NORTH FRANKLIN SCHOOL DISTRICT No. 51
BOARD OF DIRECTORS' REGULAR MEETING
Monday, April 26, 2021
5:30 pm
AGENDA

1. CALL TO ORDER/FLAG SALUTE
2. SET AGENDA - ACTION
3. RECOGNITION OF VISITORS
4. REPORTS
A. Special Education Report
B. Business Manager Reports
i. Enrollment Report
C. Board of Director Reports
D. Superintendent Report
5. GENERAL DISCUSSION ITEMS
A. Policy 6220 - Bid or Request for Proposal Requirements - First Reading
B. Resolution No. 511 - Surplus Equipment, Materials and Supplies - ACTION
C. Calendar of Events
6. CONSENT AGENDA - ACTION
A. Board Minutes - April 12, 2021
B. Business Reports
i. Accounts Payable
ii. Payroll
7. PERSONNEL - ACTION
8. ADJOURN

|  | SEPT. | OCT. | NOV. | DEC. | JAN. | FEB. | MAR. | APR. | MAY | JUNE | JULY | AUG | AVERAGE | BUDGET | DIFFERENCE |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| KG Full-Year | 125.00 | 125.00 | 126.00 | 124.00 | 123.00 | 125.00 | 124.00 | 128.00 |  |  |  |  | 125.00 | 132.83 | -7.83 |
| 1st Grade | 118.00 | 121.00 | 126.00 | 127.00 | 127.00 | 126.00 | 127.00 | 127.00 |  |  |  |  | 124.88 | 132.83 | -7.96 |
| 2nd Grade | 153.00 | 149.03 | 153.03 | 153.03 | 152.03 | 157.03 | 155.03 | 156.03 |  |  |  |  | 153.53 | 160.51 | -6.98 |
| 3rd Grade | 143.00 | 144.00 | 145.00 | 145.08 | 147.10 | 150.08 | 149.08 | 150.08 |  |  |  |  | 146.68 | 150.83 | -4.15 |
| 4th Grade | 138.00 | 140.00 | 138.00 | 142.00 | 141.00 | 140.00 | 140.00 | 140.00 |  |  |  |  | 139.88 | 138.83 | 1.04 |
| 5th Grade | 138.00 | 137.05 | 142.05 | 143.12 | 144.12 | 147.12 | 146.12 | 150.12 |  |  |  |  | 143.46 | 149.00 | -5.54 |
| 6th Grade | 146.00 | 147.00 | 151.00 | 153.00 | 153.00 | 156.00 | 157.00 | 158.00 |  |  |  |  | 152.63 | 159.66 | -7.04 |
| 7th Grade | 159.60 | 152.60 | 146.60 | 149.00 | 151.00 | 155.15 | 155.15 | 156.15 |  |  |  |  | 153.16 | 153.33 | -0.17 |
| 8th Grade | 165.00 | 164.00 | 160.50 | 160.50 | 160.50 | 162.50 | 162.50 | 163.50 |  |  |  |  | 162.38 | 171.82 | -9.44 |
| 9th Grade | 152.56 | 155.62 | 155.62 | 154.62 | 155.92 | 156.03 | 156.03 | 155.33 |  |  |  |  | 155.22 | 155.41 | -0.19 |
| 10th Grade | 177.29 | 176.03 | 173.01 | 174.99 | 175.99 | 178.97 | 178.97 | 175.97 |  |  |  |  | 176.40 | 174.04 | 2.36 |
| 11th Grade | 146.15 | 144.00 | 145.17 | 145.17 | 145.55 | 148.29 | 148.27 | 147.12 |  |  |  |  | 146.22 | 171.77 | -25.56 |
| 12th Grade | 132.43 | 127.91 | 124.63 | 123.63 | 122.68 | 125.58 | 127.32 | 126.07 |  |  |  |  | 126.28 | 128.87 | -2.59 |
| Total | 1,894.03 | 1,883.24 | 1,886.61 | 1,895.14 | 1,898.89 | 1,927.75 | 1,926.47 | 1,933.37 | 0.00 | 0.00 |  |  | 1,905.69 | 1,979.73 | -74.04 |
| NFVA | 73.53 | 90.03 | 90.39 | 87.61 | 83.37 | 66.26 | 64.19 | 60.05 |  |  |  |  | 76.93 | 40.00 | 36.93 |
|  | 1,967.56 | 1,973.27 | 1,977.00 | 1,982.75 | 1,982.26 | 1,994.01 | 1,990.66 | 1,993.42 | 0.00 | 0.00 |  |  | 1,982.62 | 2,019.73 |  |
| UGRAD ESD 123 | 4.00 | 5.00 | 2.00 | 2.00 | 2.00 | 1.00 | 1.00 | 1.00 |  |  |  |  | 2.25 | 4.00 | -1.75 |
| DROP OUT WWCC | 4.00 | 6.00 | 5.00 | 4.00 | 4.00 | 5.00 | 5.00 | 5.00 |  |  |  |  | 4.75 | 8.00 | -3.25 |
| CHS VOCATIONAL | 103.20 | 103.05 | 103.05 | 103.35 | 102.75 | 94.65 | 96.30 | 96.15 |  |  |  |  | 100.31 | 96.47 | 3.84 |
| OJH VOCATIONAL | 3.75 | 3.75 | 3.90 | 3.90 | 3.90 | 4.50 | 4.65 | 4.65 |  |  |  |  | 4.13 | 7.35 | -3.23 |
| RUN START CBC | 43.00 | 44.74 | 40.75 | 39.76 | 38.80 | 38.47 | 38.47 | 36.74 |  |  |  |  | 39.68 | 21.94 | 17.74 |
| RUN START WSU | 0.00 | 0.67 | 0.67 | 0.67 | 0.67 | 0.60 | 0.60 | 0.40 |  |  |  |  | 0.61 | 1.00 | -0.39 |
| ST. BILINGUAL K-6 | 406.00 | 476.00 | 486.00 | 481.00 | 476.00 | 473.00 | 471.00 | 477.00 |  |  |  |  | 477.14 | 507.00 | -29.86 |
| ST. BILINGUAL 7-12 | 275.00 | 283.00 | 277.00 | 278.00 | 279.00 | 281.00 | 279.00 | 273.00 |  |  |  |  | 278.57 | 228.00 | 50.57 |
| ST. BILING EXITED | 91.00 | 90.00 | 89.00 | 89.00 | 88.00 | 86.00 | 86.00 | 85.00 |  |  |  |  | 87.57 | 79.00 | 8.57 |
| SPED AGES 3-5 | 18.00 | 17.00 | 17.00 | 18.00 | 20.00 | 22.00 | 23.00 | 25.00 |  |  |  |  | 20.29 | 20.00 | 0.29 |
| SPED k-21 Tier 1 | 148.00 | 153.00 | 156.00 | 157.00 | 156.00 | 158.00 | 152.00 | 151.00 |  |  |  |  | 154.71 | 155.00 | -0.29 |
| SPED k-21 Other | 135.00 | 130.00 | 123.00 | 122.00 | 124.00 | 123.00 | 124.00 | 131.00 |  |  |  |  | 125.29 | 132.00 | -6.71 |
| Total | 301.00 | 300.00 | 296.00 | 297.00 | 300.00 | 303.00 | 299.00 | 307.00 | 0.00 | 0.00 |  |  | 300.29 | 307.00 | -6.71 |


