



BOARD OF DIRECTORS' REGULAR MEETING

Monday, May 10, 2021

7:00 pm

AGENDA

1. CALL TO ORDER/FLAG SALUTE
2. SET AGENDA – ACTION
3. RECOGNITION OF VISITORS
4. REPORTS
 - A. Secondary School Reports
 - B. Business Manager Reports
 - i. Enrollment
 - C. Board of Director Reports
 - D. Superintendent Report
5. GENERAL DISCUSSION ITEMS
 - A. CHS Graduation 2021
 - B. PJHS Graduation 2021
 - C. Policy 6220 – Bid or Request for Proposal Requirements – *Second Reading – ACTION*
 - D. Resolution No. 512 – Delegating Authority to WIAA - ACTION
 - E. Calendar of Events
6. CONSENT AGENDA - ACTION
 - A. Board Minutes – April 26, 2021
 - B. Business Reports
 - i. Accounts Payable
7. PERSONNEL - ACTION
8. ADJOURN

Notice: As authorized by RCW 42.30.110, the Board may meet in Executive Session to review the qualifications of applicants for public employment, to review the performance of public employees (RCW 42.30.110 (g)), to discuss with legal counsel potential litigation (RCW 42.30.1100 (1)(I)), and to discuss contract negotiations as authorized by RCW 42.30.140 (4)(a).

2020-21
STUDENT ENROLL FTE'S

	<u>SEPT.</u>	<u>OCT.</u>	<u>NOV.</u>	<u>DEC.</u>	<u>JAN.</u>	<u>FEB.</u>	<u>MAR.</u>	<u>APR.</u>	<u>MAY</u>	<u>JUNE</u>	<u>JULY</u>	<u>AUG</u>	<u>AVERAGE</u>	<u>BUDGET</u>	<u>DIFFERENCE</u>
KG Full-Year	125.00	125.00	126.00	124.00	123.00	125.00	124.00	128.00	136.00				126.22	132.83	-6.61
1st Grade	118.00	121.00	126.00	127.00	127.00	126.00	127.00	127.00	130.00				125.44	132.83	-7.39
2nd Grade	153.00	149.03	153.03	153.03	152.03	157.03	155.03	156.03	155.03				153.69	160.51	-6.82
3rd Grade	143.00	144.00	145.00	145.08	147.10	150.08	149.08	150.08	149.08				146.94	150.83	-3.89
4th Grade	138.00	140.00	138.00	142.00	141.00	140.00	140.00	140.00	144.00				140.33	138.83	1.50
5th Grade	138.00	137.05	142.05	143.12	144.12	147.12	146.12	150.12	150.30				144.22	149.00	-4.78
6th Grade	146.00	147.00	151.00	153.00	153.00	156.00	157.00	158.00	160.00				153.44	159.66	-6.22
7th Grade	159.60	152.60	146.60	149.00	151.00	155.15	155.15	156.15	156.15				153.49	153.33	0.16
8th Grade	165.00	164.00	160.50	160.50	160.50	162.50	162.50	163.50	164.50				162.61	171.82	-9.21
9th Grade	152.56	155.62	155.62	154.62	155.92	156.03	156.03	155.33	154.18				155.10	155.41	-0.31
10th Grade	177.29	176.03	173.01	174.99	175.99	178.97	178.97	175.97	174.57				176.20	174.04	2.16
11th Grade	146.15	144.00	145.17	145.17	145.55	148.29	148.27	147.12	144.69				146.05	171.77	-25.72
12th Grade	132.43	127.91	124.63	123.63	122.68	125.58	127.32	126.07	114.84				125.01	128.87	-3.86
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	1,933.34	0.00			1,908.76	1,979.73	-70.97
NFVA	73.53	90.03	90.39	87.61	83.37	66.26	64.19	60.05	69.94				76.15	40.00	36.15
	1,967.56	1,973.27	1,977.00	1,982.75	1,982.26	1,994.01	1,990.66	1,993.42	2,003.28	0.00			1,984.91	2,019.73	
UGRAD ESD 123	4.00	5.00	2.00	2.00	2.00	1.00	1.00	1.00	1.00				2.11	4.00	-1.89
DROP OUT WWCC	4.00	6.00	5.00	4.00	4.00	5.00	5.00	5.00	5.00				4.78	8.00	-3.22
CHS VOCATIONAL	103.20	103.05	103.05	103.35	102.75	94.65	96.30	96.15	93.45				99.55	96.47	3.08
OJH VOCATIONAL	3.75	3.75	3.90	3.90	3.90	4.50	4.65	4.65	4.65				4.18	7.35	-3.17
RUN START CBC	43.00	44.74	40.75	39.76	38.80	38.47	38.47	36.74	36.74				39.31	21.94	17.37
RUN START WSU	0.00	0.67	0.67	0.67	0.67	0.60	0.60	0.40	0.40				0.59	1.00	-0.42
ST. BILINGUAL K-6	406.00	476.00	486.00	481.00	476.00	473.00	471.00	477.00	484.00				478.00	507.00	-29.00
ST. BILINGUAL 7-12	275.00	283.00	277.00	278.00	279.00	281.00	279.00	273.00	271.00				277.63	228.00	49.63
ST. BILING EXITED	91.00	90.00	89.00	89.00	88.00	86.00	86.00	85.00	85.00				87.25	79.00	8.25
SPED AGES 3-5	18.00	17.00	17.00	18.00	20.00	22.00	23.00	25.00	28.00				21.25	20.00	1.25
SPED k-21 Tier 1	148.00	153.00	156.00	157.00	156.00	158.00	152.00	151.00	149.00				154.00	155.00	-1.00
SPED k-21 Other	135.00	130.00	123.00	122.00	124.00	123.00	124.00	131.00	130.00				125.88	132.00	-6.13
Total	301.00	300.00	296.00	297.00	300.00	303.00	299.00	307.00	307.00	0.00			301.13	307.00	-5.88

