

BOARD OF DIRECTORS

August 10, 2020

****Revised****





Kelso School District No. 458
601 Crawford St. Kelso WA, 98626
August 10, 2020 @ Zoom Meeting
4:00 Work Session - Budget
5:00 p.m. Regular Board Meeting
6:00 p.m. Executive Session RCW 42.30.110 (1) (i)

****Revised****

CALL TO ORDER OF REGULAR MEETING

FLAG SALUTE

COMMUNICATIONS, CORRESPONDENCE & INTRODUCTIONS

COMMENTS/QUESTIONS

PUBLIC HEARING – Proposed 2020/21 Kelso School District Budget

APPROVAL OF AGENDA

CONSENT AGENDA

- A. Minutes of July 13, 2020 Work Session and Regular Board Meeting
- B. Certificated Employment Recommendations
- C. Classified Employment Recommendations
- D. Contracts and Agreements with Kelso School District
- E. Warrants
- F. Surplus of Items
- G. 2020/21 Salary Schedules
 - a. Home Hospital Tutor
 - b. Extra-Curricular
 - c. Co-Curricular
 - d. Classified Substitutes
 - e. Certificated Substitutes
 - f. PSE 2
 - g. PSE 1
 - h. KEA
 - i. Non Represented
 - j. Administration
 - k. Directors
 - l. Superintendent

UNFINISHED BUSINESS

- A. Policy 3131 District Area Transfers (2nd Reading and Action)Don Iverson
- B. Policy 3211 & 3211P Gender Inclusive Schools (2nd Reading and Action)Don Iverson
- C. Policy 3413 & 3413P Student Immunizations & Life Threatening Health Conditions (2nd Reading & Action)Don Iverson

- B. Resolution 2019/20-30 Approval of Huntington Middle School Modernization Schematic Design Documents (Action)Scott Westlund
- C. 2020/21 KSD Reopening Plan Proposal (Action)Mary Beth Tack
- D. Resolution 2019/20-27 Reopening Plan for 2020/2021 School Year (Action)Mary Beth Tack
- E. Revised 2020/21 KSD Calendars (Action).....Holly Budge
- F. Affirmative Action Plan Annual Report (Information)Holly Budge
- G. Lexington Elementary School Change Order #1 (Action)Scott Westlund
- H. Resolution 2019/20-28 Federal Emergency Management Agency (FEMA) COVID-19 Public Assistance (Action)Scott Westlund
- I. Resolution 2019/20-29 Adoption of Budget 2020/2021 (Action).....Scott Westlund
- J. Superintendent EvaluationDirector Haas
- K. Superintendents ReportMary Beth Tack

FOR THE GOOD OF THE ORDER

ADJOURN



Kelso School District
Board of Directors

Leah Moore.....Term Expires: November 2021
Karen Grafton, Vice President.....Term Expires: November 2021
Jeane ConradTerm Expires: November 2023
Mike Haas, PresidentTerm Expires: November 2023
Ron Huntington.....Term Expires: November 2023

Kelso School District Board of Directors Committee Assignments

December, 2019

Position 1 Director – Leah Moore

- Legislative Representative
- Facilities/Construction

Position 2 Vice President - Karen Grafton

- ELL Advisory
- Calendar
- Kelso Public Schools Foundation

Position 3 Director - Jeane Conrad

- Student Rights & Responsibilities
- Highly Capable
- Budget

Position 4 President - Mike Haas

- Technology
- Social & Emotional Learning/Whole Child
- Budget
- Boundary Review

Position 5 Director - Ron Huntington

- CTE
- WIAA
- Council on Learning

2020/2021 School Board Calendar

SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
<p style="text-align: center;">September 14</p> <p style="text-align: center;">5:00 Work Session 6:00 Regular Board Meeting</p>	<p style="text-align: center;">October 12</p> <p style="text-align: center;">5:00 Work Session (SEL & Equity) 6:00 Regular Board Meeting</p>	<p style="text-align: center;">November 9</p> <p style="text-align: center;">5:00 Work Session 6:00 Regular Board Meeting</p>	<p style="text-align: center;">December 14</p> <p style="text-align: center;">5:00 Work Session (Wallace Celebration) 6:00 Regular Board Meeting</p>
<p style="text-align: center;">September 28</p> <p style="text-align: center;">5:00 Work Session (Strategic Plan) 6:00 Regular Board Meeting</p>	<p style="text-align: center;">October 26</p> <p style="text-align: center;">5:00 Work Session (Dual Credit) 6:00 Regular Board Meeting</p>	<p style="text-align: center;">November 23</p> <p style="text-align: center;">5:00 Work Session (School Improvement Plan) 6:00 Regular Board Meeting</p>	
JANUARY	FEBRUARY	MARCH	APRIL
<p style="text-align: center;">January 11</p> <p style="text-align: center;">5:00 Work Session (Math) 6:00 Regular Board Meeting</p>	<p style="text-align: center;">February 8</p> <p style="text-align: center;">5:00 Work Session (ELA) 6:00 Regular Board Meeting</p>	<p style="text-align: center;">March 8</p> <p style="text-align: center;">5:00 Work Session (EL & HiCap) 6:00 Regular Board Meeting</p>	<p style="text-align: center;">April 19</p> <p style="text-align: center;">5:00 Work Session (Special Programs) 6:00 Regular Board Meeting</p>
<p style="text-align: center;">January 25</p> <p style="text-align: center;">5:00 Work Session (Budget Workshop) 6:00 Regular Board Meeting</p>	<p style="text-align: center;">February 22</p> <p style="text-align: center;">5:00 Work Session (AVID) 6:00 Regular Board Meeting</p>	<p style="text-align: center;">March 22</p> <p style="text-align: center;">5:00 Work Session (Science) 6:00 Regular Board Meeting</p>	
MAY	JUNE	JULY	AUGUST
<p style="text-align: center;">May 3</p> <p style="text-align: center;">6:00 Regular Board Meeting</p>	<p style="text-align: center;">June 7</p> <p style="text-align: center;">5:00 Special Meeting (Graduation Appeals for walking in gradua- tion)</p>	<p style="text-align: center;">July 12</p> <p style="text-align: center;">5:00 Regular Board Meeting</p>	<p style="text-align: center;">August 16</p> <p style="text-align: center;">4:00 Work Session (Budget) 5:00 Regular Board Meeting</p>
<p style="text-align: center;">May 17</p> <p style="text-align: center;">6:00 Regular Board Meeting</p>	<p style="text-align: center;">June 21</p> <p style="text-align: center;">5:00 Regular Board Meeting</p>		



Road to **STUDENT SUCCESS**

Our Goals



SCHOOL CLIMATE

A school climate that emphasizes student safety, a healthy lifestyle, and respect for other students and faculty.



EARLY LEARNING

Every Kelso student will meet or exceed standard by the end of third grade in English/language arts and mathematics.



QUALITY INSTRUCTION

Every Kelso student will experience high-quality standards-based instruction that fosters critical thinking and high levels of academic achievement.



CAREER, COLLEGE & COMMUNITY READY

Every Kelso student will transition successfully between grades and schools and will graduate with the knowledge, skills and attitude to excel in post-high school opportunities. To that end, we will actively engage and partner with parents, families, and our community.

Mission

The mission of Kelso Public Schools is to prepare every student for living, learning and achieving success as a citizen of our changing world.

Vision

Our students begin school ready to learn, transition confidently between grades and schools, and emerge from our district as engaged citizens, both career- and college-ready.

Principles

District communication that is open, effective, and collaborative. Financial stewardship that assures the responsive and productive management of district resources.



100% GRADUATING

CAREER, COLLEGE & COMMUNITY READY

Increase the four-year high school graduation rate by at least one percent per year for the next five years.



QUALITY INSTRUCTION

Student achievement in mathematics and English language arts will increase annually and the achievement gap between English learners, students with learning disabilities and students in poverty—in comparison with other students—will decrease annually.

★ 2019-20 PRIORITY:

English Language Arts standards and materials implementation

Mathematics standards and adoption



EARLY LEARNING

The percentage of all third grade students meeting or exceeding the grade level English language arts benchmark will increase annually, regardless of student subgroup.



SCHOOL CLIMATE

Improvements will be achieved to the learning environment in two specific areas: 1) safety and security of our students and staff, and 2) student behavior.

★ 2019-20 PRIORITY:

Whole Child/Social Emotional Learning (SEL) systems implementation

How We Get There





Roadmap

CAREER, COLLEGE, COMMUNITY READY

If students are able to transition successfully between grades and schools and graduate with the skills necessary to excel in post-secondary opportunities, their ability to realize their personal goals and to be fulfilled, productive citizens will be enhanced.

Goals

IMPLEMENTATION MEASURES

IMPACT MEASURES

Implement a comprehensive High School and Beyond Plan to ensure students are career and college ready

100% of students **develop** individualized High School and Beyond Plans (HSBP) that include career awareness and exploration

100% of students grades 7 – 12 annually **implement** research of post-secondary options and refine their individualized HSBP

100% of students use the HSBP to **ensure** they are on track for graduation and post-secondary bound

100% of 9th grade students are on track for on-time graduation

Increase student participation and scores on college entrance tests (ACT, PSAT, SAT, and ASVAB)

100% of seniors have a HSBP outlining at least one of these: college acceptance, military, trade/technical training, industry certification/apprenticeship

100% of middle school students complete applications for College Bound Scholarships

100% of high school students complete the FAFSA application

Increase percentage of graduating students who persist two or more years in college and acquire a college, post-secondary degree or industry certification

Increase percentage of students enrolled in academically rigorous course work as measured by the Academic Rigor Index

Increase in high school graduation rates and decrease in dropout rates

Develop and refine vertical alignment systems to support students successfully navigating the critical transitions in their schools (Pre-K to K, Grade 5 to Grade 6, Grade 8 to Grade 9, and graduation to post-secondary experiences)

Develop transition meetings with Early Learning agencies for successful transitions for kindergarten readiness

Implement dedicated transition days at the start of each school year for incoming kindergarten, 6th grade and 9th grade students

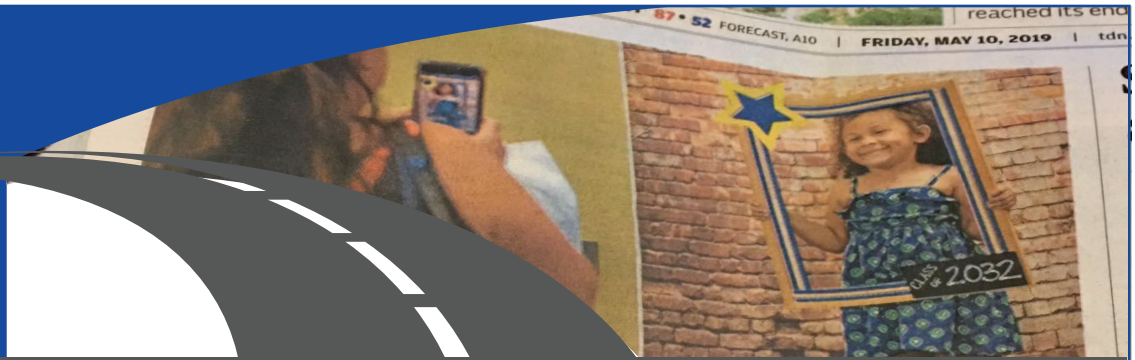
Ensure 100% of students participate in Senior Exit Interviews, which provide connections to community leaders and communicate next steps for diverse post-secondary plans



Roadmap QUALITY INSTRUCTION

If all teachers and support staff incorporate a growth mindset grounded in the instructional framework to implement powerful, relevant standards-based instruction responsive to individual learning and social-emotional needs, then all Kelso students will have the desire to learn at high levels with academic and social-emotional supports to graduate career- and college-ready.

Goals	IMPLEMENTATION MEASURES	IMPACT MEASURES
<p>Develop a system in the importance of attracting, developing, and retaining talented and committed staff in every part of our school system</p>	<ul style="list-style-type: none"> Develop partnerships with local universities and community agencies to hire high-quality staff Establish clear standards of professional practice and accountability Provide opportunities for differentiated and continuous professional development for teachers, leaders, and staff 	<ul style="list-style-type: none"> 100% of classified and certificated staff meets certification requirements 100% of staff consistently exhibits standards of professional practice 100% of staff engages with professional development for continuous growth
<p>Implement standards-aligned teaching and learning based on equitable practices</p>	<ul style="list-style-type: none"> Ensure that all students have access to rigorous, standards-based curriculum Provide professional development to ensure instructional strategies are differentiated to meet the learning needs of each student 	<ul style="list-style-type: none"> 100% of students enroll in academic rigorous course work as measured by Academic Rigor Index 100% of students experience differentiated instruction in their classrooms
<p>Implement data-informed continuous improvement processes at every level</p>	<ul style="list-style-type: none"> Use frequent and timely assessments to adjust teaching, learning, and leadership Develop a district-wide continuum of supports to address the academic needs of all students Promote continuous improvement throughout our school system with Professional Learning Community (PLC) teams 	<ul style="list-style-type: none"> 100% of students participate in district and state assessments 100% of staff uses formative assessment for student learning and provides instruction responsive to students' needs 100% of students have access to rigorous coursework and highly skilled teachers 100% of staff advocates for fair and equitable practices for all students



Roadmap COMMUNICATION

If the district develops and maintains positive, collaborative relationships with all stakeholders, support for Kelso School District will be strengthened and lead to increased support for district initiatives and education programs.

Goals	IMPLEMENTATION MEASURES	IMPACT MEASURES
<p>Utilize a variety of media to maximize awareness and support of the district's mission, vision, goals, and programs</p>	<p>Maintain and update information on district media, including district websites and printed materials</p> <p>Maintain proactive media relations practices</p> <p>Utilize social media channels to provide timely and relevant information</p>	<p>Targeted audiences have access to timely and relevant communication</p> <p>Positive news stories appear in the media monthly</p> <p>Levies and bonds pass</p>
<p>Establish an effective employee communication plan to improve internal communication and employee engagement</p>	<p>Continue communicating via:</p> <ul style="list-style-type: none"> • <i>Hilander Highlights</i> for all staff and community • <i>Inside Connections</i> for all staff • Timely and relevant key communications from district departments 	<p>All staff know district mission, vision, goals, and progress</p> <p>Staff feels valued, connected and honored</p>
<p>Achieve coordinated communication, both internally and externally, regarding the district's goals, foundational principles, and safety issues/crisis management</p>	<p>Establish key communicator network and facilitate connections among: city officials, first responders, and the school district</p> <p>Maintain high level of visibility through participation in professional and community events</p> <p>Build and maintain partnerships with local business and community leaders</p>	<p>Aligned messages among key communicators in the community, particularly in regard to crisis management</p> <p>Increased community partnerships</p> <p>Increased staff and student connections with community stakeholders and local businesses</p>



Roadmap

EARLY LEARNING

If all students entering Kelso School District have access to high quality early learning experiences, then their ability to meet or exceed standards by the end of third grade in English language arts and mathematics is greatly enhanced.

Goals	IMPLEMENTATION MEASURES	IMPACT MEASURES
<p>Develop and implement a comprehensive birth to pre-kindergarten plan which strengthens school readiness</p>	<p>Coordinate with Early Childhood Education and Assistance Program (ECEAP) and Head Start to increase the number of eligible Kelso families accessing local educational programs</p> <p>Coordinate with local early learning providers on a quarterly basis to align instructional materials</p> <p>Partner with local early learning programs on a quarterly basis to provide professional development and best practices in behavior, literacy, and math</p>	<p>Increase percentage of Kelso families accessing ECEAP and Head Start as measured by Department of Child, Youth, and Families (DCYF) Saturation Study</p> <p>100% of local early learning providers implement instructional materials aligned to early learning standards</p> <p>Increase percentage of Kelso early learning staff that participate yearly in the Annual Early Learning Conference</p>
<p>Develop and implement a comprehensive plan which improves school readiness and strengthens the transition to kindergarten</p>	<p>Coordinate with ECEAP and Head Start to identify students who need additional summer transition support</p> <p>Develop and implement Transitional Kindergarten for children that do not qualify for ECEAP and Head Start</p> <p>Develop and implement a JumpStart to kindergarten for students who need additional supports for kindergarten readiness</p>	<p>Transitions plans are developed for 100% of identified students</p> <p>Promise Kindergarten is developed and implemented to support at least thirty students and families not currently accessing preschool</p> <p>JumpStart is developed and implemented in 100% of our elementary schools</p>
<p>Increase the percentage of kindergarten – 3rd grade students who meet or exceed grade-level standards</p>	<p>Curriculum: staff designs rigorous standards-based lessons utilizing current district adopted core materials</p> <p>Instruction: staff remains current in best instructional practices and implement within the classroom on a daily basis with the instructional framework as a foundation</p> <p>Assessment: staff utilizes and develops action plans to improve student growth based on relevant formative assessment</p>	<p>100% of staff teach grade-level standards utilizing approved district materials</p> <p>100% of staff uses observable early learning best practices on a daily basis</p> <p>100% of staff uses quality formative assessment to drive instruction</p>



Roadmap CLIMATE

If Kelso School District is committed to developing a caring school community focused on creating a positive school climate and culture that promotes the long-term development and success of all children, then atmosphere and tone of the school will positively impact the relationships, curricular connections, and ultimately the success of the whole child.

Goals	IMPLEMENTATION MEASURES	IMPACT MEASURES
<p>Improve school climate and safety</p>	<p>Develop and implement a comprehensive Multi-Tiered System of Support (MTSS) model in all Kelso schools</p> <p>Develop and implement a Positive Behavior and Intervention System (PBIS) in each school</p> <p>Implement Social and Emotional Learning (SEL) in our schools so children and adults understand and manage emotions, set and achieve positive goals, feel and show empathy for others, establish and maintain positive relationships, and make responsible decisions</p> <p>Deliver high-quality training and other implementation supports, including initial training and ongoing support to school staff</p>	<p>100% of elementary classrooms embed SEL standards into daily instruction</p> <p>90% of students will access classroom instructional time which directly relates to an increase in student learning as measured by state and local assessments</p> <p>Decrease prevailing risk factors for students identified within the Healthy Youth Survey Data and reduce classroom and school exclusions as measured by school suspension rates</p> <p>90% of students will report they learn in an environment that is physically and emotionally safe</p>
<p>Increase student access to, and awareness of, school based counseling and the availability of mental health services</p>	<p>Develop and implement a school-based mental health referral process</p> <p>Increase school-based counseling and mental health services for students</p> <p>Network and link community service providers to increase mental health, physical health, and drug and alcohol services to students and their families</p>	<p>Increase in the number of students accessing and receiving school- and community-based counseling and mental/physical health services</p>
<p>Provide a comprehensive Work Place Wellness Program that promotes healthy lifestyle for staff</p>	<p>Develop and create a KSD wellness team that actively promotes a healthy lifestyle for staff</p> <p>Conduct staff surveys that identify prevailing risk factors in our employee population that will drive healthy staff initiatives</p>	<p>Reduce absenteeism and lost time, promote retention of staff, improve decision making and productivity, improve employee morale, improve disease management and prevention, and promote a healthier workforce</p>



Roadmap

FINANCIAL STEWARDSHIP

If the district demonstrates a strong and collaborative budget process, effective resource allocation and operational planning, and solid fiscal controls, then management of district resources will be responsive and productive.

Goals

IMPLEMENTATION MEASURES

IMPACT MEASURES

Promote budgetary and fiscal transparency to ensure open communication and community engagement

- Use budget calendar, fiscal goals, and budget parameters for annual approval by the Kelso School Board
- Utilize Budget Advisory Council (BAC) to provide guidance and recommendations on annual budget development
- Provide continual updates on the district website during budget planning and development
- Conduct staff and community outreach during the annual budget development process and fiscal decision-making
- Assess monetary resources (local, state, and federal) and enrollment, to develop budget forecasts and projections
- Monitor expenditures and explore avenues to achieve efficiency in programs and operations

- Board budget workshops, updates, a budget hearing, and formal budget adoption occur in the fiscal year during Kelso School Board meetings
- Community and staff engagement opportunities held for input and feedback on budget proposals
- Fiscal and budgetary information shared with staff and community through intra-district communications, website, and outside community resources
- BAC is comprised of all major district stakeholders, including community, school and district leadership, the Kelso School Board, and all staff bargaining association groups, and provides input to superintendent and Kelso School Board

Allocate district resources effectively to support academic and operational needs

- Annual budget approved by Kelso School Board
- Maintain local levy to fund staff and activities essential to the programming and operations of the district that are not supported by state resources
- Develop budget priorities to align with the district's mission, vision, and "Road to Student Success" strategic plan

- Levies and bonds pass
- Budget supports academic and operational goals and priorities

Section: **BOARD OF DIRECTORS**

Policy Title: **Audience Participation in Board Meetings**

The Kelso School Board is committed to gaining a full understanding of the issues that come before it. In order to attain a level of understanding that provides making the best decisions, the Board will hear in public Board meetings comments from those attending its meetings. The Board will entertain comments at the beginning of regular meetings and periodically during its meetings. The Board agenda shall provide for the following communications and audience participation:

1. Written communications shall include letters or published materials received by the Superintendent or members of his/her staff, and which he/she deems informative or in need of Board action.
2. Scheduled communications shall include visitors who have previously arranged with the Superintendent to appear before the Board. General comments, either oral or written, will come at the beginning of the regular meeting under the agenda item designated Public Comments. Members of the audience who are Kelso School District residents wishing to address the Board must provide their name, address and affiliation, if any, prior to addressing the board. Speakers may not discuss school district personnel. Not more than three (3) minutes may be allotted to each speaker and no more than ten (10) minutes to the subject under discussion except with the unanimous consent of the Board. Public comments under this agenda item will be limited to thirty (30) minutes.
3. During Unfinished Business and New Business members of the audience may comment on "Action" items listed on the agenda and/or board policies presented for the first or second reading. Questions or comments are to be directed to the Board of Directors as a whole and may not be put to any individual member of the Board or the administrative staff. "Action" items mean the Board expects that a motion would be made and the Board would discuss the merits of the issue before it. After presentations by school staff, district staff or scheduled presenters, and before a motion is heard, the President may call for any oral or written comments from the audience. Members of the audience who are Kelso School District residents who wish to address the Board may only speak to that specific agenda item before the Board and have two (2) minutes to ask clarifying questions, state an opinion, or add information. A total of ten (10) minutes on each agenda item scheduled for action may be used for public comment and/or questions. It is the prerogative of the Board President to recognize people requesting oral comments to the Board.