| Connell High | 582.43 | 579.06 | 579.73 | 581.71 | 583.09 | 588.93 | 591.31 | 585.14 |  |  | 583.93 | 615.98 | -32.06 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Olds Jr High | 324.60 | 316.60 | 307.10 | 309.50 | 311.50 | 317.65 | 317.65 | 319.65 |  |  | 315.53 | 325.15 | -9.62 |
| Palouse Junction | 26.00 | 24.50 | 18.70 | 16.70 | 17.05 | 19.94 | 19.28 | 19.35 |  |  | 20.19 | 14.11 | 6.08 |
| Connell Elem | 460.00 | 468.03 | 472.03 | 484.18 | 485.18 | 489.18 | 491.18 | 499.18 |  |  | 481.12 | 491.50 | -10.38 |
| Basin City Elem. | 321.00 | 314.05 | 324.05 | 315.05 | 315.07 | 324.05 | 325.05 | 326.05 |  |  | 320.55 | 357.66 | -37.11 |
| Mesa Elem | 180.00 | 181.00 | 185.00 | 188.00 | 187.00 | 188.00 | 182.00 | 184.00 |  |  | 184.38 | 175.33 | 9.04 |
| Total | 1,894.03 | 1,883.24 | 1,886.61 | 1,895.14 | 1,898.89 | 1,927.75 | 1,926.47 | 1,933.37 | 0.00 | 0.00 | 1,905.69 | 1,979.73 | -74.04 |
| CONNELL ELEM | SEPT. | OCT. | NOV. | DEC. | JAN. | FEB. | MAR. | APR. | MAY | JUNE | AVERAGE | BUDGET |  |
| KINDER | 51.00 | 54.00 | 52.00 | 53.00 | 52.00 | 53.00 | 53.00 | 55.00 |  |  | 52.88 | 55.00 |  |
| FIRST | 47.00 | 51.00 | 53.00 | 55.00 | 54.00 | 54.00 | 57.00 | 56.00 |  |  | 53.38 | 55.00 |  |
| SECOND | 78.00 | 75.03 | 76.03 | 78.03 | 79.03 | 80.03 | 79.03 | 80.03 |  |  | 78.15 | 81.17 |  |
| THIRD | 75.00 | 76.00 | 77.00 | 77.08 | 78.08 | 80.08 | 80.08 | 81.08 |  |  | 78.05 | 77.33 |  |
| FOURTH | 68.00 | 70.00 | 68.00 | 72.00 | 72.00 | 71.00 | 72.00 | 73.00 |  |  | 70.75 | 69.33 |  |
| FIFTH | 74.00 | 73.00 | 73.00 | 73.07 | 74.07 | 74.07 | 74.07 | 76.07 |  |  | 73.92 | 78.67 |  |
| SIXTH | 67.00 | 69.00 | 73.00 | 76.00 | 76.00 | 77.00 | 76.00 | 78.00 |  |  | 74.00 | 75.00 |  |
| TOTAL | 460.00 | 468.03 | 472.03 | 484.18 | 485.18 | 489.18 | 491.18 | 499.18 | 0.00 | 0.00 | 481.12 | 491.50 | -10.38 |
| BASIN CITY ELEM |  |  |  |  |  |  |  |  |  |  |  |  |  |
| KINDER | 39.00 | 35.00 | 35.00 | 32.00 | 31.00 | 31.00 | 31.00 | 33.00 |  |  | 33.38 | 49.50 |  |
| FIRST | 45.00 | 45.00 | 49.00 | 48.00 | 49.00 | 49.00 | 47.00 | 47.00 |  |  | 47.38 | 49.50 |  |
| SECOND | 48.00 | 48.00 | 49.00 | 47.00 | 47.00 | 49.00 | 50.00 | 49.00 |  |  | 48.38 | 52.17 |  |
| THIRD | 48.00 | 48.00 | 48.00 | 47.00 | 48.02 | 50.00 | 50.00 | 50.00 |  |  | 48.63 | 54.00 |  |
| FOURTH | 54.00 | 54.00 | 55.00 | 54.00 | 53.00 | 53.00 | 53.00 | 52.00 |  |  | 53.50 | 51.83 |  |
| FIFTH | 33.00 | 31.05 | 34.05 | 34.05 | 34.05 | 37.05 | 37.05 | 39.05 |  |  | 34.92 | 40.83 |  |
| SIXTH | 54.00 | 53.00 | 54.00 | 53.00 | 53.00 | 55.00 | 57.00 | 56.00 |  |  | 54.38 | 59.83 |  |
| TOTAL | 321.00 | 314.05 | 324.05 | 315.05 | 315.07 | 324.05 | 325.05 | 326.05 | 0.00 | 0.00 | 320.55 | 357.66 | -37.11 |
| MESA ELEM |  |  |  |  |  |  |  |  |  |  |  |  |  |
| KINDER | 35.00 | 36.00 | 39.00 | 39.00 | 40.00 | 41.00 | 40.00 | 40.00 |  |  | 38.75 | 28.33 |  |
| FIRST | 26.00 | 25.00 | 24.00 | 24.00 | 24.00 | 23.00 | 23.00 | 24.00 |  |  | 24.13 | 28.33 |  |
| SECOND | 27.00 | 26.00 | 28.00 | 28.00 | 26.00 | 28.00 | 26.00 | 27.00 |  |  | 27.00 | 27.17 |  |
| THIRD | 20.00 | 20.00 | 20.00 | 21.00 | 21.00 | 20.00 | 19.00 | 19.00 |  |  | 20.00 | 19.50 |  |
| FOURTH | 16.00 | 16.00 | 15.00 | 16.00 | 16.00 | 16.00 | 15.00 | 15.00 |  |  | 15.63 | 17.67 |  |
| FIFTH | 31.00 | 33.00 | 35.00 | 36.00 | 36.00 | 36.00 | 35.00 | 35.00 |  |  | 34.63 | 29.50 |  |
| SIXTH | 25.00 | 25.00 | 24.00 | 24.00 | 24.00 | 24.00 | 24.00 | 24.00 |  |  | 24.25 | 24.83 |  |
| TOTAL | 180.00 | 181.00 | 185.00 | 188.00 | 187.00 | 188.00 | 182.00 | 184.00 | 0.00 | 0.00 | 184.38 | 175.33 | 9.05 |


| OLDS JR. HIGH | SEPT. | OCT. | NOV. | DEC. | JAN. | FEB. | MAR. | APR. | MAY | JUNE | AVERAGE | BUDGET |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| SEVENTH | 159.60 | 152.60 | 146.60 | 149.00 | 151.00 | 155.15 | 155.15 | 156.15 |  |  | 153.16 | 153.33 |
| EIGHTH | 165.00 | 164.00 | 160.50 | 160.50 | 160.50 | 162.50 | 162.50 | 163.50 |  |  | 162.38 | 171.82 |
| TOTAL | 324.60 | 316.60 | 307.10 | 309.50 | 311.50 | 317.65 | 317.65 | 319.65 | 0.00 | 0.00 | 315.53 | 325.15 |
| CONNELL HIGH |  |  |  |  |  |  |  |  |  |  |  |  |
| NINTH | 151.56 | 154.62 | 153.62 | 152.62 | 153.62 | 154.58 | 154.58 | 153.58 |  |  | 153.60 | 155.26 |
| TENTH | 172.29 | 171.03 | 170.01 | 171.99 | 172.99 | 174.97 | 175.97 | 172.97 |  |  | 172.78 | 171.74 |
| ELEVENTH | 142.15 | 139.00 | 141.17 | 141.17 | 141.55 | 145.29 | 144.67 | 143.52 |  |  | 142.32 | 170.64 |
| TWELTH | 116.43 | 114.41 | 114.93 | 115.93 | 114.93 | 114.09 | 116.09 | 115.07 |  |  | 115.24 | 118.34 |
| TOTAL | 582.43 | 579.06 | 579.73 | 581.71 | 583.09 | 588.93 | 591.31 | 585.14 | 0.00 | 0.00 | 583.93 | 615.98 |

## PALOUSE JUNCTION

EIGHTH
NINTH
TENTH
ELEVENTH
TWELTH

| 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| ---: | ---: | ---: | ---: | ---: | ---: | ---: | ---: |
| 1.00 | 1.00 | 2.00 | 2.00 | 2.30 | 1.45 | 1.45 | 1.75 |
| 5.00 | 5.00 | 3.00 | 3.00 | 3.00 | 4.00 | 3.00 | 3.00 |
| 4.00 | 5.00 | 4.00 | 4.00 | 4.00 | 3.00 | 3.60 | 3.60 |
| 16.00 | 13.50 | 9.70 | 7.70 | 7.75 | 11.49 | 11.23 | 11.00 |

TOTAL

| TOTAL | 26.00 | 24.50 | 18.70 | 16.70 | 17.05 | 19.94 | 19.28 | 19.35 | 0.00 | 0.00 | 20.19 | 14.11 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| NFVA |  |  |  |  |  |  |  |  |  |  |  |  |
| KINDER | 6.00 | 9.00 | 8.68 | 8.00 | 8.00 | 7.00 | 6.00 | 6.00 |  |  | 7.34 | 4.00 |
| FIRST | 12.55 | 12.55 | 11.55 | 11.55 | 10.50 | 8.50 | 8.50 | 8.50 |  |  | 10.53 | 4.00 |
| SECOND | 5.57 | 9.57 | 8.57 | 8.57 | 8.57 | 7.11 | 7.11 | 7.11 |  |  | 7.77 | 4.00 |
| THIRD | 10.83 | 10.83 | 10.51 | 9.83 | 9.14 | 5.99 | 5.99 | 5.85 |  |  | 8.62 | 4.00 |
| FOURTH | 4.08 | 4.08 | 4.08 | 4.08 | 3.08 | 3.08 | 3.08 | 3.08 |  |  | 3.58 | 4.00 |
| FIFTH | 10.50 | 10.50 | 9.50 | 9.08 | 8.58 | 6.58 | 6.51 | 5.51 |  |  | 8.35 | 4.00 |
| SIXTH | 9.00 | 7.00 | 3.00 | 3.00 | 3.00 | 2.00 | 2.00 | 0.00 |  |  | 3.63 | 4.00 |
| SEVENTH | 1.00 | 5.00 | 6.00 | 5.00 | 5.00 | 3.00 | 3.00 | 3.00 |  |  | 3.88 | 2.00 |
| EIGHTH | 2.00 | 3.00 | 4.00 | 4.00 | 3.00 | 3.00 | 3.00 | 3.00 |  |  | 3.13 | 2.00 |
| NINTH | 5.00 | 6.00 | 7.00 | 7.00 | 7.00 | 6.00 | 6.00 | 5.00 |  |  | 6.13 | 2.00 |
| TENTH | 3.00 | 4.00 | 7.00 | 7.00 | 7.00 | 5.00 | 5.00 | 5.00 |  |  | 5.38 | 2.00 |
| ELEVENTH | 4.00 | 4.50 | 5.50 | 5.50 | 5.50 | 4.00 | 4.00 | 4.00 |  |  | 4.63 | 2.00 |
| TWELTH | 0.00 | 4.00 | 5.00 | 5.00 | 5.00 | 5.00 | 4.00 | 4.00 |  |  | 4.00 | 2.00 |
| 3 | 73.53 | 90.03 | 90.39 | 87.61 | 83.37 | 66.26 | 64.19 | 60.05 |  |  | 76.93 | 40.00 |

