE, INC	03/31/2025	MARCH MULT	Open PO for Dawghouse Supplies INVOICES: 1202219 120254012018461201 474	4002425010	788.08	788.08
40 E 530 4090 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/FBLA		788.08	
122075	URM CASH & CARRY	03/31/2025	6-1-507005	Open PO for Dawghouse Supplies	4002425009	199.00	702.59
40 E 530 4090 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/FBLA		199.00	
			6-1-510522	Open PO for Dawghouse Supplies	4002425009	22.46	
40 E 530 4090 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/FBLA		22.46	
			6-1-511343	Open PO for Dawghouse Supplies	4002425009	20.07	
40 E 530 4090 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/FBLA		20.07	
			6-1-512658	Open PO for	4002425009	218.13	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
40 E 530 4090 00 0000 4020 0000 0000 0				Dawghouse Supplies		218.13	
			Associated Student Body Fund/EXPENDITURES/FBLA				
			6-1-515418	Open PO for	4002425009	163.13	
				Dawghouse Supplies			
40 E 530 4090 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/FBLA		163.13	
			6-1-515419	Open PO for	4002425009	16.58	
				Dawghouse Supplies			
40 E 530 4090 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/FBLA		16.58	
			6-1-518872	Open PO for	4002425009	63.22	
				Dawghouse Supplies			
40 E 530 4090 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/FBLA		63.22	
122076	VARSITY YEARBOOK	03/31/2025	6235-000-2025 MAR	Open PO for 2024-25 Yearbook	4002425020	3,914.64	3,914.64
40 E 530 4010 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/YEARBOOK		3,914.64	
122077	WASHINGTON FBLA-NORTHEAST REGI	03/31/2025	NE-1212	FBLA Winter Conference Registration	4002425118	925.00	925.00
40 E 530 4090 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/FBLA		925.00	
122078	WILDROSE GRAPHICS	03/31/2025	124538	Wrestling End of Season Awards	4002425113	95.48	95.48
40 E 530 2500 00 0000 4020 0000 0000 0				Associated Student Body Fund/EXPENDITURES/GENERAL ATHLE		95.48	
			15	Computer	Check(s) For a Total of		20,982.56

	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
	15	Computer	Checks For a Total of	20,982.56
Total For	15	Manual, Wire Tran, ACH & Computer Checks		20,982.56
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	20,982.56

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
40	Associated Student Body Fund	0.00	0.00	20,982.56	20,982.56

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

As of March 24, 2025, the board, by a _____ vote, does approve for payment those Direct Deposits included in the following list and further described as follows: COUNTY TREASURER - County Treasurer Warrants Direct Deposit Number 900021604 through 900021759 in the total amount of \$947,614.41.

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

4pacpv04.p FREEMAN SCHOOL DISTRICT #358 3:58 PM 03/19/25

05.25.02.00.00-010051 PAY SUMMARY FOR PAY / PAYROLL - AFTER CALCS PAGE: 1

CHECK DATE: 03/31/2025 PERIOD ENDING DATE: 03/31/2025

Board Report

PAY	DESCRIPTION	COUNT	FACTOR	HOURS	GROSS	RETIRE
						HOURS
CA13	ADMIN BC 1	33	13.0000		116,527.37	2152.00
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	20.00
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	940.00
CCA5	CLASS ADVISOR	4	4.0000		523.36	
CCH5	CHOIR	1	1.0000		157.09	
CD24	DRIVER CONTRACT	1	1.0000		1,558.56	90.00
CD34	DRIVER CONTRACT	13	13.0000		18,903.69	999.90
CD44	PM2-R	2	2.0000		1,308.00	69.00
CD64	DRIVER CONTRACT	1	1.0000		97.03	12.30
CD74	DRIVER AIDE	1	1.0000		1,146.38	80.00
CDA5	CONSERVATION	1	1.0000		131.00	
CDCP5	DCP CONTR	1	1.0000		1,000.00	
CDD5	ADDITIONAL DAYS	8	6.0000		2,998.86	
CE13	PARA-ED	27	17.0000		34,393.92	2142.01
CE33	LIBRARY COORD	2	1.0000		1,494.82	80.00
CE34	LC EXTRA DAYS	2	1.0000		140.65	
CF14	NUTRITION	5	5.0000		7,651.62	460.00
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	4	4.0000		3,624.80	168.00
CJ15	COACHING C1	3	3.0000		4,624.67	126.00
CJ23	COACHING C2	2	2.0000		3,082.17	84.00
CJ25	COACHING C2	1	1.0000		1,209.67	42.00
CJ33	COACHING C3	1	1.0000		1,631.67	42.00
CJ35	COACHING C3	1	1.0000		786.00	42.00
CJ43	COACHING C4	1	1.0000		1,572.00	56.00
CKN3	KNOWLEDGE BOWL	1	1.0000		197.00	40.00
CN13	NURSE BC 1	1	1.0000		4,700.16	119.00
CP15	PHD STIPEND	1	1.0000		871.50	

CHECK DATE: 03/31/2025 PERIOD ENDING DATE: 03/31/2025

Board Report

PAY	DESCRIPTION	COUNT	FACTOR	HOURS	GROSS	RETIRE
						HOURS
CS13	SECRETARY BC 1	12	5.0000		14,508.60	760.00
CSS15	Safety Stipend	1	1.0000		125.00	
CSU5	Assist Supt	2	1.0000		1,250.00	
CT13	TEACH BC 1	84	58.0000		375,157.00	7469.60
CT23	TEACH BC 2	7	3.0000		13,055.09	357.00
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	4		-28.5000	-583.50	-28.51
LWOP4	Leave w/o Pay	3		-26.5000	-637.08	-26.60
MSRT	Missed Route	5		-41.9000	-1,074.72	-41.90
TO93	CERT SUB	38		718.0000	15,385.70	718.00
TO94	CLASS SUB	12		195.6400	4,837.06	195.70
TI05	PER DIEM DAY	1		2.0000	80.00	2.00
TI93	CLASS SUB	12		109.2500	1,942.47	109.40
TA13	ADMIN	2		25.2500	863.30	25.30
TB14	BUS DR	10		76.0100	1,814.96	76.10
TC14	CUSTODIAL	4		21.5000	486.62	21.50
TC5	COMMITTEE	5		5.0000	125.00	5.00
TD13	AFTERCARE	5		47.5000	1,187.50	47.50
TE13	PARA-ED	1		-7.0000	-127.89	-7.00
TF14	NUTRITION	3		2.7500	58.36	2.80
TN13	NURSE	1		28.0000	1,100.96	28.00
TO15	PAY DIFF	4	4.0000		138.41	
TPC3	PREP COVERAGE	1		1.0000	32.25	1.00
TPC5	PREP COVERAGE	33		59.0000	1,902.75	59.00
TS23	SPORTS	2		9.0000	187.47	9.00
TSB3	TRANSPORTATION	5	19.7500		497.54	19.80
TSD3	STUDY TABLE	1		8.0000	200.00	8.00
TST4	STANDBY TIME	10		97.4100	1,780.66	97.50
TSU3	TICKET SALES	1		9.2500	231.25	9.30
TSU5	TICKET SALES	1		3.5000	87.50	3.50
	REPORT TOTAL	414	199.7500	1314.1600	684,055.39	18021.20

CHECK DATE: 03/31/2025 PERIOD ENDING DATE: 03/31/2025

Board Report

<u>CODE</u>	<u>DESCRIPTION</u>	<u>CATEGORY</u>	<u>COUNT</u>	<u>AMOUNT</u>
1FIC	FICA	FICA	414	40,372.60
1FIT	Fed Inc Tax	FEDERAL TAX	414	48,496.12
1FIT+	FIT Add Amount	FEDERAL TAX	50	5,388.76
1Med	Medicare	MEDICARE	414	9,442.04
1PFML	WA Paid FML	PFML	414	4,501.05
1ReE0	SERS Plan 0	RETIREMENT	44	
1ReE2	SERS Plan 2	RETIREMENT	56	5,061.56
1ReE3	SERS Plan 3	RETIREMENT	92	8,697.94
1ReT0	TRS Plan 0	RETIREMENT	39	
1ReT2	TRS Plan 2	RETIREMENT	19	4,241.79
1ReT3	TRS Plan 3	RETIREMENT	164	31,520.23
1WC	Workers' Comp	WORKERS' COMP	333	1,439.81
1WLTC	WA CARES TAX	LONG-TERM CARE	367	3,282.14
A0110	DUES-WEA/APA TR		56	4,077.96
A2123	1.75% UN-PUBLIC		82	1,183.12
A6133	PSE COPE		5	12.00
ACH#2	SECOND ACH		26	4,972.00
ACH#3	THIRD ACH		9	1,015.00
BHH	BRENDA'S H.H.		3	30.00
DCP R	DCP ROTH %	TSA-AFTER TAX	2	151.01
DCPR	DCP ROTH \$	TSA-AFTER TAX	1	200.00
F0113	UNITED -UNITED		2	10.00
HCFSA	Medical FSA	OTH BEF TAX	18	1,258.34
HEHSA	Health Eqty-HSA	OTH BEF TAX	3	350.00
HRA 1	HEALTHINVESTHRA	TSA-BEFORE TAX	23	1,200.00
IDTAX	IDAHO STATE TAX	STATE TAX	6	281.00
KP2CR	Kai WA Smt2 E/C	OTH BEF TAX	2	200.00
KP2ER	Kai WA Smt2 EMP	OTH BEF TAX	3	342.00
KP2FR	Kai WA Smt2 FAM	OTH BEF TAX	2	709.00
KP2SR	Kai WA Smt2 E/S	OTH BEF TAX	2	228.00
KP3ER	Kai WA Smt3 EMP	OTH BEF TAX	8	540.00
KP3FR	Kai WA Smt3 FAM	OTH BEF TAX	1	810.00
KP3SR	Kai WA Smt3 E/S	OTH BEF TAX	1	228.00
KW1CR	Kai WA Core1E/C	OTH BEF TAX	2	80.00
KW2CR	Kai WA Core2E/C	OTH BEF TAX	2	192.00
KW2ER	Kai WA Core2EMP	OTH BEF TAX	9	275.00
KW2FR	Kai WA Core2FAM	OTH BEF TAX	7	825.00
KW2SR	Kai WA Core2E/S	OTH BEF TAX	2	220.00
KWSCR	Kai WA SndChE/C	OTH BEF TAX	1	214.00
KWSER	Kai WA SndChEMP	OTH BEF TAX	18	1,220.00
KWSFR	Kai WA SndChFAM	OTH BEF TAX	9	1,464.00
KWSSR	Kai WA SndChE/S	OTH BEF TAX	1	244.00
LIFE	LIFE LOCK		1	17.00
LTD50	Emp Pd LTD 50%		30	105.75
LTD60	Emp Pd LTD 60%		192	1,792.50
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	2	100.00
PHCR	Prem Hgh PPOE/C	OTH BEF TAX	2	236.00
PHER	Prem Hgh PPOEMP	OTH BEF TAX	4	270.00
PHFR	Prem Hgh PPOFAM	OTH BEF TAX	1	405.00

CHECK DATE: 03/31/2025 PERIOD ENDING DATE: 03/31/2025

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	540.00
PMER	Prem HMCrEPOEMP	OTH BEF TAX	4	51.00
PMFR	Prem HMCrEPOFAM	OTH BEF TAX	2	51.00
PMSR	Prem HMCrEPOE/S	OTH BEF TAX	1	18.00
PSCR	Prem Std PPOE/C	OTH BEF TAX	2	276.00
PSER	Prem Std PPOEMP	OTH BEF TAX	7	474.00
PSFR	Prem Std PPOFAM	OTH BEF TAX	4	474.00
PSSR	Prem Std PPOE/S	OTH BEF TAX	2	158.00
PT127	ASPIRE-OMNI	TSA-AFTER TAX	1	1,000.00
R0170	VEBA I -VEBA TR	OTH BEF TAX	51	901.34
R1170	VEBA I -VEBA TR	OTH BEF TAX	179	5,015.24
R2170	VEBA I -VEBA TR	OTH BEF TAX	53	5,504.65
R3170	VEBA Leadership	OTH BEF TAX	34	2,500.00
V0143	LEVY CA-FREEMAN		15	29.00
V1FR	UMPACP-UWMedFAM	OTH BEF TAX	3	624.00
VACR	UMP Achieve2E/C	OTH BEF TAX	6	1,095.00
VAER	UMP Achieve2EMP	OTH BEF TAX	3	250.00
VAFR	UMP Achieve2FAM	OTH BEF TAX	6	1,500.00
VASR	UMP Achieve2E/S	OTH BEF TAX	3	1,000.00
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	140.00
VUER	UMP Achieve1EMP	OTH BEF TAX	17	440.00
VUFR	UMP Achieve1FAM	OTH BEF TAX	13	1,095.00
VUSR	UMP Achieve1E/S	OTH BEF TAX	6	345.00
Z2165	DEFERRED COMP	TSA-BEFORE TAX	11	7,005.00
			3799	219,928.95

CHECK DATE: 03/31/2025 PERIOD ENDING DATE: 03/31/2025

Board Report

<u>CODE</u>	<u>DESCRIPTION</u>	<u>CATEGORY</u>	<u>COUNT</u>	<u>AMOUNT</u>
1FIC	FICA	FICA	414	40,372.60
1Med	Medicare	MEDICARE	414	9,442.04
1PFML	WA Paid FML	PFML	413	1,770.55
1ReE0	SERS Plan 0	RETIREMENT	44	
1ReE2	SERS Plan 2	RETIREMENT	56	6,855.23
1ReE3	SERS Plan 3	RETIREMENT	92	11,200.51
1ReT0	TRS Plan 0	RETIREMENT	39	
1ReT2	TRS Plan 2	RETIREMENT	19	5,189.11
1ReT3	TRS Plan 3	RETIREMENT	164	41,963.83
1UC	Unemployment 00	UNEMPLOY COMP	414	573.10
1WC	Workers' Comp	WORKERS' COMP	333	6,010.05
SEBB	SEBB Healthcare		191	140,182.00
			2593	263,559.02

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

Spokane County Treasurer's Monthly Report

SD No. 358 Freeman

For: 02/2025

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).