Policy 1430 Continued

4. It shall not be permissible to orally present or discuss complaints against individual employees of Kelso School District at any Board of Directors meeting. Such charges or complaints shall be presented to the Board of Directors, in writing, and shall be signed by the person or persons making the charge or complaint. Executive session may be granted for a hearing of charges against individuals, whether students or employees.
5. No person less than eighteen (18) years of age may address the Board of Directors in meeting unless accompanied by his/her parent(s)/ guardian(s) or teacher, except with unanimous consent of the Board of Directors.
6. Boisterous conduct shall not be permitted at any meeting of the Board of Directors, nor will any defamatory or abusive remarks be tolerated. The President of the Board may terminate the address of any speaker who violates this policy.
7. Individuals with disabilities who may need a modification to participate in a meeting should contact the superintendent's office no later than three days before a regular meeting and as soon as possible in advance of a special meeting so that arrangements for the modification can be made.
8. Board work sessions are intended to give board members an opportunity to review topics requiring extended discussion. At the conclusion of board discussion of an item, the board chair may call on audience members for comments (time permitting). Members of the audience who are Kelso School District residents who wish to address the Board may only speak to that specific work session agenda item before the Board and have two (2) minutes to ask clarifying questions, state an opinion, or add information. A total of ten (10) minutes on each agenda item may be used for public comment and/or questions. It is the prerogative of the Board President to recognize people requesting oral comments to the Board.

Legal References: RCW 42.30.030 Meetings declared open and public
 RCW 42.30.050 Interruptions – Procedures

42 U.S.C. §§ 12101-12213 Americans with Disabilities Act

Adopted: January 23, 2006

Communications,
Correspondence &
Introductions

Public Hearing

Proposed 2020/21 Kelso School
District Budget

CONSENT AGENDA

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 - f. PSE 2
 - g. PSE 1
 - h. KEA
 - i. Non Represented
 - j. Administration
 - k. Directors
 - l. Superintendent

MINUTES
KELSO SCHOOL DISTRICT
WORK SESSION MEETING OF THE BOARD OF DIRECTORS
07/13/20

The Work Session of the Board of Directors of Kelso School District No. 458 was called to order at 4:00 p.m. at the RoyParsons Executive Board Room through a Zoom online/phone platform.

Board Members: Leah Moore (In Person)
Karen Grafton – Vice President (Zoom)
Jeane Conrad (In Person)
Mike Haas - President (In Person)
Ron Huntington Absent (Zoom)

Cabinet Members: Scott Westlund – Chief Financial Officer (Phone In)
Holly Budge – Director of Human Resources (Absent)
Don Iverson – Director of Student Services (Absent)
Heather Ogden – Director of Special Programs (Zoom)
Kim Yore – Director of Teaching & Learning (Absent)
Lacey DeWeert – Associate Director of Teaching & Learning (Zoom)

Superintendent: Mary Beth Tack (In Person)

Asst. Secretary: Molly Guler (In Person)

OTHERS PRESENT – Cindy Cromwell (KVA Principal)

ABSENT -

ALE- Alternative Learning Experience

Where We Started

- KVA started in our district 16 years ago, as an Alternative Learning Experience (ALE) online educational option for students in grades 8-12.
- Originally, a digital platform called APEX was used, but two years ago KVA transitioned to a new digital platform called Odysseyware.
- By ALE law, students are required to meet at a minimum, weekly, with their teacher to review academic progress and to receive needed support. If students are not making academic progress, they go on an academic probation plan. If the student does not improve while on probation, they are exited from the program and back to their home school.
- KVA utilizes one Kelso School District teacher to run this program. At this time, we have 29 students, grades 8-12, utilizing KVA as their individualized educational option.
- Currently KVA and Loowit are housed together in the same double portable on Allen St., above KHS and CMS. Cindy Cromwell is the new KVA & Loowit principal, and will also be taking on a teaching role at Loowit.

How We Got to Expansion

- The last couple of years, we have regularly fielded phone calls from parents asking if there was a middle school or elementary KVA option.
 - Parents are interested in the flexibility online school has to offer.
 - Students are intrigued by the ability to work at their own pace.
 - Some students thrive in a quieter, less crowded space.
 - COVID gave the final nudge needed to expand our educational options for Kelso students.
 - By expanding to K-12, we are going to be able to meet the needs of our students and families and keep Kelso kids, in Kelso.
- ❖ For our 6-12 students, they will be able to join in and use the current Odysseyware platform for online learning.
- ❖ But for K-5, we had to find a different platform to meet the needs of elementary students.


Process of Expansion and Identifying a New Digital Platform

- Started by reviewing the approved digital providers list from OSPI.
- 22 programs were screened, from there it was narrowed down to 2, chose **Edgenuity**.
- In the review, these are some of the components that were screened for:
 1. Are the courses CCSS and NGSS aligned?
 2. What other districts are already using this platform? Made phone calls to them.
 3. Are there workbooks for students to write in, included in the program?
 4. What does the audio voice sound like when the digital program is reading text to a student?
 5. Is there ELL support?
 6. Can teachers manipulate the content? Add their own content?
 7. Cost, what do we get for with our purchase?
 8. Is this something that parents will be able to support at home?
 9. Does it fit our family survey data that parents wanted both printed and online learning opportunities to support their child?

Edgenuity offers over 30 standards-aligned courses for K–5 students who complete all of their learning online.
<https://sislogin.edgenuity.com/>
 Login: elemdemo512
 Password: DemoStudent

Student learning is supplemented with offline worksheets, workbooks for the four core areas and explicit support for Learning Coaches, (aka parents) to help assist their child with coursework.

-  **LANGUAGE ARTS**
- Language Arts K
 - Language Arts 1
 - Language Arts 2
 - Language Arts 3
 - Language Arts 4
 - Language Arts 5

-  **MATHEMATICS**
- Math K
 - Math 1
 - Math 2
 - Math 3
 - Math 4
 - Math 5

-  **SCIENCE**
- Science K
 - Science 1
 - Science 2
 - Science 3
 - Science 4
 - Science 5

-  **SOCIAL STUDIES**
- Social Studies K
 - Social Studies 1
 - Social Studies 2
 - Social Studies 3
 - Social Studies 4
 - Social Studies 5

-  **HEALTH AND PE**
- Health K–1
 - Health 2–3
 - Health 4–5
 - Physical Education K–1
 - Physical Education 2–3
 - Physical Education 4–5

-  **TECHNOLOGY**
- Keyboarding
 - Scratch Coding

-  **MUSIC**
- Recorders Level 1

-  **ART**
- Arts & Crafts, K–2
 - Art Level 1
 - Art Level 2
 - Art Level 3
 - Art Level 4

All K-12 KVA students will receive a KSD Chromebook to use with KVA

Kelso School District teacher(s) will be utilized to support KVA students

Costs

- Kelso receives \$8,680 basic education dollars for each student from the state.
- Edgenuity cost is \$960 per student each year.
 - This includes 4 workbooks per semester for the core 4 areas of Math, ELA, Science and Social Studies. Students will receive 8 workbooks per school year.
 - Includes a mentor teacher for PD support for the KSD teacher working in KVA.
- One time Professional Development fee of \$5000 in order to train all of our KVA staff.

Timeline

- July 13th, 2020, school board workshop to share plans for the expansion of KVA from 8-12 to K-12.
- July 13th, 2020, seek school board approval for the expansion of KVA to K-12, starting in the 2020-2021 school year.
- Media push will start July 14th, with Michelle Nerland's assistance. There will be information on KSD social media, KSD website, Superintendent newsletter to parents and other local media outlets.
- Information will be passed along to school principals and secretaries so that if parents inquire with them, they can point the parents in the right direction.
- Administrative assistants in Teaching & Learning, Student Services and Special Education have all been given a brief script to share with parents who call inquiring about online schooling.
- A shared Google drive has been created so that regardless of which administrative assistant receives a parent phone call or email, that information can be shared in one location.
- As inquiries come in, Cindy Cromwell will be following up with those parents and pursuing enrollment.
- Purchasing timeline and training dates for staff are still to be determined.
- On the first day of school, September 2nd, K-12 KVA will be an option for all Kelso students.

Director Moore - Approximate enrollment so far?

Mrs. Cromwell - 29 students currently enrolled and 20 families already asking for information and that is before our media push with information.

Director Moore - Max enrollment?

Superintendent Tack - Staffing will follow enrollment

Director Conrad - Is this in addition to brick and mortar for families or in conjunction with.

Superintendent Tack - This is just one pathway to public education for the coming year.

Director Conrad - Will this be made clear to parents?

Superintendent Tack - Yes, we are going to be giving information to parents so that hopefully we can help them understand enough to commit to a full semester.

Director Moore - Marketing will be important to inform parents of this option

Director Haas - We keep hearing the phrases “Pivot and Hybrid”, is it one or the other or both? If someone started with brick and mortar and changed their minds on October 1st, could they go to the other pathway? (KVA)

Assoc. Director DeWeert - We are asking students to remain enrolled for a full grading period (semester/trimester)

Director Haas - What I’m hearing is that this gives us an option to have kids enrolled in KSD without having to attend in person.

Director Conrad - Are there extra tech support costs?

Assoc. Director DeWeert - We will need to support parents as well as staff.

Director Conrad - Extra Chromebook costs?

Assoc. Director DeWeert - Yes, there will be an extra cost as each KVA student will receive a chromebook from the district.

Director Huntington - Is this available for Sped kids? High risk kids?

Assoc Director DeWeert - We can manipulate content to serve these students in most cases. Communication between all involved will be key. It is a workable system.

Director Haas - Good work on this new opportunity

Assoc. Director DeWeert - This has been a team effort

Superintendent Tack - We are excited for this option based on needs/circumstances

Director Conrad - What are other schools using?

Superintendent Tack - Vancouver is just 2 days behind us on this move.

Director Haas - It is important that we communicate with parents the opportunities that this presents for families, not only for academics but also for social growth by being able to participate in sports/clubs/assemblies etc.

Adjourn meeting 4:49 pm

X

President

X

Secretary

MINUTES
KELSO SCHOOL DISTRICT
MEETING OF THE BOARD OF DIRECTORS
07/13/20

The regular meeting of the Board of Directors of Kelso School District No. 458 was called to order at 5:00 p.m. at the RoyParsons Executive Board Room through a Zoom online/phone platform.

Board Members: Leah Moore (In Person)
Karen Grafton – Vice President (Zoom)
Jeane Conrad (In Person)
Mike Haas - President (In Person)
Ron Huntington (Zoom)

Cabinet Members: Scott Westlund – Chief Financial Officer (Phone In)
Holly Budge – Director of Human Resources (Absent)
Don Iverson – Director of Student Services (In Person)
Heather Ogden – Director of Special Programs (Zoom)
Kim Yore – Director of Teaching & Learning (Absent)
Lacey DeWeert – Associate Director of Teaching & Learning (Zoom)

Superintendent: Mary Beth Tack (In Person)

Asst. Secretary: Molly Guler (In Person)

OTHERS PRESENT – Cindy Cromwell, Andy Twyman, Jason Coburn

COMMUNICATIONS, CORRESPONDENCE & INTRODUCTIONS

COMMENTS & QUESTIONS –

No emails were submitted with comments or questions.

APPROVAL OF AGENDA - Motion Passed

Motion to Approve By: Director Moore

Seconded By: Director Conrad

APPROVAL OF CONSENT AGENDA - Motion Passed

Minutes of June 15, 2020, Regular Board Meeting

Certificated Personnel:

New Hire: 2020/2021 School Year - Hailey Allais (Catlin), Samantha Brosnan (CMS), Katherine Olason (CMS), Sarah Schill (Beacon Hill), Justin Sitch (Counselor - KHS)

Resignations: Effective August 3, 2020 - Timothy Belmont (CMS), Kacie DeRosier (Beacon Hill), Makaio Mobbs (KHS). Effective August 31, 2020 - Tammy Ramseth (Butler Acres)

Out of Endorsement Waiver: Effective August 21, 2020 - Thressa Anderson (HMS), Angela Green (CMS), Jason Dieter (CMS), Jennifer Hayden (CMS), Tyler Hutchison (Wallace), Peter Kooiman (KHS), Hilary Walther (KHS)

**KELSO SCHOOL DISTRICT
SUPPLEMENTAL CONTRACTS ISSUED:
June 11, 2020 - July 9, 2020**

Date Issued	2019/20	Position	Bldg
7/7/2020	Wheatley, Janell	Excess Student Options - 3rd Tri	Rose Valley
7/7/2020	Bush, Lynn	Excess Student Options - 3rd Tri	Rose Valley
7/7/2020	Latham, Alison	Excess Student Options - 3rd Tri	Rose Valley
6/15/2020	Birdsell, Rob	Supervision - KVA	KHS
6/15/2020	Birdsell, Rob	Supervision - Loowit	KHS
6/22/2020	Hamilton, Jennifer	Summer School	KHS
6/22/2020	Hyde, Tamara	Summer School	KHS
6/22/2020	Rice, Jon	Summer School	KHS
6/22/2020	Dollemore, Darin	Summer School	KHS
6/23/2020	Mury, Michelle	Excess Student Options -3rd Tri	KHS
6/23/2020	Olson, Cindy	Excess Student Options -3rd Tri	KHS

Classified Personnel:

New Hires: Effective May 28, 2020 - Tommy Booterbaugh (Maintenance). Effective July 1, 2020 - Kory Rollman (Maintenance), Michele Nerland (Communications), Drew Tack (Maintenance), Hunter Stephenson (Maintenance). Effective August 19, 2020 - Tiffany Sorensen (Paraeducator). Effective September 2, 2020 - Madysen Huntington (Paraeducator)

Classification Change: Effective July 1, 2020 - Courtney Peonio (Admin Assistant)

Return From Lay-Off: Effective May 18, 2020 - Todd Johansen (Maintenance), Ryan Parsons (Maintenance)

Resignations: Effective August 3, 2020 - Denise Huffman (KHS)

Retirements: Effective August 31, 2020 - Debbie Fick (Barnes)

Non Rep Salary Schedule Update

Contracts and Agreements

For Board Approval: July 13, 2020

SUMMARY OF CONTRACTS / AGREEMENTS WITH KELSO SCHOOL DISTRICT

Company/Provider	Sponsor	Description of Services	Amount
Collins Architectural Group	Scott Westlund	Change Orders - Carrolls Elementary Modernization No. 9: Stainless Steel Backsplash in Kitchen No. 13: Remove BA Expanded Metal R1 No. 15: Conceal Wire in soffit R1 No. 16: Delete Boiler Rm Strongbacks No. 17: Remove and Reinstall BB Backboard No. 19: Replaces Doors 01,02,03,04,05,06,07,15,16,18A,20,21,27,30,31 No. 21: Replace Century Link Conduit No. 24: Raise Elect Service Entrance R1 No. 26: Delete Pipe Insulation	Plus \$1,379.00 Plus \$1,646.00 Plus \$2,751.00 Deduction (\$352.00) Plus \$187.00 Plus \$4,567.00 Plus \$1,116.00 Plus \$8,792.00 Deduction (\$1,636.00)
Eastside Psychology Andrea Shadrach	Holly Budge/ Heather Ogden	To provide psychologist services for 20/21	Cost is \$127.50/hr with max of \$75,000
Gaggle.Net, Inc.	Scott Westlund	To provide archiving of KSD Staff Email 6/30/20-10/1/20	Cost is \$8,360.00
GB Manchester Technology Systems	Gary Schimmel	To provide alarm monitoring for Butler Acres Temp Classrooms	Cost is \$40.50/mo, \$540/annual
Hewlett Packard Enterprise (HPE)	Scott Westlund	To provide donations of Aruba Education Connectivity Bundles during COVID-19 Pandemic	No cost to District
Inter-Agency - Construction Services Group (CSG)	Scott Westlund	Amendment to original agreement to increase compensation to Construction Management Services as put forth in Attachment A	Increase from \$3,861,497 to \$4,024,581 for an increase of \$163,084.00
Inter-Agency-LCC Head Start/EHS/ECEAP	Holly Budge/ Heather Ogden	To provide full service implementation to preschool children eligible for special education from 7/1/20 to 6/30/21	Non-Financial to District
Materials Testing & Consulting (MTC)	Scott Westlund	To provide materials testing and special inspection services for Butler Acres Project	Estimated cost is \$25,154.00

Public Consulting Group Inc (PCG)	Holly Budge/ Heather Ogden	To provide assistance in billing Medicaid for covered school-based health services under the SBHS program	Cost is 9% of the net reimbursement amounts from Medicaid with minimum fee of \$3,000.00 per contract year
Renaissance	Pam Bauman	Quote #2331496: to provide Accelerated Reader Subscription for Barnes, Beacon Hill, Butler Acres, Carrolls, Catlin, CMS, HMS, Rose Valley and Wallace schools for 3 years	Grand total cost is \$19,084.21
Renaissance	Pam Bauman	Quote #2334601: to provide Star Early Literacy, Star Math & Star Reading for Barnes, Beacon Hill, Butler Acres, Catlin, CMS HMS, Kelso High, Rose Valley & Wallace schools for 3 years	Grand total cost is \$123,234.87
The Stepping Stones Group	Holly Budge/ Heather Ogden	To provide SLP Cindy Kyle through 7/17/2021	Cost is \$80/hr
Tacoma Dome Hotel	Cathy Usher	To provide rooms for KHS Wrestling 2/18/21-2/20/21	Cost is \$229.99-\$249.99 per rm per night
Vision/Orientation & Mobility Contract Dr. Kathy Botsford	Holly Budge/ Heather Ogden	To provide consultative services to KSD Special Education Department Aug 1, 2020 thru June 30, 2021	Cost is \$120.00/hr for all accountable services rendered which includes travel costs & benefits not to exceed \$24,000.00

ESD 112 CONTRACTS

Communications Services	Mary Beth Tack	To provide graphic design and crisis communications services	Cost not to exceed \$6,300.00
Prevention/Intervention Student Asst	Don Iverson	To provide on-site Chemical Dependency Professional	Cost not to exceed \$61,350.00
Digital Media Cooperative - Proquest	Kim Yore	To provide and coordinate access to online research databases	Total License Fee is \$2,750.00
Quest Academy	Mary Beth Tack	To provide academic services and behavioral support in a therapeutic environment at Quest Academy, a day treatment program	Cost is: Level 1 \$6,555.00 per student Level 2 \$9,115.00 per student Level 3 \$9,989.00 per student
Student Threat Assessment	Don Iverson	To provide participation in Student Threat Assessment Program	Cost not to exceed \$13,710.57
Transition School Program	Don Iverson	To provide an educational program for students who have been suspended long-term, expelled or otherwise removed from school	Cost is 10% of District's annual BEA per student per month

Warrants

July 13th, 2020			
General Fund	Warrant Date	Amount	Warrant Number
Payroll	6/30/2020	\$4,733,172.11	257593-257625
AP- Emp ACH	6/30/2020	\$5,282.74	257626
AP	6/30/2020	\$1,322,779.28	257627-257774
AP- Comp Tax	6/30/2020	\$1,366.50	257775
AP- Prepay	6/30/2020	\$49,007.68	257776
AP	7/1/2020	\$26,147.00	257777
Payroll	7/1/2020	\$774.52	257778
AP- Benefits	7/1/2020	\$1,496.06	257779-257782
Capital Projects Fund			
AP	6/11/2020	\$78,758.87	3273
AP	6/30/2020	\$4,598,944.92	3274-3293
ASB Fund			
AP - Emp ACH	6/30/2020	\$93.60	30773
AP	6/30/2020	\$9,787.14	30774-30781
AP- Comp Tax	6/30/2020	\$13.50	30782
Trust & Agency Fund			
AP	6/30/2020	\$3,237.11	1658-1659
AP- Comp Tax	6/30/2020	\$194.40	1660

Motion to Approve by: Director Grafton

Seconded by: Director Huntington

UNFINISHED BUSINESS

APPROVED POLICY AND PROCEDURE 3207 & 3207P PROHIBITION OF HARASSMENT, INTIMIDATION, AND BULLYING (2ND READING) - DIRECTOR IVERSON

Updated language of definition in legislature surrounding harassment and bullying. Procedure added a paragraph regarding Behaviors/Expressions. No significant changes to the policy or procedure.

Motion to Approve by: Director Moore

Seconded by: Director Huntington

APPROVED POLICY AND PROCEDURE 3225 & 3225P SCHOOL BASED THREAT ASSESSMENT (2ND READING) - DIRECTOR IVERSON

New policy and procedure for Kelso School District. We have had a process in place since 2015. This board policy just secures our legal responsibility.