## Bid or Request for Proposal Requirements

The board recognizes the importance of:

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


## I. Procurement and Public Works Using State Funds

## A. Furniture, Supplies, or Equipment

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

- less than $\$ 40,000$, no competitive bidding process is required to make the purchase;
- between $\$ 40,000$ and $\$ 75,000$, the board will follow the informal competitive bidding process by requiring quotes from at least three different sources to be obtained in writing or by telephone and recorded for the public to review;
- over $\$ 75,000$, the board will follow the formal competitive bidding process by:

1. preparing clear and definite plans and specifications for such purchases; providing notice of the call for formal bids by publication in at least one newspaper of general circulation in the district at least once each week for two consecutive weeks;
2. ensuring that the district takes steps to assure that when possible, the district will use small and minority businesses, women's business enterprises and labor surplus firms;
3. providing the clear and definite plans and specifications to those interested in submitting a bid;
4. requiring that bids be in writing;
5. opening and reading bids in public on the date and in the place named in the notice; and
6. filing all bids for public inspection after opening.

## B. Exemptions

The board may waive bid requirements for purchases:

- clearly and legitimately limited to a single source of supply;
- involving special facilities or market conditions;
- in the event of an emergency;
- of insurance or bonds; and
- involving public works in the event of an emergency.
"Emergency" means unforeseen circumstances beyond the district's control that present a real, immediate threat to the proper performance of essential functions or will likely result in material loss or damage to property, bodily injury, or loss of life if immediate action is not taken.

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

## C. Rejection of Bids

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

## D. Interlocal Cooperation Act

The board reserves the right to enter into inter-local cooperative agreements for purchases and public works with other governmental agencies pursuant to the Interlocal Cooperation Act, Chapter 39.34 RCW.

## E. Crimes Against Children

The board will include in any contract for services with an entity or individual other than an employee of the district a provision requiring the contractor to prohibit any employee of the contractor from working at a public school who has contact with children at a public school during the course of his or her employment
and who has pled guilty to or been convicted of any felony crime specified under RCW 28A.400.322. The contract shall also contain a provision that any failure to comply with this section shall be grounds for the district immediately terminating the contract.

The superintendent will establish bidding and contract awarding procedures for all purchases of furniture, equipment, supplies (except books), or public works projects consistent with state law.

## F. Use of State Funds for Improvements or Repairs

The board may make improvements or repairs to district property through a district department without following the competitive bidding process if the total cost of improvements or repairs does not exceed $\$ 75,000$. If the board estimates that the total cost of a building, improvement, repair, or other public works project is $\$ 100,000$ or more, the board will follow the formal competitive bidding process outlined above, unless the contract is let using the small works roster process authorized by RCW 39.04.155 or under any other procedure authorized for school districts. There are no statutory bidding requirements for public works projects involving improvements or repairs that are within the $\mathbf{\$ 7 5 , 0 0 0}$ to $\mathbf{\$ 1 0 0 , 0 0 0}$ range. For projects in this range, the district may consider: using its small works roster process, under RCW 39.04.155; using an inter-local agreement or contract with a vendor of the district's choice, without any competitive process, under RCW 28A.335.190; or choosing to require quotes for the work to make the process more competitive.

## II. Procurement Using Federal Funds

## A. Goods

When the district uses federal funds for procurement of goods (furniture, supplies, equipment, and textbooks):

- Purchases of $\$ 10,000$ or less do not require quotes. However, the district must consider price to be reasonable, and, to the extent practical, distribute purchases equitably among suppliers.
- Purchases between $\$ 10,000$ and $\$ 75,000$ must be procured using price or rate quotations from three or more qualified sources.
- Purchases of $\$ 75,000$ or more must be publicly solicited using sealed bids or requests for proposals.


## B. Services

When the district uses federal funds for procurement of services:

- Purchases of $\$ 10,000$ or less do not require quotes. However, the district must consider price to be reasonable, and, to the extent practical, distribute purchases equitably among suppliers.
- Purchases between $\$ 10,000$ and $\$ 250,000$ must be procured using price or rate quotations from a reasonable number of qualified sources.
- Purchases of $\$ 250,000$ or more must be publicly solicited using sealed bids or requests for proposals.
C. Noncompetitive Procurement

Noncompetitive procurement may be used only when one of the following four circumstances applies:

- The item is only available from a single source;
- The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
- The awarding agency (e.g., OSPI) authorizes noncompetitive procurement in response to a written request from the district; or
- After solicitation of a number of sources, competition is determined inadequate.

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

## D. Cost or Price Analysis

When procurement, including contract modifications, exceeds the simplified "acquisition threshold", the District will perform a cost or price analysis whose method and degree of analysis is dependent on the facts surrounding the procurement situation.

## E. Suspension and Debarment

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

## F. Conflict of Interest

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

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

## III. Procedures

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

Legal References:
RCW 28A.335.190 Advertising for bids - Competitive bid procedures - Purchases from inmate work programs Telephone or written quotation solicitation, limitations Emergencies
RCW 28A.400.330 Crimes against children - Contractor employees - Termination of contract
RCW 39.04.155 Small works roster contract procedures Limited public works process Definition
RCW 39.04.280 Competitive bidding requirements Exemptions
RCW 39.26.160 Bid Awards - Considerations - Requirements and criteria to be set forth - Negotiations - Use of enterprise vendor registrations and bid notification system
RCW 39.30.060 Bids on public works - Identification, substitution of contractors
Chapter. 39.34 RCW Interlocal Cooperation Act
2 CFR Part 200—Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
2 CFR 200.67 Mirco-purchase
2 CFR 200.88 Simplified Acquisition Threshold
2 CFR 200.318 - General Procurement Standards
2 CFR 200.320 Methods of Procurement to be Followed
2 CFR 3485 Nonprocurement Debarment and Suspension

Management Resources: 2019 - January 2019-January Policy Alert
2018 - August Issue
2017 - July Issue
2016 - March Issue
2015 - October Policy Issue
2015 - June Policy Issue
2013 - June Issue
2012-April Issue
2011 - February Issue
Policy News, October 2005 Competitive Bid Process Changes
Policy News, June 2001 Legislation Further Simplifies Bid Compliance

## Adoption Date:

# North Franklin School District No. 51 

Franklin County, Washington
Resolution No. 511

WHEREAS, RCW 28A. 335.180 allows school districts to surplus equipment, materials, and supplies, and

WHEREAS, the district has the need to surplus three (3) school buses,
Bus \#1 1999 Navistar/Thomas VIN\#1HVBBAAN8WH652422
Bus \#11 1999 Navistar/Thomas VIN\#1HVBBAANXXH652424
Bus \#15 1999 Navistar/Thomas VIN\#1HVBBAAN8XH652423
AND WHEREAS, the district has the need to surplus miscellaneous equipment and supplies, see attached list.

NOW, THEREFORE BE IT RESOLVED that the Board of Directors of the North Franklin School District declare three (3) school buses surplus.

Dated this 26th day of April, 2021.