2020-21
STUDENT ENROLL FTE'S

Connell High	582.43	579.06	579.73	581.71	583.09	588.93	591.31	585.14	570.59		582.44	615.98	-33.54
Olds Jr High	324.60	316.60	307.10	309.50	311.50	317.65	317.65	319.65	320.65		316.10	325.15	-9.05
Palouse Junction	26.00	24.50	18.70	16.70	17.05	19.94	19.28	19.35	17.69		19.91	14.11	5.80
Connell Elem	460.00	468.03	472.03	484.18	485.18	489.18	491.18	499.18	501.36		483.37	491.50	-8.13
Basin City Elem.	321.00	314.05	324.05	315.05	315.07	324.05	325.05	326.05	335.05		322.16	357.66	-35.50
Mesa Elem	180.00	181.00	185.00	188.00	187.00	188.00	182.00	184.00	188.00		184.78	175.33	9.45
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	1,933.34	0.00	1,908.76	1,979.73	-70.97

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	57.00		53.33	55.00	
FIRST	47.00	51.00	53.00	55.00	54.00	54.00	57.00	56.00	56.00		53.67	55.00	
SECOND	78.00	75.03	76.03	78.03	79.03	80.03	79.03	80.03	80.03		78.36	81.17	
THIRD	75.00	76.00	77.00	77.08	78.08	80.08	80.08	81.08	79.08		78.16	77.33	
FOURTH	68.00	70.00	68.00	72.00	72.00	71.00	72.00	73.00	75.00		71.22	69.33	
FIFTH	74.00	73.00	73.00	73.07	74.07	74.07	74.07	76.07	75.25		74.07	78.67	
SIXTH	67.00	69.00	73.00	76.00	76.00	77.00	76.00	78.00	79.00		74.56	75.00	
TOTAL	460.00	468.03	472.03	484.18	485.18	489.18	491.18	499.18	501.36	0.00	483.37	491.50	-8.13

BASIN CITY ELEM													
KINDER	39.00	35.00	35.00	32.00	31.00	31.00	31.00	33.00	39.00		34.00	49.50	
FIRST	45.00	45.00	49.00	48.00	49.00	49.00	47.00	47.00	47.00		47.33	49.50	
SECOND	48.00	48.00	49.00	47.00	47.00	49.00	50.00	49.00	49.00		48.44	52.17	
THIRD	48.00	48.00	48.00	47.00	48.02	50.00	50.00	50.00	51.00		48.89	54.00	
FOURTH	54.00	54.00	55.00	54.00	53.00	53.00	53.00	52.00	54.00		53.56	51.83	
FIFTH	33.00	31.05	34.05	34.05	34.05	37.05	37.05	39.05	39.05		35.38	40.83	
SIXTH	54.00	53.00	54.00	53.00	53.00	55.00	57.00	56.00	56.00		54.56	59.83	
TOTAL	321.00	314.05	324.05	315.05	315.07	324.05	325.05	326.05	335.05	0.00	322.16	357.66	-35.50