Rev. No.	Source Description	Item No.	J500FD S.D. 358	J510FD S.D. 358	J530FD S.D. 358	J550FD S.D. 358
			General	Building	Bond & Int	8 Transportation
			Fund 1	Fund 2	Fund 3	Fund 9
1100	Local Property Tax	20	\$8,732.51	\$6,240.60	\$9,839.18	\$0.00
1300	Sale of Tax Title Property	28	\$0.00	\$0.00	\$0.00	\$0.00
1400	In Lieu of Taxes	29	\$0.00	\$0.00	\$0.00	\$0.00
1500	Timber Excise Tax	35	\$0.00	\$0.00	\$0.00	\$0.00
1600	County-Administered Forests - DNR	30	\$0.00	\$0.00	\$0.00	\$0.00
1900	Other Local Taxes	31	\$0.00	\$0.00	\$0.00	\$0.00
XXXX	State Apportionment (Total Only) Report 1197	32	\$1,133,997.96			\$0.00
2900	Other Nontax (i.e., Impact Fees)	38	\$0.00	\$0.00	\$0.00	\$0.00
5500	Federal Forests	27	\$0.00	\$0.00	\$0.00	
3600	State Forests - DNR	34	\$0.00	\$0.00	\$0.00	\$0.00
3900	Other State - General	36	\$0.00	\$0.00	\$0.00	
5400	Federal in Lieu of Taxes	55	\$0.00	\$0.00	\$0.00	\$0.00
XXXX	Other Federal (Includes Accounts 5200 6100)	40	\$0.00	\$0.00	\$0.00	
2300	Investment Earnings	02	\$868.39	\$1,498.39	\$853.13	\$766.83
2400	Interfund Loan Interest Earnings	41	\$0.00	\$0.00		
9100	Sale of Bonds	42	\$0.00	\$0.00		\$0.00
9600	Sale of Refunding Bonds	43			\$0.00	\$0.00
7100	Participation Payments from Other Districts	46	\$0.00	\$0.00		
7301	Nonhigh Participation	47	\$0.00			
** 9900	Operating Transfers	48	\$0.00	\$0.00	\$0.00	\$0.00
Total Schedule A Cash Increases			\$1,143,598.86	\$7,738.99	\$10,692.31	\$766.83

(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 !

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 Volz

Date 3/11/25

Spokane County Treasurer's Monthly Report

SD No. 358 Freeman

For: 02/2025

ESD No. 101

	Item No.	J500FD S.D. 358		J560FD S.D. 358	
		General		ASB	
		Fund 1	Fund 4	Fund 4	Fund 4
I CASH:					
Beginning Cash Balance		\$103,148.89		\$379,491.22	
ADD: School District Deposits Received in	01	\$28,691.94		\$23,035.72	
Investments Earnings	02			\$1,029.14	
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	\$1,143,598.86			
Other Cash Increases - Identify:	19	\$0.00		\$0.00	
Warrants Cancelled		\$142.27		\$231.00	
DEDUCT: Warrants Issued		-\$351,760.99		-\$18,728.53	
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	-\$4,731.15		-\$43.53	
Ending Cash Balance		\$919,089.82		\$385,015.02	
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					
Beginning Warrants Outstanding Balance		\$306,043.60		\$23,499.74	
ADD: Warrants Issued	12	\$351,760.99		\$18,728.53	
DEDUCT: Warrants Redeemed	05	-\$295,261.40		-\$22,666.09	
Warrants Cancelled	14	-\$142.27		-\$231.00	
Ending Warrants Outstanding Balance		\$362,400.92		\$19,331.18	
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 REVENUE ANTICIPATION NOTES OUTSTANDING		\$919,089.82		\$385,015.02	

Spokane County Treasurer's Monthly Report

SD No. 358 Freeman

For: 02/2025

ESD No. 101

	Item No.	J510FD S.D. 358	J550FD S.D. 358
		Building	Transportation
		Fund 2	Fund 9
I CASH:			
Beginning Cash Balance		\$559,184.39	\$292,281.14
ADD: School District Deposits Received in	01	\$0.00	\$0.00
Investments Sold (Exclude Interest)	03	\$0.00	\$0.00
Interfund Loan Proceeds from Fund 2	52	\$0.00	\$0.00
Repayment of Interfund Loan Principal From Fund 1, 3, or 9 (Exclude Interest)	49	\$0.00	
Proceed from Revenue Anticipation Notes Issued	15	\$0.00	\$0.00
Total Schedule A Cash Increases (see page 6)	04	\$7,738.99	\$766.83
Other Cash Increases - Identify:	19	\$0.00	\$0.00
Warrants Cancelled		\$0.00	\$0.00
DEDUCT: Warrants Issued		\$0.00	\$0.00
Warrants Interest Paid	06	\$0.00	\$0.00
Investments Purchased	07	\$0.00	\$0.00
Nonvoted Bonds Redeemed by County Treasurer	13	\$0.00	
Repayment of Interfund Loan Principal to Fund 2 (Exclude Interest)	08	\$0.00	\$0.00
Interfund Loan Interet 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
Operating Transfer to Funds 2, 3, or 9	10	\$0.00	\$0.00
Investments Purchased	18	\$0.00	
Other Cash Decreases - Identity	11	\$0.00	\$0.00
Ending Cash Balance		\$566,923.38	\$293,047.97
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			
Beginning Warrants Outstanding Balance		\$6,615.98	\$0.00
ADD: Warrants Issued	12	\$0.00	\$0.00
DEDUCT: Warrants Redeemed	05	-\$6,615.98	\$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 Issued	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 REVENUE ANTICIPATION NOTES OUTSTANDING		\$566,923.38	\$293,047.97

Spokane County Treasurer's Monthly Report

SD No. 358 Freeman

For: 02/2025

ESD No. 101

		J530FD S.D. 358 Bond & Int
I COUNTY TREASURER'S CASH:		Fund 3
Beginning Cash Balance		\$325,789.52
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	\$10,692.31
Warrants Cancelled		\$0.00
DEDUCT: Warrants Issued		\$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 - Identity	11	\$0.00
Ending County Treasurer's Cash Balance		\$336,481.83
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 Issued	15	\$0.00
DEDUCT: Revenue Anticipation Notes Redeemed	16	\$0.00
Ending Revenue Anticipation Notes Outstanding Balance		\$0.00

Spokane County Treasurer's Monthly Report

SD No. 358 Freeman

For: 02/2025

ESD No. 101

		J530FD S.D. 358 Bond & Int
		Fund 3
V WARRANTS OUTSTANDING:		
Beginning Warrants Outstanding Balance		\$0.00
(+) Warrants Issued	12	\$0.00
(-) 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
(+) Bonds Maturing This Month	90	\$0.00
(-) 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
(+) Bonds Maturing This Month	56	\$0.00
(-) 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		\$7,010,000.00
(+) Bonds Issued	78	\$0.00
Refunding Bonds Transferred from Fund 6	87	\$0.00
(-) Bonds Maturing this Month	90	\$0.00
Bonds Refunded Transferred to Funds 5 or 6	97	\$0.00
Ending Unmatured Voted Bonds Outstanding Balance		\$7,010,000.00
IX UNMATURED NONVOTED BONDS OUTSTANDING		
Beginning Unmatured Nonvoted Bonds Outstanding Balance		\$1,305,090.00
(+) Bonds Issued	59	\$0.00
Refunding Bonds Transferred from Fund 6	60	\$0.00
(-) Bonds Maturing this Month	56	\$0.00
Bonds Refunded Transferred to Funds 5 or 6	62	\$0.00
Ending Unmatured Nonvoted Bonds Outstanding Balance		\$1,305,090.00
X VOTED MATURED COUPONS OUTSTANDING		
Beginning Voted Matured Coupons Outstanding Balance		\$0.00
(+) Coupons Maturing this Month	79	\$0.00
(-) 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
(+) Coupons Maturing this Month	63	\$0.00
(-) 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

	Item No.	K160FD S.D. 358	Permanent
		Trust and Agency	Trust
I CASH:		Fund 7	Fund 8
Beginning Cash Balance		\$0.00	\$0.00
(+) School District Deposits Received in	01	\$0.00	\$0.00
Investment Earnings 02	02	\$0.00	\$0.00
Investments Sold (Exclude Interest)	03	\$0.00	\$0.00
Other Cash Increases - Identify:	19	\$0.00	\$0.00
Total Schedule A Cash Increases (see page 6)		\$0.00	\$0.00
Warrants Cancelled		\$0.00	\$0.00
(-) Warrants Issued		\$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
(+) Investments Purchased	07	\$0.00	\$0.00
(-) Investments Sold (Exclude Interest)	03	\$0.00	\$0.00
Ending Investment Balance		\$0.00	\$0.00
III WARRANTS OUTSTANDING:			
Beginning Warrants Outstanding Balance		\$0.00	\$0.00
(+) Warrants Issued	12	\$0.00	\$0.00
(-) 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		\$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 February, 2025

	ANNUAL	ACTUAL	ACTUAL			
	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 LOCAL TAXES	1,758,894	8,732.51	676,993.94		1,081,900.06	38.49
2000 LOCAL SUPPORT NONTAX	290,100	26,131.73	197,553.81		92,546.19	68.10
3000 STATE, GENERAL PURPOSE	8,457,476	776,336.15	4,195,366.10		4,262,109.90	49.61
4000 STATE, SPECIAL PURPOSE	3,078,772	322,038.28	1,487,225.05		1,591,546.95	48.31
5000 FEDERAL, GENERAL PURPOSE	0	.00	.00		.00	0.00
6000 FEDERAL, SPECIAL PURPOSE	413,742	39,437.29	189,715.45		224,026.55	45.85
7000 REVENUES FR OTH SCH DIST	80,000	.00	24,650.00		55,350.00	30.81
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	1,172,675.96	6,771,504.35		7,338,479.65	47.99
B. EXPENDITURES						
00 Regular Instruction	7,028,108	574,595.24	3,350,520.83	2,773,878.82	903,708.35	87.14
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	1,507,134	136,437.14	775,056.25	705,901.37	26,176.38	98.26
30 Voc. Ed Instruction	1,320,154	98,453.44	599,242.73	556,085.13	164,826.14	87.51
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	214,412	23,423.83	120,284.25	121,962.90	27,835.15	112.98
70 Other Instructional Pgms	21,665	1,534.63	10,776.67	8,862.20	2,026.13	90.65
80 Community Services	500	1,184.26	5,920.25	0.00	5,420.25	> 1000
90 Support Services	3,853,745	285,651.15	2,145,299.20	1,149,723.48	558,722.32	85.50
<u>Total EXPENDITURES</u>	13,945,718	1,121,279.69	7,007,100.18	5,316,413.90	1,622,203.92	88.37
C. OTHER FIN. USES TRANS. OUT (GL 536)						
	51,862	.00	28,174.61			
D. OTHER FINANCING USES (GL 535)						
	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES						
<u>OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	112,404	51,396.27	263,770.44-		376,174.44-	334.66-
F. TOTAL BEGINNING FUND BALANCE						
	128,951		253,216.45			
G. GLS 896, 897, 898 ACCOUNTING						
<u>CHANGES AND ERROR CORRECTIONS (+OR-)</u>	XXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE						
<u>(E+F + OR - G)</u>	241,355		10,553.99-			

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	263,770.44-
G/L 891 Unassigned Min Fnd Bal Policy	95,952	170,482.16
<u>TOTAL</u>	241,355	10,553.99-

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 February, 2025

	ANNUAL	ACTUAL	ACTUAL			
	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	502,000	6,240.60	505,281.87		3,281.87-	100.65
2000 Local Support Nontax	6,500	1,498.39	10,990.36		4,490.36-	169.08
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	7,738.99	516,272.23		12,227.77	97.69
<u>B. EXPENDITURES</u>						
10 Sites	168,000	.00	44,667.18	0.00	123,332.82	26.59
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	44,667.18	0.00	208,332.82	17.66
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	498,940	.00	247,230.00			
<u>D. OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>E. EXCESS OF REVENUES/OTHER FIN. SOURCES</u>						
<u>OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	223,440-	7,738.99	224,375.05		447,815.05	200.42-
<u>F. TOTAL BEGINNING FUND BALANCE</u>	611,148		542,548.33			
<u>G. GLS 896, 897, 898 ACCOUNTING</u>	XXXXXXXX		.00			
<u>CHANGES AND ERROR CORRECTIONS (+OR-)</u>						
<u>H. TOTAL ENDING FUND BALANCE</u>	387,708		766,923.38			
<u>(E+F + OR - G)</u>						

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 830 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	240,375.05
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	387,708	766,923.38

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 February, 2025

	ANNUAL	ACTUAL	ACTUAL			
<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>BUDGET</u>	<u>FOR MONTH</u>	<u>FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 Local Taxes	1,832,140	9,839.18	758,773.65		1,073,366.35	41.41
2000 Local Support Nontax	9,000	853.13	14,202.24		5,202.24-	157.80
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	275,404.61		275,397.39	50.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	<u>2,391,942</u>	<u>10,692.31</u>	<u>1,048,380.50</u>		<u>1,343,561.50</u>	<u>43.83</u>
<u>B. EXPENDITURES</u>						
Matured Bond Expenditures	1,948,940	.00	1,697,230.00	0.00	251,710.00	87.08
Interest On Bonds	359,362	.00	196,124.61	0.00	163,237.39	54.58
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>1,893,354.61</u>	<u>0.00</u>	<u>464,947.39</u>	<u>80.28</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>10,692.31</u>	<u>844,974.11-</u>		<u>878,614.11-</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>CHANGES AND ERROR CORRECTIONS (+OR-)</u>	<u>XXXXXXXX</u>		<u>.00</u>			
<u>H. TOTAL ENDING FUND BALANCE</u> <u>(E+F + OR - G)</u>	<u>1,147,196</u>		<u>336,481.83</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		336,481.83			
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>336,481.83</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 February, 2025