Chairman
Board Member

| LOT \# | Description May/June, 2021 | Minimum Bid |
| :---: | :---: | :---: |
|  | Surplus Items CHS AG/ CBJLS Sheep Barn |  |
| 1 | Fork Lift-Clark GPS25, 4,000\#capacity, 188 inch mask, side shifter, yr-1997(engine problems) | \$3,100.00 |
| 2 | Metal Desk |  |
| 3 | Metal Desk |  |
| 4 | 8 Folding Tables, 8 ff . |  |
| 5 | 2 Four Drawer File Cabinets | \$25.00 |
| 6 | 2 Sinks |  |
| 7 | Drinking Fountain, Trough Style |  |
| 8 | Drinking Fountain Insert, Porceline |  |
| 9 | Metal Work Table, With Wood Top |  |
| 10 | 4 Metal Doors |  |
| 11 | Teacher Desk-Ag Shop | \$25.00 |
| 12 | Stick Welder-Lincoln, \#AC-331587 | \$350.00 |
| 13 | Stick Welder-Lincoln, \#AC-287807 |  |
| 14 | Stick Welder-Lincoln, \#C1980100154 |  |
| 15 | Stick Welder-Lincoln, \#AC-331439 |  |
| 16 | Stick Welder-Lincoln, \#AC-328875 |  |
| 17 | Craftsman 10 Inch Radial Arm Saw With Stand | \$100.00 |
| 18 | 2 Delta Scroll Saws | \$50.00 |
| 19 | Ryobi Scroll Saw | \$50.00 |
| 20 | Rockwell Scroll Saw With Stand | \$50.00 |
| 21 | 6 Double Sided Bookcases 36"wide x $3^{\prime} 88^{\prime \prime}$ tall $\times 21$ "deep | \$10.00 |
| 22 | 6 Double Sided Bookcases 36 "wide $\times 44$ "tall $\times 2$ 2"deep | \$10.00 |
| 23 |  |  |
| 24 |  |  |
| 25 |  |  |
| 26 |  |  |
| 27 |  |  |
| 28 |  |  |
| 29 |  |  |
| 30 |  |  |
| 31 |  |  |
| 32 |  |  |
| 33 |  |  |
| 34 |  |  |
| 35 |  |  |
| 36 |  |  |
| 37 |  |  |
| 38 |  |  |
| 39 |  |  |
| 40 |  |  |
| 41 |  |  |
| 42 |  |  |
| 43 |  |  |
| 44 |  |  |

# MINUTES <br> NORTH FRANKLIN SCHOOL DISTRICT BOARD OF DIRECTORS 

April 12, 2021
5:30 pm

1. CALL TO ORDER/FLAG SALUTE

The meeting was called to order by Chair Utecht at $5: 30 \mathrm{pm}$ with Mrs. Walker (zoom), Mr. Fox (zoom), Mrs. Booker, Mrs. Hailey, Mr. Jacobs and Ms. Mendoza present. Ms. Chamberlain was absent.

## 2. SET AGENDA - ACTION

Mrs. Booker moved, Mrs. Hailey seconded, to approve the agenda as presented. Motion passed.

## 3. RECOGNITION OF VISITORS

## 4. REPORTS

A. Elementary School Reports

Connell Elementary
Mrs. Garza reported that current enrollment has reached 500. For student conferences they had about $93 \%$ attendance. They currently have 1:1 Chromebooks grades 3-6 and have other Chromebooks available to share in grades 1-2. For the teacher inservice day they selected a new science curriculum, Inspire Science. They also reviewed data for growth for this year and worked on recovery planning for the next 3-5 years to help students get up to grade level, including planning for summer school. Mrs. Garza commended all CE staff for the hard work they have done this year given the difficult circumstances.

## Basin City Elementary

Mrs. Flatau distributed and reviewed information about after-school activities which will be offered this spring, including PE, dance, arts/crafts/theater, music and cheerleading. The ultimate goal is to bring back some experiences that have been lost or offer some that wouldn't have been offered even in regular year. The hope is that these activities will help with the social/emotional needs of students. She also shared that for summer school they have a good turnout of students and teachers wanting to participate.

Mesa Elementary
Mrs. Morrill reported that for the teacher inservice they had a training on Tourette Syndrome to help them learn strategies to work with a student with the syndrome. The training provided lots of great information on how to help the student go through his academic career successfully, including retaining information, organization, flexibility with time, answering verbal questions, negotiate participation and modifying assignments when appropriate. The training also provided information on how to help other students interact with the student. Mrs. Morrill also shared that they are planning for next school year.
B. Business Manager Reports

Mrs. Sital reviewed the Budget Status Report for March 2021.

## C. Board of Director Reports

Ms. Mendoza shared that she and Ms. Chamberlain recently did a student survey on Instagram regarding conferences, incentives, STAT, game attendance, ASB, DECA, etc.

Overall the results were positive with some good feedback to review and consider for improvement. She also shared that there were lots of questions about returning to school full time.
D. Superintendent Report

Mr. Jacobs shared that fall sports wrapped up and spring sports have started. We are hoping to be able to have winter sports after spring sports, but don't know for sure yet. Conferences went well. The goal was $100 \%$ attendance and the hope is that teachers will continue to meet with parents that didn't make it to conferences so we can reach that goal. However, overall, we had good attendance across the district. CHS 2021 graduation is scheduled for June $4^{\text {th }}$ and Mr. Walker is having a zoom meeting on April $15^{\text {th }}$ to gather input and ideas from students and parents about what they would like, based on current local and state requirements. The input received so far is to have a traditional graduation with attendance as allowed. Mr. Walker will continue to have meetings and gather input over the next several weeks as they plan and prepare.

Mr. Jacobs provided an update on the change from 6 feet to 3 feet social distancing in classrooms and the states reopening plan. On March $15^{\text {th }}$ the governor released a proclamation identifying risk factors and problems around the state. He declared an emergency on mental health and wellness of students in the state and a mandate for students to be back in school at $30 \%$ by April $19^{\text {th }}$. NFSD had already met the requirements of that proclamation. He also stated that all school districts must work to continue to exceed and reach maximum capacity as allowed with all health and safety recommendations applied. On March $19^{\text {th }}$ the CDC reduced the social distancing requirement from 6 feet to 3 feet, with the requirement of less than 100 cases of COVID per 100,000 per week. With that change administrators starting working to develop a plan following the new guidelines. On March $25^{\text {th }}$ the Washington State Department of Health also reduced the social distancing requirement from 3 feet to 6 feet and less than 100 cases of COVID per 100,000 per week. There are underlying requirements not published such as teachers staying 6 feet from students, student being 6 feet apart during lunch and gathering areas, band/choir students being 6 feet part during class, etc. Also, the COVID close contact definition remains at 6 feet and could potentially double the number of students that are quarantined due to contact tracing. With all of this information, administrators have been working hard to make a plan that meets the requirements, and problem solving conversations with union representatives have started. The goal is to reach maximum amount of attendance as per Governor's proclamation and following the local health department requirements as soon as possible.

There were several community members/parents in attendance at the meeting. Jilayne Jenks shared that they have been happy with the district up until now, but with other districts going full time they would like to know if and when NFSD will. Mr. Jacobs shared that he understands the concern, but it takes time to resolve some things before it's doable. He also shared that over the last several months NFSD students have had so much more in-person instruction than other districts, we are ahead of them now. Kim Tanner asked if there is any risk of going back to full time instruction and then having to go back to the hybrid model. Mr. Jacobs shared that in conversations with the local health department they have stated that they are not looking at going backwards. Mr. Utecht shared that he is proud that NFSD lead the charge returning to in-person instruction back in October. The district is making strides towards returning to full time and he feels we are headed in the right direction. Mr. Jacobs also shared that not all students and parents want to go back to full time so they are working on options for that, including the virtual academy. As a district we need to make sure we are advocating and have an option for all students. Others in attendance shared input and Mr. Jacobs shared
that as soon as there is an agreement and plan for returning to full time instruction it will be communicated through the district and schools. He also shared that he has asked principals to take time as we transition as we don't want to overload the kids as they return. It's important to reestablish relationships as we get used to being back full time.

## 5. GENERAL DISCUSSION ITEMS

A. OSPI Asset Preservation Program - Annual Building Condition Assessment - ACTION Mr. Gregg presented the OSPI Asset Preservation Program - Annual Building Condition Assessment for approval. Discussion ensued.

Mrs. Booker moved, Mrs. Hailey seconded, to approve the OSPI Asset Preservation Program - Annual Building Condition Assessment as presented. Motion passed.
B. Policy 2148 - Waiver of High School Graduation Credits - Second Reading - ACTION Mr. Jacobs presented Policy 2148 - Waiver of High School Graduation Credits for approval. Discussion ensued.

Mrs. Hailey moved, Mrs. Walker seconded, to approve Policy 2148 - Waiver of High School Graduation Credits as presented. Motion passed.
C. Policy 3207 - Prohibition of Harassment, Intimidation and Bullying - Second Reading ACTION
Mr. Jacobs presented Policy 3207 - Prohibition of Harassment, Intimidation and Bullying for approval. Discussion ensued.

Mrs. Booker moved, Mr. Fox seconded, to approve Policy 3207 - Prohibition of Harassment, Intimidation and Bullying as presented. Motion passed.
D. Resolution No. 510 - Emergency Waiver of High School Graduation Credits - ACTION Mr. Jacobs presented Resolution No. 510 - Emergency Waiver of High School Graduation Credits for approval. Discussion ensued.