MESA ELEM													
KINDER	35.00	36.00	39.00	39.00	40.00	41.00	40.00	40.00	40.00		38.89	28.33	
FIRST	26.00	25.00	24.00	24.00	24.00	23.00	23.00	24.00	27.00		24.44	28.33	
SECOND	27.00	26.00	28.00	28.00	26.00	28.00	26.00	27.00	26.00		26.89	27.17	
THIRD	20.00	20.00	20.00	21.00	21.00	20.00	19.00	19.00	19.00		19.89	19.50	
FOURTH	16.00	16.00	15.00	16.00	16.00	16.00	15.00	15.00	15.00		15.56	17.67	
FIFTH	31.00	33.00	35.00	36.00	36.00	36.00	35.00	35.00	36.00		34.78	29.50	
SIXTH	25.00	25.00	24.00	24.00	24.00	24.00	24.00	24.00	25.00		24.33	24.83	
TOTAL	180.00	181.00	185.00	188.00	187.00	188.00	182.00	184.00	188.00	0.00	184.78	175.33	9.45

2020-21
STUDENT ENROLL FTE'S

OLDS JR. HIGH

	<u>SEPT.</u>	<u>OCT.</u>	<u>NOV.</u>	<u>DEC.</u>	<u>JAN.</u>	<u>FEB.</u>	<u>MAR.</u>	<u>APR.</u>	<u>MAY</u>	<u>JUNE</u>	<u>AVERAGE</u>	<u>BUDGET</u>
SEVENTH	159.60	152.60	146.60	149.00	151.00	155.15	155.15	156.15	156.15		153.49	153.33
EIGHTH	165.00	164.00	160.50	160.50	160.50	162.50	162.50	163.50	164.50		162.61	171.82
TOTAL	324.60	316.60	307.10	309.50	311.50	317.65	317.65	319.65	320.65	0.00	316.10	325.15

-9.05

CONNELL HIGH

NINTH	151.56	154.62	153.62	152.62	153.62	154.58	154.58	153.58	151.58		153.37	155.26
TENTH	172.29	171.03	170.01	171.99	172.99	174.97	175.97	172.97	170.97		172.58	171.74
ELEVENTH	142.15	139.00	141.17	141.17	141.55	145.29	144.67	143.52	140.34		142.10	170.64
TWELTH	116.43	114.41	114.93	115.93	114.93	114.09	116.09	115.07	107.70		114.40	118.34
TOTAL	582.43	579.06	579.73	581.71	583.09	588.93	591.31	585.14	570.59	0.00	582.44	615.98

-33.54

PALOUSE JUNCTION

EIGHTH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
NINTH	1.00	1.00	2.00	2.00	2.30	1.45	1.45	1.75	2.60		1.73	0.15
TENTH	5.00	5.00	3.00	3.00	3.00	4.00	3.00	3.00	3.60		3.62	2.30
ELEVENTH	4.00	5.00	4.00	4.00	4.00	3.00	3.60	3.60	4.35		3.95	1.13
TWELTH	16.00	13.50	9.70	7.70	7.75	11.49	11.23	11.00	7.14		10.61	10.53
TOTAL	26.00	24.50	18.70	16.70	17.05	19.94	19.28	19.35	17.69	0.00	19.91	14.11

5.80

NFVA

KINDER	6.00	9.00	8.68	8.00	8.00	7.00	6.00	6.00	6.00		7.19	4.00
FIRST	12.55	12.55	11.55	11.55	10.50	8.50	8.50	8.50	7.50		10.19	4.00
SECOND	5.57	9.57	8.57	8.57	8.57	7.11	7.11	7.11	7.11		7.70	4.00
THIRD	10.83	10.83	10.51	9.83	9.14	5.99	5.99	5.85	5.85		8.31	4.00
FOURTH	4.08	4.08	4.08	4.08	3.08	3.08	3.08	3.08	3.08		3.52	4.00
FIFTH	10.50	10.50	9.50	9.08	8.58	6.58	6.51	5.51	5.40		8.02	4.00
SIXTH	9.00	7.00	3.00	3.00	3.00	2.00	2.00	0.00	0.00		3.22	4.00
SEVENTH	1.00	5.00	6.00	5.00	5.00	3.00	3.00	3.00	5.00		4.00	2.00
EIGHTH	2.00	3.00	4.00	4.00	3.00	3.00	3.00	3.00	5.00		3.33	2.00
NINTH	5.00	6.00	7.00	7.00	7.00	6.00	6.00	5.00	6.00		6.11	2.00
TENTH	3.00	4.00	7.00	7.00	7.00	5.00	5.00	5.00	6.00		5.44	2.00
ELEVENTH	4.00	4.50	5.50	5.50	5.50	4.00	4.00	4.00	5.00		4.67	2.00
TWELTH	0.00	4.00	5.00	5.00	5.00	5.00	4.00	4.00	8.00		4.44	2.00
TOTAL	73.53	90.03	90.39	87.61	83.37	66.26	64.19	60.05	69.94		76.15	40.00

36.15

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 \$75,000 to \$100,000 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 Micro-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:



WASHINGTON INTERSCHOLASTIC
ACTIVITIES ASSOCIATION

SCHOOL BOARD RESOLUTION

Electronic form available at: wiaa.com/resolution.aspx

Return by the second Friday in June annually.