	ANNUAL	ACTUAL	ACTUAL			
A. REVENUES	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 General Student Body	85,700	8,265.64	54,950.28		30,749.72	64.12
2000 Athletics	265,403	9,256.92	148,699.75		116,703.25	56.03
3000 Classes	5,000	.00	5,648.80		648.80-	112.98
4000 Clubs	77,090	5,657.50	41,467.73		35,622.27	53.79
6000 Private Moneys	1,300	884.80	2,891.23		1,591.23-	222.40
<u>Total REVENUES</u>	434,493	24,064.86	253,657.79		180,835.21	58.38
<u>B. EXPENDITURES</u>						
1000 General Student Body	76,900	4,532.34	20,248.40	37.84	56,613.76	26.38
2000 Athletics	350,028	9,234.85	169,441.20	5,785.94	174,800.86	50.06
3000 Classes	7,175	1,192.95	1,271.53	0.00	5,903.47	17.72
4000 Clubs	88,305	3,086.98	17,900.00	24,485.66	45,919.34	48.00
6000 Private Moneys	800	552.67	2,953.19	0.00	2,153.19-	369.15
<u>Total EXPENDITURES</u>	523,208	18,599.79	211,814.32	30,309.44	281,084.24	46.28
<u>C. EXCESS OF REVENUES</u>						
<u>OVER (UNDER) EXPENDITURES (A-B)</u>	88,715-	5,465.07	41,843.47		130,558.47	147.17-
<u>D. TOTAL BEGINNING FUND BALANCE</u>	343,041		349,262.82			
<u>E. GLS 896, 897, 898 ACCOUNTING</u>	XXXXXXXXX		.00			
<u>CHANGES AND ERROR CORRECTIONS (+OR-)</u>						
<u>F. TOTAL ENDING FUND BALANCE</u>	254,326		391,106.29			
<u>C+D + OR - E)</u>						
<u>G. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted for Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	254,326		391,106.29			
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		391,106.29			

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 February, 2025

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 February, 2025

	ANNUAL	ACTUAL	ACTUAL			
A. REVENUES/OTHER FIN. SOURCES	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	2,500	766.83	4,774.35		2,274.35-	190.97
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
A. <u>TOTAL REV/OTHER FIN.SRCS (LESS TRANS)</u>	221,936	766.83	4,774.35		217,161.65	2.15
B. <u>9900 TRANSFERS IN FROM GF</u>	0	.00	.00		.00	0.00
C. <u>Total REV./OTHER FIN. SOURCES</u>	221,936	766.83	4,774.35		217,161.65	2.15
D. EXPENDITURES						
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>	286,000	.00	.00	0.00	286,000.00	0.00
E. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
F. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
G. <u>EXCESS OF REVENUES/OTHER FIN SOURCES</u> <u>OVER (UNDER) EXP/OTH FIN USES (C-D-E-F)</u>	64,064-	766.83	4,774.35		68,838.35	107.45-
H. <u>TOTAL BEGINNING FUND BALANCE</u>	288,207		288,273.62			
I. <u>GLS 896, 897, 898 ACCOUNTING</u> <u>CHANGES AND ERROR CORRECTIONS (+OR-)</u>	XXXXXXXX		.00			
J. <u>TOTAL ENDING FUND BALANCE</u> <u>(G+H + OR - I)</u>	224,143		293,047.97			

K. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 819 Restricted for Fund Purposes	224,143	293,047.97
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	293,047.97

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 February, 2025

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 February, 2025

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

Coversheet

Lisa Phelan, Elementary Principal/Assistant Superintendent

Section: VI. Building Reports
Item: A. Lisa Phelan, Elementary Principal/Assistant Superintendent
Purpose:
Submitted by:
Related Material: Lisa Phelan, Elementary Principal-Asst. Superintendent.pdf



Board Report
Freeman School District

Date: March 20, 2025
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

Profile Meetings wrapped up last week. The winter student data shows significant growth in reading and math.

Math is Cool. The 4th-grade team took first place and qualified for the state competition in May. Cole Sherwood took 1st place (individual). The 4th and 5th-grade teams will compete at State “Masters” Math is Cool in May.

Upcoming events- Pages w/Principal Anxious Generation Book Study, Tuesday, February 25th
3-5 Musical- March 27-29 6:00 p.m. FHS MPR
STEAM Fair- April 2nd TK-8 MPR
TTK/K round-up- April 24th 1-6 p.m.
Math is Cool State Competition- May 17th

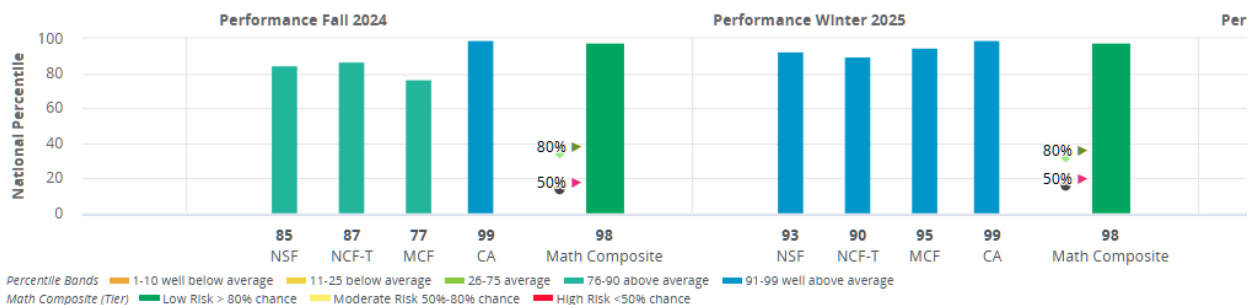
Enrollment

Tk 46, K, 42, 1st, 64, 2nd 58, 3rd 65, 4th, 57, 5th, 52 = 384





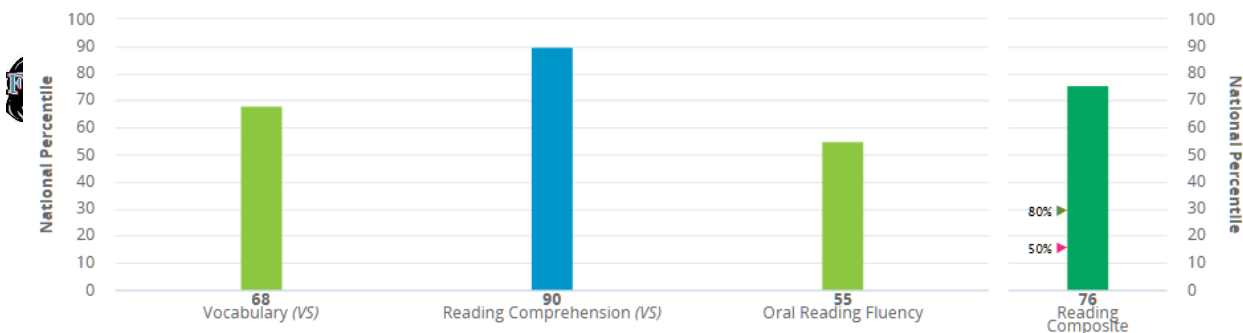
Math Summary



Performance Details

Measure List	Performance Fall 2024	Performance Winter 2025
Number Comparison Fluency-Triads	% attempted: 80	% attempted: 80
	% correct: 94	% correct: 100
Mental Computation Fluency	% attempted: 38	% attempted: 62
	% correct: 88	% correct: 88
Concepts & Applications	Student Ability: 90	Student Ability: 85

Reading Summary **Spring Performance Goal: 30th national percentile**



What do these reading scores mean? This graph shows MARLEY's Winter benchmark test results compared to a national sample of students.

At the skill level, MARLEY's score on...

- **Vocabulary** shows an average ability to understand the meaning of words (without context).
- **Reading Comprehension** shows a well-above average ability to understand literary and informational text.
- **Oral Reading Fluency** shows an average ability to read stories aloud.

What does this Reading Composite Score mean?

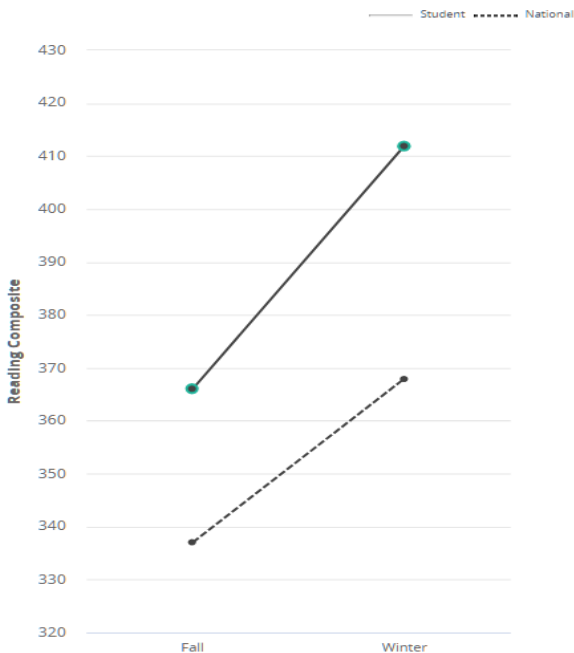
MARLEY's Reading Composite score is at the 76 national percentile, which is above average. This score is above the 80% line. Students with scores in this range have a greater than 80% chance of achieving spring performance goals. MARLEY's risk level is low.

■ **At the composite level, MARLEY's score is above average.**

Recommendation

Based on MARLEY's above average performance on the Reading Composite, this student should continue to benefit from the current reading curriculum.

Student Growth



Are MARLEY's reading skills improving?

This graph shows MARLEY's Reading Composite benchmark performance compared to a national sample of students. The solid line represents MARLEY's scores, and the dashed line represents the average reading-skill growth of the national norm group.

MARLEY's reading-skill growth is greater than 55% of students in the national sample who have Reading Composite scores in the above average range.

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: March 24, 2025
Submitted by: Jim Straw

Vision Statement
Continuing Our Tradition of Excellence in Education

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

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

Overview

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

Areas of Focus

- >Began planning for year-end events and processes.
 - *Academic Units
 - *Elections
 - *Registration
- >Student Building Transitions are in process.
 - *Information Activities
 - *Assessment
 - *Tours
- >ASB enjoyed a product tasting w/ Mr. Bevers and Wilson Diaz, Schwan’s Territory Sales Manager.
- >The FMS students are currently preparing to present to their families during Student Led conferences April 3rd & 4th.
- >Student Activities- 6th Grade Ski Trip on 2/19, WSU 8th Grade Fieldtrip on 3/17, WSU 7th Grade Engagement on 3/21

Enrollment

6th- 71 7th- 61 8th- 69 Total- 201

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: March 24, 2025
Submitted by: Jeff Smith, Freeman High School Principal

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

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

- ASB elections are scheduled for April 1
- 25-26 Master Schedule is in process
- Applying for 1 new CTE course: Business & Marketing
- Conferences and communicating with parents
- End of Year planning is nearing completion

Enrollment

9th = 61, 10th = 75, 11th = 76, 12th = 78. Total: 290

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: March 20, 2025
Submitted by: Chad Ripke

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

- Boys basketball 2nd in state. Great to see the student, family and community support at the arena during the tournament.
- Spring sports off and running with games/jamborees.
- Softball is 2-0, 21-6 over Ridgeline and 23-5 over riverside.
- Baseball 2-0 with 13-1 wins over warden and Tonasket
- Track had a very successful jamboree on Wednesday
- Tennis has competed twice so far. 16 girls out, but only 2 boys
- Golf, kids have been indoors with the course not being open yet, but girls went down to Clarkston and competed well and the boys were at Esmeralda on Wednesday.
- Very successful dinner/auction fundraiser. Thanks to all that supported.

Areas of Focus

- Wrapping up winter sports coaching evaluations
- Finding JV games for baseball and softball

Enrollment

- Spring Sports – 159 kids out for spring sports
- Baseball 21,
- Golf – Boys 18, Girls 13,
- Tennis – Boys 2, Girls 14,
- Track – Boys 40, Girls 24,
- Softball 27

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: March 24, 2025

Submitted by: Mike Allen

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.

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 Girls Basketball off to a great start!
Several dominant outings and some great close games.
Baseball and Track Start April 14th

Enrollment

Girls' Basketball 34 with four teams.
Final Forms currently – Baseball 37 and Track 39

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: March 24, 2025
Submitted by: Kent Bevers

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.

Overview

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

Areas of Focus

1. Audit Update
 - a. All corrective actions have been completed and approved by OSPI
2. Began working on \$1000.00 Special Donation (K5) disbursement this week.
3. Met with K8 Student ASB March 12 – sampled three new items:
 - a. Fiestada Beef Pocket (most popular item)
 - b. Fried Rice
 - c. Vegetable dumplings

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: March 24, 2025
Submitted by: Everett Combs
Transportation

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

- We have 2 new buses that are built but still at the factory. I don't anticipate them being delivered to us until the end of April or beginning of May.
- Mileage for February:
 - To/From – 16,369 miles
 - Field Trips – 79 miles
 - Club Trips – 526 miles
 - Extra-Curricular Trips – 1,856 miles
 - Total – 18,830 miles**
- Students transported in February:
 - Morning riders – 7,888
 - Afternoon riders – 8,040
 - 2nd PM Route – 287
 - Total – 16,215 students** – an increase of 786 students from January
- We are currently operating:

○ Regular ED bus routes	12
○ Program Bus routes	2
○ After school 2 ND PM Routes	2
○ McKinney-Vento Routes	2
TOTAL ROUTES:	20



Coversheet

Kirk Lally, Maintenance/Grounds Director

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



Board Report
Freeman School District

Date: March 20, 2025

Submitted by: Kirk Lally

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
-

Areas of Focus:

- 1) Working with Chad and Mike on spring sports needs.
- 2) Getting summer equipment ready for the season.
- 3) Working with Randy and Alan on summer items.