Motion to Approve by: Director Huntington

Seconded by: Director Grafton

NEW BUSINESS

HEARD BOND CONSTRUCTION UPDATE FROM CSG (ANDY TWYMAN)

Completed: CTE Projects, Stadium Projects (Field, Railings, Elevator, Sound System)

Construction: Wallace, Lexington, Carrolls, HS Gym Floors and Bleachers, HS Pool Refinish, District Wide Phone System

Design: Huntington Middle School

WALLACE ES | CONSTRUCTION



Current Activities:

Exterior Siding and Paint
2nd Floor Mech/Elec/Plumbing/Fire Sprinkler Rough-Ins
Storefront Installation
Finish Paint and Acoustical Ceilings in Area A



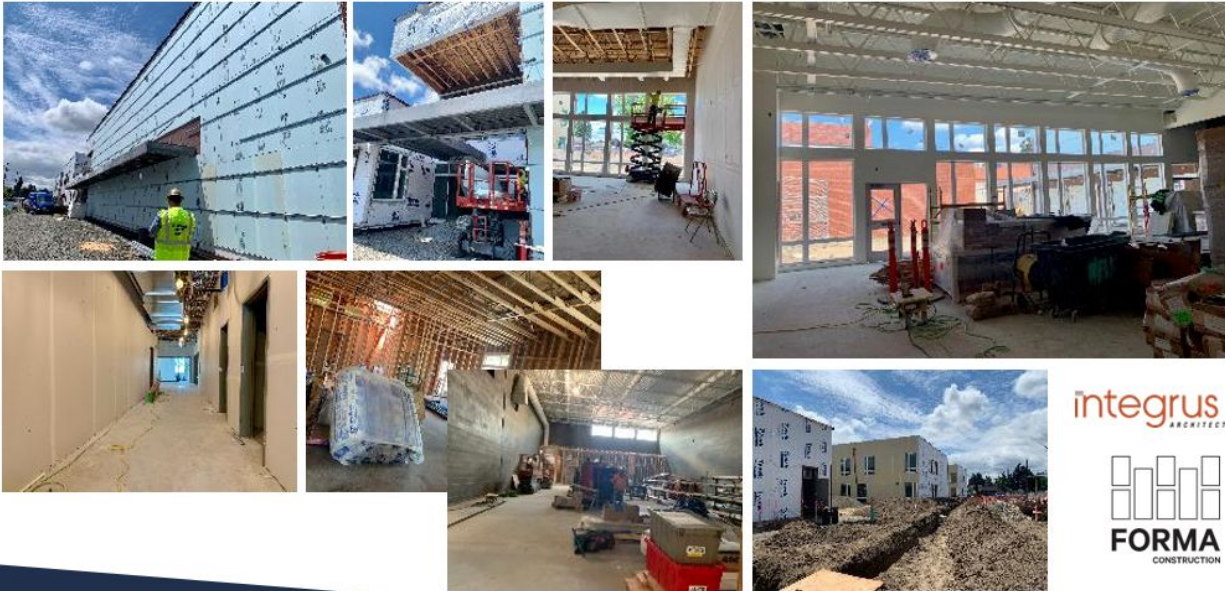
Upcoming Milestones:

July 20 Elevator Installation
August 13 Casework Install
September 20 Envelope Complete

November 2020 Substantial Completion
February 2021 Project Completion



WALLACE ES | CONSTRUCTION



LEXINGTON ES | CONSTRUCTION



Current Activities:

Area A:

- First floor Mech/Elec/Plumbing/Fire Sprinkler Rough-ins
- Wall Framing
- Roofing insulation and curbs

Area B:

- Structural Steel and Pan Decking in Area B



Upcoming Milestones:

July 2021

Project Completion



LEXINGTON ES | CONSTRUCTION



CARROLLS ES | CONSTRUCTION



Current Activities:

- Asphalt and curbs this week on site
- Interior framing, insulating, and new window installation
- M/E/P rough in continues
- Roofing completion

Upcoming Milestones:

August 2020 Project Completion



CARROLLS ES | CONSTRUCTION



BUTLER ACRES ES | BID AWARD



Current Activities:

OSPI
 BID Award / Resolutions to move forward tonight - Pease Construction
 Base Bid + Bid Alt 1,2,3, 6A = **\$11,066,820 (pretax)**
 Preconstruction Meeting
 Portables and Storage Containers on Site



Upcoming Milestones:

July 2020 Construction
 August 2021 Project Completion



HUNTINGTON MS | DESIGN



Current Activities:

Schematic Design Completed for District review

Upcoming Milestones:

August – October 2020	Design Development
August 2020	Value Engineering Study
August 2020	Pre-App w/ City of Kelso
Late August 2020	Design Advisory Committee MTG #4
October – Jan 2021	Construction Documents
Spring/Summer 2021	BID
Summer 2021 – Summer 2022	Construction

KELSO HS GYM FLOOR & BLEACHERS | CONSTRUCTION



Current Activities:

Gym Floor Wood 80% installed
Sanding and Graphics
Bleacher Install

Upcoming Milestones

August 2020 Completion



KELSO HS POOL | CONSTRUCTION



Current Activities:

Demolition of finishes and prep for new surface and tile

Upcoming Milestones:

August 2020 Completion



APPROVED RESOLUTION 2019/20-26 BUTLER ACRES MODERNIZATION BID - SCOTT WESTLUND

To the lowest bidder, Pease Construction:

Base Bid Main Construction Package:

Alternate #1 Add Additional Canopy	\$10,637,100
Alternate #2 New Chiller and Related Work	\$100,000
Alternate #3 Replace Gym Floor	\$184,690
Alternate #6A Library Casework with Plastic Laminate	<u>\$38,250</u>
Total Bid Award	\$11,066,820

Motion to Approve by: Director Moore

Seconded by: Director Huntington

Unanimously Approved

APPROVED RESOLUTION 2019/20-24 WIAA RENEWAL - JASON COBURN

Board approves Kelso School District membership with the Washington Interscholastic Activities Association (WIAA) and as members, will follow the WIAA Rules and Regulations.

Motion to Approve by: Director Conrad

Seconded by: Director Grafton

Unanimously Approved

APPROVED RESOLUTION 2019/20-25 CREDIT CARD USE -SCOTT WESTLUND

Mary Beth Tack – Superintendent	\$ 7,500
Scott Westlund – Chief Financial and Operations Officer	\$ 7,500
Christine McDaniel – Kelso High School Principal	\$ 10,000
Kim Yore – Director of Teaching & Learning	\$ 25,000
Don Iverson – Director of Programs & Assessment	\$ 15,000
District Card – Title and LAP Programs	\$ 15,000
Greg Gardner – Principal Coweeman Middle School	\$ 5,000
Laura Hiatt – Principal Huntington Middle School	\$ 5,000
Rob Birdsell – Assistant Principal / ASB Advisor	\$ 10,000
Holly Budge – Director of Human Resources	\$ 5,000
Molly Guler – Executive Assistant to Superintendent	\$ 5,000
District Card – Fiscal Office	\$ 15,000
Gary Schimmel – Facilities/Maintenance Supervisor	\$ 5,000
Heather Ogden – Director of Special Education	\$ 5,000
David McDaniel – Transportation Supervisor	\$ 5,000
Kaydee Harris – Food Services Supervisor	\$ 5,000
District Card – Maintenance Department	\$ 5,000
Melissa Boudreau, CTE Administrator	\$ 7,500
Jason Coburn, Athletic Director	\$ 7,500

Motion to Approve by: Director Huntington

Seconded by: Director Moore

Unanimously Approved

APPROVED EXPANSION OF KELSO VIRTUAL ACADEMY K-12 - LACEY DEWEERT

Notes in the Work Session Minutes

Haas - expressing appreciation for the district for expanding the opportunities for our families.

Motion to Approve by: Director Grafton

Seconded by: Director Conrad

Unanimously Approved

APPROVED MEAL PRICE ADJUSTMENT FOR 2020/21 - SCOTT WESTLUND

Below is a table that summarizes the proposed changes:

	<u>Meal Prices 2019/20</u>	<u>Proposed Prices 2020/21</u>
Student Paid Elementary	\$2.90	\$2.95
Student Paid MS/HS	\$3.15	\$3.20
Adult Lunch	\$3.70 w/o milk	\$3.75
	\$4.05 w/ milk	\$4.10
Student Paid Breakfast All Ages	\$1.70	\$1.75
Adult Breakfast	\$2.10	\$2.15

The District requests the Board to approve the above rate increases effective for the 2020/21 school year.

Motion to Approve by: Director Moore

Seconded by: Director Huntington

Unanimously Approved

HEARD 2020/21 BUDGET UPDATE - SCOTT WESTLUND

Below are a few quick highlights of the 2020/21 Budget to share.

1. Projected enrollment for 2020/21 is 4,961. Enrollment for the 2019/20 school year was 4986.
2. Projected staffing levels (FTE) are shown below.

	<u>Certificated</u>	<u>Classified</u>
2020/21	344	227
2019/20	346	223
2018/19	371	234

3. Total Revenue and Financing Sources – Revenue for 2020/21 is budgeted at \$73,271,641, compared to 2019/20 budget at \$70,258,589, and \$70,362,848 in 2018/19. New revenue related to salary/benefit increase from Legislature, and federal CARES Act funding to support distance learning.
4. Total Expenditures – Expenses for 2020/21 are budgeted at \$73,625,740, compared to 2019/20 at \$70,602,812, and \$70,369,493 in 2018/19.
5. General fund budget has an overall deficit of \$494,099 in 2020/21 compared to a budgeted deficit of \$484,223 deficit in 2019/20. It is likely that the deficit will not materialize unless unexpected circumstances and conditions create require spending beyond normal circumstances.
6. However, 2020/21 may be like no other school year we have ever experienced due to COVID-19, particularly around stability of enrollment, and excess costs for health and safety measures

**2020/21 Budget
Revenue**

1100	LOCAL PROPERTY TAX (Levy Amount @ 99% Collection Rate)	\$ 4,891,814.00
1400	LOCAL IN LIEU OF TAXES	\$ 100,000.00
1500	TIMBER EXCISE TAX	\$ 92,360.00
	Total 1000	\$ 5,084,174
2100	TUITION AND FEES	\$ 15,000.00
2200	SALE OF GOODS	\$ 20,000.00
2231	CTE SALE OF GOODS	\$ 10,000.00
2289	OTHER COMMUNITY SERVICES (Pool & Fitness Ctr)	\$ 50,000.00
2298	FOOD SERVICES	\$ 430,000.00
2300	INVESTMENTS	\$ 100,000.00
2500	GIFTS & DONATIONS	\$ 50,000.00
2600	FINES AND DAMAGES	\$ 10,000.00
2700	RENTALS	\$ 35,000.00
2800	INSURANCE RECOVERY	\$ 500.00
2900	LOCAL NON-TAX	\$ 65,000.00
2910	E-RATE	\$ -
	Total 2000	\$ 785,500
3100	APPORTIONMENT	\$ 41,364,788.00
3121	SPECIAL EDUCATION PORTION OF GENERAL EDUC	\$ 1,684,596.00
3300	LOCAL EFFORT ASSIST (LEA)	\$ 3,995,000.00
3600	STATE FOREST	\$ 55.00
	Total 3000	\$ 47,044,439.00
4100	SPECIAL PURPOSE	
4121	STATE SPECIAL EDUCATION (Bud Inc. S/N estimate of \$710K in 2020/21)	\$ 7,020,229.00
4122	SPED INFANT AND TODDLER 0 - 2	\$ -
4155	LEARNING ASSIST. (LAP)	\$ 3,040,043.00
4158	SPECIAL AND PILOT PROGRAM	\$ 343,425.00
4165	TRANS. BILINGUAL (ESL)	\$ 445,012.00
4174	HIGHLY CAPABLE	\$ 139,145.00
4198	FOOD SERVICES	\$ 38,595.00
4199	TRANSPORTATION	\$ 2,550,000.00
4300	OTHER STATE AGENCIES	\$ -
4321	SPECIAL EDUCATION/HCA	\$ -
	Total 4000	\$ 13,576,449.00
5500	FEDERAL FORESTS	\$ 16,165.00
	Total 5000	\$ 16,165.00
6124	HDCPD. SUPP. FED. (IDEA & Pre-School, 611/624)	\$ 1,043,036.00
6138	VOCATIONAL ED., FEDERAL (Carl Perkins)	\$ 40,000.00
6151	TITLE 1	\$ 1,383,800.00
6152	TITLE 2	\$ 315,300.00
6164	TITLE III - LIMITED ENGLISH PROFICIENCY	\$ 41,824.00
6176	COVID-19 CARES ACT	\$ 700,000.00
6189	OTHER COMMUNITY SERVICE	\$ -
6198	FOOD SERVICES	\$ 1,650,000.00
6268	INDIAN EDUCATION	\$ 30,954.00
6300	FEDERAL GRANTS	
6321	MEDICAID REIMBURSEMENT	\$ 40,000.00
6998	USDA COMMODITIES	\$ 160,000.00
	Total 6000	\$ 5,404,914.00
7121	HANDICAPPED (from other districts)	\$ -
7100		\$ -
7189	OTHER COMMUNITY SERVICE	\$ -
7199	TRANSPORTATION	\$ -
	Total 7000	\$ -
8100	AGENCIES & ASSOCS., GRANTS	\$ 1,300,000.00
8189	COMMUNITY SERVICES	\$ 500.00
8200	FOUNDATION GRANTS	\$ 18,000.00
8500	REVENUE FROM ESD	\$ 40,000.00
	Total 8000	\$ 1,358,500.00
9300	SALE OF EQUIPMENT	\$ 1,500.00
	Total 9000	\$ 1,500.00
	TOTALS	\$ 73,271,641.00

**2020/21 Budget
Program Expenditures**

2020-21 Budget

01	BASIC EDUCATION	\$ 37,689,561.00
02	ALTERNATIVE LEARNING EXP	\$ 137,556.00
3	CREDIT RECOVERY PRG	\$ 118,350.00
21	HANDICAPPED, BASIC, STATE	\$ 9,032,583.00
22	SPED, INFANTS/TODDLERS	\$ -
24	HANDICAPPED, SUPPL, FED	\$ 967,081.00
31	CTE, BASIC	\$ 2,909,817.00
34	CTE MIDDLE SCHOOL	\$ 442,913.00
38	CTE FEDERAL PERKINS	\$ 38,208.00
51	TITLE 1	\$ 1,510,539.00
52	SCHOOL IMPROVEMENT	\$ 301,434.00
55	LEARNING ASSISTANCE	\$ 2,903,849.00
58	SPECIAL & PILOT, STATE	\$ 343,425.00
64	TITLE III FEDERAL	\$ 39,915.00
65	TRANSITIONAL BILINGUAL	\$ 445,012.00
68	INDIAN EDUCATION, FEDERAL	\$ 30,954.00
69	OTHER COMPENSATORY	\$ 18,000.00
74	HIGHLY CAPABLE	\$ 139,145.00
79	INSTRUCTIONAL PROGRAMS	\$ 1,390,605.00
89	OTHER COMMUNITY SERVICE	\$ 40,533.00
97	DISTRICT-WIDE SUPPORT	\$ 9,759,093.00
98	FOOD SERVICE	\$ 2,728,855.00
99	PUPIL TRANSPORTATION	\$ 2,638,312.00
TOTAL PROGRAM EXPENDITURES		\$ 73,625,740.00
TRANSFERS OUT		\$ 140,000.00
TOTAL EXPENDITURES WITH TRANSFERS		<u>\$ 73,765,740.00</u>

Estimated Revenue 2020/21 \$ 73,271,641.00

Surplus / (Deficit) **\$ (494,099.00)**

APPROVED BAND BOOSTER DONATION - SCOTT WESTLUND

We received a check for \$6650.55 from the Kelso Music Booster as a donation to help offset the cost of transportation for the KHS Marching Band for three marching band competitions during the Fall of 2019.

I would ask that the Board accept this donation as required under Board Policy 6114. Under Policy 6114, the Board must approve the acceptance any gift to the district, school, department or classroom of money, materials, or equipment having a value of \$5,000.00 or greater.

Motion to Approve by: Director Huntington

Seconded by: Director Grafton

Unanimously Approved

HEARD POLICY 3131 DISTRICT AREA TRANSFERS (1ST READING)- DON IVERSON

Changed name to Transfers

Added section, "Reporting Transfers out of the District". This addresses when a student moves out of the district without notification of where they will be enrolling. To address these challenges, the district will follow the Comprehensive Education Data and Research System (CEDARS) Reporting Guidance for reporting students as confirmed or unconfirmed transferred both inside and outside of Washington.

To confirm the transfer of a student who has emigrated to another country, the district will obtain written confirmation, but need not obtain an "official" writing. This means that if a parent informs a school administrator that the family is leaving the country and a school administrator documents the conversation in writing and includes it in the students file, the district may report the out of country transfer as confirmed. This information must come from a parent/guardian.

This is already our practice. Moved to 2nd reading.

HEARD POLICY 3211 & 3211P GENDER-INCLUSIVE SCHOOLS (1ST READING) -DON IVERSON

Name changed to "Gender-Inclusive Schools" from Transgender Students. Other changes include language and key terms such as "assigned sex at birth", Cisgender and, Gender Expansive. It states that before contacting a student's parents, the school will consult with the student about the student's preferences regarding family involvement and honor those preferences.

Provide staff who is trained surrounding this area.

This is already our current practice. Moved to 2nd reading.

HEARD POLICY 3413 & 3413P STUDENT IMMUNIZATIONS & LIFE THREATENING HEALTH CONDITIONS (1ST READING) - DON IVERSON

3 major focuses

Medically verified records

Conditional status

TDap changes

Aug 1st

New to district parents only affected.

Moved to 2nd reading.

SUPERINTENDENT REPORT

- July updates, update director Ogden to our team as Director of Special Programs
- OPMA has been adjusted to August 1st
- Extended school year program started today. Supporting sped students started today. 5 at CMS and 5 at Barnes. Also started the 3rd week of summer school as well as our summer athletic program. Gives us a chance to start our sanitizing. Karen Grafton: What happens if a student tests positive in a summer program. Superintendent Tack: If confirmed case, we get guidance from Dept of Health.
- Reopening task force. Many moving parts. Work collaboratively. Heath and science experts directing our. Reminder 22 members. Next meeting Aug 6. Key documents that guide come from CDC and department of health, governor OSPI and L&I being most binding. Commitment is communication every 2 weeks. Next is around KVA. Aug draft model emailed out next Monday. Dynamic and ever changing process. Directors are doing great work. Couldn't as for a better team moving forward. Conrad: Do we need to get our plan approved by OSPI? Timeline? Superintendent Tack: Yes

FOR THE GOOD OF THE ORDER

- No Comments

Adjourn meeting 5:55 pm to executive session

X

President

X

Secretary

CERTIFICATED PERSONNEL

August 10, 2020

New Hires:

Martelli, Tailor - Counselor, Carrolls & Rose Valley Elementary
.50 FTE
Effective: 2020/21 School Year

Leave of Absence:

Guttormsen, Abby - Teacher, Wallace Elementary
.40 FTE Leave of Absence
Effective: 2020/21 School year

Return from Leave of Absence:

Phipps, Jennifer - Teacher, Beacon Hill Elementary
1.0 FTE
Effective: 2020/21 School year

Resignations:

Leipold, Timothy - Assistant Principal, Catlin Elementary
1.0 FTE
Effective June 30, 2020

Davis, Dixie - Psychologist, Undesignated
.50 FTE
Effective August 5, 2020

Retirements:

Mason, Kimberly - Teacher, Huntington Middle School
1.0 FTE
Effective August 31, 2020

Out of Endorsement Waiver:

Boyer-Blum, Angie - Teacher, Carrolls Elementary School
1.0 FTE
Effective August 21, 2019

Heasley, John - Teacher, Huntington Middle School
1.0 FTE
Effective August 21, 2019

Klayum, Keri - Teacher, Wallace Elementary
1.0 FTE
Effective August 13, 2019

* = Leave Replacement
TBD = To Be Determined

Distribution List: Human Resources, Payroll, KEA, Student Records Manager, Cody Reid

* = Leave Replacement
TBD = To Be Determined

Distribution List: Human Resources, Payroll, KEA, Student Records Manager, Cody Reid

CLASSIFIED PERSONNEL
August 10, 2020

New Hires:

* Westlund, Tyler - Seasonal Computer Support Technician - Administration
8.0 hrs/day, 37 days/year
Effective: July 9, 2020

* Allen, Tanner - Seasonal Maintenance/Grounds Support - Maintenance
8.0hrs/day, 36 days/year
Effective: July 13, 2020

Resignations:

Chambers, Megan - Paraeducator, Sped Significant Student Specific - Kelso High School
6.5hrs/day, 191 days/year
Effective: August 3, 2020

Velardie - Pelayo, Maria - Food Service Helper, Food Service - Kelso High School
5.25 hrs/day, 190 days/year
Effective: August 3, 2020

Studer, Mellany - Office Clerk - Kelso High School
8.0hrs/day, 191 days/year
Effective: September 1, 2020

McNew, Karen - Paraeducator, Sped Preschool - Wallace Elementary
6.5hrs/day, 153 days/year
Effective: July 14, 2020

Retirements:

Gleason, Cindy - Custodian, Maintenance - Kelso High School
7.25 hrs/day, 260 days/year
Effective: September 30, 2020

* = Temporary Position
TSP = Timesheet Position
TBD = To Be Determined

Distribution List: Human Resources, Payroll, PSE 1/Field Office, PSE 1 President, Cody Reid, Student Records
Mgr, PSE 2/Field Office, Special Programs

SUMMARY OF CONTRACTS / AGREEMENTS WITH KELSO SCHOOL DISTRICT

Company/Provider	Sponsor	Description of Services	Amount
Collins Architectural Group	Scott Westlund	<p>Change Orders for Carrolls Elementary Modernization:</p> <p>#20 Replace Sanitary Line</p> <p>#22 Add Replace existing hardware</p> <p>#23 Roof Dryrot</p> <p>#25 Non-motorized projector screen</p> <p>#27 Security System Revisions</p> <p>#29 Provide power to sump pump located in new water vault</p> <p>#30 Soft Sport Over Ex</p> <p>#31 Removal & repair floor in Classroom 3</p> <p>#32 Signage Revision</p> <p>#33 Epoxy in restrooms</p>	<p>\$2,441.00 Addition</p> <p>\$3,634.00 Addition</p> <p>\$5,315.00 Addition</p> <p>\$1,163.00 Deduction</p> <p>\$2,837.00 Addition</p> <p>\$1,228.00 Addition</p> <p>\$14,989.00 Addition</p> <p>\$15,929.00 Addition</p> <p>\$3,097.00 Addition</p> <p>\$8,470.00 Addition</p>
Davis Demographics & Planning Inc	Scott Westlund	To provide professional services in demographic analysis, enrollment forecasting, facilities planning, committee & public meeting support, geographic information data development, (GIS), GIS software, training or other services requested 7/28/2020 - 6/30/2024	Cost is \$9,900.00 annually for 3 years
FORMA Construction	Scott Westlund	<p>Change Order for Wallace Elementary:</p> <p>#CCD-018</p> <p>1. 281300</p> <p>A. Modify 281300/2.1B/1 from Quantity 200 to Quantity 0</p> <p>B. Modify 281300/2.1/B/2 from HID 610 or equal to...HID Signo 40NKS-01-00001H for wall-mounted applications and HID Signo 20NKS-01-00001H for mullion-mounted applications</p> <p>2. 281600</p> <p>A. Add 281600/2.2/A/2 n. keypad to be Bosch B920</p>	<p>"The proposed basis of adjustment to the Construct Sum is as follows: As provided by Article 7.3 and 7.5 of the General Conditions"</p>