School District Type (select one): Public Private Charter Tribal

School District Name: North Franklin Resolution # (optional): 512 Date: May 10, 2021

By action of the 1976 Legislature, each School District Board of Directors may delegate control, supervision, and regulation of any extracurricular activity to the WIAA and compensate such entity for services provided.

The local **SCHOOL BOARD PRESIDENT** and **SUPERINTENDENT** must sign this resolution form to indicate that the School Board has approved the Public School District's or Private School's membership with the Washington Interscholastic Activities Association (WIAA) and as members, these schools will follow the WIAA Rules and Regulations.

DELEGATING AUTHORITY TO WIAA

WHEREAS Chapter 32, Laws of 1975-76, 2nd Ex. Sess. grants authority to each school district board of directors to control, supervise and regulate the conduct of interschool athletic activities and other interschool extracurricular activities of an athletic, cultural, social, or recreational nature for students in the district.

WHEREAS Chapter 32, Laws of 1975-76, 2nd Ex. Sess. authorizes school district boards of directors to delegate control, supervision and regulation of any of the aforesaid activities to any voluntary, nonprofit entity and to compensate any such entity for services provided subject to the satisfaction of certain conditions and approval by the State Board of Education.

WHEREAS the Washington Interscholastic Activities Association is a voluntary, nonprofit entity which has satisfied the conditions, expressly set forth in Chapter 32, Laws of 1975-76, 2nd Ex. Sess. and has further been approved by the State Board of Education in action taken on August 17, 1977.

WHEREAS the board of directors of the following School District or School being otherwise fully informed of the rules and regulations of the Washington Interscholastic Activities Association as approved by the State Board of Education and recognizing that said rules and regulations provide for private sponsorship of post-season tournaments for extracurricular activities by WIAA, consent to abide by such rules and regulations.

NOW THEREFORE, the board of directors of the following School District or School hereby delegates to the Washington Interscholastic Activities Association the authority to control, supervise and regulate interschool activities consistent with the rules and regulations of WIAA. The Board of Directors retains the right to establish eligibility standards that meet or exceed the rules and regulations of WIAA.

INTERSCHOLASTIC OFFICIALS L&I COVERAGE STATEWIDE & MEMBERSHIP BILLING

Beginning July 1, 1988, interscholastic sports officials were covered by Washington State Labor and Industries via a common rate and payment system that eliminated game-by-game calculations and record keeping by school and/or district business offices. WIAA will guarantee payment of L&I premiums for WOA registered officials for all interscholastic activities under WIAA's jurisdiction and will assess WIAA member schools based on tiered billing rates at the same time service fees are billed. Officials L&I coverage is only in effect for activities in which registered WOA officials officiate, and which are authorized and offered by School Board approval and listed on the school's WIAA membership form.

Member schools will be billed in August according to the Membership Fee Structure outlined in the handbook of the upcoming school year. Labor and Industries (L&I) fees will be included on the bills sent out to each member school at that time. Per Rule 3.6.4: Member school service and Labor and Industries fees are due November 1. Schools that fail to submit service and L & I fees by December 1 will be excluded from participation in regular season contests and culminating events until fees are remitted and be assessed a \$100.00 late fee.

By signing below the School District Superintendent/Head of School, School Board President (for Public School Districts), and school board members agree to the information above for the public school district or private school listed above, on or before the date listed above.

Superintendent/Head of School: Jim Jacobs Signature: _____

School Board President (if applicable): Terry Utecht Signature: _____

School Board Members (list WIAA Contact as first school board member):

1. Patti Walker Signature: _____

2. Jon Fox Signature: _____

3. Kara Booker Signature: _____

4. Pat Hailey Signature: _____

5. Type name here Signature: _____

435 Main Ave. S. | Renton, WA 98057 | (425) 687-8585 phone | (425) 687-9476 fax | www.wiaa.com | facebook.com/wiaawa | twitter.com/wiaawa



Sun	Mon	Tue	Wed	Thu	Fri	Sat
25	26	27	28	29	30	1
	5:30pm - Board Meeting 6pm - SO vs La Salle	4pm - BB Playoffs	10am - TN Playoffs	3:30pm - Track Meet		
2	3	4	5	6	7	8
Teacher Appreciation Week						
9	10	11	12	13	14	15
	7pm - Board Meeting			2:40pm - ME Kinder Registration 3pm - BCE Kinder Registration 3pm - CE Kinder Registration		
16	17	18	19	20	21	22
	CE-Spring Picture					
23	24	25	26	27	28	29
	7pm - Board Meeting					
30	31	1	2	3	4	5
	NO SCHOOL-Memorial Day			6pm - PJHS Graduation	7pm - CHS Graduation	

Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	31 NO SCHOOL-Memorial Day	1	2	3 6pm - PJHS Graduation	4 7pm - CHS Graduation	5
6	7	8	9	10	11 Early Release-Last Day	12
13	14 7pm - Board Meeting	15	16	17	18	19
20	21	22 Summer School Starts	23	24	25	26
27	28 7pm - Board Meeting	29	30	1	2	3

MINUTES
NORTH FRANKLIN SCHOOL DISTRICT
BOARD OF DIRECTORS

April 26, 2021

5:30 pm

1. CALL TO ORDER/FLAG SALUTE

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

2. SET AGENDA – ACTION

Mrs. Booker moved, Mrs. Hailey seconded, to approve the agenda with an addition to Item 6.B. Payroll. Motion passed.

3. RECOGNITION OF VISITORS

4. REPORTS

A. Special Education Report

Mrs. Hatch presented a report on Special Education including review of the shutdown with COVID and the impact with restrictions, masks and barriers for special education staff and students. She also spoke on recovery services, including after-school interventions, time in school and parent support for technology. Mr. Jacobs commended the special education staff for their hard work and success during this difficult time.

B. Business Manager Reports

Mrs. Sital reviewed the Enrollment Report for April 2021.

C. Board of Director Reports

Ms. Mendoza and Ms. Chamberlain shared results from an Instagram student survey they recently did regarding returning to school, following rules, etc. Discussion ensued.

D. Superintendent Report

Following up on comments from the student survey, Mr. Jacobs spoke about early graduation and stated there is currently only one student authorized to graduate early. There is no district policy on it, rather there is a policy of waiving credits, which includes very specific reasons for it. CHS counselors and admin are working with students that may be impacted by it, but it is only a few. Also, if a student graduates early, they are no longer part of NFSD and will not be able to graduate with CHS in June. Students concerned about attending CHS can enroll in NFVA and they would be able to graduate with CHS. Speaking on concern from students and parents about possibly missing graduation due to COVID exposure and quarantine requirements, he shared that state law requires seniors attend school up to at least five days prior to the last day of school. He also spoke on the concern for students having to leave jobs for school and stated that he understands it can cause a hardship for some families, but ultimately, it's the district's responsibility to provide education to students.

Mr. Jacobs shared that Cliff Stevenson, long-time NFSD teacher recently passed away, and he and the board expressed their condolences. Secondary students returned to full time instruction on April 22nd. It took a lot of creativity, moving of furniture and flexibility of staff to make it work, and Mr. Jacobs commended staff for their dedication and hard work to make it happen. Overall there have been about 10 students that transferred from CHS to NFVA. Ms. Koch shared that there were approximately 50

students whose schedules were impacted. CHS graduation discussions have continued with students and parents, and the current plan is to plan for a ceremony in phase 3 with contingency planning in phase 2. They are working to maximize seating following the requirements. PJHS graduation is scheduled for Thursday, June 3rd at 6:00 pm at the CHS Performing Arts Center. Mr. Jacobs continues to work on the recovery plan that is due to the state on June 1st, including what the next 2-3 years looks like and identifying gaps in academic and social/emotional health and wellness. We have tried to get ahead of the game and posted teaching positions early, and have been able to fill quite a few of the positions. We are also working on hiring teachers for a large summer school for six weeks this summer. ESSER funds have been used to address immediate air quality concerns and we are working on a plan to improve systems long-term. Mr. Gregg shared that he is in the process of doing a HVAC study and survey to determine the needs throughout the district.

5. GENERAL DISCUSSION ITEMS

A. Policy 6620 – Bid or Request for Proposal Requirements – *First Reading*

Mrs. Sital presented Policy 6620 – Bid or Request for Proposal Requirements for review. Discussion ensued.

B. Resolution No. 511 – Surplus Equipment, Materials and Supplies - ACTION

Mrs. Sital presented Resolution No. 511 – Surplus Equipment, Materials and Supplies for approval. Discussion ensued.

Mrs. Booker moved, Mr. Fox seconded, to approve Resolution No. 511 – Surplus Equipment, Materials and Supplies as presented. Motion passed.