Safety:

- 1) Nothing to report at this time.

Coversheet

Todd Reed, Technology Director

Section: VII. Department Reports
Item: D. Todd Reed, Technology Director
Purpose:
Submitted by:
Related Material: Todd Reed, Technology Director March 2025.pdf



FSD TECHNOLOGY

Board Report

March 2025

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.

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 collaborated with the production team for the elementary musical to integrate and test eight newly purchased microphones funded by PTSG. We ensured proper wiring and functionality to enhance audio quality and support a seamless performance experience.
- We supported the technology needs of the career fair by setting up booths with power, providing vendors with WIFI access and using the new Digital Video Display to showcase the event and sponsors.
- All District backup generators passed their biannual maintenance and inspections. Each Generator is exercising and running as designed.

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 Education Director-School Psychologist.pdf



Board Report Freeman School District

Date: March 24, 2025
Submitted by: Jody Sweeney, Special Education

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

*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

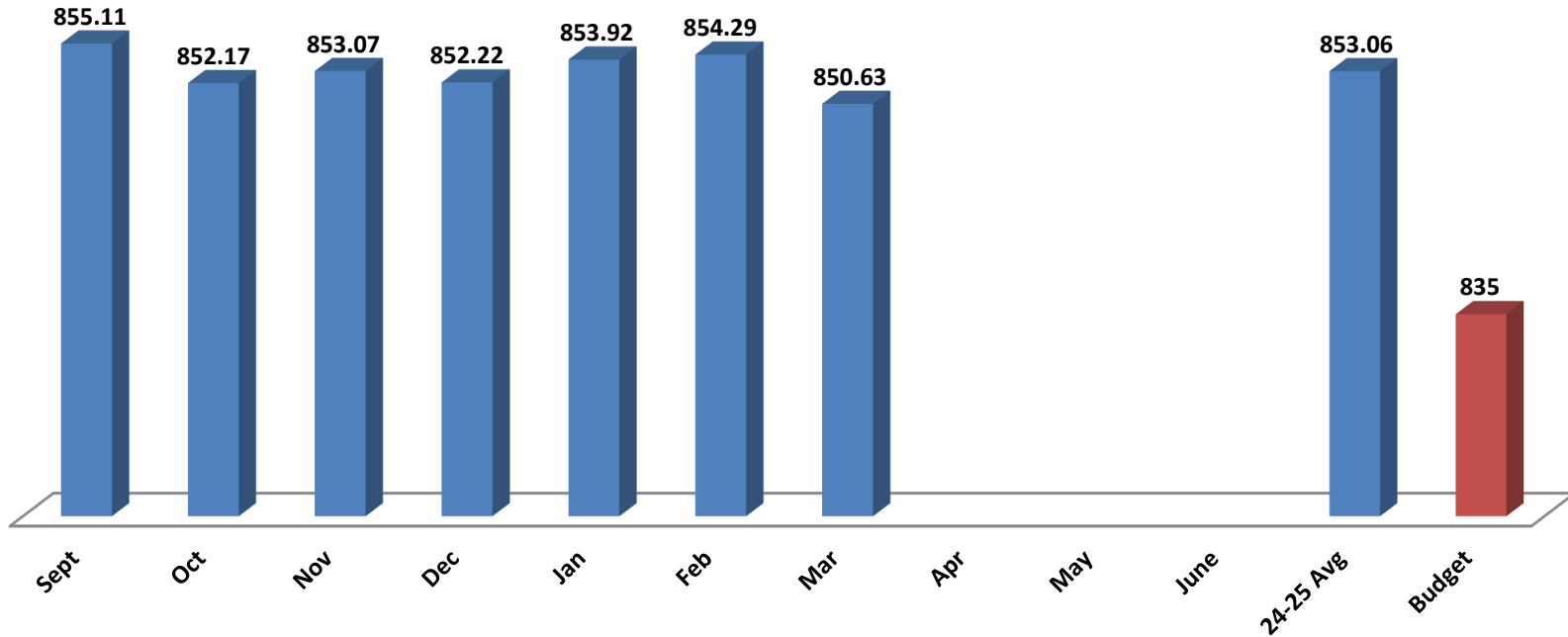
1. Profile Meetings in FES
 - a. AIMSWEB January results
 - b. Data-Based Decision Making - MTSS
2. Conferences
 - a. Communication with parents/teachers regarding interventions & evaluations
3. Dyslexia Screener K-3 results
4. Planning for next school year

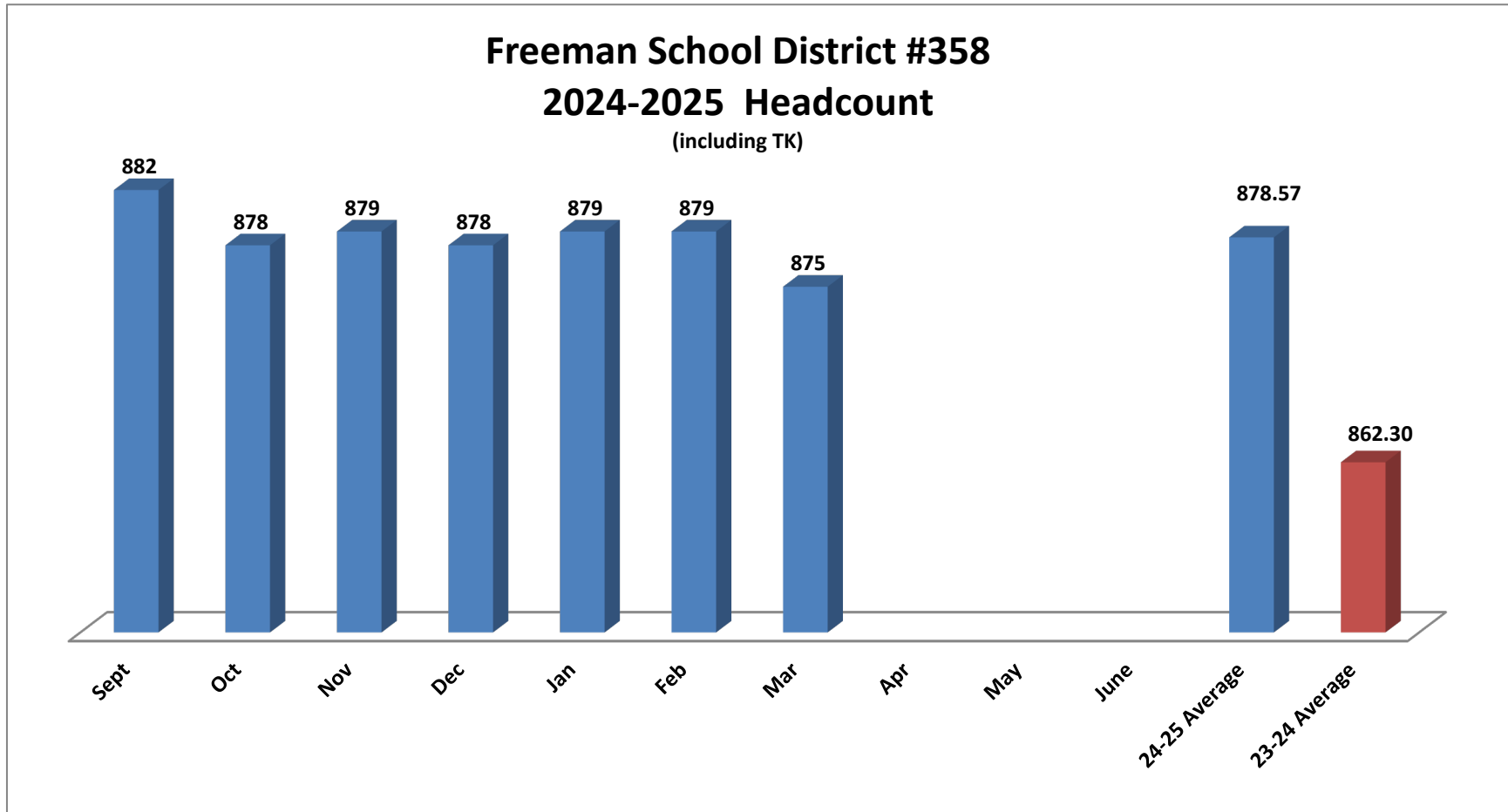
Coversheet

Fiscal & Legal Accountability

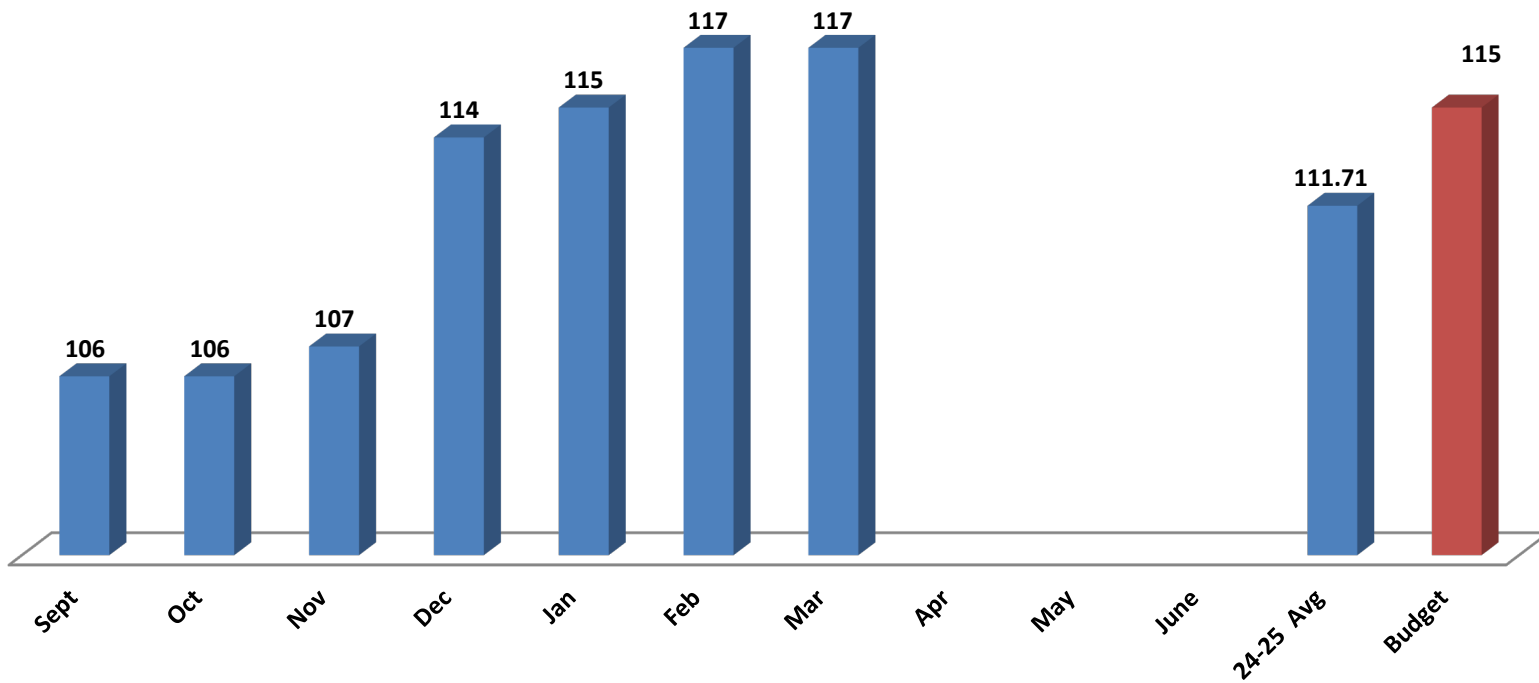
Section: VIII. Superintendent's Report
Item: D. Fiscal & Legal Accountability
Purpose:
Submitted by:
Related Material: March 2025 Enrollment Graphs.pdf

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





Freeman School District #358 2024-2025 Special Education Enrollment



Coversheet

Approval of Board Policy & Procedure No. 3210 - 1st Reading

Section: XI. New Business
Item: B. Approval of Board Policy & Procedure No. 3210 - 1st Reading
Purpose:
Submitted by:
Related Material: Board Policy No. 3210 - Nondiscrimination.pdf
Board Procedure No. 3210P - Nondiscrimination.pdf

NONDISCRIMINATION

The district is committed to complying with anti-discrimination laws.

Definition

"Protected status" is short for the phrase "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 by a person with a disability."

Nondiscrimination Statement

The district will adopt a nondiscrimination statement that must include the following:

1. Notice that the district may not discriminate in any programs or activities 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.
2. The name or title, office address, and telephone number of the employee designated as the compliance officer under this policy, the Section 504 Coordinator, and the Title IX Coordinator.
3. Notice that the district provides equal access to the Boy Scouts of America and any other youth group listed in Title 36 of the United States Code as a patriotic society.

The district will include this statement in written announcements, notices, recruitment materials, employment application forms, and other publications made available to all students, parents, or employees.

The district may combine the statement described above with the notice described in Policy 3205.

Model Student Handbook Language

The district will adopt the model student handbook language described in RCW 28A.300.286 and include the language in any student, parent, employee, and volunteer handbook it or its schools publish and on its and its schools' websites.

Discriminatory Harassment

Students have a right to be free from discriminatory harassment. The district violates that right if the following conditions are met:

1. The alleged conduct is based on a student's protected status.
2. The alleged conduct creates a hostile environment. A hostile environment is created if the alleged conduct is sufficiently severe, persistent, or pervasive that it limits or denies a student's ability to participate in or benefit from the district's course offerings, including any educational program or activity. A hostile environment could impact a student's life in many ways. Physical illness, anxiety about going to school, or a decline in grades or attendance could signal a hostile environment.