#CCD-019

- 1. 096466
 - A. Add the following to 096466/1.3/B/3
 - 5. Four practice basketball free-throw lines
 - 6. Two pickleball courts

"The proposed basis of adjustment to the Contract Sum is as follows:
As provided by Article 7.3 and 7.5 of the General Conditions"

#CCD-020

- 1. Sheets A411 - A415
 - A. Add "FOIC" at the end of each of the following items in the "TOILET ROOM LEGEND":
 - 4** Toilet Paper Dispenser
 - 4B** Elementary Toilet Paper Dispenser
 - 5** Seat Cover Dispenser
 - 5B** Elementary Seat Cover Dispenser
 - 5C** Accessible Seat Cover Dispenser
 - 7** Soap Dispenser
 - 7B** K Soap Dispenser
 - 9** Paper Towel Dispenser
 - 9B** Elementary Paper Towel Dispenser

"The proposed basis of adjustments to the Contract Sum is as follows:
As provided by Article 7.3 and 7.5 of the General Conditions"

GB Manchester	Gary Schimmel	Alarm monitoring agreement-Butler Acres Temp Classrooms	Annusal Cost is \$540.00 @ \$40.50/mo
Health Science Careers/Nursing Asst	Melissa Boudreau	To provide training in health science careers/nursing asst. for students enrolled in program 2020/2021	Cost is \$97,437.60 for instructor salaries & \$16,864.20 for clinical supervision srvs
Interagency Community Integrated Health Services LLC	Don Iverson	To provide mental health & family services including psycho-social intake & assessments, individual therapy sessions, group therapy sessions, family sessions & inter-agency staffing	Non-financial
Interagency CORE Health	Don Iverson	To provide mental health & family services including psycho-social intake & assessments, Substance Use Disorder services, individual therapy sessions, group therapy sessions, family sessions & inter-agency staffing	Non-financial

Interagency Sea Mar Community Health Centers	Don Iverson	To provide mental health and family services including psycho-social intake and assessments, individual therapy sessions, group therapy sessions, family sessions & inter--agency staffing 2020/2021	Non-financial
Pease Construction Inc	Scott Westlund	General contractor agreement for Butler Acres Elementary School Modernization and Additions	Estimated cost \$11,028,570.00 plus tax
Seacliff Educational Solutions	Brenda Sargent	To provide eBoard Subscription Renewal for 2020/2021	Cost is \$2,500.00
Youth & Family Link	Don Iverson	To provide after school tutoring for TITLE VI qualified students at Wallace, Catlin, Barnes, Huntington and Coweeman	Cost is no more than \$30,954.00
ESD 112			
Certification Services	Holly Budge/ Heather Ogden	To provide certification services to KSD	Cost not to exceed \$2,941.54 (\$.059 per FTE)
Commercial Driver Drug & Alcohol Testing Consortium	Tim Peterson/ Holly Budge	To provide Drug & Alcohol testing for drivers who are required to have a commercial driver's license to perform their employment responsibilities	Cost not to exceed: \$215.00 annual admin fee \$ 81.00 per drug test \$ 50.00 onsite testing fee \$ 50.00 per participant spvsr trng
SW Washington Career Connected Learning Network	Melissa Bourdreau	To provide support for the STEM collaborative	Cost not to exceed \$7,500.00

General Fund

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 July 13, 2020, the board, by a _____ vote, approves payments, totaling \$14,790.41. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF CCT:
Warrant Numbers 257783 through 257783, totaling \$14,790.41

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

Check Nbr	Vendor Name	Check Date	Check Amount
257783	ESTATE OF MICHELE M. EAVES	07/15/2020	14,790.41

1	Computer	Check(s) For a Total of	14,790.41
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General Fund

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 July 13, 2020, the board, by a _____ vote, approves payments, totaling \$38,291.76. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF CCT:
Warrant Numbers 257784 through 257784, totaling \$38,291.76

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

Check Nbr	Vendor Name	Check Date	Check Amount
257784	EMPLOYMENT SECURITY DEPT	07/15/2020	38,291.76

1	Computer	Check(s) For a Total of	38,291.76
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General Fund

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 July 13, 2020, the board, by a _____ vote, approves payments, totaling \$21,147.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF CCT:
Warrant Numbers 257785 through 257785, totaling \$21,147.00

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

Check Nbr	Vendor Name	Check Date	Check Amount
257785	ENTERPRISE CAR SALES	07/28/2020	21,147.00
1	Computer	Check(s) For a Total of	21,147.00

General Fund

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 July 13, 2020, the board, by a _____ vote, approves payments, totaling \$4,640,244.51. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF CCT:
Warrant Numbers 257786 through 257817, totaling \$4,640,244.51

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

Check Nbr	Vendor Name	Check Date	Check Amount
257786	ACH Cowlitz County Treasurer	07/31/2020	2,226,096.40
257787	COWLITZ COUNTY TREASURER	07/31/2020	285,440.82
257788	COWLITZ COUNTY TREASURER	07/31/2020	474,820.90
257789	DEPT OF RETIREMENT SYSTEMS	07/31/2020	1,308.59
257790	DEPT OF RETIREMENT SYSTEMS	07/31/2020	166,779.23
257791	DEPT OF RETIREMENT SYSTEMS	07/31/2020	527,078.26
257792	DEPT OF RETIREMENT SYSTEMS	07/31/2020	12,844.49
257793	ESD 112 WORK/COMP	07/31/2020	32,546.08
257794	ESD 112 UNEMPLOYMENT COOP	07/31/2020	6,300.20
257795	Vendor Continued Check	07/31/2020	0.00
257796	HCA-SEBB BENEFITS	07/31/2020	791,604.00
257797	HCA-SEBB FLEX SPEND	07/31/2020	3,884.24
257798	HEALTH CARE AUTHORITY	07/31/2020	684.97
257799	HEALTH EQUITY	07/31/2020	867.00
257800	INFOARMOR INC	07/31/2020	128.55
257801	KELSO SCHOOLS FOUNDATION	07/31/2020	517.00
257802	KELSO TRANS CHAPTE	07/31/2020	97.50
257803	LEGALEASE GROUP	07/31/2020	390.88
257804	MALAIER, TRUSTEE, Michael G	07/31/2020	730.00
257805	METROPOLITAN LIFE	07/31/2020	5,409.56
257806	NATIONWIDE	07/31/2020	820.55
257807	Oregon Dept. of Revenue	07/31/2020	3,773.60
257808	PSE KELSO LOCAL	07/31/2020	536.00
257809	PUBLIC SCHOOL EMPLOYEES OF WA	07/31/2020	1,406.38
257810	PUBLIC SCHOOL EMPLOYEES OF WA	07/31/2020	9,794.29
257811	The Standard Insurance Company	07/31/2020	3,551.65
257812	THE OMNI GROUP	07/31/2020	37,675.00

Check Nbr	Vendor Name	Check Date	Check Amount
257813	UNITED WAY OF COWLITZ CO	07/31/2020	634.50
257814	VEBA TRUST	07/31/2020	9,800.00
257815	W.S.P.L.E.A.	07/31/2020	10.00
257816	WA ST SCHOOL RETIREES ASSOC	07/31/2020	147.00
257817	WEA PAYROLL DEDUCTIONS	07/31/2020	34,566.87
32	Computer	Check(s) For a Total of	4,640,244.51

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 July 13, 2020, the board, by a _____ vote, approves payments, totaling \$2,408.83. ~~The payments are further~~ identified in this document.

Total by Payment Type for Cash Account, GF CCT:
Warrant Numbers 257818 through 257818, totaling \$2,408.83

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

Check Nbr	Vendor Name	Check Date	Check Amount
257818	ACH-AP COWLITZ COUNTY TREASURE	07/31/2020	2,408.83

1	Computer	Check(s) For a Total of	2,408.83
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General Fund

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 July 13, 2020, the board, by a _____ vote, approves payments, totaling \$2,408.83. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF ACCOUNTS PAYABLE ACH:
ACH Numbers 192000501 through 192000522, totaling \$2,408.83

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

Check Nbr	Vendor Name	Check Date	Check Amount
192000501	Backstrom, Lane Katherine	07/31/2020	99.00
192000502	Boudreau, Melissa Mae	07/31/2020	20.81
192000503	Cowan, Brenda L	07/31/2020	135.00
192000504	Dollarhyde, Lavern Margaret	07/31/2020	145.00
192000505	Droke, Wendy Anne	07/31/2020	135.00
192000506	Fischer, Jessica Sue	07/31/2020	74.39
192000507	Ford, Ian M	07/31/2020	107.69
192000508	Hamilton, Jennifer Ann	07/31/2020	54.00
192000509	Hartley, Daniel Robert	07/31/2020	34.99
192000510	Hutchinson, Randy Lee	07/31/2020	45.00
192000511	Karnofski, Nancy A	07/31/2020	108.08
192000512	King, Sharalyne Cozette	07/31/2020	44.00
192000513	Luczek, Audrie Beth	07/31/2020	490.93
192000514	Mirenta, Kimberley K	07/31/2020	11.09
192000515	Paul, Lori Lynn	07/31/2020	24.91
192000516	Prescott, Denise Anne	07/31/2020	110.25
192000517	Ross, Aquilia Denarius	07/31/2020	2.12
192000518	Schuhmacher, Erin Ann	07/31/2020	309.90
192000519	Sholtys-Cromwell, Cindy May	07/31/2020	54.00
192000520	Stevens, Heidi L	07/31/2020	164.65
192000521	Streissguth, Lisa Renee	07/31/2020	99.00
192000522	Thomas, Megan Michele	07/31/2020	139.02

22 ACH Check(s) For a Total of 2,408.83

General Fund

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 July 13, 2020, the board, by a _____ vote, approves payments, totaling \$645,519.89. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF CCT:
Warrant Numbers 257819 through 257967, totaling \$645,519.89

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

Check Nbr	Vendor Name	Check Date	Check Amount
257819	95 PERCENT GROUP INC.	07/31/2020	8,932.56
257820	ACCOUNTABLE HEALTHCARE STAFFIN	07/31/2020	3,075.00
257821	ADVANCED MEDICAL PERSONNEL SER	07/31/2020	5,250.00
257822	Vendor Continued Check	07/31/2020	0.00
257823	Vendor Continued Check	07/31/2020	0.00
257824	Vendor Continued Check	07/31/2020	0.00
257825	AMAZON	07/31/2020	20,418.66
257826	ANNEX TOOLS LLC	07/31/2020	9,391.45
257827	ARAMARK	07/31/2020	169.60
257828	B & H PHOTO VIDEO	07/31/2020	862.64
257829	BAKER LUMBER CO.	07/31/2020	1,098.01
257830	Vendor Continued Check	07/31/2020	0.00
257831	Vendor Continued Check	07/31/2020	0.00
257832	BANK OF AMERICA	07/31/2020	21,190.76
257833	BARBO MACHINERY	07/31/2020	4,783.40
257834	BAXTER AUTO PARTS #23	07/31/2020	869.17
257835	BEACON HILL SEWER	07/31/2020	172.77
257836	BELL STUDIOS	07/31/2020	583.74
257837	BLICK ART MATERIALS	07/31/2020	70.05
257838	BOILER AND COMBUSTION SERVICE,	07/31/2020	3,825.93
257839	BOUND TO STAY BOUND BOOKS, INC	07/31/2020	1,449.34
257840	BUREAU OF ED & RESEARCH INC	07/31/2020	777.00
257841	BUSINESS OFFICE-REV FUND	07/31/2020	5,046.76
257842	CAREERSTAFF UNLIMITED	07/31/2020	2,190.00
257843	CARROLLS WATER ASSOCIATION	07/31/2020	216.00
257844	CASCADE NETWORKS	07/31/2020	7,636.00
257845	CASCADE NATURAL GAS	07/31/2020	2,359.43

Check Nbr	Vendor Name	Check Date	Check Amount
257846	CDW GOVERNMENT, INC.	07/31/2020	4,316.43
257847	CEDAR HOUSE MEDIA, LLC	07/31/2020	3,440.65
257848	CENTRAL WELDING SUPPLY	07/31/2020	6,397.20
257849	CITY OF KELSO	07/31/2020	12,509.00
257850	CITY OF KELSO - UTILITY DEPT	07/31/2020	18,334.44
257851	COLUMBIA SECURITY SERV & SYSTE	07/31/2020	1,190.00
257852	COLUMBIA WELLNESS	07/31/2020	900.00
257853	CONREY ELECTRIC, INC.	07/31/2020	331.70
257854	CONVERGINT TECHNOLOGIES	07/31/2020	824.80
257855	COPIES TODAY SPEEDY LITHO	07/31/2020	108.10
257856	CORNERSTONE FLOWERS	07/31/2020	75.67
257857	COST LESS AUTO PARTS	07/31/2020	10.20
257858	COWLITZ WAHAKIYAKUM COUNCIL OF G	07/31/2020	752.50
257859	COWLITZ COUNTY PUBLIC WORKS DE	07/31/2020	14.45
257860	COWLITZ PUD	07/31/2020	25,057.13
257861	COWLITZ CLEAN SWEEP	07/31/2020	225.01
257862	CURRICULUM ASSOCIATES LLC	07/31/2020	761.45
257863	DAILY NEWS - LEGAL	07/31/2020	468.00
257864	DAIRY FRESH FARMS	07/31/2020	3,580.60
257865	DECA INC	07/31/2020	47.79
257866	DUCK DELIVERY PRODUCE, INC.	07/31/2020	6,897.90
257867	EASTSIDE PSYCHOLOGY SERVICES,	07/31/2020	1,093.75
257868	EDUCATIONAL SERVICE DIST #112	07/31/2020	18,547.00
257869	ENTEK CORPORATION	07/31/2020	577.52
257870	EVERGREEN PAINT, INC.	07/31/2020	27.76
257871	FASTENAL COMPANY	07/31/2020	162.75
257872	FERGUSON ENTER. INC #3007	07/31/2020	4.32
257873	FIRE PROTECTION PUBLICATIONS	07/31/2020	1,479.00
257874	FOLLETT SCHOOL SOLUTIONS	07/31/2020	1,284.89
257875	FOXHIRE LLC	07/31/2020	6,000.00
257876	GIA PUBLICATIONS	07/31/2020	58.43
257877	GOODWILL - OLYMPICS/RAINIER R	07/31/2020	17,754.04
257878	HAMERAY PUBLISHING	07/31/2020	374.00
257879	J.W. PEPPER & SON, INC.	07/31/2020	994.23
257880	JOHNSON BARROW INC	07/31/2020	1,176.34

Check Nbr	Vendor Name	Check Date	Check Amount
257881	JOSTENS	07/31/2020	820.08
257882	JUBITZ CORP	07/31/2020	18.56
257883	K-D-L HARDWARE SUPPLY INC	07/31/2020	267.46
257884	KEYS PLUS LOCKSMITHS	07/31/2020	79.86
257885	Vendor Continued Check	07/31/2020	0.00
257886	KING COUNTY DIRECTORS	07/31/2020	10,098.21
257887	LEADER SERVICES	07/31/2020	278.60
257888	LENOVO (UNITED STATES) INC	07/31/2020	1,415.26
257889	LITERACY RESOURCES LLC	07/31/2020	256.74
257890	LN CURTIS & SONS	07/31/2020	1,426.73
257891	Longbell Security Resources	07/31/2020	369.70
257892	LOWE'S	07/31/2020	390.09
257893	LOWER COLUMBIA COLLEGE	07/31/2020	116,317.91
257894	LOWER COLUMBIA OCCUPATIONAL HE	07/31/2020	710.00
257895	Lubbers, Stephanie Jo	07/31/2020	220.00
257896	MALLORY SAFETY AND SUPPLY LLC	07/31/2020	136.95
257897	MCGRAW-HILL	07/31/2020	3,848.80
257898	MCMaster-Carr Supply Company	07/31/2020	193.30
257899	MI CONTROLS, INC.	07/31/2020	247.56
257900	MICROK12	07/31/2020	4,307.27
257901	MIDAMERICA BOOKS	07/31/2020	423.50
257902	MILLER PAINT CO	07/31/2020	151.77
257903	MONOPRICE INC	07/31/2020	27.75
257904	MOTION INDUSTRIES, INC.	07/31/2020	78.65
257905	NORTH COAST ELECTRIC CO.	07/31/2020	73.94
257906	NuCO2	07/31/2020	552.48
257907	NW TEXTBOOK DEPOSITORY	07/31/2020	6,387.16
257908	OETC	07/31/2020	116.62
257909	OFFICE DEPOT	07/31/2020	3,321.90
257910	OFFICE EXPRESS, INC	07/31/2020	1,810.68
257911	PACIFIC OFFICE AUTOMATION	07/31/2020	1,234.08
257912	PACIFIC OFFICE AUTOMATION	07/31/2020	1,152.87
257913	PALMERS GLASS COMPANY	07/31/2020	6,505.46
257914	PAPERBACKS GALORE	07/31/2020	3,309.81
257915	PLATT ELECTRIC SUPPLY	07/31/2020	1,431.87

Check Nbr	Vendor Name	Check Date	Check Amount
257916	PORTER FOSTER RORICK LLP	07/31/2020	1,540.00
257917	PRO LINE BACKFLOW	07/31/2020	800.00
257918	PROGRESS CENTER, INC.	07/31/2020	43,160.00
257919	QUADIENT LEASING USA INC	07/31/2020	744.91
257920	REALLY GOOD STUFF, LLC	07/31/2020	1,945.27
257921	RELIABLE MUFFLER	07/31/2020	97.29
257922	S & R SHEETMETAL, INC	07/31/2020	11.59
257923	SCHETKY NORTHWEST SALES, INC	07/31/2020	113.26
257924	SCHOLASTIC CLASSROOM MAGAZINES	07/31/2020	225.42
257925	SCHOOL SPECIALTY INC	07/31/2020	1,107.27
257926	SEATTLE COMM COLLEGE DIST.	07/31/2020	250.00
257927	SECURITY PROFESSIONALS, LLC	07/31/2020	200.91
257928	SHERWIN WILLIAMS	07/31/2020	693.50
257929	SIGN PRINT 360	07/31/2020	6,197.37
257930	SIGNMASTERS AWARDS N' MORE, IN	07/31/2020	174.04
257931	SOCIAL THINKING	07/31/2020	364.06
257932	SOLIANT HEALTH	07/31/2020	6,750.00
257933	Vendor Continued Check	07/31/2020	0.00
257934	STAPLES CONTRACT & COMMERCIAL	07/31/2020	7,061.14
257935	STARFALL EDUCATION	07/31/2020	270.00
257936	SUPPLIESOUTLET.COM INC	07/31/2020	70.53
257937	T & T TIRE LLC	07/31/2020	21.62
257938	TECHNOLOGY INTEGRATION GROUP	07/31/2020	10,230.03
257939	Vendor Continued Check	07/31/2020	0.00
257940	THE HOME DEPOT PRO-SUPPLYWORKS	07/31/2020	8,593.45
257941	TROXELL COMMUNICATIONS, INC.	07/31/2020	50,028.67
257942	TWIN CITY SERVICE CO. INC.	07/31/2020	2,843.03
257943	U.S. CELLULAR	07/31/2020	1,409.06
257944	ULINE	07/31/2020	648.88
257945	UNITED SITE SERVICES	07/31/2020	39.80
257946	US BANK EQUIPMENT FINANCE	07/31/2020	3,812.56
257947	US FOODS INC	07/31/2020	13,877.58
257948	VANCOUVER BOLT AND SUPPLY INC	07/31/2020	676.71
257949	VANCOUVER SCHOOL DISTRICT #37	07/31/2020	4,500.00
257950	VERNIE'S	07/31/2020	184.01

Check Nbr	Vendor Name	Check Date	Check Amount
257951	VOYAGER SOPRIS LEARNING, INC	07/31/2020	118.48
257952	WA ACTE	07/31/2020	870.00
257953	WA ASSOC OF SCHOOL ADMINISTRAT	07/31/2020	95.00
257954	WA School Personnel Asso.	07/31/2020	500.00
257955	WASBO	07/31/2020	350.00
257956	WASHINGTON STATE TREASURER	07/31/2020	234.36
257957	WASTE CONTROL/KELSO	07/31/2020	3,214.20
257958	WATKINS TRACTOR & SUPPLY CO.	07/31/2020	350.23
257959	WEST COAST UPHOLSTERY	07/31/2020	432.40
257960	WILCO	07/31/2020	655.12
257961	WILCOX & FLEGEL FUEL OIL CO.	07/31/2020	2,125.80
257962	WINDSTREAM	07/31/2020	1,946.75
257963	WOOD'S LOGGING SUPPLY, INC	07/31/2020	960.85
257964	WORTHINGTON DIRECT	07/31/2020	11,646.08
257965	WSIPC	07/31/2020	519.81
257966	Youth & Family Link	07/31/2020	5,771.13
257967	ZOOM ID	07/31/2020	42,960.78
149	Computer	Check(s) For a Total of	645,519.89

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 July 13, 2020, the board, by a _____ vote, approves payments, totaling \$1,614.91. ~~The payments are further~~ identified in this document.