C. Calendar of Events

6. CONSENT AGENDA – ACTION

ACH Accounts Payable	202100179 through 202100203	\$3,451.12
Accounts Payable	127214 through 127310	\$246,492.01
Wire Transfer	202000091 through 202000095	\$49,099.98
Payroll	127311-127338/900047307-900047658.....	\$2,162,821.65
Payroll	127339-127339	\$646.92

Mrs. Hailey moved, Mrs. Walker seconded, to approve the minutes of the April 12, 2021, Regular School Board Meeting, Payroll and Accounts Payable as presented. Motion passed.

7. PERSONNEL – ACTION

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, 3rd Grade Teacher, CE
23. Jessica Griffin, 3rd Grade Teacher, ME
24. Heather Gimlin, 1st Grade Teacher, ME
25. Fawn Nolt, Elementary Counselor, BCE/ME

B. Transfer/Change of Assignment

1. George Guilford, change of assignment from Bus Driver (Route ME-1), to Bus Driver (Route CHS-8), Transportation
2. Marisol Ramos, transfer from Custodian, BCE to Para Educator, Early Childhood Center
3. Cristal Contreras, transfer from Custodian, District-wide to Para Educator, Mesa Elementary
4. Yara Palomarez, transfer from Teacher, NFVA to 6th Grade Teacher, ME
5. Arianne Woicik, change of assignment from 5th Grade Teacher, CE to 4th Grade Teacher, CE
6. Kyra Wonders, change of assignment from 4th Grade Teacher, CE to 1st Grade Teacher, CE
7. Bryant Andersen, transfer from Psychologist Assistant, District-wide to 5th Grade Teacher, BCE
8. Seath Kimball, transfer from Substance Abuse/Crisis Intervention Counselor, OJH/CHS to Elementary Counselor, CE
9. Jennifer Dorman, change of assignment from 2nd Grade Teacher, BCE to 3rd Grade Teacher, BCE

C. Supplemental Contracts

1. Cara Morrill, 11 Additional Days, ME Principal

D. Resignations

1. Pablo Zamarripa, Boys Soccer Coach, OJH
2. Anne Brown, Para Educator, OJH
3. Jodii Guilbeau, Head Cook, ME
4. Jessica Flores, Assistant to Director, Transportation
5. Kamie Norling, 1st Grade Teacher, CE
6. Fletcher Harris, Facility Maintenance Lead, Maintenance & Operations

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

8. ADJOURN

The meeting adjourned at 7:21 pm.

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 May 10, 2021, the board, by a _____ vote, approves payments, totaling \$463.88. The payments are further identified in this document.

Total by Payment Type for Cash Account, AP ACH Settlement:
ACH Numbers 202100204 through 202100204, totaling \$463.88

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	
202100204	DEPARTMENT OF REVENUE	05/11/2021	CTAX11 20210506AAA	Comp Tax owed for Cash Account 11 through 04/30/2021	0	461.29	463.88	
10 L 630 0000 00 0000 0000 0000 0000				General Fund/Due To Other Govt Units		461.29		
			CTAXWIRE 20210506AAA	Comp Tax owed for Cash Account WIRE through 04/30/2021	0	2.59		
10 L 630 0000 00 0000 0000 0000 0000				General Fund/Due To Other Govt Units		2.59		
					1	ACH	Check(s) For a Total of	463.88

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	1	ACH	Checks For a Total of	463.88
	0	Computer	Checks For a Total of	0.00
Total For	1	Manual, Wire Tran,	ACH & Computer Checks	463.88
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	463.88

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	General Fund	463.88	0.00	0.00	463.88

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 May 10, 2021, the board, by a _____ vote, approves payments, totaling \$1,967.64. The payments are further identified in this document.

Total by Payment Type for Cash Account, BANK OF AMERICA BANK WIRE-TAX:
Wire Transfer Payments 202000107 through 202000108, totaling \$1,967.64

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
202000107	CONNELL HIGH SCHOOL	05/11/2021	REPLENISHMENT	MONTHLY REPLENISHMENT FOR CHECKS #8939 - 8949	0	1,881.87	1,881.87
40 E 530 2000 00 0000 4260 0000 0000 0	Associated Student			Body Fund/EXPENDITURES/Athletics		389.38	
40 E 530 4050 00 0000 4260 0000 0000 0	Associated Student			Body Fund/EXPENDITURES/ASB FBLA		213.86	
40 E 530 4055 00 0000 4260 0000 0000 0	Associated Student			Body Fund/EXPENDITURES/ASB FFA		503.66	
40 E 530 4075 00 0000 4260 0000 0000 0	Associated Student			Body Fund/EXPENDITURES/ASB NATIONAL		385.00	
40 E 530 2010 00 0000 4260 0000 0000 0	Associated Student			Body Fund/EXPENDITURES/VOLLEYBALL		84.97	
40 E 530 2020 00 0000 4260 0000 0000 0	Associated Student			Body Fund/EXPENDITURES/CROSS COUNTRY		110.00	
40 E 530 6010 00 0000 4260 0000 0000 0	Associated Student			Body Fund/EXPENDITURES/SAUL HAAS SCH		195.00	
202000108	ROBERT L. OLDS JR HIGH	05/11/2021	REPLENISHMENT	MONTHLY REPLENISHMENT FOR CHECK/S #6218	0	85.77	85.77
40 E 530 1000 00 0000 3980 0000 0000 0	Associated Student			Body Fund/EXPENDITURES/General Stude		85.77	
2 Wire Transfer Check(s) For a Total of						1,967.64	