FREEMAN SCHOOL DISTRICT NO. 358**Policy No. 3210
Students**

3. After receiving notice of the alleged conduct, the district fails to take prompt and appropriate action to investigate it or fails to take prompt and effective steps reasonably calculated to end the harassment, eliminate the hostile environment, prevent its recurrence, and remedy its effects as appropriate. The district has notice of discriminatory harassment if a reasonable employee knew or, in the exercise of reasonable care, should have known about the harassment. Employees may have notice of discriminatory harassment if they receive an oral report from a student, parent, or other individual; receive a written complaint; witness harassing conduct; or become aware of harassment by members of the community or the media.

Harassing conduct may include verbal acts and name-calling, graphic and written statements, or other conduct that may be physically threatening, harmful, or humiliating.

When the district receives notice of potential discriminatory harassment, it will take prompt and appropriate action to investigate and, as applicable, take prompt and effective steps reasonably calculated to end the harassment, eliminate the hostile environment, prevent its recurrence, and remedy its effects. Examples of the steps the district might take include imposing discipline, separating individuals, developing a safety plan, offering counseling, and providing additional training and instruction. These steps will not penalize the student who was harassed.

Complaint Procedure

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

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

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

Compliance Officer

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

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

Training

The district will train all administrators, certificated personnel, and classroom personnel regarding their responsibilities under this policy and chapter 392-190 WAC. The training will aim 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.

FREEMAN SCHOOL DISTRICT NO. 358**Policy No. 3210
Students****Retaliation Prohibited**

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

Any person who retaliates will be subject to appropriate discipline.

~~The district will provide equal educational opportunity and treatment for all students in all aspects of the academic and activities program without discrimination based on race, religion, creed, color, national origin, age, honorably discharged veteran or military status, sex, sexual orientation, gender expression or identity, marital status, the presence of any physical, sensory or mental disability, or the use of a trained dog guide or service animal by a person with a disability. The district will provide equal access to school facilities to the Boy Scouts of America and all other designated youth groups listed in Title 36 of the United States Code as a patriotic society. District programs shall be free from sexual harassment. Auxiliary aids and services will be provided upon request to individuals with disabilities.~~

~~Conduct against any student that is based on one of the categories listed above that is sufficiently severe, persistent or pervasive as to limit or deny the student's ability to participate in or benefit from the district's course offerings; educational programming or any activity will not be tolerated. When a district employee knows, or reasonably should know, that such discriminatory harassment is occurring or has occurred, the district will take prompt and effective steps reasonably calculated to end the harassment, prevent its recurrence and remedy its effects.~~

~~The district's nondiscrimination statement will be included in all written announcements, notices, recruitment materials, employment applications, and other publications made available to all students, parents, or employees. The statement will include: 1) notice that the district will not discriminate in any programs or activities on the basis of any of the above listed categories; 2) the name and contact information of the district's compliance officer designated to ensure compliance with this policy; and 3) the names and contact information of the district's Section 504 and Title IX compliance officers.~~

~~The district will annually publish notice reasonably calculated to inform students, students' parents/guardians (in a language that they can understand, which may require language assistance), and employees of the district's discrimination complaint procedure.~~

~~The superintendent will designate a staff member to serve as the compliance officer for this policy. The compliance officer will be responsible for investigating any discrimination complaints communicated to the district.~~

FREEMAN SCHOOL DISTRICT NO. 358

**Policy No. 3210
Students**

~~The district will provide training to administrators and certificated and classroom personnel regarding their responsibilities under this policy and to raise awareness of and eliminate bias and discrimination based on the protected classes identified in this policy.~~

Cross References:

Board Policy 2020 Curriculum Development and Adoption of Instructional Materials

Board Policy 2030 Service Animals in Schools

Board Policy 2140 Guidance and Counseling

Board Policy 2150 Co-Curricular Program

Board Policy 2151 Interscholastic Activities

~~[3205 – Sex Discrimination and Sex-Based Harassment of Students Prohibited](#)~~

~~[3206 – Pregnant and Parenting Students](#)~~

~~[3207 – Prohibition of Harassment, Intimidation and Bullying Students](#)~~

Board Policy 4217 Effective Communication

Board Policy 4260 Use of School Facilities

Legal References:

RCW 28A.640 Sexual Equality

RCW 28A.642 Discrimination prohibition

RCW 49.60 Discrimination- Human rights commission

~~[RCW 28A.300.286 Discrimination, harassment, intimidation, and bullying—Policies and complaint procedures—Posting of model student handbook language](#)~~

~~[Chapter 392-190 WAC Equal Educational Opportunity—Unlawful Discrimination Prohibited](#)~~

~~[WAC 392-190-020 Training—Staff Responsibilities—Bias awareness](#)~~

~~[20 U.S.C. §§ 1681–1688 Title IX of the Education Amendments of 1972](#)~~

~~[WAC 392-190-060 Compliance—School district designation of responsible employee—Notification](#)~~

~~[20 U.S.C. § 7905 Boy Scouts of American Equal Access Act](#)~~

~~[42 U.S.C. §§ 2000d, et seq. Title VI of the Civil Rights Act of 1964](#)~~

~~[WAC 392-400-215 Student rights](#)~~

~~[42 USC 12101 - 12213 Americans with Disabilities Act](#)~~

~~[34 CFR Part 100 Nondiscrimination Under Programs Receiving Federal Assistance Through the Department of Education Effectuation of Title VI of the Civil Rights Act of 1964](#)~~

~~[34 CFR 104 Nondiscrimination on the basis of handicap in programs or activities receiving federal financial assistance](#)~~

FREEMAN SCHOOL DISTRICT NO. 358

**Policy No. 3210
Students**

[34 CFR Part 106 Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance](#)

Management Resources:

2016 – March Issue

2014 – December Issue

2013 – April Issue

2012 – December Issue

2011 – June Issue

Policy News, August 2007 Washington’s Law Against Discrimination

Adoption Date: September 25, 2008

Revision Date: November 26, 2013, March 26, 2015, January 12, 2017; [April 2025](#)

NONDISCRIMINATION

This complaint procedure is adopted in accordance with chapter 392-190 WAC.

Complainant

Anyone may file a complaint against the district alleging that it has violated anti-discrimination laws. The person filing the complaint is referred to as the "complainant."

Formal Complaint

A formal complaint must be in writing and describe the specific acts, conditions, or circumstances alleged to violate anti-discrimination laws.

A complaint must be filed within one year of the occurrence giving rise to the complaint. The deadline will not be imposed if the complainant was prevented from filing a complaint because (1) the district specifically misrepresented that it had resolved the problem forming the basis of the complaint or (2) the district withheld information it was required to provide under chapter 392-190 WAC.

A complaint may be filed by mail, fax, email, or hand delivery to any district or school administrator or to the compliance officer.

Informal Complaint

A complainant may bring an informal (i.e., oral) complaint to the district. If that occurs, the compliance officer or their designee will schedule a meeting to discuss the informal complaint and how to resolve the complainant's concerns. Using this informal process does not limit the complainant's right to file a formal complaint. Further, as part of this informal process, the district will notify the complainant in writing about their right to file a formal complaint. The notice will be in a language the complainant can understand, which may require language assistance in accordance with Title VI of the Civil Rights Act of 1964 for complainants with limited English proficiency.

Receiving a Formal Complaint

Any district or school administrator who receives a formal complaint will promptly notify the compliance officer. Once the compliance officer receives a complaint, they will do the following:

1. Provide the complainant with a copy of Policy 3210 and this procedure in a language they can understand, which may require language assistance in accordance with Title VI of the Civil Rights Act of 1964 for complainants with limited English proficiency.
2. Ensure that the district conducts a prompt and thorough investigation into the allegations in the complaint.

In lieu of investigating, the district and the complainant may agree to resolve the complaint. If the complaint is resolved, no further action is necessary.

Written Response to a Formal Complaint

After completing the investigation, the compliance officer or their designee will give the superintendent a full written report of the complaint and the investigation results.

FREEMAN SCHOOL DISTRICT NO. 358**Procedure 3210P
Students**

The superintendent or their designee will issue a written response to the complainant within thirty calendar days after the district receives the formal complaint. The thirty-day timeline can be extended if agreed to by the complainant or if exceptional circumstances related to the complaint require an extension. If an extension is needed, the district will notify the complainant in writing of the reasons for the extension and the anticipated response date. The notice will be in a language the complainant can understand, which may require language assistance in accordance with Title VI of the Civil Rights Act of 1964 for complainants with limited English proficiency.

The written response must include a summary of the results of the investigation; a finding as to whether the district failed to comply with anti-discrimination laws; notice to the complainant of their right to appeal, including where and to whom the appeal must be filed; and, if the district failed to comply with anti-discrimination laws, the corrective measure deemed necessary to correct the noncompliance. Any corrective measures must be instituted as expeditiously as possible but no later than thirty calendar days after the written response is issued unless otherwise agreed to by the complainant. The written response will be in a language the complainant can understand, which may require language assistance in accordance with Title VI of the Civil Rights Act of 1964 for complainants with limited English proficiency.

The district will send a copy of the written response to the Office of the Superintendent of Public Instruction (OSPI) when it sends the response to the complainant.

Appeal to the Board

If a complainant disagrees with the superintendent's written response, they may appeal to the board. The appeal must be in writing and filed with the superintendent within ten calendar days of receiving the written response.

The board must issue a written appeal decision within thirty calendar days of receiving the appeal unless the complainant agrees otherwise. The board may schedule a meeting to hear from the complainant and district representatives before issuing its decision. If it doesn't schedule a meeting, the board will consider the investigation report, the written response, and any documentation the complainant submits before making its decision.

The appeal decision must include notice of the complainant's right to file a complaint with OSPI under WAC 392-190-075. The district will send a copy of the appeal decision to OSPI.

The appeal decision will be in a language the complainant can understand, which may require language assistance in accordance with Title VI of the Civil Rights Act of 1964 for complainants with limited English proficiency.

Complaint to OSPI

If a complainant disagrees with the board's decision, or if the district fails to comply with this procedure, the complainant may file a complaint with OSPI.

A complaint must be received by OSPI on or before the twentieth calendar day following the date upon which the complainant received the board's decision unless OPSI grants an extension for good cause.

FREEMAN SCHOOL DISTRICT NO. 358**Procedure 3210P
Students**

Complaints may be submitted by mail, fax, email, or hand delivery.

A complaint must be in writing and include the following: (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 written response 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 student's name and address and the name of the school and school district the student attends. If the student is homeless, the complaint should include contact information.

Upon receipt of a complaint, OSPI may initiate an investigation, which may include conducting an independent on-site review. OSPI may also investigate additional issues related to the complaint that were not included in the initial complaint or appeal to the board.

Following the investigation, OSPI will make an independent determination as to whether the district has failed to comply with chapter 392-190 WAC or OSPI's guidelines 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.

Administrative Hearing

The complainant or the district may appeal OSPI's written decision by filing a written notice of appeal with OPSI within thirty calendar days of receiving the decision. OSPI will conduct a formal administrative hearing in accordance with the Administrative Procedures Act, chapter 34.05 RCW.

Mediation

The district may offer mediation at any time during the complaint procedure. The purpose of mediation is to offer the complainant and the district an opportunity to resolve disputes and reach an acceptable agreement concerning the complaint using an impartial mediator. The parties may agree to extend the complaint procedure deadlines to pursue mediation.

FREEMAN SCHOOL DISTRICT NO. 358**Procedure 3210P
Students**

Mediation is voluntary, requires the agreement of both parties, and may be terminated by either party at any time.

The mediator must be impartial, may not be an employee of the district or any agency providing education or related services to a student who is involved in the mediation, and must not have a personal or professional conflict of interest. A person is not disqualified as a mediator solely because the district pays them to serve as a mediator.

If the parties resolve a dispute through mediation, they may execute a legally binding agreement that describes the resolution, states that all discussions that occurred during mediation will remain confidential and may not be used as evidence in any subsequent complaint, due process hearing, or civil proceeding, and is signed by the complainant and the district's representative.

Recordkeeping

The compliance officer's office will maintain documentation for each complaint received (e.g., the complaint, notices, the investigation report, the written response, the appeal decision, documentation of corrective measures, etc.) for six years.