Total by Payment Type for Cash Account, GF CCT:
Warrant Numbers 257968 through 257970, totaling \$1,614.91

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

Check Nbr	Vendor Name	Check Date	Check Amount
257968	CONSTRUCTION SPECIALTY SUPPLY	07/31/2020	96.48
257969	CONVERGINT TECHNOLOGIES	07/31/2020	1,446.00
257970	OFFICE EXPRESS, INC	07/31/2020	72.43

3	Computer	Check(s) For a Total of	1,614.91
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General Fund

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 July 13, 2020, the board, by a _____ vote, approves payments, totaling \$228,835.54. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF CCT:
Warrant Numbers 257971 through 257979, totaling \$228,835.54

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

Check Nbr	Vendor Name	Check Date	Check Amount
257971	BANK OF AMERICA	07/31/2020	25.00
257972	DAVIS DEMOGRAPHICS & PLANNING,	07/31/2020	1,295.00
257973	DUDE SOLUTIONS INC	07/31/2020	18,589.76
257974	GAGGLE.NET INC	07/31/2020	8,360.00
257975	FIFTH THIRD BANK	07/31/2020	55,572.40
257976	OETC	07/31/2020	324.30
257977	PROJECT LEAD THE WAY, INC.	07/31/2020	2,200.00
257978	RENAISSANCE LEARNING INC	07/31/2020	142,319.08
257979	ROTARY CLUB OF KELSO	07/31/2020	150.00
9	Computer	Check(s) For a Total of	228,835.54

General Fund

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 July 13, 2020, the board, by a _____ vote, approves payments, totaling \$1,517.83. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF CCT:
Warrant Numbers 257980 through 257980, totaling \$1,517.83

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

Check Nbr	Vendor Name	Check Date	Check Amount
257980	ACH- COWLITZ COUNTY TREASURER	07/31/2020	1,517.83
1	Computer	Check(s) For a Total of	1,517.83

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 July 13, 2020, the board, by a _____ vote, approves payments, totaling \$5,334,017.71. The payments are further identified in this document.

Total by Payment Type for Cash Account, CP CCT:
Warrant Numbers 3294 through 3313, totaling \$5,334,017.71

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

Check Nbr	Vendor Name	Check Date	Check Amount
3294	ARIES BUILDING SYSTEMS LLC	07/31/2020	12,975.24
3295	BANK OF AMERICA	07/31/2020	1,717.76
3296	CAPITAL PROJECTS REVOLVING FUN	07/31/2020	388.53
3297	CITY OF KELSO-COMM DEVL-BLDG &	07/31/2020	100,002.30
3298	COLLINS ARCHITECTURAL GROUP PS	07/31/2020	36,665.06
3299	COWLITZ CLEAN SWEEP	07/31/2020	16,558.35
3300	EDUCATIONAL SERVICE DIST #112	07/31/2020	61,894.88
3301	FORMA CONSTRUCTION CO	07/31/2020	4,394,862.24
3302	GB MANCHESTER CORPORATION	07/31/2020	262.68
3303	HERITAGE BANK & FORMA CONSTRUC	07/31/2020	192,818.18
3304	INTEGRUS ARCHITECTURE PS	07/31/2020	96,691.81
3305	KING COUNTY DIRECTORS	07/31/2020	172,060.53
3306	MATERIALS TESTING & CONSULTING	07/31/2020	8,646.75
3307	NW CONSTRUCTION GENERAL CONTRA	07/31/2020	73,716.12
3308	ORCA PACIFIC INC	07/31/2020	99,992.50
3309	PBS ENGINEERING & ENVIRON.	07/31/2020	6,051.90
3310	PERKINS COIE LLP	07/31/2020	420.00
3311	SECURITY PROFESSIONALS, LLC	07/31/2020	43.19
3312	TECHNOLOGY INTEGRATION GROUP	07/31/2020	39,699.73
3313	TROXELL COMMUNICATIONS, INC.	07/31/2020	18,549.96

20 Computer Check(s) For a Total of 5,334,017.71

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 July 13, 2020, the board, by a _____ vote, approves payments, totaling \$10,776.89. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB CCT:
Warrant Numbers 30783 through 30786, totaling \$10,776.89

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

Check Nbr	Vendor Name	Check Date	Check Amount
30783	Vendor Continued Check	07/31/2020	0.00
30784	A.S.B. IMPREST FUND	07/31/2020	1,945.00
30785	JOSTEN'S AM. YEARBOOK CO	07/31/2020	8,692.89
30786	KELSO SCHOOL DISTRICT	07/31/2020	139.00
4	Computer	Check(s) For a Total of	10,776.89

ASB Fund

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 July 13, 2020, the board, by a _____ vote, approves payments, totaling \$5,876.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB CCT:
Warrant Numbers 30787 through 30788, totaling \$5,876.00

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

Check Nbr	Vendor Name	Check Date	Check Amount
30787	BANK OF AMERICA	07/31/2020	385.00
30788	UNIVERSAL CHEER ASSOC	07/31/2020	5,491.00

2	Computer	Check(s) For a Total of	5,876.00
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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 July 13, 2020, the board, by a _____ vote, approves payments, totaling \$320.99. ~~The payments are further identified in this document.~~

Total by Payment Type for Cash Account, PPT CCT:
Warrant Numbers 1661 through 1661, totaling \$320.99

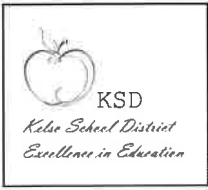
Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
1661	BUSINESS OFFICE-REV FUND	07/31/2020	320.99

1	Computer	Check(s) For a Total of	320.99
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Kelso School District #458

Maintenance & Facilities

612 Ash St. / Kelso, WA 98626

360-501-1340 Office

360-501-1349 Fax



July 16, 2020

To: Scott Westlund, Chief Financial Officer
From: Gary Schimmel, Supervisor – Facilities and Operations
Subject: Surplus materials

Dear Mr. Scott Westlund,

I respectfully request Kelso School District surplus the following items at the next available School Board meeting. Kelso School District no longer needs them and could be reused by another entity.

1. 1994 Ford Sable (VIN# 1MELM5041RG654039) – engine broken, dispose as scrap metal
2. 1992 Chevy Van (VIN# 1FMEE11N5NHA99183) – replaced
3. 1978 John Deere Tractor (Ser# 204SA269424L) - replaced
4. 1986 Toro 325D mower (Ser# 30775-10334) - replaced
5. 1997 Toro 580 mower (Ser# 3058070226) - replaced
6. Jacobsen Seeder – replaced

I am available to answer any questions about these items.

Sincerely,

Gary Schimmel
Supervisor – Facilities and Operations
Kelso School District

HOME HOSPITAL TUTOR SALARIES

Memorandum of Agreement #6, June 11, 1992

For the 1992-93 school year, when a certificated Home Hospital Tutor is working with elementary students, compensation shall be \$12.00 per hour, and when working with secondary students, compensation shall be at \$15.00 per hour. Any future state increases afforded certificated employees would be applied to hourly rates listed above effective with the 1993-94 school year.

Percent Increase	Elementary Teacher	Secondary Teacher	Years
	\$12.00	\$15.00	1992-93
	\$12.00	\$15.00	1993-94
	\$12.00	\$15.00	1994-95
4.00%	\$12.48	\$15.60	1996-97
3.00%	\$12.85	\$16.07	1997-98
	\$12.85	\$16.07	1998-99
12.06%	\$14.40	\$18.01	1999-00
3.00%	\$14.83	\$18.55	2000-01
3.70%	\$15.37	\$19.23	2001-02
3.60%	\$15.92	\$19.92	2002-03
3.00%	\$16.40	\$20.52	2003-04
1.00%	\$16.56	\$20.73	2004-05
1.20%	\$16.76	\$20.98	2005-06
3.30%	\$17.31	\$21.67	2006-07
4.17%	\$18.04	\$22.58	2007-08
5.13%	\$18.97	\$23.74	2008-09
	\$18.97	\$23.74	2009-10
	\$18.97	\$23.74	2010-11
	\$18.97	\$23.74	2011-12
	\$18.97	\$23.74	2012-13
	\$18.97	\$23.74	2013-14
	\$18.97	\$23.74	2014-15
3.0%	\$19.54	\$24.45	2015-16
1.8%	\$19.89	\$24.89	2016-17
2.3%	\$20.35	\$25.46	2017-18
FLAT RATE	\$30.00	\$30.00	2018-19
FLAT RATE	\$30.00	\$30.00	2019-20
FLAT RATE	\$30.00	\$30.00	2020-21

Home Hospital Tutor

Board Approval

By: _____ Date: _____
School Board President

Kelso School District
2020-21 Kelso High School
Extra Curricular Salary Schedule

HIGH SCHOOL HEAD COACH		
		Approx.
<i>Group 1</i>	20-21 Salary	HOURS
Head Basketball	\$8,893	310
Head Football	\$8,893	310
Head Wrestling	\$8,893	310
Rally Football/Basketball	\$8,893	310
Single Track	\$8,893	310
		Approx.
<i>Group 2</i>	20-21 Salary	HOURS
Head Baseball	\$6,626	230
Head Soccer	\$6,626	230
Head Softball (Fast-Pitch)	\$6,626	230
Head Softball (Slow-Pitch)	\$6,626	230
Head Swimming	\$6,626	230
Head Track	\$6,626	230
Head Volleyball	\$6,626	230
		Approx.
<i>Group 3</i>	20-21 Salary	HOURS
Head Bowling	\$4,359	152
Head Cross Country	\$4,359	152
Head Golf	\$4,359	152
Head Gymnastics	\$4,359	152
Head Tennis	\$4,359	152

Board Approval

By: _____ Date: _____
School Board President

JAK @ HR 8/5/2020

Kelso School District
2020-21 Kelso High School
Extra Curricular Salary Schedule

HIGH SCHOOL ASSISTANT COACH		
		Approx.
<i>Group 3</i>	<i>20-21 Salary</i>	<i>HOURS</i>
Assistant Baseball	\$4,359	175
Assistant Soccer	\$4,359	175
Assistant Softball (Fast-Pitch)	\$4,359	175
Assistant Softball (Slow-Pitch)	\$4,359	175
Assistant Swimming	\$4,359	175
Assistant Track (with single head coach)	\$4,359	175
Assistant Volleyball	\$4,359	175
Assistant Wrestling	\$4,359	175
		Approx.
<i>Group 4</i>	<i>20-21 Salary</i>	<i>HOURS</i>
Assistant Basketball	\$4,680	188
Assistant Football	\$4,680	188
Assistant Rally Football/Basketball	\$4,680	188
Assistant Track (with head boys & girls coach)	\$4,680	188
		Approx.
<i>Group 5</i>	<i>20-21 Salary</i>	<i>HOURS</i>
Assistant Bowling	\$3,212	130
Assistant Cross Country	\$3,212	130
Assistant Golf	\$3,212	130
Assistant Gymnastics	\$3,212	130
Assistant Tennis	\$3,212	130
		Approx.
<i>Group 7 (Stand Alone Positions)</i>	<i>20-21 Salary</i>	<i>HOURS</i>
Assistant Rally - Wrestling	\$2,181	88
Head Colorguard (fall & winter season)	\$6,482	260
		Approx.
<i>Group 8 (Stand Alone Positions)</i>	<i>20-21 Salary</i>	<i>HOURS</i>
Special Olympics - Team Coordinator	\$1,069	43
Special Olympics - Unified Basketball - Head Coach	\$534	22
Special Olympics - Unified Soccer - Head Coach	\$534	22

Board Approval

By: _____ Date: _____

School Board President

JAK @ HR 8/5/2020

Kelso School District
2020-21 Middle School
Extra Curricular Salary Schedule

MIDDLE SCHOOL HEAD COACH		
		<i>(Approx.)</i>
<i>Group 3</i>	<i>20-21 Salary</i>	<i>HOURS</i>
Head Basketball	\$4,359	152
Head Cross Country (HMS & CMS)	\$4,359	152
Head Football	\$4,359	152
Head Track	\$4,359	152
Head Volleyball	\$4,359	152
Head Wrestling	\$4,359	152
MIDDLE SCHOOL ASSISTANT COACH		
		<i>(Approx.)</i>
<i>Group 6</i>	<i>20-21 Salary</i>	<i>HOURS</i>
Assistant Basketball	\$2,548	102
Assistant Cross Country (HMS & CMS)	\$2,548	102
Assistant Football	\$2,548	102
Assistant Track	\$2,548	102
Assistant Volleyball	\$2,548	102
Assistant Wrestling	\$2,548	102
		<i>(Approx.)</i>
<i>Group 7 Stand Alone Positions:</i>	<i>20-21 Salary</i>	<i>HOURS</i>
Middle School Head Track	\$4,947	199
Bowling	\$1,019	41

Board Approval

By: _____ Date: _____
School Board President

8/5/2020

**Kelso School District
2020-21 Kelso High School
Co - Curricular Salary Schedule**

HIGH SCHOOL CO-CURRICULAR	<i>20-21 Salary</i>
Advisor - Assistant Drama (per production - 5 maximum per year)	\$ 764.81
Advisor - Class Related Club (Spanish, Science, Russian, French, Japanese, IRC)	\$ 636.04
Advisor - Concessions	\$ 3,546.98
Advisor - Debate & Speech	\$ 2,298.32
Advisor - DECA	\$ 2,298.32
Advisor - Diversified Occupations	\$ 1,400.84
Advisor - Drama (per production - 5 maximum per year)	\$ 2,298.32
Advisor - FBLA	\$ 1,400.84
Advisor - FCCLA Club	\$ 2,298.32
Advisor - FFA (Middle School/High School)	\$ 2,298.32
Advisor - FHA	\$ 2,298.32
Advisor - Freshman Class	\$ 952.11
Advisor - HCA	\$ 2,298.32
Advisor - Honor Society	\$ 1,408.65
Advisor - Junior Class	\$ 1,400.84
Advisor - Knowledge Bowl	\$ 2,298.32
Advisor - Leadership	\$ 2,747.06
Advisor - Pep Club	\$ 2,099.31
Advisor - Photography Club	\$ 1,408.65
Advisor - Publications/Newspaper	\$ 2,747.06
Advisor - Publications/Yearbook	\$ 2,747.06
Advisor - Senior Class	\$ 2,298.32
Advisor - Sophomore Class	\$ 1,400.84
Advisor - Special Interest Club (as approved by KHS ASB and Board of Directors)	\$ 433.13
Advisor - Student Store	\$ 2,298.32
Advisor - Varsity K	\$ 1,400.84
Advisor - VICA (as approved by KHS ASB and Board of Directors)	\$ 1,400.84

Board Approval

By: _____ Date: _____
School Board President

Kelso School District
 2020-21 Kelso High School
 Co - Curricular Salary Schedule

HIGH SCHOOL CO-CURRICULAR	<i>20-21 Salary</i>
Department Head - Art	\$ 2,072.00
Department Head - Counseling	\$ 2,072.00
Department Head - Foreign Language	\$ 2,072.00
Department Head Business Ed	\$ 2,524.64
Department Head Family & Consumer Sciences	\$ 2,524.64
Department Head Language Arts	\$ 2,973.38
Department Head Math	\$ 2,524.64
Department Head PE	\$ 2,524.64
Department Head Science	\$ 2,524.64
Department Head Social Studies	\$ 2,524.64
Department Head Special Education	\$ 3,825.59
Department Head Technology	\$ 2,524.64
Director - Band	\$ 4,315.69
Director - Intramurals	\$ 2,298.32
Director - Jazz Choir	\$ 1,623.26
Director - Night Activities	\$ 7,683.18
Director - Orchestra	\$ 2,524.64
Director - Stage Band	\$ 1,623.26
Director - Vocal	\$ 2,524.64
Assistant Director Marching Band	\$ 4,185.11
Machinery Maintance (maximum 5)	\$ 952.11
Supervisor - Summer Pool	\$ 2,243.69
Supervisor - Winter Pool	\$ 3,589.91
Youth Work Experience	\$ 2,298.32
Credit Retrieval Program (Teachers, Specialists, Coordinators)	Per Diem
ESY (Teachers, Specialists, Coordinators)	Per Diem
Fitness Center Supervision (Miscellaneous Timesheet)	Per Diem

Board Approval

By: _____ Date: _____
 School Board President

**Kelso School District
2020-21 - "Other"
Co - Curricular Salary Schedule**

OTHER CO-CURRICULAR	20-21 Salary
Building combined total between 0 to 149	\$ 1,108.19
Building combined total between 1050-1199	\$ 3,328.47
Building combined total between 1200-1349	\$ 3,468.94
Building combined total between 150-299	\$ 1,759.83
Building combined total between 300-449	\$ 2,415.38
Building combined total between 450-599	\$ 2,676.82
Building combined total between 600-749	\$ 2,942.16
Building combined total between 750-899	\$ 3,063.13
Building combined total between 900-1049	\$ 3,187.99
Building combined total 1350 and up - add another person at appropriate level	\$ -
Committee Hours (Per Hour)	\$ 28.90
Curriculum (Per Hour)	\$ 39.02
Principal Designee (Per Day)	\$ 54.63
Outdoor School Coordinator	\$ 1,275.98
Outdoor School Coordinator (overnight Cispus)	\$ 3,644.53
Outdoor School Health Service Provider (Per Day)	\$ 160.27
Outdoor School Teacher (3 nights)	\$ 675.06
Outdoor School Teacher (Per Day)	\$ 160.27
Program Implementation Assistant	\$ 2,918.75
Right Response Trainer (126 hrs)	\$ 5,464.85
Voc Advisor - State Competition (Per Day)	\$ 78.04
Special Ed Test Coordinators @ the Elementary Level	\$ 362.89
Special Ed Test Coordinators @ the Secondary Level	\$ 725.79
Test Coordinators	\$ 725.79
COVERING CLASSES DURING PREP PERIOD (Per Hour)	Per Diem

Board Approval

By: _____ Date: _____
School Board President

Classified Substitute Salary Rates for 2020-21

Listed below are the Classified Substitute rates of pay for the 2020-21 school year.

Substitute Position	Rate of Pay
Paraeducator, Clerk, Library Clerk, Assistant Secretary, Instructional Tech Support Specialist	\$14.75 per hour
Food Service	\$13.75 per hour
Custodian	\$15.75 per hour
Maintenance	\$15.75 per hour
Administrative Secretary, Health Care Specialist	\$16.75 per hour
WA State Minimum Wage (effective January 1, 2020)	\$13.50 per hour

After 30 consecutive days of service in one substitute position, substitutes will be placed at Step 1 of the PSE 1's Schedule A.

Board Approval

By: _____ Date: _____
School Board President

Effective Date: September 1, 2020

2020-21 Salary Schedule for Certificated Substitute Teachers

7.5 Hr School Day		
\$190.00/day	Hourly =	\$25.33

7.5 Hr School Day with no prep (Elementary School Only)	
1 hour	Add'l \$25.33
30 minutes	Add'l =12.67*.5

7.5 Hr School Day including 6th Period (Middle School Only)	
\$221.67/day	$\$190.00/6 = \$31.67 + \$190.00$

7.5 Hr School Day including 5th Period (Kelso High School Only)		
\$228.00/day	\$228.00	$\$190.00/5 = \$38.00 + \$190.00$

*Any substitute employee who works five (5) or more consecutive days in the same assignment shall be placed on the salary schedule and paid the appropriate rate from the certificated salary schedule from day 6 forward.

**After ten (10) days of continuous long-term substituting in the same assignment, the first five days of work shall be eligible for per diem wage based on the employee's placement on the certificated salary schedule.