Mrs. Walker moved, Mrs. Hailey seconded, to approve Resolution No. 510 - Emergency Waiver of High School Graduation Credits as presented. Motion passed.
E. Calendar of Events
6. CONSENT AGENDA - ACTION

ACH Accounts Payable ............... 202100178 through 202100178 \$1,187.18
Accounts Payable......................... 127211 through 127213 .........................................\$7,301.46
Wire Transfer
.202000089 through 202000090
.\$2,986.16
Mrs. Booker moved, Mrs. Hailey seconded, to approve the minutes of the March 22, 2021, Regular School Board Meeting and Accounts Payable as presented. Motion passed.
7. PERSONNEL - ACTION
A. Recommendations to Hire

1. Fletcher Harris, Facility Maintenance Lead, District
2. Todd Webb, Custodian, ME
3. Jairo Birrueta, Assistant Boys Soccer Coach, CHS
4. Rebecca Estock, Summer School Director, CE
5. Chris Jackson, Summer School Director, ME
6. Lisa Flatau, Summer School Director, BCE
7. James Freitag, Summer School Director, OJH/CHS
B. Transfer/Change of Assignment
8. Amy Gray, change of assignment from $6^{\text {th }}$ Grade Teacher, BCE to School-wide Math Intervention Teacher, BCE
9. Kelsey Conklin, change of assignment from $3^{\text {rd }}$ Grade Teacher, BCE to $4^{\text {th }}$ Grade Teacher, BCE
10. Abadeen Peters, change of assignment from Driver (Route CHS-2), Transportation to Driver (Route CNL-1), Transportation
C. Resignations
11. Jennifer Nielson, Secretary, ME
12. Melanie Rankin, Driver Trainer, Transportation
13. Catherine Halverson, Para Educator, CE
D. Leave of Absence
14. Amber Desmarais, Cook, CE - personal leave of absence requested April 5, 2021 May 10, 2021 (see attached request)

Mrs. Hailey moved, Mrs. Walker seconded, to approve Personnel Action Items as presented. Motion passed.

## 8. ADJOURN

The meeting adjourned at $7: 33 \mathrm{pm}$.

Terry Utecht, Chair
Jim Jacobs, Superintendent

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

As of April 26, 2021, the board, by a $\qquad$ vote, approves payments, totaling $\$ 49,099.98$. The payments are further identified in this document.

Total by Payment Type for Cash Account, BANK OF AMERICA BANK WIRE-TAX: Wire Transfer Payments 202000091 through 202000095, totaling $\$ 49,099.98$


10 E 53097006256100000000000000 10 E 53097006456100000000000000 10 E 53097006575300000000000000 10 E 53097006575301110000000000 10 E 53097006575301120000000000 10 E 53097006575301130000000000 10 E 53097006575303980000000000 10 E 53097006575304260000000000 10 E 53097006575305270000000000 10 E 53097006576220000000000000 10 E 53097006576220990000000000 10 E 53097006576221110000000000 10 E 53097006576223980000000000 10 E 53097006576224260000000000 10 E 53097006576225270000000000 10 E 53099005374200000000000000 10 E 53001002797394260000000000 10 E 53001002756101110566600000 10 E 53001002756104260517600000 10 E 5300175329734000000120000 1 10 E 53001763356401110000000000 10 E 53001763356404260000000000 10 E 53021002773503980000000000 10 E 53021003175800990000000000 10 E 53031613297344260000000000 10 E 53051002756100000100200000 10 E 53053202756100000100300000 10 E 53074003373500000000000000 10 E 53097001273500000000000000 10 E 53097006574200000000000000 10 E 53097006574201110000000000 10 E 53097006574201130000000000 10 E 53097006574203980000000000 10 E 53097006574204260000000000 10 E 53099005197390000000000000 10 E 53001002856104260000000001 10 E 53097006576220020000000000 10 E 53097006576220040000000000 10 E 53097006576220060000000000 10 E 53097006575300010000000000 10 E 53097006575300020000000000 10 E 53001002873304260000000001 10 E 53001002878104260000000001 10 E 53058103173300000000000000 10 E 53097096356100000000000000 10 E 53001002897344260000000001 10 E 53065003173300000100900000

General Fund/EXDENDITURES/DISTRICT-WIDE SUPPORT 225.98 General Fund/EXDENDITURES/DISTRICT-WIDE SUPPORT 247.75 General Fund/EXDENDITURES/DISTRICT-WIDE SUPPORT General Fund/EXDENDITURES/DISTRICT-WIDE SUPPORT General Eund/EXDENDITURES/DISTRICT-WIDE SUPPORT General Fund/EXDENDITURES/DISTRICT-WIDE SUPPORT General Fund/EXDENDITURES/DISTRICT-WIDE SUPPORT General Fund/EXDENDITURES/DISTRICT-WIDE SUPPORT General Fund/EXDENDITURES/DISTRICT-WIDE SUPPORT General Fund/EXDENDITURES/DISTRICT-WIDE SUPPORT General Fund/EXDENDITURES/DISTRICT-WIDE SUPPORT General Fund/EXDENDITURES/DISTRICT-WIDE SUPPORT General Fund/EXDENDITURES/DISTRICT-WIDE SUPPORT General Fund/EXDENDITURES/DISTRICT-WIDE SUPPORT

General Fund/EXDENDITURES/DISTRICT-WIDE SUPPORT General Eund/EXDENDITURES/PUPIL TRANSPORTATION General Fund/EXDENDITURES/BASIC EDUCATION General Fund/EXDENDITURES/BASIC EDUCATION General Fund/EXDENDITURES/BASIC EDUCATION General Fund/EXDENDITURES/LEVY BUDGET General Fund/EXDENDITURES/CURRICULUM BUDGET General Fund/EXDENDITURES/CURRICULUM BUDGET General Fund/EXDENDITURES/HANDICAPPED, BASIC, STATE General Fund/EXDENDITURES/HANDICAPPED, BASIC, STATE General Fund/EXDENDITURES/VOCATIONAL BUSINESS \& OCC General Fund/EXDENDITURES/REMEDIATION, FEDERAL General Fund/EXDENDITURES/MIGRANT, EEDERAL General Fund/EXDENDITURES/HIGHLY CAPABLE General Fund/EXDENDITURES/DISTRICT-WIDE SUPPORT General Fund/EXDENDITURES/DISTRICT-WIDE SUPPORT General Fund/EXDENDITURES/DISTRICT-WIDE SUPPORT General Eund/EXDENDITURES/DISTRICT-WIDE SUPPORT General Fund/EXDENDITURES/DISTRICT-WIDE SUPPORT General Fund/EXDENDITURES/DISTRICT-WIDE SUPPORT General Eund/EXDENDITURES/PUPIL TRANSPORTATION General Fund/EXDENDITURES/BASIC EDUCATION General Eund/EXDENDITURES/DISTRICT-WIDE SUPPORT General Fund/EXDENDITURES/DISTRICT-WIDE SUPPORT General Fund/EXDENDITURES/DISTRICT-WIDE SUPPORT General Fund/EXDENDITURES/DISTRICT-WIDE SUPPORT General Fund/EXDENDITURES/DISTRICT-WIDE SUPPORT General Fund/EXDENDITURES/BASIC EDUCATION General Fund/EXDENDITURES/BASIC EDUCATION General Fund/EXDENDITURES/PARA TRAINING General Fund/EXDENDITURES/COVID-19 FEMA General Fund/EXDENDITURES/BASIC EDUCATION General Fund/EXDENDITURES/TRANS BIIINGUAL, STATE
198.41
360.23
88.11
93.50
65.54
101.79
35.13

1,017. 62
127.10

3,180.42
4,123.35
7,255.82
209.13
562.72

1,298. 37
366.39
28.45
732.57
184.70

2,846.07
194.63
883.33

2,378.24
1,104.09
1,077.17
2,425.84
180.00
289.87
614.89
507.03
272.32
811.64
217.18
908.44
528.09

1,340.23
355.94
939.83
140.42
618.37
95.00
24.00

2,366.66
438.20
120.00

| 10 | E 530 | 9700 | 64 | 5610 | 0000 | 0000 | 0000 | 0 | General Fund/EXDENDITURES/DISTRICT-WIDE SUPPORT |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- |
| 10 | E 530 | 9700 | 64 | 7420 | 0000 | 0000 | 0000 | 0 | General Fund/EXDENDITURES/DISTRICT-WIDE SUPPORT |
| 10 | E 530 | 0100 | 28 | 56104260 | 0000 | 0000 | 1 | General Eund/EXDENDITURES/BASIC EDUCATION |  |


|  | 0 | Manual | Checks For a Total of | 0.00 |
| :--- | :--- | :--- | :--- | ---: |
|  | 5 | Wire Transfer Checks For a Total of | $49,099.98$ |  |
|  | 0 | ACH | Checks For a Total of | 0.00 |
| Total For | 5 | Computer | Checks For a Total of | 0.00 |
| Less | 0 | Voided | Checks Eor a Total of | $49,099.98$ |
|  |  |  | 0.00 |  |
|  |  |  | $49,099.98$ |  |

EUND SUMMARY

| Fund | Description | Balance Sheet | Revenue | Expense |
| :--- | :--- | ---: | ---: | ---: | ---: |
| 10 | General Fund | -2.59 | 0.00 | $44,663.53$ |
| 40 | Associated Student Body Fund | 0.00 | 0.00 | $4,439.04$ |

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

As of April 26, 2021, the board, by a $\qquad$ vote, approves payments, totaling $\$ 3,451.12$. The payments are further identified in this document.