	0	Manual	Checks For a Total of	0.00
	2	Wire Transfer	Checks For a Total of	1,967.64
	0	ACH	Checks For a Total of	0.00
	0	Computer	Checks For a Total of	0.00
Total For	2	Manual, Wire Tran,	ACH & Computer Checks	1,967.64
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	1,967.64

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
40	Associated Student Body Fund	0.00	0.00	1,967.64	1,967.64

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 May 10, 2021, the board, by a _____ vote, approves payments, totaling \$7,243.51. The payments are further identified in this document.

Total by Payment Type for Cash Account, County Treasurer Warrants:
Warrant Numbers 127340 through 127346, totaling \$7,243.51

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
127340	CITY OF MESA	05/11/2021	1038.0	WATER/SEWER/GARBAG E	0	992.61	992.61
10 E 530 9700 65 7410 1120 0000 0000 0			General Fund/EXDENDITURES/DISTRICT-WIDE SUPPORT			992.61	
127341	DEPARTMENT OF LICENSING	05/11/2021	L0131551574	Abstract Driving Records	4202000081	13.00	26.00
10 E 530 9900 52 7350 0000 0000 0000 0			General Fund/EXDENDITURES/PUPIL TRANSPORTATION			13.00	
			L0131567958	Abstract Driving Records	4202000081	13.00	
10 E 530 9900 52 7350 0000 0000 0000 0			General Fund/EXDENDITURES/PUPIL TRANSPORTATION			13.00	
127342	HOME DEPOT PRO	05/11/2021	602744377	Hand towel dispensers	4102000075	990.25	989.65
10 E 530 9700 63 5610 0000 0000 0000 0			General Fund/EXDENDITURES/DISTRICT-WIDE SUPPORT			990.25	
			609846290	Home Depot-7 paper towel dispensers	4102000113	172.69	
10 E 530 9700 63 5610 0000 0000 0000 0			General Fund/EXDENDITURES/DISTRICT-WIDE SUPPORT			172.69	
			610402141	Hand towel dispensers	4102000075	-173.29	
10 E 530 9700 63 5610 0000 0000 0000 0			General Fund/EXDENDITURES/DISTRICT-WIDE SUPPORT			-173.29	
127343	US FOODS - SPOKANE	05/11/2021	33841		0	24.58	1,774.21
10 E 530 8925 44 5610 3980 0000 0000 0			General Fund/EXDENDITURES/SUMMER FOOD SERVICE PROGRAM			24.58	
			56250		0	16.78	
10 E 530 8925 44 5610 3980 0000 0000 0			General Fund/EXDENDITURES/SUMMER FOOD SERVICE PROGRAM			16.78	
			64148		0	1,732.85	
10 E 530 8925 42 5630 1110 0000 0000 0			General Fund/EXDENDITURES/SUMMER FOOD SERVICE PROGRAM			1,606.19	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 8925 44 5610 1110 0000 0000 0				General Fund/EXDENDITURES/SUMMER FOOD SERVICE PROGRAM		126.66	
127344	VNN, INC	05/11/2021	63741	BoxOut Sports for VNN - ANNUAL FEE	1502000148	395.00	395.00
10 E 530 0100 28 7810 4260 0000 0000 1				General Fund/EXDENDITURES/BASIC EDUCATION		395.00	
127345	AMAZON.COM CORPORATE CREDIT	05/11/2021	434689786386	headphones per InvestEd Digital Equity funds	8262000024	674.44	1,205.42
40 E 530 6010 00 0000 4260 0000 0000 0				Associated Student Body Fund/EXPENDITURES/SAUL HAAS SCH		674.44	
			436839574397	pbis	8112000008	265.01	
40 E 530 1000 00 0000 1110 0000 0000 0				Associated Student Body Fund/EXPENDITURES/General Stude		265.01	
			467634663836	pbis	8112000008	11.09	
40 E 530 1000 00 0000 1110 0000 0000 0				Associated Student Body Fund/EXPENDITURES/General Stude		11.09	
			477776453648	pbis	8112000008	36.17	
40 E 530 1000 00 0000 1110 0000 0000 0				Associated Student Body Fund/EXPENDITURES/General Stude		36.17	
			478734835384	headphones per InvestEd Digital Equity funds	8262000024	116.73	
40 E 530 6010 00 0000 4260 0000 0000 0				Associated Student Body Fund/EXPENDITURES/SAUL HAAS SCH		116.73	
			485969653394	headphones per InvestEd Digital Equity funds	8262000024	38.91	
40 E 530 6010 00 0000 4260 0000 0000 0				Associated Student Body Fund/EXPENDITURES/SAUL HAAS SCH		38.91	
			658575987345	ART stuff-Barnett	8112000007	30.70	
40 E 530 1020 00 0000 1110 0000 0000 0				Associated Student Body Fund/EXPENDITURES/ASB ART GRANT		30.70	
			953359443569	pbis	8112000008	32.37	
40 E 530 1000 00 0000 1110 0000 0000 0				Associated Student Body Fund/EXPENDITURES/General Stude		32.37	
127346	BSN SPORTS LLC	05/11/2021	912384387	Tennis warm up suits per J. Morrill	8262000026	1,860.62	1,860.62
40 E 530 2040 00 0000 4260 0000 0000 0				Associated Student Body Fund/EXPENDITURES/TENNIS		1,860.62	
			7	Computer	Check(s) For a Total of		7,243.51