- Substitutes are required to work a full day (7.5 hours) on Wednesday Early Release Days

Board Approval:

By: _____ Date: _____
 School Board President

Schedule A

Kelso School District #458 Transportation

September 1, 2020 - August 31, 2021

Kelso Transportation - Years of Service	0-1	2-3	4-6	7-9	10-12	13-16	17-19	20-24	25-26	27+
Lead Mechanic	\$31.07	\$31.23	\$31.56	\$31.91	\$32.24	\$32.56	\$32.71	\$32.89	\$ 33.86	\$ 34.20
Mechanic	\$29.23	\$29.38	\$29.71	\$30.07	\$30.40	\$30.72	\$30.88	\$31.06	\$ 31.98	\$ 32.30
Mechanic Helper	\$23.27	\$23.61	\$23.93	\$24.26	\$24.58	\$24.93	\$25.06	\$25.24	\$ 26.01	\$ 26.27
Dispatcher	\$22.39	\$22.83	\$23.29	\$23.72	\$24.15	\$24.61	\$24.81	\$25.03	\$ 25.80	\$ 26.06
Driver Trainer/Assistant Dispatcher	\$22.90	\$23.30	\$23.67	\$24.06	\$24.42	\$24.79	\$24.99	\$25.19	\$ 25.95	\$ 26.21
Assistant Dispatcher	\$21.98	\$22.37	\$22.75	\$23.12	\$23.47	\$23.86	\$24.05	\$24.22	\$ 24.96	\$ 25.21
Driver Trainer	\$23.85	\$24.22	\$24.61	\$24.99	\$25.36	\$25.72	\$25.92	\$26.13	\$ 26.92	\$ 27.19
Regular Driver	\$21.90	\$22.34	\$22.78	\$23.20	\$23.65	\$24.09	\$24.32	\$24.53	\$ 25.26	\$ 25.51
Fueler	\$18.40	\$18.78	\$19.13	\$19.49	\$19.88	\$20.23	\$20.42	\$20.61	\$ 21.21	\$ 21.42

Substitute Driver \$21.90
 Collective Bargaining Agreement 2018-2021
 PSE of Kelso Transportation Kelso School District #458

Board Approval

By: _____

School Board President

Date: _____

Schedule A – Kelso 1
Kelso School District
September 1, 2020 – August 31, 2021

SECRETARIAL	YEAR 1	YEAR 2	YEAR 3	YEARS 4-6	YEARS 7-9	YEARS 10-12	YEARS 13-19	YEARS 20-24	YEARS 25-26	YEARS 27+
Level I -- Administrative Secretary	\$ 20.34	\$ 20.99	\$ 22.23	\$ 22.35	\$ 22.48	\$ 22.65	\$ 23.07	\$ 23.22	\$ 23.89	\$ 24.12
Level II -- Assessment Assistant/Inst Tech Support Spec	\$ 18.15	\$ 18.83	\$ 19.80	\$ 19.92	\$ 20.09	\$ 20.25	\$ 20.66	\$ 20.82	\$ 21.41	\$ 21.63
Level III -- Assistant Secretary	\$ 17.67	\$ 18.04	\$ 19.07	\$ 19.23	\$ 19.36	\$ 19.47	\$ 19.89	\$ 20.07	\$ 20.65	\$ 20.85
Level IV -- Clerk	\$ 16.50	\$ 16.95	\$ 17.67	\$ 17.79	\$ 17.95	\$ 18.07	\$ 18.52	\$ 18.86	\$ 19.19	\$ 19.38
Level V -- Library Clerk	\$ 16.57	\$ 17.64	\$ 18.33	\$ 18.47	\$ 18.62	\$ 18.79	\$ 19.19	\$ 19.35	\$ 19.89	\$ 20.09

ACCOUNTING	YEAR 1	YEAR 2	YEAR 3	YEARS 4-6	YEARS 7-9	YEARS 10-12	YEARS 13-19	YEARS 20-24	YEARS 25-26	YEARS 27+
Accounting Specialist I	\$ 18.15	\$ 18.83	\$ 19.80	\$ 19.92	\$ 20.09	\$ 20.25	\$ 20.66	\$ 20.82	\$ 21.41	\$ 21.63
Accounting Specialist II	\$ 19.88	\$ 20.35	\$ 20.82	\$ 21.26	\$ 21.73	\$ 22.21	\$ 22.65	\$ 23.06	\$ 23.74	\$ 23.98
Associate Accountant	\$ 26.64	\$ 27.06	\$ 27.57	\$ 27.89	\$ 28.20	\$ 28.51	\$ 28.83	\$ 29.12	\$ 29.97	\$ 30.27

STUDENT RECORDS MANAGER	YEAR 1	YEAR 2	YEAR 3	YEARS 4-6	YEARS 7-9	YEARS 10-12	YEARS 13-19	YEARS 20-24	YEARS 25-26	YEARS 27+
Level I -- Student Records Manager	\$ 23.07	\$ 23.81	\$ 24.53	\$ 25.31	\$ 26.56	\$ 27.89	\$ 30.68	\$ 33.93	\$ 34.94	\$ 35.29
Level II -- Student Enrollment and Administrative Support Specialist	\$ 21.72	\$ 22.41	\$ 23.38	\$ 23.81	\$ 24.26	\$ 24.72	\$ 25.31	\$ 25.72	\$ 26.47	\$ 26.73

POST-SECONDARY CAREER COORDINATOR	YEAR 1	YEAR 2	YEAR 3	YEARS 4-6	YEARS 7-9	YEARS 10-12	YEARS 13-19	YEARS 20-24	YEARS 25-26	YEARS 27+
	\$ 26.64	\$ 27.06	\$ 27.57	\$ 27.89	\$ 28.20	\$ 28.51	\$ 28.83	\$ 29.12	\$ 29.97	\$ 30.27

PRINT SHOP	YEAR 1	YEAR 2	YEAR 3	YEARS 4-6	YEARS 7-9	YEARS 10-12	YEARS 13-19	YEARS 20-24	YEARS 25-26	YEARS 27+
Technician	\$ 19.51	\$ 19.81	\$ 20.09	\$ 20.37	\$ 20.65	\$ 20.93	\$ 21.21	\$ 21.51	\$ 22.15	\$ 22.37
Bindery Leader	\$ 19.51	\$ 19.81	\$ 20.09	\$ 20.37	\$ 20.65	\$ 20.93	\$ 21.21	\$ 21.51	\$ 22.15	\$ 22.37

PARAEDUCATOR	YEAR 1	YEAR 2	YEAR 3	YEARS 4-6	YEARS 7-9	YEARS 10-12	YEARS 13-19	YEARS 20-24	YEARS 25-26	YEARS 27+
Significant/SLC/Moderate	\$ 16.63	\$ 16.97	\$ 17.32	\$ 17.63	\$ 17.96	\$ 18.29	\$ 18.65	\$ 18.96	\$ 19.49	\$ 19.68
Resource/Lifeskills	\$ 16.13	\$ 16.47	\$ 16.82	\$ 17.13	\$ 17.46	\$ 17.79	\$ 18.15	\$ 18.46	\$ 18.99	\$ 19.18
SEL	\$ 16.13	\$ 16.47	\$ 16.82	\$ 17.13	\$ 17.46	\$ 17.79	\$ 18.15	\$ 18.46	\$ 18.99	\$ 19.18
Basic Ed/Title/LAP	\$ 16.13	\$ 16.47	\$ 16.82	\$ 17.13	\$ 17.46	\$ 17.79	\$ 18.15	\$ 18.46	\$ 18.99	\$ 19.18
ELL	\$ 16.13	\$ 16.47	\$ 16.82	\$ 17.13	\$ 17.46	\$ 17.79	\$ 18.15	\$ 18.46	\$ 18.99	\$ 19.18
Tutor	\$ 16.13	\$ 16.47	\$ 16.82	\$ 17.13	\$ 17.46	\$ 17.79	\$ 18.15	\$ 18.46	\$ 18.99	\$ 19.18
Technician Assistant	\$ 16.13	\$ 16.47	\$ 16.82	\$ 17.13	\$ 17.46	\$ 17.79	\$ 18.15	\$ 18.46	\$ 18.99	\$ 19.18



Schedule A – Kelso 1
Kelso School District
September 1, 2020 – August 31, 2021

POOL	YEAR 1	YEAR 2	YEAR 3	YEARS 4-6	YEARS 7-9	YEARS 10-12	YEARS 13-19	YEARS 20-24	YEARS 25-26	YEARS 27+
Pool Aquatics Lead/Manager	\$ 18.60	\$ 18.95	\$ 19.29	\$ 19.64	\$ 19.93	\$ 20.28	\$ 20.64	\$ 20.95	\$ 21.55	\$ 21.76
Pool Aquatics Aide	\$ 16.13	\$ 16.47	\$ 16.82	\$ 17.13	\$ 17.46	\$ 17.79	\$ 18.15	\$ 18.46	\$ 18.99	\$ 19.18
AIDE	YEAR 1	YEAR 2	YEAR 3	YEARS 4-6	YEARS 7-9	YEARS 10-12	YEARS 13-19	YEARS 20-24	YEARS 25-26	YEARS 27+
Playground	\$ 16.13	\$ 16.47	\$ 16.82	\$ 17.13	\$ 17.46	\$ 17.79	\$ 18.15	\$ 18.46	\$ 18.99	\$ 19.18
Bus Duty	\$ 16.13	\$ 16.47	\$ 16.82	\$ 17.13	\$ 17.46	\$ 17.79	\$ 18.15	\$ 18.46	\$ 18.99	\$ 19.18
Accompanist	\$ 16.13	\$ 16.47	\$ 16.82	\$ 17.13	\$ 17.46	\$ 17.79	\$ 18.15	\$ 18.46	\$ 18.99	\$ 19.18
COMPUTER	YEAR 1	YEAR 2	YEAR 3	YEARS 4-6	YEARS 7-9	YEARS 10-12	YEARS 13-19	YEARS 20-24	YEARS 25-26	YEARS 27+
Technology Support Specialist	\$ 23.24	\$ 23.75	\$ 24.23	\$ 24.69	\$ 25.19	\$ 25.70	\$ 26.17	\$ 26.64	\$ 27.43	\$ 27.70
ACTIVITIES FACILITATOR	YEAR 1	YEAR 2	YEAR 3	YEARS 4-6	YEARS 7-9	YEARS 10-12	YEARS 13-19	YEARS 20-24	YEARS 25-26	YEARS 27+
	\$ 15.45	\$ 15.67	\$ 15.88	\$ 16.10	\$ 16.35	\$ 16.55	\$ 16.78	\$ 17.01	\$ 17.49	\$ 17.66
INTERPRETER	YEAR 1	YEAR 2	YEAR 3	YEARS 4-6	YEARS 7-9	YEARS 10-12	YEARS 13-19	YEARS 20-24	YEARS 25-26	YEARS 27+
	\$ 19.83	\$ 20.09	\$ 20.34	\$ 20.59	\$ 20.84	\$ 21.09	\$ 21.33	\$ 21.61	\$ 22.24	\$ 22.46
With American Sign Language or Braille certification	\$ 21.68	\$ 21.92	\$ 22.19	\$ 22.42	\$ 22.70	\$ 22.92	\$ 23.19	\$ 23.42	\$ 24.09	\$ 24.33
CAMPUS SECURITY	YEAR 1	YEAR 2	YEAR 3	YEARS 4-6	YEARS 7-9	YEARS 10-12	YEARS 13-19	YEARS 20-24	YEARS 25-26	YEARS 27+
	\$ 19.38	\$ 19.67	\$ 19.89	\$ 20.20	\$ 20.42	\$ 20.70	\$ 20.96	\$ 21.19	\$ 21.79	\$ 22.01
TRANSITION SPECIALIST	YEAR 1	YEAR 2	YEAR 3	YEARS 4-6	YEARS 7-9	YEARS 10-12	YEARS 13-19	YEARS 20-24	YEARS 25-26	YEARS 27+
Juvenile Justice Education Advocate*	\$ 23.07	\$ 23.81	\$ 24.53	\$ 25.31	\$ 26.03	\$ 26.77	\$ 27.48	\$ 28.25	\$ 29.06	\$ 29.36
Level I -- Transition Specialist	\$ 19.35	\$ 19.46	\$ 19.65	\$ 19.76	\$ 19.88	\$ 20.06	\$ 20.22	\$ 20.34	\$ 20.92	\$ 21.13
Level II -- Truancy Specialist	\$ 17.91	\$ 18.23	\$ 18.63	\$ 18.80	\$ 18.93	\$ 19.07	\$ 19.36	\$ 19.49	\$ 20.06	\$ 20.26
*Grant funded position										
HEALTH CARE SPECIALIST	YEAR 1	YEAR 2	YEAR 3	YEARS 4-6	YEARS 7-9	YEARS 10-12	YEARS 13-19	YEARS 20-24	YEARS 25-26	YEARS 27+
	\$ 22.61	\$ 23.07	\$ 23.54	\$ 24.04	\$ 24.49	\$ 24.96	\$ 25.44	\$ 25.94	\$ 26.69	\$ 26.96
CERTIFIED THERAPIST'S ASSISTANT	YEAR 1	YEAR 2	YEAR 3	YEARS 4-6	YEARS 7-9	YEARS 10-12	YEARS 13-19	YEARS 20-24	YEARS 25-26	YEARS 27+
Certified Occupational Therapist's Assistant (COTA)	\$ 21.61	\$ 21.85	\$ 22.08	\$ 22.33	\$ 22.56	\$ 22.80	\$ 23.04	\$ 23.27	\$ 23.94	\$ 24.18
Certified Physical Therapist's Assistant (CPTA)	\$ 21.61	\$ 21.85	\$ 22.08	\$ 22.33	\$ 22.56	\$ 22.80	\$ 23.04	\$ 23.27	\$ 23.94	\$ 24.18



Schedule A – Kelso 1
Kelso School District
September 1, 2020 – August 31, 2021

INTERVENTION SPECIALIST	YEAR 1	YEAR 2	YEAR 3	YEARS 4-6	YEARS 7-9	YEARS 10-12	YEARS 13-19	YEARS 20-24	YEARS 25-26	YEARS 27+
	\$ 22.98	\$ 24.26	\$ 24.43	\$ 24.53	\$ 24.71	\$ 24.85	\$ 25.13	\$ 25.28	\$ 26.01	\$ 26.27

ASSISTANT INTERVENTION SPECIALIST	YEAR 1	YEAR 2	YEAR 3	YEARS 4-6	YEARS 7-9	YEARS 10-12	YEARS 13-19	YEARS 20-24	YEARS 25-26	YEARS 27+
	\$ 19.42	\$ 20.32	\$ 20.47	\$ 20.60	\$ 20.74	\$ 20.88	\$ 21.16	\$ 21.29	\$ 21.90	\$ 22.12

NUTRITION SERVICES	YEAR 1	YEAR 2	YEAR 3	YEARS 4-6	YEARS 7-9	YEARS 10-12	YEARS 13-19	YEARS 20-24	YEARS 25-26	YEARS 27+
Operations Site Specialist	\$ 17.71	\$ 18.23	\$ 18.35	\$ 18.52	\$ 18.79	\$ 19.03	\$ 19.31	\$ 19.46	\$ 20.01	\$ 20.21
Nutrition Services Courier	\$ 16.94	\$ 17.43	\$ 17.59	\$ 17.72	\$ 17.87	\$ 18.01	\$ 18.29	\$ 18.43	\$ 18.96	\$ 19.15
Building Lead	\$ 16.28	\$ 17.07	\$ 17.24	\$ 17.35	\$ 17.50	\$ 17.66	\$ 17.92	\$ 18.06	\$ 18.58	\$ 18.77
Department Head	\$ 15.96	\$ 16.28	\$ 16.45	\$ 16.56	\$ 16.72	\$ 16.87	\$ 17.15	\$ 17.38	\$ 17.87	\$ 18.05
Helper/Cashier	\$ 15.23	\$ 15.46	\$ 15.70	\$ 15.92	\$ 16.17	\$ 16.43	\$ 16.63	\$ 16.82	\$ 17.29	\$ 17.46

CUSTODIAL	YEAR 1	YEAR 2	YEAR 3	YEARS 4-6	YEARS 7-9	YEARS 10-12	YEARS 13-19	YEARS 20-24	YEARS 25-26	YEARS 27+
District Lead Custodian	\$ 25.32	\$ 25.94	\$ 26.32	\$ 26.69	\$ 27.07	\$ 27.47	\$ 27.85	\$ 28.28	\$ 29.10	\$ 29.39
Head Custodian										
Class I -- High School	\$ 22.82	\$ 23.46	\$ 23.82	\$ 24.20	\$ 24.59	\$ 24.99	\$ 25.38	\$ 25.80	\$ 26.54	\$ 26.81
Class II -- Middle School	\$ 22.18	\$ 22.70	\$ 23.16	\$ 23.64	\$ 24.10	\$ 24.56	\$ 25.01	\$ 25.39	\$ 25.76	\$ 26.02
Class III -- Elementary	\$ 21.48	\$ 22.03	\$ 22.40	\$ 22.80	\$ 23.20	\$ 23.59	\$ 23.97	\$ 24.39	\$ 25.08	\$ 25.33
Class IV -- One Person School	\$ 20.99	\$ 21.39	\$ 21.77	\$ 22.15	\$ 22.50	\$ 22.89	\$ 23.26	\$ 23.68	\$ 24.37	\$ 24.61
Night Lead Custodian										
High School	\$ 20.59	\$ 20.96	\$ 21.33	\$ 21.72	\$ 22.08	\$ 22.45	\$ 22.84	\$ 23.23	\$ 23.90	\$ 24.13
Middle School	\$ 19.46	\$ 19.84	\$ 20.24	\$ 20.60	\$ 20.97	\$ 21.37	\$ 21.73	\$ 22.09	\$ 22.74	\$ 22.97
Custodian (Including Sweeper/Trainee)	\$ 18.79	\$ 19.14	\$ 19.52	\$ 19.92	\$ 20.32	\$ 20.72	\$ 21.11	\$ 21.51	\$ 22.15	\$ 22.37
Permanent Custodial/Maintenance Relief	\$ 18.30	\$ 18.70	\$ 19.08	\$ 19.46	\$ 19.85	\$ 20.26	\$ 20.65	\$ 21.07	\$ 21.69	\$ 21.91

MAINTENANCE	YEAR 1	YEAR 2	YEAR 3	YEARS 4-6	YEARS 7-9	YEARS 10-12	YEARS 13-19	YEARS 20-24	YEARS 25-26	YEARS 27+
Senior Maintenance Specialist	\$ 25.05	\$ 26.35	\$ 26.48	\$ 26.61	\$ 27.40	\$ 27.80	\$ 28.23	\$ 28.60	\$ 29.44	\$ 29.74
Maintenance Specialist	\$ 23.03	\$ 24.01	\$ 24.14	\$ 24.28	\$ 25.01	\$ 25.44	\$ 25.86	\$ 26.26	\$ 27.01	\$ 27.28
Maintenance Assistant	\$ 20.39	\$ 21.26	\$ 21.43	\$ 21.57	\$ 22.45	\$ 22.81	\$ 23.16	\$ 23.53	\$ 24.21	\$ 24.45
Maintenance Helper	\$ 16.56	\$ 17.43	\$ 17.59	\$ 17.72	\$ 18.57	\$ 18.93	\$ 19.30	\$ 19.72	\$ 20.28	\$ 20.48
Warehouse Specialist	\$ 22.60	\$ 23.74	\$ 23.87	\$ 24.03	\$ 24.87	\$ 25.23	\$ 25.61	\$ 25.99	\$ 26.74	\$ 27.00
Mail Courier	\$ 16.56	\$ 17.43	\$ 17.59	\$ 17.72	\$ 18.57	\$ 18.93	\$ 19.30	\$ 19.72	\$ 20.28	\$ 20.48
Temporary Seasonal Maintenance/Grounds	\$ 16.56	\$ 17.43	\$ 17.59	\$ 17.72	\$ 18.57	\$ 18.93	\$ 19.30	\$ 19.72	\$ 20.28	\$ 20.48

TECHNICIAN	YEAR 1	YEAR 2	YEAR 3	YEARS 4-6	YEARS 7-9	YEARS 10-12	YEARS 13-19	YEARS 20-24	YEARS 25-26	YEARS 27+
Behavior Technician	\$ 18.15	\$ 18.83	\$ 19.80	\$ 19.92	\$ 20.09	\$ 20.25	\$ 20.66	\$ 20.82	\$ 21.41	\$ 21.63
Homeless Liaison	\$ 18.15	\$ 18.83	\$ 19.80	\$ 19.92	\$ 20.09	\$ 20.25	\$ 20.66	\$ 20.82	\$ 21.41	\$ 21.63



Schedule A – Kelso 1
Kelso School District
September 1, 2020 – August 31, 2021

OUTDOOR SCHOOL STIPEND	PER NIGHT
	\$ 55.00

APPRENTICESHIP STIPENDS	PER HOUR
Complete 400-800 Clock Hours	\$ 0.50
AA Degree	\$ 0.50
BA/BS Degree or Higher	\$ 0.75

Board Approval

By: _____ Date: _____
School Board President



KELSO SCHOOL DISTRICT
2020-21 K-12 Salary Allocation Schedule for Certificated Instructional Staff
185 DAYS

STEP	BASE	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9	STEP
		BA+0	BA+15	BA+30	BA+45	BA+90	BA+135	MA+0	MA+45	MA+90	
0	\$ 47,920	\$ 47,920	\$ 49,215	\$ 50,555	\$ 51,899	\$ 56,211	\$ 58,989	\$ 57,452	\$ 61,765	\$ 64,545	0
1		\$ 48,565	\$ 49,878	\$ 51,235	\$ 52,638	\$ 56,996	\$ 59,758	\$ 58,090	\$ 62,448	\$ 65,209	1
2		\$ 49,180	\$ 50,505	\$ 51,878	\$ 53,388	\$ 57,733	\$ 60,525	\$ 58,734	\$ 63,078	\$ 65,870	2
3		\$ 49,813	\$ 51,150	\$ 52,538	\$ 54,097	\$ 58,434	\$ 61,292	\$ 59,343	\$ 63,677	\$ 66,538	3
4		\$ 50,434	\$ 51,830	\$ 53,225	\$ 54,839	\$ 59,202	\$ 62,082	\$ 59,982	\$ 64,344	\$ 67,225	4
5		\$ 51,076	\$ 52,479	\$ 53,888	\$ 55,591	\$ 59,937	\$ 62,874	\$ 60,631	\$ 64,979	\$ 67,916	5
6		\$ 51,735	\$ 53,108	\$ 54,565	\$ 56,352	\$ 60,678	\$ 63,630	\$ 61,297	\$ 65,622	\$ 68,574	6
7		\$ 52,893	\$ 54,287	\$ 55,763	\$ 57,648	\$ 62,038	\$ 65,072	\$ 62,543	\$ 66,931	\$ 69,967	7
8		\$ 54,590	\$ 56,058	\$ 57,570	\$ 59,611	\$ 64,060	\$ 67,206	\$ 64,505	\$ 68,955	\$ 72,100	8
9			\$ 57,895	\$ 59,481	\$ 61,595	\$ 66,148	\$ 69,400	\$ 66,488	\$ 71,043	\$ 74,296	9
10				\$ 61,413	\$ 63,681	\$ 68,294	\$ 71,656	\$ 68,576	\$ 73,189	\$ 76,550	10
11					\$ 65,828	\$ 70,541	\$ 73,970	\$ 70,722	\$ 75,437	\$ 78,863	11
12					\$ 67,907	\$ 72,849	\$ 76,380	\$ 72,953	\$ 77,744	\$ 81,276	12
13						\$ 75,214	\$ 78,849	\$ 75,263	\$ 80,108	\$ 83,744	13
14						\$ 77,588	\$ 81,411	\$ 77,642	\$ 82,638	\$ 86,307	14
15						\$ 79,608	\$ 83,530	\$ 79,659	\$ 84,787	\$ 88,550	15
16						\$ 81,199	\$ 85,199	\$ 81,252	\$ 86,483	\$ 90,321	16
17+						\$ 82,011	\$ 86,477	\$ 82,064	\$ 87,347	\$ 91,678	17+
25+										\$ 92,590	25+

credits earned
before
01/01/92

Any credits in excess of 45 earned after the BA degree but before the MA degree may be counted after the MA degree.