~~Anyone may file a complaint against the district alleging that the district has violated anti-discrimination laws. This complaint procedure is designed to assure that the resolution of real or alleged violations shall be directed toward a just solution that is satisfactory to the complainant, the administration and the board of directors. This grievance procedure shall apply to the general conditions of nondiscrimination policy (Policy No. 3210) and more particularly to policies dealing with guidance and counseling (Policy No. 2140), co-curricular program (Policy No. 2150), service animals in schools (Policy No. 2030) and curriculum development and instructional materials (Policy No. 2020). As used in this procedure:~~

~~A. "Grievance" means a complaint which has been filed by a complainant relating to alleged violations of any state or federal anti-discrimination laws.~~

~~B. Complaint means a written charge alleging specific acts, conditions or circumstances, which are in violation of the anti-discrimination laws. The time period for filing a complaint is one year from the date of the occurrence that is the subject matter of the complaint. However, a complaint filing deadline may not be imposed if the complainant was prevented from filing due to: 1) Specific misrepresentations by the district that it had resolved the problem forming the basis of the complaint; or 2) Withholding of information that the district was required to provide under WAC 392-190-065 or WAC 392-190-005. Complaints may be submitted by mail, fax, e-mail or hand-delivery to any district, school or to the district compliance officer responsible for investigating discrimination complaints. Any district employee who receives a complaint that meets these criteria will promptly notify the compliance officer.~~

FREEMAN SCHOOL DISTRICT NO. 358**Procedure 3210P
Students**

~~C. Respondent means the person alleged to be responsible or who may be responsible for the violation alleged in the complaint.~~

~~The primary purpose of this procedure is to secure an equitable solution to a justifiable complaint. To this end, specific steps shall be taken. The district is prohibited by law from intimidating, threatening, coercing or discriminating against any individual for the purpose of interfering with their right to file a grievance under this policy and procedure and from retaliating against an individual for filing such a grievance.~~

~~A. Informal Process for Resolution~~

~~Anyone with an allegation of discrimination may request an informal meeting with the compliance officer or designated employee to resolve their concerns. Such a meeting will be at the option of the complainant. If unable to resolve the issue at this meeting, the complainant may submit a written complaint to the compliance officer. During the course of the informal process, the district must notify complainant of their right to file a formal complaint.~~

~~B. Formal Process for Resolution~~**~~Level One: Complaint to District~~**

~~The complaint must set forth the specific acts, conditions or circumstances alleged to be in violation. Upon receipt of a complaint, the compliance officer will provide the complainant a copy of this procedure. The compliance officer will investigate the allegations within 30 calendar days. The school district and complainant may agree to resolve the complaint in lieu of an investigation. The officer shall provide the superintendent with a full written report of the complaint and the results of the investigation.~~

~~The superintendent or designee will respond to the complainant with a written decision as expeditiously as possible, but in no event later than 30 calendar days following receipt of the written complaint, unless otherwise agreed to by the complainant or if exceptional circumstances related to the complaint require an extension of the time limit. In the event an extension is needed, the district will notify the complainant in writing of the reason for the extension and the anticipated response date at the time the district responds to the complainant, the district must send a copy of the response to the office of the superintendent of public instruction.~~

~~The decision of the superintendent or designee will include: 1) a summary of the results of the investigation; 2) whether the district has failed to comply with anti-discrimination laws; 3) if non-compliance is found, corrective measures the district deems necessary to correct it; and 4) notice of the complainant's right to appeal to the school board and the necessary filing information. The superintendent's or designee's response will be provided in a language the complainant can understand and may require language assistance for complainants with limited English proficiency in accordance with Title VI of the Civil Rights Act of 1964.~~

FREEMAN SCHOOL DISTRICT NO. 358

**Procedure 3210P
Students**

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~~Any corrective measures deemed necessary shall be instituted as expeditiously as possible, but in no event later than 30 calendar days following the superintendent's mailing of a written response to the complaining party unless otherwise agreed to by the complainant.~~

-
Level Two—Appeal to the Board of Directors

~~If a complainant disagrees with the superintendent's or designee's written decision, the complainant may appeal the decision to the district board of directors by filing a written notice of appeal with the secretary of the board within ten (10) calendar days following the date upon which the complainant received the response.~~

-
~~The board 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. Both parties shall be allowed to present such witnesses and testimony as the board deems relevant and material. Unless otherwise agreed to by the complainant, the board will render a written decision within thirty (30) calendar days following the filing of the notice of appeal and provide the complainant with a copy of the decision. 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.~~

Level Three—Complaint to the Superintendent of Public Instruction

~~If a complainant disagrees with the decision of the board of directors, or if the district fails to comply with this procedure, the complainant may file a complaint with the superintendent of public instruction.~~

-
~~A complaint must be received by the Superintendent of Public Instruction on or before the twentieth (20th) 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~~

FREEMAN SCHOOL DISTRICT NO. 358**Procedure 3210P
Students**

~~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 initiate an investigation, which may include conducting an independent on-site review. OSPI may also investigate additional issues related to the complaint that were not included in the initial complaint or appeal to the superintendent or board. Following the investigation, OSPI will make an independent determination as to whether the district has failed to comply with RCW 28A.642.010 or Chapter 392-190, WAC and will issue a written decision to the complainant and the district that addresses each allegation in the complaint and any other noncompliance issues it has identified. The written decision will include corrective actions deemed necessary to correct noncompliance and documentation the district must provide to demonstrate that corrective action has been completed.~~

~~All corrective actions must be completed within the timelines established by OSPI in the written decision unless OSPI grants an extension. If timely compliance is not achieved, OSPI may take action including but not limited to referring the district to appropriate state or federal agencies empowered to order compliance.~~

~~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.~~

~~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.~~

~~C. Mediation~~

~~At any time during the discrimination complaint procedure set forth in WAC 392-190-065 through 392-190-075, a district may, at its own expense, offer mediation. The complainant and the district may agree to extend the discrimination complaint process deadlines in order 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. It may be terminated by either party at any time during the mediation process. It may not be used to deny or delay a complainant's right to utilize the complaint procedures.~~

FREEMAN SCHOOL DISTRICT NO. 358

**Procedure 3210P
Students**

~~Mediation must be conducted by a qualified and impartial mediator who may not:~~

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

~~-
If the parties reach agreement through mediation, they may execute a legally binding agreement that sets forth the resolution and states that all discussions that occurred during the course of mediation will remain confidential and may not be used as evidence in any subsequent complaint, due process hearing or civil proceeding.~~

~~D. Preservation of Records~~

~~The files containing copies of all correspondence relative to each complaint communicated to the district and the disposition, including any corrective measures instituted by the district, will be retained in the office of the compliance officer for a period of six years.~~

Adoption Date: September 25, 2008

Revision Date: March 26, 2015; Oct 10, 2021; April 2025

Coversheet

Approval of Board Policy & Procedure No. 5010 - 1st Reading

Section: XI. New Business
Item: C. Approval of Board Policy & Procedure No. 5010 - 1st Reading
Purpose:
Submitted by:
Related Material:
Board Policy No. 5010 - Nondiscrimination and Affirmative Action.pdf
Board Procedure No. 5010P - Nondiscrimination and Affirmative Action.pdf.pdf

NONDISCRIMINATION AND AFFIRMATIVE ACTION

Definition

"Protected status" is short for the phrase "age, sex, race, creed, religion, color, national origin, honorably discharged veteran or military status, sexual orientation, gender expression, gender identity, marital status, the presence of any sensory, mental, or physical disability, or the use of a trained dog guide or service animal by a person with a disability."

Nondiscrimination

The district is committed to an educational and working environment free from discrimination and harassment ~~as described in this policy~~ bases on a person's protected status. ~~This policy and accompanying procedure prohibits discrimination and harassment of any staff member, volunteers, and contractors who work on behalf of the district.~~

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

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

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

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

Equal Employment Opportunity

The district will provide equal employment opportunity and treatment for all applicants and staff in recruitment, hiring, retention, assignment, transfer, promotion and training. ~~Such equal employment opportunity shall be provided without discrimination with respect to a legally protected characteristic, which include the following: race, creed, religion, color, national origin, age, honorably discharged veteran or military status, sex, sexual orientation including gender expression or identity, marital status disability, or the use of a trained dog guide or service animal by a person with a disability.~~

Examples of Employment Discrimination

Employment discrimination may include the following:

1. Unfair treatment based on an employee's protected status, including unfair or separate treatment in pay scale, assignment of duties, opportunities for advancement, conditions of employment, hiring practices, leaves of absence, hours of employment, and assignment of instructional and non-instructional duties.

Commented [A1]: This language comes from OSPI's *Prohibiting Discrimination in Washington Public Schools* guidelines, which provide direction on this topic.

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2. Harassment based on an employee's protected status by supervisors, co-workers, or others in the workplace that is so severe or persistent that it creates a hostile environment.
3. Denial of a reasonable workplace accommodation that an employee needs because of religious beliefs or a disability.
4. Retaliation because an employee complained about employment discrimination or assisted with an employment discrimination investigation or lawsuit.
5. Making employment or placement decisions based on stereotypes or assumptions about one's protected status.
6. Discriminating against individuals married to or otherwise associated with people of a certain group.
7. Prohibiting an employee from using the restroom consistent with his or her gender identity.

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

Discriminatory Harassment

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

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

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

Discriminatory harassment is unwelcome conduct that is:

1. Directed toward a person based on a protected characteristic;
1. Sufficiently severe or pervasive;
2. Unreasonably interferes with a person's work environment or ability to perform job duties; and
3. The cause of an intimidating, hostile, or offensive environment.

Examples of discriminatory harassment include, but are not limited to:

- Unwelcome jokes or comments about a legally protected characteristic (e.g., racial or ethnic jokes);
- Disparaging remarks to or about a person's legally protected characteristic (e.g., negative or offensive remarks or jokes about a person's religion or religious garments);
- Displaying negative or offensive posters or pictures about a legally protected characteristic;

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- ~~• Physical conduct toward a person due to that person's legally protected characteristic;~~
- ~~• All communications, including those conveyed electronically, such as by e-mail, telephone or voicemail, text messaging, or social media or other internet use, that directly or indirectly implicates a legally protected characteristic; or~~
- ~~• Any other unwelcome conduct that implicated a legally protected characteristic.~~

~~In most instances, discriminatory harassment does not include supervisory or evaluative practices.~~

~~The board designates the superintendent to serve as the Compliance Officer.~~

Affirmative Action

~~The district, as a recipient of public funds, is committed to undertake affirmative action which will make effective equal employment opportunities for staff and applicants for employment. Such affirmative action shall include a review of programs, the setting of goals and the implementation of corrective employment procedures to increase the ratio of aged, persons with disabilities, ethnic minorities, women and Vietnam veterans who are under represented in the job classifications in relationship to the availability of such persons having requisite qualifications. Affirmative action plans may not include hiring or employment preferences based on gender or race, including color, ethnicity or national origin. Such affirmative action shall also include recruitment, selection, training, education and other programs.~~

~~The superintendent will develop an affirmative action plan which specifies the personnel procedures to be followed by the staff of the district and will ensure that no such procedures discriminate against any individual. Reasonable steps shall be taken to promote employment opportunities of those classes that are recognized as protected groups — aged, persons with disabilities, ethnic minorities and women and Vietnam veterans, although under state law, racial minorities, and women may not be treated preferentially in public employment.~~

~~This policy, as well as the affirmative action plan, regulations and procedures developed according to it, will be disseminated widely to staff in all classifications and to all interested patrons and organizations. Progress toward the goals established under this policy shall be reported annually to the board.~~

Employment of Persons With Disabilities

~~In order to~~ fulfill its commitment of nondiscrimination to those with disabilities, the following conditions shall prevail:

1. ~~The district will not discriminate against a qualified individual based on their disability, nor will the district No qualified person with disabilities will, solely by reason of a disability, be subjected to discrimination, and the district will not~~ limit, segregate or classify any applicants for employment or any staff member in any way that adversely affects ~~his/her/their~~ opportunities or status because of a disability. This prohibition applies to all aspects of employment from recruitment to promotions and includes fringe benefits and other elements of compensation.

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- 2. The district ~~shall will reasonably accommodate make reasonable accommodation~~ to the known physical or mental limitations of an otherwise qualified disabled applicant or staff member unless it is clear that an accommodation would impose an undue hardship ~~on the operation of the district program.~~

~~Such r~~Reasonable accommodations may include:

- a. ~~Making-making~~ facilities used by staff readily accessible and usable by persons with disabilities; ~~and~~
- b. ~~a. Job-job~~ restructuring; ~~r~~ part-time or modified work schedules; ~~i~~ acquisition or modification of equipment or devices; ~~r~~ the provision of readers or interpreters; ~~i~~ and other similar actions.

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~~An undue hardship means an accommodation would be unduly costly, extensive, substantial or disruptive or would fundamentally alter the nature or operation of the district. In determining whether or not an accommodation would impose an undue hardship on the district, the district may consider, among other things, the cost of the accommodation, the district's size, the district's financial resources, and the nature and structure of its operations factors to be considered include the nature and cost of the accommodation.~~

- 3. The ~~d~~District will not use any employment tests or criteria that screens out persons with disabilities unless the test or criteria is clearly and specifically job-related, ~~and~~. ~~Also, the d~~District will not use such tests or criteria if alternative tests or criteria ~~(that do not screen out persons with disabilities)~~ are available.
- 4. While the district may not make pre-employment inquiries as to whether an applicant has a disability or as to the nature and severity of any such disability, it may inquire into an applicant's ability to perform job-related functions.
- 5. ~~Any staff member who believes that there has been a violation of this policy or the law prohibiting discrimination because of a disability may initiate a grievance through the procedures for staff complaints.~~

Nondiscrimination for Military Service

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

Affirmative Action Program

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

~~Regarding sex discrimination, the district's affirmative action employment plan or program must include the requirements to maintain credential requirements for all personnel without regard to sex; make no differentiation in pay scale based on sex; make no differentiation in the assignment of school duties based on sex except where an assignment would involve~~

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duty areas or situations such as, but not limited to, a shower room, where persons might be disrobed; provide the same opportunities for advancement for males and females; and make no differentiation in conditions of employment based on sex, including, but not limited to, hiring practices, leaves of absence, hours of employment, and assignment of or payment for instructional or noninstructional duties.

Complaint Procedure

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

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

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

Compliance Officer

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

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

Retaliation Prohibited

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

Any person who retaliates will be subject to appropriate discipline.