Total by Payment Type for Cash Account, AP ACH Settlement:
ACH Numbers 202100179 through 202100203, totaling \$3,451.12
Secretary Board Member $工$

| Board Member $\quad$ Board Member |
| :--- | :--- |
| Board Member |


| Check Nbr Vendor Name | Check Date Invoice Number | Invoice Desc |
| :--- | :--- | :--- |
| 202100179 ANDREWJESKI, KATHERINE M | $04 / 30 / 2021$ TRAINING |  |
|  |  | ISSUES OF ABUSE |

10 E 53001763173304260000000000




|  | 0 | Manual | Checks Eor a Total of | 0.00 |
| :---: | :---: | :---: | :---: | :---: |
|  | 0 | Wire Transfer | Checks Eor a Total of | 0.00 |
|  | 25 | ACH | Checks For a Total of | 3,451.12 |
|  | 0 | Computer | Checks For a Total of | 0.00 |
| Total For | 25 | Manual, Wire | Tran, ACH \& Computer Checks | 3,451.12 |
| Less | 0 | Voided | Checks Eor a Total of | 0.00 |
|  |  |  | Net Amount | 3,451.12 |

FUND SUMMARY

| Fund | Description | Balance Sheet | Revenue | Expense |
| :--- | :--- | ---: | ---: | ---: | ---: |
| 10 | General Fund | 0.00 | 0.00 | $3,451.12$ |

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

As of April 26, 2021, the board, by a $\qquad$ vote,
approves payments, totaling $\$ 246,492.01$. The payments are further identified in this document.

Total by Payment Type for Cash Account, County Treasurer Warrants: Warrant Numbers 127214 through 127310, totaling $\$ 246,492.01$
$\left.\begin{array}{ll}\text { Secretary } & \text { Board Member } \\ \text { Board Member } & \text { Board Member } \\ \text { Board Member } \quad & \text { Board Member }\end{array}\right]$


| 10 | E | 530 | 0100 | 28 | 7350 | 3980 | 0000 | 0000 | 1 |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- |
| 10 | E | 530 | 0100 | 28 | 7350 | 4260 | 0000 | 0000 | 1 |

General Fund/EXDENDITURES/BASIC EDUCATION 147.07

## 10 E $5300100 \quad 2873504260000000001$

Genera
147.08

127216 ALD TELECOM
04/30/2021 210900982
0
263.85
263.85

10 E 53097006575300000000000000 General Fund/EXDENDITURES/DISTRICT-WIDE SUPPORT 263.85

127217 AMAZON.COM CORPORATE CREDIT
04/30/2021 111-2878819-7283425 Office supplies 4202000075
71.61 18,525.66

10 E 53099005156100000000000000
General Fund/EXDENDITURES/PUPII TRANSPORTATION
71.61

111-7610641-5581051 Office supplies 4202000075
23.70

10 E 53099005156100000000000000

10 E 53051002156100000000000000
General Fund/EXDENDITURES/REMEDIATION, FEDERAL
$-163.37$

112-5790408-3858666 Carrying bags for 1102000040 -2,348.22
students
chromebook:
Budget code Covid
Cares Act (01-88)
City of Connell
Cares Donation
10 E 53001882756101110000000000
General Fund/EXDENDITURES/CITY OF CONNELL CARES \$ DONAT -2,348.22
2 ?








.








lanell










|  | 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 |
|  | 97 | Computer | Checks For a Total of | 246,492.01 |
| Total For | 97 | Manual, Wire | Tran, ACH \& Computer Checks | 24.6,492.01 |
| Less | 0 | Voided | Checks For a Total of | 0.00 |
|  |  |  | Net Amount | 246,492.01 |

FUND SUMMARY

| Fund | Description | Balance Sheet | Revenue | Expense |
| :--- | :--- | ---: | ---: | ---: | ---: |
| 10 | General Fund | -461.29 | 0.00 | $246,953.30$ |

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

As of April 26, 2021, the board, by a $\qquad$ vote, does
approve for payment those checks (warrants) included in the following list
and further described as follows: COUNTY TREASURER - County Treasurer Warrants Check Number 127311 through 127338
and for payment those Direct Deposits included in the following list
and further described as follows: COUNTY TREASURER - County Treasurer Warrants
Direct Deposit Number 900047307 through 900047658
in the total amount of $\$ 2,162,821.65$.
Secretary $\quad$ Board Member
Board Member
Board Member
4Pacpvo4.p NORTH FRANKLIN SCHOOL DISTRICT $\quad$ 2:50 PM 04/20/21
$05.21 .02 .00 .00-010050$ PAY SUMMARY FOR FY11 / PAYROLI - AFTER CALCS PAGE: 1
CHECK DATE: 04/30/2021 PERIOD ENDING DATE: 04/30/2021 BOARD CERTIFICATION REPORT PGS

RETIRE
PAY DESCRIPTION COUNT $\qquad$
HOURS $\qquad$
GROSS HOURS
$\left.\begin{array}{lrrrr}\text { BENE5 BENEFITS5 } & 2 & 1.0000 & & \\ \text { C423 } & \text { NURSE } & 1 & 1.0000 & 5,157.34\end{array}\right) 128.00$