Board Approval

By: _____ Date: _____

School Board President

2020-21 Certificated Salary Schedule

**NON-REPRESENTED SALARY SCHEDULE
2020-21 SCHOOL YEAR**

		Year 1	Yr 2-6	Yr 7-9	Yr 10-12	Yr 13-19	Yr 20-24	Yrs 25-26	Yrs 27+
300	Administrative Assistant to Sup't	\$ 32.64	\$ 33.05	\$ 33.49	\$ 33.92	\$ 34.35	\$ 34.78	\$ 35.79	\$ 36.14
301	Administrative Assistant to Director	\$ 26.05	\$ 26.47	\$ 26.90	\$ 27.32	\$ 27.73	\$ 28.17	\$ 28.98	\$ 29.27
302	HR Generalist	\$ 26.05	\$ 26.47	\$ 26.90	\$ 27.32	\$ 27.73	\$ 28.17	\$ 28.98	\$ 29.27
303	HR Specialist/Benefit Specialist	\$ 29.71	\$ 31.20	\$ 32.76	\$ 34.41	\$ 35.60	\$ 36.86	\$ 38.15	\$ 38.53
304	HR Associate	\$ 23.35	\$ 23.92	\$ 24.49	\$ 25.05	\$ 25.64	\$ 26.20	\$ 26.97	\$ 27.24
305	Payroll Associate	\$ 24.07	\$ 24.81	\$ 25.55	\$ 26.27	\$ 27.01	\$ 27.75	\$ 28.56	\$ 28.85

		Step 1	Step 2	Step 3
306	Supervisor, Facilities and Operations	\$ 106,506.00	\$ 108,657.00	\$ 110,805.00
307	Assistant Supervisor, Operations	\$ 55,652.00	\$ 59,771.00	\$ 73,228.00
308	Supervisor, Transportation	\$ 93,811.00	\$ 96,233.00	\$ 98,656.00
309	Supervisor, Nutrition, Info & Tech Svcs	\$ 91,389.00	\$ 93,811.00	\$ 96,233.00
310	Public Relations Officer	\$ 83,200.00	\$ 88,400.00	\$ 93,600.00
311	Department Manager	\$ 71,621.00	\$ 74,118.00	\$ 80,443.00

Board Approval

By: _____ Date: _____

School Board President

Administrative Salary Schedule 2020-21

Position	# Days	STEP			
		1	2	3	4
<u>High School Principal</u>					
2017-18	220	\$108,043	\$111,710	\$115,389	\$119,208
2018-19	220	\$127,772	\$132,109	\$136,459	\$140,976
2019-20	220	\$130,327	\$134,751	\$139,188	\$143,796
2020-21	220	\$133,143	\$137,662	\$142,195	\$146,902
<u>High School Assistant Principal</u>					
2017-18	214	\$94,737	\$97,744	\$100,408	\$103,114
2018-19	214	\$112,358	\$115,923	\$119,082	\$122,291
2019-20	214	\$114,605	\$118,241	\$121,464	\$124,737
2020-21	214	\$117,081	\$120,795	\$124,087	\$127,431
<u>Middle School Principal</u>					
2017-18	210	\$101,090	\$104,090	\$107,131	\$110,222
2018-19	210	\$120,131	\$123,696	\$127,309	\$130,983
2019-20	210	\$122,534	\$126,170	\$129,855	\$133,603
2020-21	210	\$125,180	\$128,895	\$132,660	\$136,488
<u>Middle School Assistant Principal</u>					
2017-18	207	\$90,727	\$93,491	\$96,290	\$102,108
2018-19	207	\$107,982	\$111,272	\$114,603	\$117,988
2019-20	207	\$110,142	\$113,497	\$116,895	\$120,348
2020-21	207	\$112,521	\$115,949	\$119,420	\$122,947
<u>Elementary Principal Large School (>750)</u>					
2020-21	210	\$123,359	\$126,562	\$129,805	\$133,162
<u>Elementary Principal</u>					
2017-18	209	\$97,141	\$99,663	\$102,217	\$104,809
2018-19	209	\$115,496	\$118,495	\$121,531	\$124,613
2019-20	209	\$117,806	\$120,865	\$123,962	\$127,105
2020-21	209	\$120,351	\$123,476	\$126,639	\$129,851
<u>Elementary Asst. Principal/Principal Small School (<250)</u>					
2017-18	206	\$87,183	\$92,231	\$91,905	\$94,265
2018-19	206	\$103,819	\$106,630	\$109,441	\$112,251
2019-20	206	\$105,895	\$108,763	\$111,630	\$114,496
2020-21	206	\$108,183	\$111,112	\$114,041	\$116,969
<u>CTE Administrator</u>					
2017-18	207	\$90,727	\$93,491	\$96,290	\$102,108
2018-19	207	\$107,982	\$111,272	\$114,603	\$117,988
2019-20	207	\$110,142	\$113,497	\$116,895	\$120,348
2020-21	207	\$112,521	\$115,949	\$119,420	\$122,947
<u>KVA/Loowit/Alternative Programs Administrator</u>					
2020-21	209	\$120,351	\$123,476	\$126,639	\$129,851

+\$1,500 per Doctor Degree

Board Approval

By: _____ Date: _____
School Board President

KELSO SCHOOL DISTRICT
EXECUTIVE DIRECTORS AND DIRECTORS
SALARY SCHEDULE
2020-21 Contract Year

Executive Director	Salary
(Business/Operations)	
220 Days	\$151,864

*will be at least \$1,500 greater than High School Principal highest salary

Director(s)	Salary
(Human Resources, Student Services, Teaching & Learning, Special Programs)	
220 Days	\$141,099

*will be at least \$2,275 greater than Middle School Principal highest salary

Associate Director(s)	Salary
(Teaching & Learning)	
209 Days	\$129,851

*will be equal to Elementary Principal Step 4 salary

+\$1,500 per Doctor Degree

School District Approval

By: _____ Date: _____
Superintendent

Board Approval

By: _____ Date: _____
School Board President

KELSO SCHOOL DISTRICT
SUPERINTEDENT
SALARY SCHEDULE
2020-21 Contract Year

Superintendent	Salary
217 Days	\$178,904

Board Approval

By: _____ Date: _____
School Board President

UNFINISHED BUSINESS

- A. Policy 3131 District Area Transfers (2nd Reading and Action)Don Iverson
- B. Policy 3211 & 3211P Gender Inclusive Schools (2nd Reading and Action)Don Iverson
- C. Policy 3413 & 3413P Student Immunizations & Life Threatening Health Conditions (2nd Reading & Action)Don Iverson

~~District Attendance Area Transfers~~ Policy 3131

DISTRICT ATTENDANCE AREA TRANSFERS

Each student in the district is required to attend the school designated for the geographic attendance area in which he or she resides.

A parent or guardian may request that his or her child be allowed to attend another school in the district. Requests must be submitted, in writing, to the principal of the building at which the student is currently assigned. Secondary students who request attendance area transfers are subject to the Washington Interscholastic Activities Association's eligibility rules.

Transfers may be granted if:

- A. A financial, educational, safety, or health condition affecting the student would be reasonably improved as a result of the transfer;
- B. Attendance at another school in the district is more accessible to the parent's place of work or to the location of child care; or
- C. Transportation to the requested school is provided by the parent/guardian.
- D. There is some other special hardship or detrimental condition affecting the student or the student's immediate family which would be alleviated as a result of the transfer. Special hardship or detrimental condition may include a student who moves to a new attendance area in the district during the year. A student who moves to a new attendance area in the district during the school year may elect to transfer at the time of the move or at the end of the semester or grading period. For a high school sophomore or junior, transfers may only be approved to coincide with the beginning of a new grading period. A senior may elect to finish the school year without transferring to a new school, but must declare his or her preference prior to the beginning of the last semester.

The principal of the currently-assigned school will consult with the principal of the school to which the student desires to transfer to determine:

- 1. Whether space is available in the grade level or classes at the building in which the student desires to be enrolled; or
- 2. Whether appropriate transportation is available to improve the student's condition as stated in requesting the transfer; or
- 3. Whether educational programs or services are available to improve the student's condition as stated in requesting the transfer; or
- 4. Whether the student's transfer is likely to create a risk to the health or safety of other students or staff at the new building; or
- 5. Whether the student has a history of convictions, violent behavior, or gang membership; or
- 6. Whether the student has a history of expulsions or suspensions from school; or

7. Whether enrollment of a child would displace a child who is a resident of the district (the child must be permitted to remain enrolled until he or she completes his or her schooling); or
8. Whether the student is excessively tardy or truant, the student frequently engages in misconduct of disruptive behavior in violation of school rules, or the student is not achieving academically.

Transfers must be granted if the student is a child of a full-time certificated or classified school employee unless he/she meets any of the above criteria.

Parents will be informed annually of the district's attendance area transfer option. The district will make available for public inspection the Superintendent of Public Instruction's annual information booklet on enrollment options in the state at each school building and the central office.

Reporting Transfers out of the District

When students move out of the district without notification of where they will be enrolling once they have moved, it can be challenging to know how to report the transfer appropriately and ensure the student's educational records are forwarded. To address these challenges, the district will follow the Comprehensive Education Data and Research System (CEDARS) Reporting Guidance for reporting students as confirmed or unconfirmed transfers both inside and outside of Washington.

To confirm the transfer of a student who has emigrated to another country, the district will obtain written confirmation, but need not obtain an "official" writing. This means that if a parent informs a school administrator that the family is leaving the country and a school administrator documents the conversation in writing and includes it in the student's file, the district may report the out of country transfer as confirmed. However, the district will not report a transfer as confirmed if information that a student has moved is reported from a student's friend rather than a parent.

Cross References:	Policy 3130	District Attendance Areas
Legal References:	RCW 28A.225.225	Applications from nonresident students or students receiving home-based instruction to attend district school – School employees' children – Acceptance and rejection standards - Notification
	RCW 28A.225.270	Intradistrict enrollment options policies
	RCW 28A.225.290	Enrollment options information booklet
	RCW 28A.225.300	Enrollment options information to parents
Management Resources:	Policy News: June 2003 April 2020 May 2020	Enrolling Children of School Employees
		CEDARS Guidance, available on OSPI: website www.k12.wa.us/data-reporting/reporting/cedars

Adopted: 5.8.06
Revised: 5.9.16 |

~~Transgender Students~~ Gender Inclusive Schools Policy 3211

The board believes in fostering an educational environment that is safe and free of discrimination for all students, regardless of ~~gender expression, gender identity or sex, sexual orientation, gender identity or gender expression~~. To that end, the board recognizes the importance of an inclusive approach toward transgender ~~and gender-expansive~~ students with regard to ~~key terms, communication and the use of names and pronouns, student official records, confidential health and education information, communication, restroom and locker room use and accessibility, sports and physical education, dress codes and other school activities, in order to provide these students with an equal opportunity for learning and achievement. This policy and its procedure will support that effort by facilitating district compliance with local, state and federal laws concerning harassment, intimidation, bullying and discrimination~~ (Moved BELOW)

This policy is a component of the district's responsibility to create and maintain a safe, civil, respectful and inclusive learning community and will be implemented in conjunction with comprehensive training of staff and volunteers. Specific training requirements are included in the accompanying procedure. The superintendent will appoint a primary contact to receive copies of all formal and informal complaints and ensure policy implementation. The name and contact information for the compliance officer will be communicated throughout the district. The district compliance officer will participate in at least one mandatory training opportunity offered by OSPI.

This policy and its procedure will support that effort by facilitating district compliance with local, state and federal laws concerning harassment, intimidation, bullying and discrimination

Cross References:	Policy 3210	Nondiscrimination
	Policy 3207	Prohibition of Harassment, Intimidation & Bullying
	Policy 3231	Student Records
	Policy 2145	Suicide Prevention
Legal References:	RCW 28A.642	Discrimination prohibition
	Chapter 49.60, RCW	Washington Law Against Discrimination
	20 U.S.C. §1232g, 34 C.F.R., Part 99	Family Education Rights and Privacy Act
Management Resources:	<i>Policy & Legal News</i>	
	Nov 2013	WSSDA issues new policy regarding transgender students

December 2014

July 2019

Prohibiting Discrimination in Washington Public Schools – OSPI Guidelines for school districts to implement Chapters 28A.640 and 28A.642 RCW and 392-190 WAC (February 2012)

ADOPTED: 4.7.14

~~Transgender Students~~ Gender-Inclusive Schools Procedure 3211P

The principal or building administrator – or an appropriate, designated school employee - is encouraged to request a meeting with a transgender or gender expansive student ~~and their parent/guardian~~ upon the student's enrollment in the district or in response to a currently enrolled student's change of gender expression or identity. **Before contacting a student's parents, the school will consult with the student about the student's preferences regarding family involvement and honor those preferences.**

The goals of the meeting are to:

- Develop understanding of that student's individual needs with respect to their gender expression or identity, including any accommodations that the student is requesting or that the district will provide according to Policy 3211 and this procedure and under state and federal law; and
- Develop a shared understanding of the student's day-to-day routine within the school so as to foster a relationship and help alleviate any apprehensions the student may have with regard to their attendance at school.

The school may not require the student to attend a meeting as a condition of providing them with the protections to which they are entitled under Policy 3211, this procedure and state and federal law regarding gender expression or identity.

KEY DEFINITIONS/TERMS

- **Assigned sex at birth:** The sex a person was given at birth, usually based on anatomy or chromosomes (e.g., male, female, intersex, etc).
- **Cisgender:** A term used to describe people whose assigned sex matches their gender identity and/or gender expression (e.g., someone who was assigned female at birth and whose gender identity and/or gender expression is also female).
- **Gender Expansive:** A wider, more flexible range of gender identities or expressions than those typically associated with the binary gender system.
- **Gender Expression:** ~~The external ways in which is how~~ a person expresses their gender ~~to the world, such as~~ often through behavior, emotions, ~~emotional expression~~, mannerisms, dress, grooming ~~habits~~, interests, and activities.
- **Gender Identity:** ~~A person's internal and deeply-felt~~ refers to one's deeply felt internal sense of being female, or male, or both, ~~non-binary, gender-expansive, or other - or neither~~, regardless of their gender assigned at birth.
- ~~Gender Nonconforming~~ describes a person whose gender expression differs from stereotypical expectations about how they should look or act based on the gender they were assigned at birth. This includes people who identify outside traditional gender categories or identify as both genders, or as gender neutral.
- ~~Biological Sex/Sex~~ refers to a person's internal and external anatomy, chromosomes, and hormones.
- **Transgender:** ~~A is a general~~ term often used to describe a person whose gender identity ~~and/or expression, or both, are~~ is different from ~~those that~~ traditionally associated with their

~~person's gender~~ sex assigned at birth.

- **Transitioning:** ~~refers to~~ T the process in which a person goes from living and identifying as one gender to living and identifying as another.

COMMUNICATION AND USE OF NAMES AND PRONOUNS

An appropriate school employee will privately ask known transgender or gender-expansive students how they would like to be addressed in class, in correspondence to the home, and at conferences with the student's parent/guardian. That information will be included in the electronic student record system along with the student's legal name in order to inform teachers and staff of the name and pronoun by which to address the student. However, the student's legal name should be accessible by only necessary staff members—it should not be visible to teachers or other staff who have access to the electronic records system.

When appropriate or necessary, this information will be communicated directly with staff to facilitate the use of proper names and pronouns. A student is not required to change their official records or obtain a court-ordered name and/or gender change as a prerequisite to being addressed by the name and pronoun that corresponds to their gender identity.

When communicating with transgender or gender expansive students regarding particular issues such as conduct, discipline, grades, attendance or health, school employees will focus on the conduct or particular issues rather than making assumptions regarding the student's actual or perceived gender identity or gender expression. Before communicating with parents of transgender or gender expansive students, it's important to ask the student how school employees should refer to the student when talking with their parents and guardians. For families who are supportive, using the student's name and pronoun could be affirming for the student. For parents who are not supportive, or who are not aware of the student's transition at school, referring to their name and pronoun could be very dangerous. The district will not condone the intentional or persistent refusal to respect a student's gender identity or gender expression, or inappropriate release of information regarding a student's transgender or gender-expansive status.

OFFICIAL RECORDS

The standardized high school transcript is the only official record that requires a student's legal name. School staff should adopt practices to avoid the inadvertent disclosure of the student's transgender or gender-expansive status. ~~The District is required to maintain a permanent student record which includes the student's legal name and the student's gender.~~ The District will change a student's official records to reflect a change in legal name upon receipt of:

- Documentation that the student's legal name or gender has been changed pursuant to a court order or through amendment of state or federally-issued identification; or
- A written, signed statement explaining that the student has exercised a common-law name change and has changed their name for all intents and purposes and that the change has not been made for fraudulent reasons.

Schools may change a student's official gender designation upon parent or student request pursuant to the Office of the Superintendent of Public Instruction's (OSPI's) process found at <http://www.k12.wa.us/cedars/CEDARSDDataFormQA.aspx>. The process should not be overly cumbersome, and the district may not require verification from a physician.

The school must use the name and gender by which the student identifies on all other records, including but not limited to school identification cards, classroom seating charts, athletic rosters, yearbook entries, diplomas, directory information.

~~To the extent that the District is not legally required to use a student's legal name and biological sex on school records or documents, the District should use the name and gender by which the student identifies. In situations where school employees are required by law to use or report a student's legal name or gender, such as for standardized testing, school staff should adopt practices to avoid the inadvertent disclosure of the student's transgender or gender nonconforming status.~~

CONFIDENTIAL HEALTH OR EDUCATIONAL INFORMATION

Information about a student's gender status, legal name, or ~~gender~~ assigned sex at birth may constitute confidential medical or educational information. Disclosing this information to other students, their parents, or other third parties may violate privacy laws, such as the federal Family Education Rights and Privacy Act (FERPA) (20 U.S.C. §1232; 34 C.F.R. Part 99). Therefore, to ensure the safety and well-being of the student, school employees should not disclose a student's transgender or gender-expansive nonconforming status to others, including the student's parents and/or other school personnel, unless the school is (1) legally required to do so or (2) the student has authorized such disclosure.

COMMUNICATION AND USE OF NAMES AND PRONOUNS

~~An appropriate school employee will privately ask known transgender or gender nonconforming students how they would like to be addressed in class, in correspondence to the home, and at conferences with the student's parent/guardian. That information will be included in the electronic student record system along with the student's legal name in order to inform teachers and staff of the name and pronoun by which to address the student. When appropriate or necessary, this information will be communicated directly with staff to facilitate the use of proper names and pronouns. A student is not required to change their official records or obtain a court-ordered name and/or gender change as a prerequisite to being addressed by the name and pronoun that corresponds to their gender identity.~~

~~When communicating with transgender or gender nonconforming students regarding particular issues such as conduct, discipline, grades, attendance or health, school employees will focus on the conduct or particular issues rather than making assumptions regarding the student's actual or perceived gender identity. When communicating with parents of transgender or gender nonconforming students, school employees will refrain from the use of gender pronouns and refer to the student by name whenever practicable. The district will not condone the intentional and persistent refusal to respect a student's gender identity, or inappropriate release of information regarding a student's transgender status.~~

RESTROOM ACCESSIBILITY

Students will be allowed to use the restroom that corresponds to the gender identity they assert at school. No student will be required to use a restroom that conflicts with his or her gender identity. ~~A plan will be developed in consultation with the student and a school administrator (or designee) to address restroom use which recognizes a student's rights under state and federal law and considers the privacy of the student.~~ Any student – regardless of gender identity – who requests greater privacy should be given access to an alternative restroom. However, schools may not require a student to use an alternative restroom because of their transgender or gender-expansive status.

LOCKER ROOM ACCESSIBILITY

Use of locker rooms by transgender or gender-expansive nonconforming students will be assessed on a case-by-case basis, with the goal of maximizing transgender or gender-expansive nonconforming student

social integration, providing an equal opportunity to participate in physical education classes and athletic opportunities and ensuring the student's safety. **The district will take an approach that conforms with OSPI's guidelines.** In most cases, the district should provide the student access to the locker room that corresponds to the gender identity they assert at school. Reasonable alternatives to locker room conditions **for any student who wants additional privacy** include, but are not limited to:

- use of a private area (e.g., nearby restroom stall with a door, an area separated by a curtain, an office in the locker room, or a nearby health office restroom);
- a separate changing schedule (i.e., utilizing the locker room before or after the other students).

The school will provide accommodations needed to allow the student to keep their transgender or gender-expansive status private. ~~Any alternative to locker room conditions will be provided in a manner that allows the student to keep his or her transgender or gender nonconforming status private.~~ No student, however, will be required to use a locker room that conflicts with his or her gender identity.

SPORTS AND PHYSICAL EDUCATION CLASSES

The District will provide all students, including transgender **and gender-expansive** students, the opportunity to participate in physical education and athletic programs/opportunities in a manner that is consistent with their gender identity.

A student may seek review of his or her eligibility for participation in interscholastic athletics by working through the Gender Identity Participation procedure set forth by the Washington Interscholastic Activities Association (WIAA).

DRESS CODES

The District will allow students to dress in a manner that is consistent with their gender identity and/or gender expression within the constraints of the dress codes adopted at their school site and within the constraints of the District guidelines for dress as they relate to health and safety issues (e.g., prohibitions on wearing gang-related apparel). School dress codes will be gender- neutral and will not restrict a student's clothing choices on the basis of gender. **The district will take an approach that conforms with OSPI's guidelines.**

OTHER SCHOOL ACTIVITIES

In any school activity or other circumstance involving separation by gender (i.e., class discussions, field trips, **and overnight trips**), students will be permitted to participate in accordance with the gender identity they assert at school. Teachers and other school employees will make every effort to separate students based on factors other than gender where practicable.

TRAINING AND PROFESSIONAL DEVELOPMENT

The district will designate one person to be the primary contact regarding this policy and procedure relating to transgender or gender expansive students. The primary contact must participate in at least one mandatory training opportunity offered by OSPI. When possible, the District will conduct staff training and ongoing professional development in an effort to build the skills of all staff members to prevent, identify

and respond to harassment and discrimination. The content of such professional development should include, but not be limited to:

- Terms and concepts related to gender identity, gender expression, and gender diversity in children and adolescents;
- Appropriate strategies for communicating with students and parents about issues related to gender identity and gender expression, while protecting student privacy;
- Strategies for preventing and intervening in incidents of harassment and discrimination, including cyber-bullying;
- District and staff responsibilities under applicable laws and district policies regarding harassment, discrimination, and gender identity and expression issues.

DISCRIMINATION AND HARASSMENT COMPLAINTS

Discrimination and harassment on the basis of sex, ~~sexual orientation,~~ or gender identity, or expression are prohibited within the district. It is the responsibility of each school, the District and all staff to ensure that all students, including transgender and gender-expansive ~~non-conforming~~ students, have a safe school environment. The scope of this responsibility includes ensuring that any incident of discrimination or harassment is given immediate attention and/or reported to **the person designated as the primary contact relating to transgender or gender expansive students. The primary contact will communicate** with the district's Civil Rights Compliance Coordinator.