	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
	7	Computer	Checks For a Total of	7,243.51
Total For	7	Manual, Wire Tran, ACH & Computer	Checks	7,243.51
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	7,243.51

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	General Fund	0.00	0.00	4,177.47	4,177.47
40	Associated Student Body Fund	0.00	0.00	3,066.04	3,066.04

PERSONNEL ACTION ITEMS
May 10, 2021

A. Recommendations to Hire

1. Heather Gimlin, Summer School Teacher, ME
2. Will Syrie, Summer School Teacher, ME
3. Paul Bagwell, Summer School Teacher, ME
4. Maria Chiprez, Summer School Teacher, ME
5. Kelli Niel, Summer School Teacher, ME
6. Stephanie Liebrecht, Summer School Para Educator, ME
7. Maricelo Camacho, Summer School Para Educator, ME
8. Christina Glendenning, Summer School Para Educator, ME
9. Shandece Mauia, Summer School Para Educator, ME
10. Chelsie Dillard, Summer School Para Educator, ME
11. Yaire Artega, Summer School Para Educator, ME
12. Hilda Velazquez, Summer School Secretary, ME
13. Patsy Stevenson, Summer School Teacher, BCE
14. Maren Boucher, Summer School Teacher, BCE
15. Jarra Scott, Summer School Teacher, BCE
16. Jaime Monty, Summer School Teacher, BCE
17. Kristin Moe, Summer School Teacher, BCE
18. Kelsey Conklin, Summer School Teacher, BCE
19. Jennifer Dorman, Summer School Teacher, BCE
20. Elizabeth Smith, Summer School Teacher, BCE
21. Anne Rudeen, Summer School Teacher, BCE
22. Amy Tolrud, Summer School Teacher, BCE
23. Shelley Reed, Summer School Head Cook, OJH/CHS
24. Kelsey Conklin, After-school Intervention Teacher, BCE
25. Jaime Monte, After-school Intervention Teacher, BCE
26. Jeremy Ross, After-school Intervention Teacher, BCE
27. Anne Rudeen, After-school Intervention Teacher, BCE
28. Gary Street, After-school Intervention Teacher, BCE
29. Kelsey Conklin, After-school Intervention Teacher, BCE
30. Tracie Winkelman, After-school Intervention Teacher, BCE
31. Jose Fraga, After-school Intervention Para Educator, BCE
32. Allison Smith, After-school Intervention Para Educator, BCE
33. Sara Pruett, Basketball Cheerleader Advisor, CHS
34. Hilda Velazquez, Secretary, ME
35. Jolee Booker, School Psychologist Intern, District
36. Rachel Kilroy, 5th Grade Teacher, CE
37. Roy Garcia, Secondary Counselor, OJH/PJHS
38. Florinda Meraz, Head Cook, ME

B. Transfer/Change of Assignment

1. Latisha Rogers, change of assignment from Custodian, CHS to Custodian, BCE
2. Griselda Barragan, change of assignment from 2nd Grade Teacher, CE to 4th Grade Teacher, CE

C. Resignations

1. Richard Duncan, Football Coach, OJH

D. Rescinded Resignation

1. Anne Brown, Para Educator, OJH