| PAY | DESCRIPTION | COUNT | FACTOR | HOURS | GROSS | RETIRE HOURS |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| CLWOP | COVID LWOP | 15 |  | -445.2000 | -13,824.56 |  |
| CMC3 | MATH TEAM COORD | 1 | 1.0000 |  | 290.12 | 32.00 |
| CME5 | MENTOR | 7 | 7.0000 |  | 291.69 |  |
| CMT 5 | MATH TEAM ADV | 2 | 2.0000 |  | 454.56 | 8.00 |
| CMV5 | MOTORVEHICLE | 1 | 1.0000 |  | 800.00 |  |
| CN25 | NOON DUTY | 4 | 4.0000 |  | 765.11 |  |
| CO13 | OFFICE MANAGER | 1 | 1.0000 |  | 3,920.40 | 128.00 |
| CP13 | PARA ED 1 | 125 | 69.0000 |  | 106,483.92 | 6239.01 |
| CP23 | PARA ED 2 | 4 | 3.0000 |  | 3,442.22 | 312.00 |
| CP33 | INT SPECIALIST | 1 | 1.0000 |  | 3,877.20 | 128.00 |
| CPD5 | PRINCIPAL DESIG | 6 | 6.0000 |  | 357.67 |  |
| CR13 | PRINCIPAL 1 | 7 | 6.0000 |  | 53,054.51 | 707.20 |
| CS13 | SECRETARY 1 | 15 | 13.0000 |  | $30,747.03$ | 1393.50 |
| CSB4 | SOFtball | 1 | 1.0000 |  | 1,336.50 | 32.00 |
| CsB5 | Softball | 1 | 1.0000 |  | 1,305.50 |  |
| CSB52 | SOFTBALL 2 | 2 | 2.0000 |  | 3,655.00 |  |
| CSC4 | SOCCER1 | 2 | 2.0000 |  | 6,001.00 | 48.00 |
| CSCP5 | SR CL PROJ ADV | 1 | 1.0000 |  | 166.46 |  |
| CSI5 | SITE TEAM | 24 | 24.0000 |  | 1,378.79 |  |
| CSU3 | SUPERINTENDENT | 1 | 1.0000 |  | 13,284.59 | 176.00 |
| CT13 | teach base 1 | 169 | 135.0000 |  | 812,106.16 | 16982.39 |
| CT14 | TEACH BASE 1 | 4 | 2.0000 |  | 15,290.68 | 256.00 |
| CTE3 | TECHNOLOGY | 3 | 2.0000 |  | 7,838.28 | 288.00 |
| CTN4 | TENNIS | 1 | 1.0000 |  | 2,455.00 | 48.00 |
| CTN5 | TENNIS | 2 | 2.0000 |  | 2,533.00 |  |
| CTR4 | TRACK \& FIELD | 2 | 2.0000 |  | 2,455.00 | 96.00 |
| CTR42 | TRACK \& FIELD 2 | 1 | 1.0000 |  | 1,527.50 | 32.00 |
| CTR5 | TRACK \& FIELD | 1 | 1.0000 |  | 1,305.50 |  |
| CTR52 | TRACK \& FIELD 2 | 2 | 2.0000 |  | 3,846.00 |  |
| CV13 | SUPERVISOR | 4 | 3.0000 |  | 18,733.60 | 528.00 |
| CV14 | SUPERVISOR | 4 | 4.0000 |  | 23,305.50 | 650.00 |
| CWL5 | WEB/LINK CREW | 6 | 6.0000 |  | 807.57 |  |
| EPSL1 | COVID SL 1:1 | 15 |  | 445.2000 | 13,824.56 |  |
| LWOP3 | Leave w/o Pay | 11 |  | -58.7001 | -1,310.95 | -58.70 |
| LWOP4 | Leave w/o Pay | 4 |  | -51.0200 | -953.90 | -51.00 |
| PLBB | PL SALE | 3 | 48.5000 |  | 1,312.90 |  |
| RETR5 | RETRO PAY ADJ | 1 | -11.8000 |  | -26.67 |  |
| T034 | OVERTIME 614 | 5 |  | 40.3000 | 1,354.58 | 40.30 |
| T063 | TRANSLATING | 4 |  | 24.0000 | 344.16 | 24.00 |
| T183 | INSERVICE | 2 |  | 9.0000 | 167.14 | 9.00 |
| T1S23 | CERT SUB | 4 |  | 20.5000 | 603.57 | 32.50 |
| T1S3 | CERT SUB | 85 |  | 655.0000 | 31,465.30 | 1369.00 |
| T543 | SUB PAY | 65 |  | 1485.8000 | 21,372.88 | 1485.90 |
| T544 | SUB PAY | 12 |  | 482.0000 | 8,653.58 | 482.00 |
| TAS13 | AFTER SCHOOL | 30 |  | 326.0000 | 16,509.19 | 326.10 |
| TAS23 | AF SCHOOL TUTOR | 2 |  | 30.0000 | 1,666.08 | 30.00 |
| тСС4 | CROSS COUNTRY | 2 |  | 32.0000 | 1,305.52 | 32.00 |
| TCH4 | CHEERLEADING | 1 |  | 55.5000 | 1,123.88 | 55.50 |
| TCH5 | CHEERLEADING | 1 | 1.0000 |  | 1,066.24 |  |
| TD14 | DRIVER BASE 1 | 21 |  | 119.0000 | 2,470.37 | 119.00 |
| TDT4 | DRIVER TRAINER | 3 |  | 92.9000 | 2,110.45 | 92.90 |
| TEP23 | CLASS EXTRA PAY | 6 |  | 4.5000 | 127.61 | 4.50 |


| PAY | DESCRIPTION | COUNT | FACTOR | HOURS | GROSS | RETIRE HOURS |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| TEP24 | CLASS EXTRA PAY | 5 |  | 141.7500 | 2,138.98 | 141.80 |
| TEP3 | CERT EXTRA PAY | 28 |  | 68.7500 | 3,373.83 | 69.40 |
| TFB4 | FOOTBALL | 4 |  | 190.0000 | 5,455.95 | 190.00 |
| TFB5 | FOOTBALL | 4 | 8.5000 |  | 4,327.73 |  |
| TGL3 | GLAD | 52 |  | 108.0000 | 5,765.20 | 108.00 |
| TOVL5 | OVERLOAD | 2 | 170.0000 |  | 492.00 |  |
| TPRE3 | PREF PAY 613 | 30 |  | 58.0000 | 3,020.90 | 58.00 |
| TSOC4 | SOCCER | 2 |  | 84.0000 | 2,678.97 | 84.00 |
| TTF4 | TRACK \& FIELD | 1 |  | 20.0000 | 405.00 | 20.00 |
| TTIA | TRIP | 10 |  | 185.4000 | 3,745.79 | 185.40 |
| TTNS 4 | TENNIS | 1 |  | 17.0000 | 344.25 | 17.00 |
| TUS3 | UNPAID SUB TIME | 5 |  | -23.0000 | -373.35 | -23.00 |
| TUS4 | UNPAID SUB 614 | 2 |  | -88.0000 | -1,492.96 | -88.00 |
| TVB4 | VOLLEYBALL | 1 |  | 42.0000 | 1,958.27 | 42.00 |
| TVB5 | VOLLEYBALL | 2 | 7.5000 |  | 2,951.78 |  |
| VLBB | VACATION SALE | 1 | 50.7700 |  | 1,198.17 |  |
|  | REPORT TOTAL | 1036 | 747.4700 | 4070.6799 | 1508,415.37 | 41419.30 |

CHECK DATE: 04/30/2021 PERIOD ENDING DATE: 04/30/2021
BOARD CERTIFICATION REPORT P\&S

| CODE | DESCRIPTION | CATEGORY | COUNT | AMOUNT |
| :---: | :---: | :---: | :---: | :---: |
| 1FIC | FICA | FICA | 1034 | 91,271.16 |
| 1FIT | Fed Inc Tax | FEDERAL TAX | 1023 | 115,059.62 |
| 1FIT\% | FIT By Percent | FEDERAL TAX | 1 | 152.75 |
| 1FIT+ | FIT Add Amount | federal tax | 110 | 5,423.00 |
| 1 Med | Medicare | MEDICARE | 1034 | 21,345.73 |
| 1PFML | WA Paid FML | PFML | 1034 | 3,820.86 |
| 1 ReE0 | SERS Plan 0 | RETIREMENT | 102 |  |
| 1 ReE 2 | SERS Plan 2 | RETIREMENT | 156 | 13,683.16 |
| 1 ReE3 | SERS Plan 3 | RETIREMENT | 186 | 14,587.36 |
| 1 RePI | PERS Plan 1 | RETIREMENT | 1 | 105.16 |
| 1 ReTO | TRS Plan 0 | RETIREMENT | 102 |  |
| 1 ReTl | TRS Plan 1 | RETIREMENT | 4 | 1,360.11 |
| 1 ReT 2 | TRS Plan 2 | RETIREMENT | 170 | 23,433.06 |
| $1 \mathrm{ReT3}$ | TRS Plan 3 | RETIREMENT | 282 | 54,173.62 |
| 1WC | Workers' Comp | WORKERS' COMP | 896 | 2,623.37 |
| A2112 | PSE UNION DUES |  | 219 | 3,103.31 |
| A3213 | RELIASTAR (ING) | TSA-BEFORE TAX | 2 | 200.00 |
| A4213 | LIEE INS OF SW | TSA-BEFORE TAX | 1 | 1,000.00 |
| A5177 | AMER FID ROTH |  | 2 | 125.00 |
| A5208 | NW LIFE ROTH |  | 21 | 2,856.50 |
| A5213 | VALIC | TSA-BEFORE TAX | 4 | 2,100.00 |
| A6113 | COPE-PSE |  | 14 | 46.00 |
| A8213 | NEW YORK LIFE | TSA-BEFORE TAX | 22 | 3,528.50 |
| ACH\#2 | ACH\#2 |  | 65 | 25,940.71 |
| ACH\#3 | ACH\#3 |  | 15 | 1,275.00 |
| ACH\#4 | ACH\#4 |  | 5 | 600.00 |
| ACH\# 9 | ACH\# 9 |  | 8 | 800.00 |
| B4213 | AMERICAN FIDELI | TSA-BEFORE TAX | 10 | 750.00 |
| DCS | CHILD SUPPORT |  | 2 | 1,299.94 |
| E0130 | WEA/nea dues |  | 165 | 10,190.04 |
| G1175 | AFTER TAX ACCID |  | 12 | 256.80 |
| G1176 | AFter tax cance |  | 11 | 295.00 |
| G1178 | AFTER TAX CRITI |  | 5 | 37.80 |
| G1179 | AFTER TAX HOSP |  | 33 | 613.14 |
| 66177 | AMERICAN FID | TSA-BEFORE TAX | 4 | 425.00 |
| G6189 | DEPT OF RETIREM | TSA-BEFORE TAX | 6 | 4,825.00 |
| G6190 | DEPT OF RETIREM | TSA-BEFORE TAX | 11 | 1,714.71 |
| GET | GUAR ED TUITION |  | 2 | 65.00 |
| HCFSA | MEDICAL FSA | OTH BEF tax | 22 | 2,040.20 |
| HEHSA | HEALTH SAV | Oth bef tax | 58 | 12,529.55 |
| 11135 | CHILD SUPPORT |  | 1 | 200.00 |
| KW1ER | Kai WA Corelemp | oth bee tax | 7 | 64.00 |
| KW1FR | Kai WA Corelfam | OTH BEF TAX | 1 | 48.00 |
| KWISR | Kai WA Corele/S | oth bef tax | 2 | 32.00 |
| KW2CR | Kai WA Core2E/C | oty bef tax | 13 | 259.00 |
| KW2ER | Kai WA Core2EMP | Oth bef tax | 21 | 298.00 |
| KW2FR | Kai WA Core2FAM | Oth bef tax | 23 | 743.00 |
| KW2SR | Kai WA Core2E/S | oth bef tax | 5 | 168.00 |
| KW3CR | Kai WA Core3E/C | Oth bef tax | 2 | 318.00 |
| KW3ER | Kai WA Core3emp | Oth bef tax | 14 | 935.00 |
| KW3FR | Kai WA Core3FAM | OTH BEF TAX | 18 | 2,209.00 |
| KW3SR | Kai WA Core3E/S | OTh bef tax | 4 | 364.00 |
| LTDBU | SUPP LTD |  | 161 | 2,241.59 |