Cross References:

- 2030 Service Animals in Schools
- 5270 Resolution of Staff Complaints
- 5011 Sexual Harassment of District Staff Members Prohibited
- 5407 Military Leave

Legal References:

- RCW 28A.400.310 Law against discrimination applicable to district's employment practices
- RCW 28A.640.020 Regulations, guidelines to eliminate discrimination — Scope
- Chapter 28A.642 RCW Discrimination prohibition Laws of 2018,
- Ch. 116 Wages and Advancement Opportunities—Gender
- Chapter 49.60 RCW Discrimination — Human rights commission

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RCW 49.60.030	Freedom from discrimination—Declaration of civil rights Vietnam Era Veterans Readjustment Act of 1974 (VEVRAA)
RCW 49.60.180	Unfair practices of employer defined
RCW 49.60.400	Discrimination, preferential treatment prohibited.
Chapter 73.16.	RCW Employment and Re-employment
Chapter 392-190	WAC Equal Educational Opportunity – Unlawful Discrimination Prohibited
<u>WAC 392-190-0591</u>	<u>Public school employment and contract practices— Nondiscrimination</u>
WAC 392-190-0592	Public school employment – Affirmative action program
42 USC §§ 2000e1-2000e10	Title VII of the Civil Rights Act of 1964
20 USC §§ 1681 – 1688	Title IX Educational Amendments of 1972
42 U.S.C. §§ 12101-12213	American with Disabilities Act
8 USC §§ 1324	(IRCA) Immigration Reform and Control Act of 1986
38 USC §§ 4301-4333	Uniformed Services Employment and Reemployment Rights Act
29 USC §§ 794	Vocational Rehabilitation Act of 1973
34 CFR 104	Nondiscrimination on the basis of handicap in programs of activities receiving federal financial assistance
<u>38 USC § 4212</u>	Vietnam Era Veterans Readjustment Act of 1974

Management Resources:

- 2023 – July Issue
- 2018 – May Issue
- 2017 – April Issue
- 2014 – December Issue
- 2013 – June Issue
- 2011 – June Issue
- 2011 – February Issue
- Policy News*, August 2007
- Policy News*, June 2001
- Washington’s Law Against Discrimination
- State Updates Military Leave Rights

Adoption Date: March 10, 2000

Revision Date: Jan 28, 2010; Dec 12, 2013; May 14, 2015; Jan 25, 2018; Mar 28, 2019; April 24, 2024; April 2025

NONDISCRIMINATION AND AFFIRMATIVE ACTION

This complaint procedure is adopted in accordance with chapter 392-190 WAC.

Complainant

An employee may file a complaint against the district alleging that it has violated anti-discrimination laws. The person filing the complaint is referred to as the "complainant."

Formal Complaint

A formal complaint must be in writing and describe the specific acts, conditions, or circumstances alleged to violate anti-discrimination laws.

A complaint must be filed within one year of the occurrence giving rise to the complaint. The deadline will not be imposed if the complainant was prevented from filing a complaint because (1) the district specifically misrepresented that it had resolved the problem forming the basis of the complaint or (2) the district withheld information it was required to provide under chapter 392-190 WAC.

A complaint may be filed by mail, fax, email, or hand delivery to any district or school administrator or to the compliance officer.

Informal Complaint

A complainant may bring an informal (i.e., oral) complaint to the district. If that occurs, the compliance officer or their designee will schedule a meeting to discuss the informal complaint and how to resolve the complainant's concerns. Using this informal process does not limit the complainant's right to file a formal complaint. Further, as part of this informal process, the district will notify the complainant in writing about their right to file a formal complaint. The notice will be in a language the complainant can understand, which may require language assistance in accordance with Title VI of the Civil Rights Act of 1964 for complainants with limited English proficiency.

Receiving a Formal Complaint

Any district or school administrator who receives a formal complaint will promptly notify the compliance officer. Once the compliance officer receives a complaint, they will do the following:

1. Provide the complainant with a copy of Policy 5010 and this procedure in a language they can understand, which may require language assistance in accordance with Title VI of the Civil Rights Act of 1964 for complainants with limited English proficiency.
2. Ensure that the district conducts a prompt and thorough investigation into the allegations in the complaint.

In lieu of investigating, the district and the complainant may agree to resolve the complaint. If the complaint is resolved, no further action is necessary.

Written Response to a Formal Complaint

After completing the investigation, the compliance officer or their designee will give the superintendent a full written report of the complaint and the investigation results.

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The superintendent or their designee will issue a written response to the complainant within thirty calendar days after the district receives the formal complaint. The thirty-day timeline can be extended if agreed to by the complainant or if exceptional circumstances related to the complaint require an extension. If an extension is needed, the district will notify the complainant in writing of the reasons for the extension and the anticipated response date. The notice will be in a language the complainant can understand, which may require language assistance in accordance with Title VI of the Civil Rights Act of 1964 for complainants with limited English proficiency.

The written response must include a summary of the results of the investigation; a finding as to whether the district failed to comply with anti-discrimination laws; notice to the complainant of their right to appeal, including where and to whom the appeal must be filed; and, if the district failed to comply with anti-discrimination laws, the corrective measure deemed necessary to correct the noncompliance. Any corrective measures must be instituted as expeditiously as possible but no later than thirty calendar days after the written response is issued unless otherwise agreed to by the complainant. The written response will be in a language the complainant can understand, which may require language assistance in accordance with Title VI of the Civil Rights Act of 1964 for complainants with limited English proficiency.

The district will send a copy of the written response to the Office of the Superintendent of Public Instruction (OSPI) when it sends the response to the complainant.

Appeal to the Board

If a complainant disagrees with the superintendent's written response, they may appeal to the board. The appeal must be in writing and filed with the superintendent within ten calendar days of receiving the written response.

The board must issue a written appeal decision within thirty calendar days of receiving the appeal unless the complainant agrees otherwise. The board may schedule a meeting to hear from the complainant and district representatives before issuing its decision. If it doesn't schedule a meeting, the board will consider the investigation report, the written response, and any documentation the complainant submits before making its decision.

The appeal decision must include notice of the complainant's right to file a complaint with OSPI under WAC 392-190-075. The district will send a copy of the appeal decision to OSPI.

The appeal decision will be in a language the complainant can understand, which may require language assistance in accordance with Title VI of the Civil Rights Act of 1964 for complainants with limited English proficiency.

Complaint to OSPI

If a complainant disagrees with the board's decision, or if the district fails to comply with this procedure, the complainant may file a complaint with OSPI.

A complaint must be received by OSPI on or before the twentieth calendar day following the date upon which the complainant received the board's decision unless OSPI grants an extension for good cause.

Complaints may be submitted by mail, fax, email, or hand delivery.

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A complaint must be in writing and include the following: (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 written response 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 student's name and address and the name of the school and school district the student attends. If the student is homeless, the complaint should include contact information.

Upon receipt of a complaint, OSPI may initiate an investigation, which may include conducting an independent on-site review. OSPI may also investigate additional issues related to the complaint that were not included in the initial complaint or appeal to the board.

Following the investigation, OSPI will make an independent determination as to whether the district has failed to comply with chapter 392-190 WAC or OSPI's guidelines 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.

Administrative Hearing

The complainant or the district may appeal OSPI's written decision by filing a written notice of appeal with OPSI within thirty calendar days of receiving the decision. OSPI will conduct a formal administrative hearing in accordance with the Administrative Procedures Act, chapter 34.05 RCW.

Mediation

The district may offer mediation at any time during the complaint procedure. The purpose of mediation is to offer the complainant and the district an opportunity to resolve disputes and reach an acceptable agreement concerning the complaint using an impartial mediator. The parties may agree to extend the complaint procedure deadlines to pursue mediation.

Mediation is voluntary, requires the agreement of both parties, and may be terminated by either party at any time.

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The mediator must be impartial, may not be an employee of the district, and must not have a personal or professional conflict of interest. A person is not disqualified as a mediator solely because the district pays them to serve as a mediator.

If the parties resolve a dispute through mediation, they may execute a legally binding agreement that describes the resolution, states that all discussions that occurred during mediation will remain confidential and may not be used as evidence in any subsequent complaint or civil proceeding, and is signed by the complainant and the district's representative.

Recordkeeping

The compliance officer's office will maintain documentation for each complaint received (e.g., the complaint, notices, the investigation report, the written response, the appeal decision, documentation of corrective measures, etc.) for six years.

Nondiscrimination

~~To ensure fairness and consistency, the following grievance procedure is to be used in the district's relationship with its staff members, volunteers, or contractors who work on behalf of the district. It specifically governs employment problems covered by state and federal equal employment opportunity laws and/or this affirmative action program. No such person's status with the district shall be adversely affected in any way because the staff member utilized these procedures. As used in this procedure, "grievance" will mean a complaint which has been filed by a complainant relating to alleged violations of any state or federal anti-discrimination laws. A "complaint" will mean a charge alleging specific acts, conditions or circumstances, which are in violation of the anti-discrimination laws. A "respondent" will mean the person alleged to be responsible or who may be responsible for the violation alleged in the complaint.~~

~~The primary purpose of this procedure is to secure an equitable solution to a justifiable complaint to this and the following steps shall be taken:~~

Affirmative Action Plan

~~In order to secure an equitable solution to a justifiable complaint the district will:~~

- ~~1. Make efforts to modify the composition of the future work force in order to work toward a full utilization of aged persons, persons with disabilities, racial and ethnic minorities, women and Vietnam veterans in the various job categories.~~
- ~~2. Ensure that all applicants and staff are considered on the basis of bona fide job-related qualifications. The purpose of the affirmative action plan is to actively include persons of underutilized classes in the employment process, not to exclude others from it. The district shall continue to emphasize in all recruitment contacts that nondiscrimination is a basic element in the district's personnel procedures.~~
- ~~3. Be responsible for reviewing all employment procedures and programs to assure that there is no indication of discriminatory practices. The district shall continue to use aged persons, persons with disabilities, racial and ethnic minorities, women and Vietnam veterans in the recruitment and employment process. Job descriptions for classified staff shall be sent to the Washington Employment~~

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~~Service and other organizations which are recruiting sources for groups that may be under-utilized in the district's work force. Recruitment from colleges and universities shall include institutions with high percentages of students of various ethnic minorities.~~

- ~~4. Contract and purchase all goods and services from persons, agencies, vendors, contractors and organizations who comply with the appropriate laws and executive orders regarding discrimination.~~
- ~~5. Take appropriate action to attract and retain aged persons, persons with disabilities, racial and ethnic minorities, women and Vietnam Veterans at all levels and in all segments of the district's work force. Criteria for selecting staff shall be reviewed regularly to assure that such statements relate directly to the requirements for specific positions. However, pursuant to state law there will be no preferential employment practices based on race or gender.~~
- ~~6. Upgrade present staff by providing management development training to assure that individuals of under-utilized groups are prepared for positions of new and increased responsibility.~~

~~Implementation of the affirmative action plan shall be the responsibility of the superintendent. Administrators shall assist in the attainment of the established goals and purposes of this affirmative action plan.~~

Dissemination

~~The district shall disseminate information concerning employment and developments under the affirmative action plan on a planned basis to assist in achieving the goals set forth in this plan. Affirmative action information shall be disseminated by:~~

- ~~1. Printing and distributing such information to staff, school libraries and offices;~~
- ~~2. Publicizing such information in district newsletters;~~
- ~~3. Conducting meetings with administrative staff to explain the intent and advantages of the policy and plan;~~
- ~~4. Conducting faculty meetings and meetings with classified staff;~~
- ~~5. Informing appropriate and interested recruiting and hiring sources; and~~
- ~~6. Informing all representative staff groups in the district.~~

Male/Female Balance and Staff Goals

~~The profiles of the district's current utilization of women are set forth in The Affirmative Action Plan. By the commencement of the current school year, the district shall strive to achieve a rate of employment in regard to sex at least equivalent to the goals set forth in The Affirmative Action Plan. The district shall see that measurable efforts are made in the utilization of women for higher levels of responsibility in both certificated and classified positions. The district shall make good faith effort to recruit, interview and employ individuals consistent with the district commitment to nondiscrimination and affirmative action for all positions and in every department, school and level of operation. Preferential or adverse employment practices, including demotions or termination shall not be used to meet stated goals or time lines.~~

~~**1. Administrators**~~

~~—— **Goal:** To place females in administrative positions.~~

~~—— **Objectives:** To place females in administrative positions as they become available which falls within a range of 50% men and/or women, without using preferential employment practices.~~

~~To identify qualified potential candidates from outside the district for future openings.~~

~~**2. Principals and Assistant Principals**~~

~~—— **Goal:** To place females in principal positions.~~

~~**Objective:** To place females in principal and assistant principal positions as they occur and trained women are available, without using preferential employment practices.~~

~~**3. Teachers, Elementary or grades K-8**~~

~~—— **Goal:** To provide each student with the opportunity to experience both male and female homeroom teachers during the primary as well as the intermediate grades.~~

~~—— **Objective:** To achieve a staff which falls within a range of 50% men and/or women in the primary as well as the intermediate grades at each school, without using preferential employment practices.~~

~~:~~

~~**4. Teachers, Secondary or grades 9-12**~~

~~—— **Goal:** To provide students with the opportunity to work with male and female staff in both curricular and extracurricular activities.~~

~~—— **Objective:** To maintain a staff which falls within a range of 50% men and/or women for classroom teachers and activity supervisors, without using preferential employment practices.~~

~~:~~

~~**5. Support Staff - Certificated and Classified**~~

~~—— **Objective:** To achieve a staff which falls within a range of 50% men and/or women, without using preferential employment practices.~~

~~**Racial and Ethnic Minority Balance and Staff Goals**~~

~~The profiles of the district's current student ethnic minority population and the district's current ethnic minorities (American Indian/ Native American, Asian, Black, and Hispanic) are set forth in The Affirmative Action Plan. By the commencement of the current school year the district shall strive to achieve a rate of employment for ethnic minorities in both certificated and classified areas as indicated in this plan, without using preferential employment practices. These goals are a utilization level for certificated staff, at least equal to the percentage of ethnic minority student enrollment within the district; for classified staff a utilization level of at least 50%, a figure based upon relevant availability figures in The Affirmative Action Plan statistical area. Final and interim goals are set out in The Affirmative Action Plan. The district will see that measurable efforts are made in the utilization of ethnic minorities for higher levels of responsibility in both certificated and classified positions, without using preferential employment practices.~~

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~~The district shall make good faith effort to recruit, interview and employ individuals consistent with the district commitment to nondiscrimination and affirmative action for all positions and in every department, every school and at every level of operation. Preferential or adverse employment practices, including demotions or terminations shall not be used to meet stated goals and time lines.~~

~~**1. Administrators**~~

~~—— **Goal:** To place ethnic minorities in administrative positions, without using preferential employment practices.~~

~~—— **Objectives:** To place ethnic minorities in administrative positions as they become available to progress toward the percentage of ethnic minorities in the current ethnic minority student enrollment.~~