| CODE | DESCRIPTION | CATEGORY | COUNT | AMOUNT |
| :---: | :---: | :---: | :---: | :---: |
| M2213 | AMERICAN FUNDS | TSA-EEFORE TAX | 12 | 1,200.00 |
| M2214 | Equitable | TSA-BEFORE TAX | 1 | 200.00 |
| M3213 | WADDELL \& REED | TSA-BEFORE TAX | 2 | 2,700.00 |
| M4213 | PLANMEMB SERVIC | TSA-BEFORE TAX | 8 | 6,316.00 |
| M6213 | NAT LIFE GROUP | TSA-BEFORE TAX | 11 | 1,520.00 |
| PHCR | Prem Hgh ProE/C | OTH BEF TAX | 5 | 266.00 |
| PHSR | Frem Hgh PPOE/S | OTH BEF TAX | 1 | 152.00 |
| PSCR | Prem Std PPOE/C | OTH BEF TAX | 9 | 319.00 |
| PSER | Prem Std PPOEMP | OTH BEF TAX | 10 | 140.00 |
| PSFR | Prem Std PPoFAM | OTH BEF TAX | 3 | 168.00 |
| PSSR | Prem Std PPoE/S | OTH BEF TAX | 1 | 56.00 |
| R0178 | DED-DANHBRUNNER |  | 4 | 4,947.39 |
| R0185 | BETTER DAY LOAN |  | 1 | 191.27 |
| VACR | UMP Achieve2E/C | OTH BEF TAX | 11 | 1,548.00 |
| VAER | UMP Achieve2EMP | Oth bef tax | 36 | 2,623.00 |
| VAFR | UMP Achieve2FAM | oth bef tax | 12 | 2,377.00 |
| VASR | UMP Achieve2E/S | OTh bef tax | 13 | 1,814.00 |
| VHSAC | UMP CDHP E/C | OTH BEF TAX | 18 | 465.00 |
| VHSAE | UMP CDHP EMP | OTH EEE TAX | 32 | 500.00 |
| VHSAF | UMP CDHP faM | oth bef tax | 37 | 2,050.00 |
| VHSAS | UMP CDHP E/S | Oth bef tax | 12 | 575.00 |
| VUCR | UMP Achievele/C | oth bef tax | 17 | 572.00 |
| VUER | UMP AchievelEmP | OTH BEF TAX | 45 | 1,082.00 |
| VUFR | UMP Achievelfam | oth bef tax | 19 | 1,164.00 |
| VUSR | UMP Achievele/s | oth bee tax | 11 | 421.00 |
| Y0112 | PSE OVE-PUB SCH |  | 20 | 912.00 |
|  |  |  | 7477 | 465,815.41 |

benefit summary for fyil / payroll - after caics

| CODE | DESCRIPTION | CATEGORY | COUNT | AMOUNT |
| :---: | :---: | :---: | :---: | :---: |
| 1FIC | FICA | FICA | 1034 | 91,271.16 |
| 1 Med | Medicare | MEDICARE | 1034 | 21,345.73 |
| 1 PFML | WA Paid FML | PFML | 1034 | 2,212.74 |
| 1 ReE 0 | SERS Plan 0 | RETIREMENT | 102 |  |
| 1 ReE 2 | SERS Plan 2 | RETIREMENT | 156 | 22,058.96 |
| 1 ReE 3 | SERS Plan 3 | RETIREMENT | 186 | 29,669.84 |
| 1 RePl | PERS Plan 1 | RETIREMENT | 1 | 227.33 |
| 1 Re T0 | TRS Plan O | RETIREMENT | 102 |  |
| $1 \mathrm{ReT1}$ | TRS Plan 1 | RETIREMENT | 4 | 3,568.02 |
| 1 Re T2 | TRS Plan 2 | RETIREMENT | 170 | 47,469.31 |
| 1 Re T3 | TRS Plan 3 | RETIREMENT | 282 | 109,233.62 |
| 1 UC | Unemployment 00 | UNEMPLOY COMP | 1034 |  |
| 1WC | Workers' Comp | WORKERS' COMP | 896 | 23,194.06 |
| C2207 | CMPABSC-ESD \#12 |  | 478 | 1,959.51 |
| SEbb | SEBB DIST CONT |  | 482 | 302,196.00 |
|  |  |  | 6995 | 654,406.28 |

[^0]
# PERSONNEL ACTION ITEMS <br> April 26, 2021 

A. Recommendations to Hire

1. Chaskiel Beher, Boys Soccer Coach, OJH
2. Jose Barragan, Boys Soccer Coach, OJH
3. Tara Tuttle, Softball Coach, OJH
4. Maria Holst, Summer School Teacher, CE
5. Mindee Chase, Summer School Teacher, CE
6. Shaelyn Urlacher, Summer School Teacher, CE
7. Jason Chase, Summer School Teacher, CE
8. Cindi Garland, Summer School Teacher, CE
9. Kelly Chase, Summer School Teacher, CE
10. Kathy Barnett, Summer School Teacher, CE
11. Karol Hockaday, Summer School Teacher, CE
12. Ariel Deleon, Summer School Teacher, CE
13. Kimberly Brandner, Summer School Teacher, CE
14. Patricia Munoz, Summer School Teacher, CE
15. Rosanna Baninthivong-Mendoza, Summer School Teacher, CE
16. Shannon Yerbich, Summer School Teacher, CE
17. Elizabeth Shore, Summer School Teacher, CE
18. Hubert Rigor, Bus Driver (Route CHS-2), Transportation
19. Carmela Andrade, Migrant Graduation Specialist, CHS
20. Allison Smith, Para Educator (Special Education), BCE (temporary)
21. April Hadley, Special Education Extended Resource Room Teacher, OJH/CHS
22. Mindee Chase, $3^{\text {rd }}$ Grade Teacher, CE
23. Jessica Griffin, $3^{\text {rd }}$ Grade Teacher, ME
24. Heather Gimlin, $1^{\text {st }}$ Grade Teacher, ME
25. Fawn Nolt, Elementary Counselor, BCE/ME
B. Transfer/Change of Assignment
26. George Guilford, change of assignment from Bus Driver (Route ME-1), to Bus Driver (Route CHS-8), Transportation
27. Marisol Ramos, transfer from Custodian, BCE to Para Educator, Early Childhood Center
28. Cristal Contreras, transfer from Custodian, District-wide to Para Educator, Mesa Elementary
29. Yara Palomarez, transfer from Teacher, NFVA to $6{ }^{\text {th }}$ Grade Teacher, ME
30. Arianne Woicik, change of assignment from $5^{\text {th }}$ Grade Teacher, CE to $4^{\text {th }}$ Grade Teacher, CE
31. Kyra Wonders, change of assignment from $4^{\text {th }}$ Grade Teacher, CE to $1^{\text {st }}$ Grade Teacher, CE
32. Bryant Andersen, transfer from Psychologist Assistant, District-wide to $5^{\text {th }}$ Grade Teacher, BCE
33. Seath Kimball, transfer from Substance Abuse/Crisis Intervention Counselor, OJH/CHS to Elementary Counselor, CE
34. Jennifer Dorman, change of assignment from $2^{\text {nd }}$ Grade Teacher, BCE to 3rd Grade Teacher, BCE
C. Supplemental Contracts
35. Cara Morrill, 11 Additional Days, ME Principal
D. Resignations
36. Pablo Zamarripa, Boys Soccer Coach, OJH
37. Anne Brown, Para Educator, OJH
38. Jodii Guilbeau, Head Cook, ME
39. Jessica Flores, Assistant to Director, Transportation
40. Kamie Norling, $1^{\text {st }}$ Grade Teacher, CE
41. Fletcher Harris, Facility Maintenance Lead, Maintenance \& Operations

[^0]:    ************************ End of report t***********************