~~To identify qualified potential candidates from outside the district for consideration for future openings.~~

~~**2. Principals and Assistant Principals**~~

~~—— **Goal:** To place ethnic minorities in principal positions.~~

~~—— **Objective:** To place ethnic minorities in principal and assistant principal positions as they occur and trained applicants are available, without using preferential employment practices.~~

~~**3. Teachers, Elementary or grades K-8**~~

~~—— **Goal:** To provide each student with the opportunity to experience ethnic minority homeroom teachers during the primary as well as the intermediate grades, without using preferential employment practices.~~

~~—— **Objective:** To achieve a staff of primary and intermediate teachers in which the percentage of ethnic minorities is comparable to that of the current ethnic minority student enrollment.~~

~~**4. Teachers, Secondary or grades 9-12**~~

~~—— **Goal:** To provide students with the opportunity to work with ethnic minority staff in both curricular and extracurricular activities.~~

~~—— **Objective:** To maintain a staff of classroom teachers and activity supervisors in which the percentage of ethnic minorities is comparable to that of the current ethnic minority student enrollment, without using preferential employment practices~~

~~**5. Support Staff - Certificated and Classified**~~

~~—— **Objective:** To achieve a staff of certificated and classified support staff in which the percentage of ethnic minorities is comparable to that of the current ethnic minority student enrollment, without using preferential employment practices~~

Internal Audit and Monitoring System

The superintendent's office, in compliance with WAC 162-12, "Pre-employment Inquiry Guide," will record applicant flow, new hires, promotions, transfer requests, transfers,

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~~administrative internships and terminations by age, race, sex, and other protected status. An analysis will be made of the internal and external work force availability of racial and, ethnic minorities and women.~~

~~The district will evaluate the effectiveness of the nondiscrimination and affirmative action program and report its status to the board semiannually. Such reports may include recommendations for changes in the affirmative action program goals. The overall responsibility for monitoring and auditing this policy is assigned to the district office. The duties include:~~

- ~~1. Analysis of the categories of employment in relation to affirmative action goals;~~
- ~~2. Analysis of work force data and applicant flow;~~
- ~~3. Maintaining records relative to affirmative action information;~~
- ~~4. Preparation of semiannual reports of progress toward the goals and recommended changes required to maintain the vitality of the program;~~
- ~~5. Identifying in a written report to the superintendent any employment practice or policy that is discriminatory or that does not meet the requirements of the affirmative action program; and~~
- ~~6. Keeping the superintendent advised of the progress in implementing the goals and procedures of this affirmative action program.~~

Grievance Procedure

~~To ensure fairness and consistency, the following review procedures are to be used in the district's relationship with its staff members, volunteers, or contractors who work on behalf of the district. These review procedures specially govern employment problems covered by state and federal equal employment opportunity laws and/or this affirmative action program. No such person's status with the district shall be adversely affected in any way because the person utilized these procedures.~~

- ~~A. **Grievance** means a complaint which has been filed by a staff member, volunteer, or contractor relating to alleged violations of any state or federal anti-discrimination laws.~~
- ~~B. **Complaint** means a written charge alleging specific acts, conditions or circumstances, which are in violation of the anti-discrimination laws. The time period for filing a complaint is one year from the date of the occurrence that is the subject matter of the complaint. However, a complaint filing deadline may not be imposed if the complainant was prevented from filing due to: 1) Specific misrepresentations by the district that it had resolved the problem forming the basis of the complaint; or 2) Withholding of information that the district was required to provide under WAC 392-190-065 or WAC 392-190-005. Complaints may be submitted by mail, fax, e-mail or hand-delivery to any district, school or to the district compliance officer responsible for investigating discrimination complaints. Any district employee who receives a complaint that meets these criteria will promptly notify the compliance officer.~~
- ~~C. **Respondent** means the person alleged to be responsible or who may be responsible for the violation alleged in the complaint.~~

FREEMAN SCHOOL DISTRICT NO. 358**Procedure No. 5010P
Personnel**

~~The primary purpose of this procedure is to secure an equitable solution to a justifiable complaint. To this end, specific steps will be taken. The district is prohibited by law from intimidating, threatening, coercing or discriminating against any individual for the purpose of interfering with their right to file a grievance under this procedure and from retaliating against an individual for filing such a grievance.~~

~~1. Informal Process for Resolution~~

~~When a staff member, volunteer, or contractor has an employment problem concerning equal employment opportunity, he/she shall discuss the problem with the immediate supervisor, personnel director or superintendent within 60 days of the circumstances which gave rise to the problem. The staff member, volunteer, or contractor may also ask the compliance officer to participate in the informal review procedure. It is intended that the informal discussion shall resolve the issue. If the staff member, volunteer, or contractor feels he/she cannot approach the supervisor because of the supervisor's involvement in the alleged discrimination, the person may directly contact the compliance officer before pursuing formal procedures. If the discussion with the officer or immediate supervisor does not resolve the issue the person may proceed to the formal review procedures. During the course of the informal process, the district will notify complainant of their right to file a formal complaint.~~

~~2. Formal Process for Resolution~~**~~Level One: Complaint to District~~**

~~The complaint must set forth the specific acts, conditions, or circumstances alleged to be in violation. Upon receipt of a complaint, the compliance officer will provide the complainant a copy of this procedure. The compliance officer will investigate the allegations within 30 calendar days. The school district and complainant may agree to resolve the complaint in lieu of an investigation. The officer will provide the superintendent with a full written report of the complaint and the results of the investigation.~~

~~The superintendent or designee will respond to the complainant with a written decision as expeditiously as possible, but in no event later than 30 calendar days following receipt of the written complaint, unless otherwise agreed to by the complainant or if exceptional circumstances related to the complaint require an extension of the time limit. In the event an extension is needed, the district will notify the complainant in writing of the reason for the extension and the anticipated response date. At the time the district responds to the complainant, the district must send a copy of the response to the office of the superintendent of public instruction.~~

~~The decision of the superintendent or designee will include: 1) a summary of the results of the investigation; 2) whether the district has failed to comply with anti-discrimination laws; 3) if non-compliance is found, corrective measures the district deems necessary to correct it; and 4) notice of the complainant's right to appeal to the school board and the necessary filing information. The superintendent's or designee's response will be provided in a language the~~

~~complainant can understand and may require language assistance for complainants with limited English proficiency in accordance with Title VI of the Civil Rights Act of 1964.~~

~~Any corrective measures deemed necessary will be instituted as expeditiously as possible, but in no event later than 30 calendar days following the superintendent's mailing of a written response to the complaining party unless otherwise agreed to by the complainant.~~

~~**Level Two - Appeal to Board of Directors**~~

~~If a complainant disagrees with the superintendent's or designee's written decision, the complainant may file a written notice of appeal with the secretary of the board within ten (10) calendar days following the date upon which the complainant received the response. The board will schedule a hearing to commence by the twentieth (20) calendar day following the filing of the written notice of appeal unless otherwise agreed to by the complainant and the superintendent or for good cause. Both parties will be allowed to present such witnesses and testimony as the board deems relevant and material. Unless otherwise agreed to by the complainant, the board will render a written decision within thirty (30) calendar days following the filing of the notice of appeal and provide the complainant with a copy of the decision. 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 Office of Superintendent of Public Instruction and will identify where and to whom the appeal must be filed. The district will send a copy of the appeal decision to the Office of the Superintendent of Public Instruction.~~

~~**Level Three - Complaint to the Superintendent of Public Instruction**~~

~~If a complainant disagrees with the decision of the board of directors, or if the district fails to comply with this procedure, the complainant may file a complaint with the Office of Superintendent of Public Instruction.~~

- ~~1. A complaint must be received by the Office of 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 Office of Superintendent of Public Instruction grants an extension for good cause. Complaints may be submitted by mail, fax, electronic mail, or hand delivery.~~
- ~~2. 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.~~

~~3. Upon receipt of a complaint, the Office of the Superintendent of Public Instruction may initiate an investigation, which may include conducting an independent on-site review. OSPI may also investigate additional issues related to the complaint that were not included in the initial complaint or appeal to the superintendent or board. Following the investigation, OSPI will make an independent determination as to whether the district has failed to comply with RCW 28A.642.010 or Chapter 392-190, WAC and will issue a written decision to the complainant and the district that addresses each allegation in the complaint and any other noncompliance issues it has identified. The written decision will include corrective actions deemed necessary to correct noncompliance and documentation the district must provide to demonstrate that corrective action has been completed.~~

~~All corrective actions must be completed within the timelines established by OSPI in the written decision unless OSPI grants an extension. If timely compliance is not achieved, OSPI may take action including but not limited to referring the district to appropriate state or federal agencies empowered to order compliance.~~

~~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.~~

~~**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.~~

~~**3. Mediation**~~

~~At any time during the discrimination complaint procedure set forth in WAC 392-190-065 through 392-190-075, a district may, at its own expense, offer mediation. The complainant and the district may agree to extend the discrimination complaint process deadlines in order 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. It may be terminated by either party at any time during the mediation process. It may not be sued to deny or delay a complainant’s right to utilize the complaint procedures.~~

FREEMAN SCHOOL DISTRICT NO. 358

**Procedure No. 5010P
Personnel**

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

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

~~**4. Preservation of Records**~~

~~The files containing copies of all correspondence relative to each complaint communicated to the district and the disposition, including any corrective measures instituted by the district, will be retained in the office of the district compliance officer for a period of 6 years.~~

Resources

1. District Contact:
Randy Russell, Ph.D., Superintendent

2. State Contacts
Superintendent of Public Instruction
Equity and Civil Rights Office
P.O. Box 47200
Olympia, WA 98504-7200
360.725.6162

3. Washington State Human Rights Commission
711 South Capitol Way, Suite 402
P.O. Box 42490
Olympia, WA 98504-2490
360.753.6770

4. Office of Civil Rights
U.S. Department of Education
915 Second Avenue, Room 3310
Seattle, WA 98174
206.607.1600

FREEMAN SCHOOL DISTRICT NO. 358

**Procedure No. 5010P
Personnel**

Adoption Date: March 10, 2000

Revised Date: January 28, 2010; May 14, 2015; Mar 28, 2019; April 24, 2024; April 2025

Coversheet

Approval of Board Policy No. 5400 - 1st Reading

Section: XI. New Business
Item: D. Approval of Board Policy No. 5400 - 1st Reading
Purpose:
Submitted by:
Related Material: Board Policy No. 5400 - Personnel Leaves.pdf

PERSONNEL LEAVES

Upon the recommendation of the superintendent and in accordance with the law and district policy, staff may be granted leaves pursuant to the following conditions, unless the applicable collective bargaining agreement provides otherwise:

- A. Leave at Full Pay Unless Stated Otherwise. Leaves shall be with pay unless otherwise stated. If leaves are to include expenses to be paid by the district, that also shall be specifically stated.
- B. Leaves in Units of Full or Half Days. Leaves may be granted in units of half or full days only.
- C. Return from Leaves. At the end of any leave shorter than 20 days in duration, sabbatical leave, or sick leave which does not exhaust the staff member's accumulated sick leave, the affected staff member is entitled to return to the position held when the leave commenced or to an appropriate comparable position.

Except as may otherwise be specifically provided by law or district policy, a staff member shall be entitled to a position in the district subject to the availability of a position for which the staff member is qualified after leaves of longer duration.
- D. Prior Notice of Application. Reasonable advance notice is required for all leaves, with specific advance notice as stated in district policy.
- E. Flexibility in Granting Leaves. The superintendent, with approval of the board, may grant leaves to individuals who might not otherwise be covered, or extend leave in excess of the number of days provided by district policy, in unusual or exceptional circumstances.
- F. Leaves Prorated for Part-Time Staff. Part-time staff shall be entitled to leave benefits, unless otherwise stated in district policy, provided that the length of leaves shall be prorated according to the ratio of days and/or hours worked to the number of days and/or hours worked by a full-time staff member in the same or a similar position.
- G. Noncumulative. Leaves shall be noncumulative from year to year unless otherwise stated.

Unpaid Leaves

Upon employee request, the superintendent or designee has discretion to consider providing unpaid leave to employees in certain circumstances. The option to provide unpaid leave does not obligate the district to do so or in any way limit or prevent the district from pursuing other responses.

FREEMAN SCHOOL DISTRICT NO. 358

**Policy No. 5400
Personnel**

~~If the district enters an agreement to provide unpaid leave to an employee who needs additional time to comply with the Governor's vaccine mandate incorporated into Proclamation 21-14.2, that agreement will establish that the employee intends either to vaccinate or complete the exemption request process. Use of unpaid leave for employees who are not yet in compliance with the vaccine mandate in Proclamation 21-14.2 will be time limited and specify a separation date if compliance does not occur within the allotted time.~~

Cross References:

- 5411 - Staff Vacations
- 5410 - Holidays
- 5407 - Military Leave
- 5406 - Leave Sharing
- 5404 - Family, Medical, and Maternity Leave
- 5403 - Emergency and Discretionary Leaves
- 5401 - Sick Leave

Legal References:

- RCW 28A.400.300 Hiring and discharging employees--Written leave policies--Seniority and leave benefits of employees transferring between school districts and other education employers,
- AGO 1980 No. 22 Limitation on compensated leave for school district Employees

Adoption Date: March 1999

Revision Date: May 2022; April 2025

Coversheet

Future Board Meetings

Section: XII. 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

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: XIII. Personnel
Item: A. Personnel Action
Purpose:
Submitted by:
Related Material: Personnel Action 3-24-2025.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 March 24, 2025.

Administration:

Certified: Jennifer Croskrey – Substitute Teacher

Classified: Craige Pannell – Substitute Bus Driver – Pending OSPI Approval and Training Completion

Extracurricular: Volunteer Coaching –
Baseball – Aaron McLean, Branden Florence, Bryan Braley
Softball – Chad Ripke
Tennis – Brooke Forkner
Track – Erik Cole