Complaints alleging discrimination or harassment based on a person's actual or perceived gender identity or expression are to be taken seriously and handled in the same manner as other discrimination and/or harassment complaints. This includes investigating the incident and taking age and developmentally-appropriate corrective action. Anyone may file a complaint alleging a violation of this policy using the complaint process outlined in the district's Nondiscrimination Procedure 3210P.

The district will share this policy and procedure with students, parents/guardians, employees, and volunteers.

ADOPTED: 4.7.14

REVISED: 11.14.14 (Board Communication)

Student Immunizations and Life-Threatening Health Conditions Policy 3413

Immunizations

In order to safeguard the school community from the spread of certain communicable diseases and in recognition that prevention is a means of combating the spread of disease, the board requires a student to present evidence of his/her having been immunized against the following diseases as **required by 28A.210 RCW and the Washington State Board of Health 246.105 WAC**. recommended by the State Board of Health: diphtheria, pertussis (whooping cough), tetanus, poliomyelitis, measles, rubella, mumps, hepatitis B, and varicella (chicken pox) for children under thirteen years of age. A student satisfies the measles requirement upon a physician's verification that the student has had measles (rubeola).

Exemptions from Immunization

The district will allow for exemptions from immunization requirements only as allowed for by **RCW 28A.210.090 and WAC 246-105-050**.

Meningococcal Immunizations Information Distribution

The district will provide parents and guardians of students in sixth grade and above with information about meningococcal disease at the beginning of every school year. The information will address the characteristics of the disease; where to find additional information about the disease; vaccinations for children; and current recommendations from the Centers for Disease Control and Prevention regarding receiving the vaccine.

Meningococcal Disease, Human Papillomavirus Virus Disease and Vaccine Information Distribution

At the beginning of every school year, from sixth through twelfth grade the district will provide parents and guardians with information, provided by the state Department of Health about **meningococcal disease**, human papilloma virus (HPV) disease and **their** its vaccines.

The information will include the causes and symptoms of **meningococcal disease**, human papilloma virus, how the diseases **is are** spread, the places where parents and guardians may obtain additional information and vaccinations for their children and current recommendations from the **United States Centers for Disease Control Prevention** regarding the vaccines.

Life-Threatening Health Conditions

Prior to attendance at school, each child with a life-threatening health condition will present a medication or treatment order **from a Licensed Healthcare Provider (LHP)** addressing the condition. A life threatening health condition means a condition that will put the child in danger of death during the school day if a medication **and or** treatment order, providing authority to a registered nurse, and nursing plan are not in place. Following submission of the medication or treatment order, **the registered nurse will develop the nursing care plan**. a nursing plan will be developed.

Students who have a life-threatening health condition and no medication or treatment order presented to the school shall be excluded from school, to the extent that the district can do so consistent with federal requirements for students with disabilities under the Individuals with Disabilities Education Act (IDEA) and Section 504 of the Rehabilitation Act of 1973, and according to the following due process requirements **in School District Procedure 3413P**.

- ~~A. Written notice to the parents, guardians or persons in loco parentis delivered to the parents, guardians or persons in loco parentis in person or by certified mail.~~
- ~~B. Notice of the applicable laws, including a copy of the laws and rules.~~
- ~~C. The order that the student will be excluded from school immediately and until a medication or treatment order is presented.~~
- ~~D. Describe the rights of the parents and/or guardians and student to a hearing, the hearing process and explain that the exclusion continues until the medication or treatment plan is presented or the hearing officer determines that the student should no longer be excluded from school.~~
- ~~E. If the parents request a hearing, the district will schedule one within three school days of receiving the request, unless more time is requested by the parents.~~
- ~~F. The hearing process will be consistent with the procedures established for disciplinary cases pursuant to Chapter 180-40 WAC.~~

Exclusion from School

The district will exclude students as required in RCW [28A.210.120](#) from further presence at the school who are out of compliance with the immunization requirements and students with a life-threatening health condition as required in WAC 392-380-045 WAC who do not have a medication or treatment order in place. The superintendent will adopt procedures necessary to implement this policy.

Cross References:	Policy 2100	Educational Opportunities for Military Children
	Policy 2161	Special Education and Related Services for Eligible Students
	Policy 2162	Education of Students with Disabilities Under Section 504
	Policy 3115	Students Experiencing Homelessness- Enrollment Rights and Services
	Policy 3241	Student Discipline
	Policy 3416	Medication at School
Legal References:	RCW 28A.210	Health Screenings and requirements
	Ch. 101, Laws of 2002	Children with Life-Threatening Health Conditions
	WAC 180-38-040-065	Immunization and Life-Threatening Health Conditions
	WAC 246-105	Immunization of child care and school children against certain vaccine-preventable diseases
	WAC 392-182	Student - Health records
	WAC 392-380	Public School Pupils – Immunization requirements and life-threatening health condition

Management
Resources:

Policy & legal News:

October 2002

June 2005

April 2006

August 2007

June 2011

August 2001

August 2012

August 2018

May 2020

Adopted: 5.08.06

Revised: 2.06.12

Student Immunization and Life-Threatening Health Conditions Procedure 3413P

REQUIRED IMMUNIZATION DOCUMENTATION

Immediately upon enrollment in the district, the student's parent or legal guardian must provide proof of the required immunizations as specified by the Washington Department of Health with a completed Certificate of Immunization Status (CIS) form approved by the Department of Health, and/or an exemption with a completed Certificate of Exemption (COE) form approved by the Washington Department of Health. The student cannot start attending school until the completed CIS and/or COE is on file at the school or the Conditional Immunization Status conditions have been met. Students experiencing homelessness, including migratory and refugee children and children in out-of-home (foster) care, who have not provided the required documentation will be allowed to enroll, attend classes, and participate fully, despite being out of compliance with immunization requirements.

The CIS and/or COE will be a part of the student's permanent record. The district will provide access to immunization records of each student enrolled to agents of the state or local health department. The district will return the CIS and/or COE or a legible copy to the parent or legal guardian if the child is withdrawn or transferred from the district. The district may not withhold the CIS and/or COE for any reasons, including nonpayment of school fees.

CERTIFICATE OF IMMUNIZATION

~~Immediately upon enrollment in the district a Certificate of Immunization Status (CIS), distributed by the Washington Department of Health will be completed by the student's parent or legal guardian. The certificate will be made a part of the student's permanent record.~~

~~If, by the student's first day of enrollment, a student does not have documentation for receipt of any or all of the required immunizations, he/she will submit evidence of the initiation of an immunization schedule and will be placed in a "conditional" status category. Students may attend under conditional status for a limited time. The parent or guardian must provide, within thirty (30) days of the student's first day of attendance, any missing immunization(s) and/or provide documentation needed to complete the CIS. If a student needs additional doses to complete a vaccine series, he/she will remain in conditional status for a maximum of thirty (30) days after the next dose is due until the series is complete. Failure to submit documentation within these timelines will be sufficient cause to exclude the student from school.~~

School staff may verify that the student's immunizations are complete in the WA Immunization Information System (IIS), in this situation a CIS is not required to be on file. School staff will document this verification in the student's cumulative school record. If the immunizations are not complete in the IIS the immunization status of students must be documented on a completed CIS form.

Language if the district is not actively using the IIS School Module:

The immunization status of all students must be documented on a completed CIS form.

All immunization information documented on a CIS by new enrollees starting school on or after August 1, 2020 must be medically verified. A CIS printed from the Washington Immunization Information System

(IIS) with immunization information prepopulated is considered medically verified by the IIS. A hardcopy CIS completed by the parent or legal guardian must be verified as accurate by either a health care provider signature or by a school administrator, school nurse or designee's signature after verifying that the information on the CIS is accurate when compared to medical immunization records attached to the CIS.

For currently enrolled students all new immunization documentation submitted on or after August 1, 2020 must be on a medical immunization record. School staff may use the information on the medical immunization record to update the student's existing CIS on file. A district school nurse or their delegate, with parent or legal guardian permission, may use the information on the medical immunization record to update the student's immunization information in the IIS.

CONDITIONAL IMMUNIZATION STATUS ATTENDANCE

If by a student's first day of attendance the student does not have documentation of all of the required immunizations the student may be permitted to start school in a temporary "conditional immunization status" provided that the student has received all of the immunizations that he/she is eligible to receive and is waiting for the recommended date of the next vaccine dose according to the national immunization catch-up schedule. The parent or legal guardian must sign the CIS acknowledging the conditional status rules and times lines that follow. Once the next dose comes due the student can remain in conditional status for thirty (30) calendar days to have time to turn in the required documentation. If additional vaccines are needed conditional status continues in a similar manner until all of the vaccine series are complete. If the thirty (30) calendar day period expires and documentation has not been given to the school the student will be excluded from further attendance. Valid documentation includes medical records showing vaccination, evidence of immunity to the disease in question, or a completed Certificate of Exemption (COE) form.

EXEMPTIONS FROM IMMUNIZATIONS

~~Any and all exemptions will be processed and recorded on a Certificate of Exemption (COE) as distributed by the Washington Department of Health.~~

~~The district will grant exemptions from one or more vaccines will be granted for medical reason upon certification by a physician that there is a medical reason for not administering the vaccine.~~

~~The district will grant exemptions for religious reasons upon the parent/legal guardian's submission of a COE as follows. If a COE states the parent/legal guardian is a member in a religious body or church with beliefs or teachings that preclude a child from receiving medical treatment from a LHP, the LHP signature on the COA is not required. If the COE claims a religious reason, but does not state that the parent/legal guardian is a member in a religious body or church with beliefs or teachings that preclude a child from receiving medical treatment from a LHP, the LHP signature on the COA is required.~~

~~With the exception of the measles, mumps, and rubella vaccine, the district will grant exemptions for philosophical or personal reasons upon the parent/legal guardian's submission of a COE, signed by an LHP, stating that the parent/guardian has a philosophical or personal objection to the immunization of a child and the LHP provided the parent/guardian with information about the benefits and risks of immunization. The district will not grant an exemption for philosophical or personal reasons from the measles, mumps,~~

and rubella vaccine. The LHP may sign the form any time prior to the district's enrollment of the child. The district will accept a photocopy of the signed form or a letter from the LHP in lieu of the original form.

The district will mark the permanent file of students who have exemptions for easy identification should the local department of health order that exempted students be excluded from school temporarily during an outbreak or an epidemic.

If the district does not receive proof of immunization status on a CIS or a COE upon the student's enrollment in school, the principal or designee will provide written notice to the parents/guardians informing them of:

1. The immunization requirements;
2. The potential that the student will be denied attendance unless documentation needed to complete the CIS or COE is provided within thirty (30) calendar days of the student's first day of attendance;
3. The procedural due process rights; and
4. The immunization services available.

Any and all exemptions will be processed and recorded on a Certificate of Exemption (COE) form approved by the Washington Department of Health (DOH). All exemptions requested on a COE must be signed by the parent or legal guardian. Additionally, with the exception of a religious membership exemption, all COE forms presented on or after July 22, 2011, must also have the signature of a health care practitioner (HCP) saying they have given the parent or guardian information about the benefits and risks of immunizations. The form may be signed by a HCP at any time prior to the enrollment of the child in a school. Photocopies of the signed form or a letter from the HCP referencing the child's name shall be accepted in lieu of the original form. Such a letter should be attached to the COE signed by the parent or legal guardian. Only a health care practitioner who is a physician (MD), physician assistant (PA), osteopath (DO), naturopath (ND), or advanced registered nurse practitioner (ARNP) licensed in Washington State may sign the COE.

The district will grant medical exemptions from one or more of the required immunizations if the HCP indicates on the COE that in their opinion the vaccine is not advisable for the student. If the HCP indicates the medical exemption is temporary an expiration date must be documented on the COE.

When a temporary medical exemption expires the student can attend school in "conditional immunization status" for thirty (30) calendar days to get the missing immunization or another exemption. If the thirty (30) calendar day period expires and documentation has not been given to the school, the student will be excluded from further attendance. Valid documentation includes medical records showing vaccination, evidence of immunity to the disease in question, or a completed Certificate of Exemption (COE) form.

The district will grant religious exemptions from one or more of the required immunizations if the parent or legal guardian completes the religious exemption section of the COE

The district will grant religious membership exemptions from one or more of the required immunizations if the parent or legal guardian completes the religious membership section of the COE and signs affirming they are a member in a religious body or church with beliefs or teachings that preclude a child from receiving medical treatment from a HCP. The HCP signature is not required for a religious membership exemption.

The district will grant personal/philosophical exemptions from one or more of the required immunizations, except measles, mumps or rubella, if the parent completes the personal/philosophical exemption section on the COE. The district will not grant an exemption for philosophical or personal reasons from the measles, mumps, or rubella immunization requirements.

EXCLUSION FROM SCHOOL

~~Following proper notification, the school will exclude the student for noncompliance with the immunization laws subject to the appeal process procedures for student expulsions (Policy 3241). Parents have a right to a hearing, provided they notify the school within three (3) days after receiving the exclusion order from the school principal. If the parent requests a hearing, the district notify in writing the parent or guardian and school principal of the time and place for the hearing and will present the case to a hearing officer appointed by the superintendent.~~

The school principal will exclude students from further attendance who are out of compliance with the immunization requirements as required in RCW 28A.210.120.

When excluding students, the school will provide written notification as required in WAC 392-380-050. Written notification will:

- Order that the student is excluded immediately, and
- Be delivered in person or by certified mail, and
- Be in the parent's native language if possible, and
- Include a copy of the applicable laws and rules (RCW 28A.210.010-160, 246-105 WAC, and 392-182 WAC sections 005, 020, 045, 050, 080), and
- Provide information regarding immunization services available through local health or other public agencies, and
- Include notice that the parent/legal guardian and student has a right to a hearing provided they notify the school within three (3) days after receiving the exclusion order from the school principal, and
- Describe the hearing process, and
- Explain that the exclusion continues until either the required immunization documentation, or a completed Certificate of Exemption form is turned in to the school, or a hearing officer determines that the student is no longer excluded from school.

If the parent requests a hearing, the district will notify in writing the parent or guardian and school principal of the time and place for the hearing and will present the case to a hearing officer appointed by the superintendent

LIST OF STUDENTS NOT FULLY IMMUNIZED

The district will keep or be able to produce within twenty-four hours a current list of children who are not fully immunized. This list must be transmitted to the local health department upon request. The local health officer may use this list for easy identification of students to be excluded from school temporarily during a disease outbreak.

ADOPTED: 2.6.12

REVISED: 5.20.13 | 11.4.19 Board Communication

NEW BUSINESS

- A. Bond Construction UpdateCSG/FORMA/Integrus
- B. Resolution 2019/20-30 Approval of Huntington Middle School Modernization Schematic Design Documents (Action)Scott Westlund
- C. 2020/21 KSD Reopening Plan Proposal (Action)Mary Beth Tack
- D. Resolution 2019/20-27 Reopening Plan for 2020/2021 School Year (Action)Mary Beth Tack
- E. Revised 2020/21 KSD Calendars (Action).....Holly Budge
- F. Affirmative Action Plan Annual Report (Information)Holly Budge
- G. Lexington Elementary School Change Order #1 (Action)Scott Westlund
- H. Resolution 2019/20-28 Federal Emergency Management Agency (FEMA) COVID-19 Public Assistance (Action)Scott Westlund
- I. Resolution2019/20-29 Adoption of Budget 2020/2021 (Action).....Scott Westlund
- J. Superintendent EvaluationDirector Haas
- K. Superintendents ReportMary Beth Tack

Bond Construction Update



Huntington Middle School

Schematic Design Update

08.10.2020

Project Summary

- Modernization of the existing Huntington Middle School facility
- Addition of a secure entry vestibule at the main entrance
- Addition of a multi-purpose Auxiliary Gymnasium

Project Scope

Auxiliary Gymnasium / Entry Vestibule

- 5,500sf Aux Gym Space
- Toilet Rooms and Storage
- New Entry Vestibule for safety and security at existing building

Existing Building Renovation

- New Roof, Windows, Flooring, Ceilings, Finishes, Casework, Whiteboards and Tackboards, Door Hardware
- ADA and Accessibility Upgrades
- Upgraded Technology Systems - classroom technology updated to district standards
- New Electrical systems - added outlets, LED lighting
- New Mechanical systems – improve thermal comfort
- New Fire Sprinkler System
- Structural Upgrades
- Hazmat Remediation

Project Goals

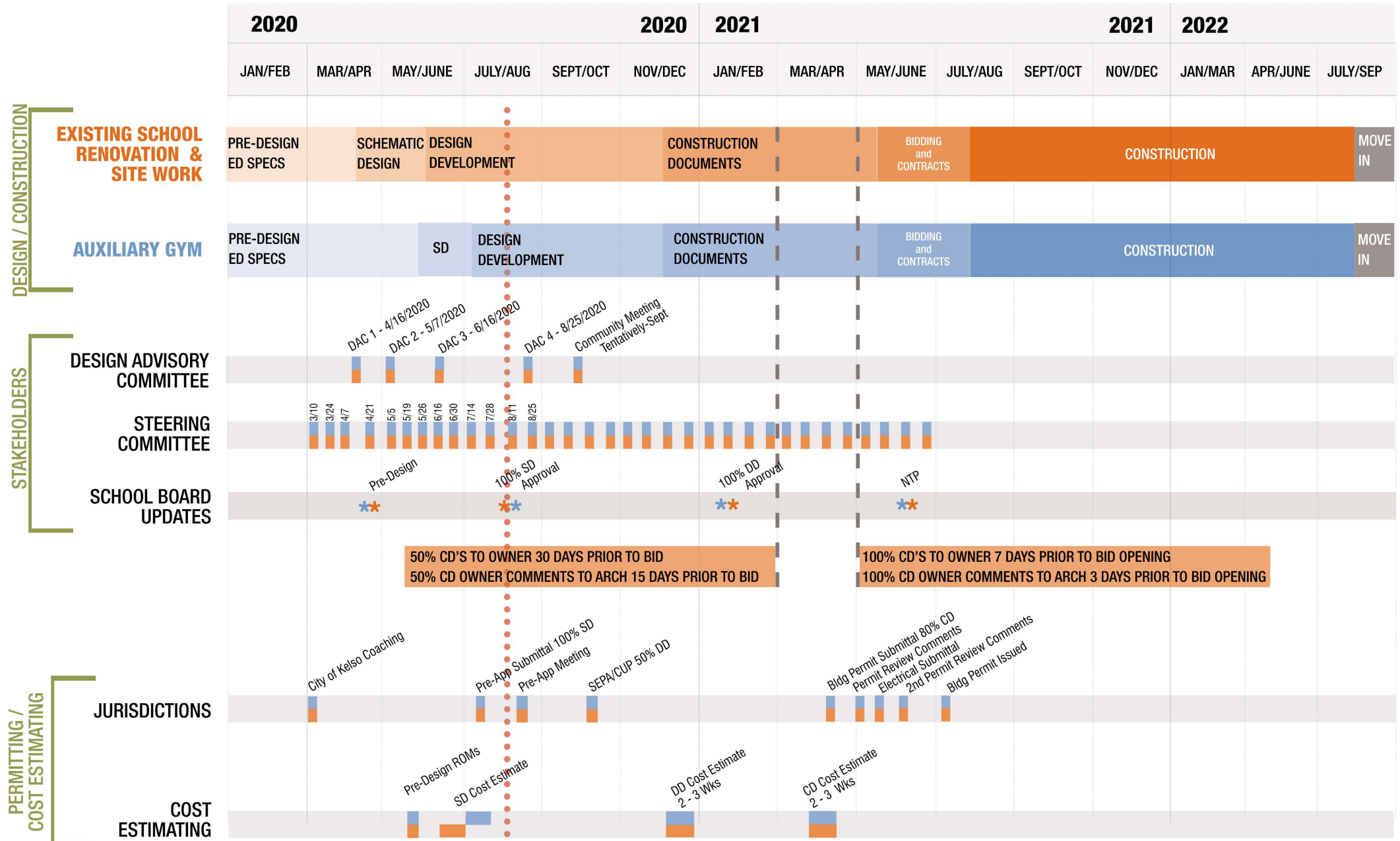
District Goals

- Support the educational mission and culture of Huntington Middle School
- Enhance the value, character and performance of the existing facility
- Achieve functional integrity
- Provide for long term durability
- Meet district standards and best practices.

Bond Promise

Huntington Middle School will have major mechanical and HVAC system work, along with upgrades to safety, security, and communication systems. A new multi-purpose gym will be developed to accommodate limited physical education spaces.

Project Schedule



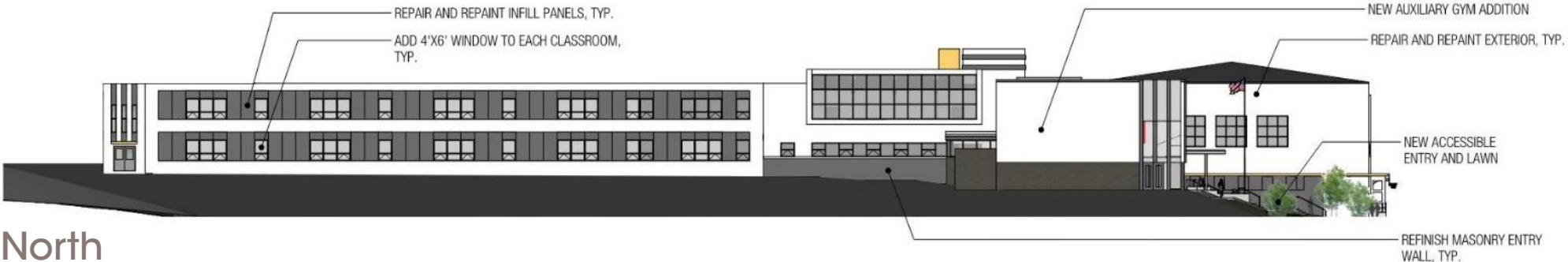
Existing Building



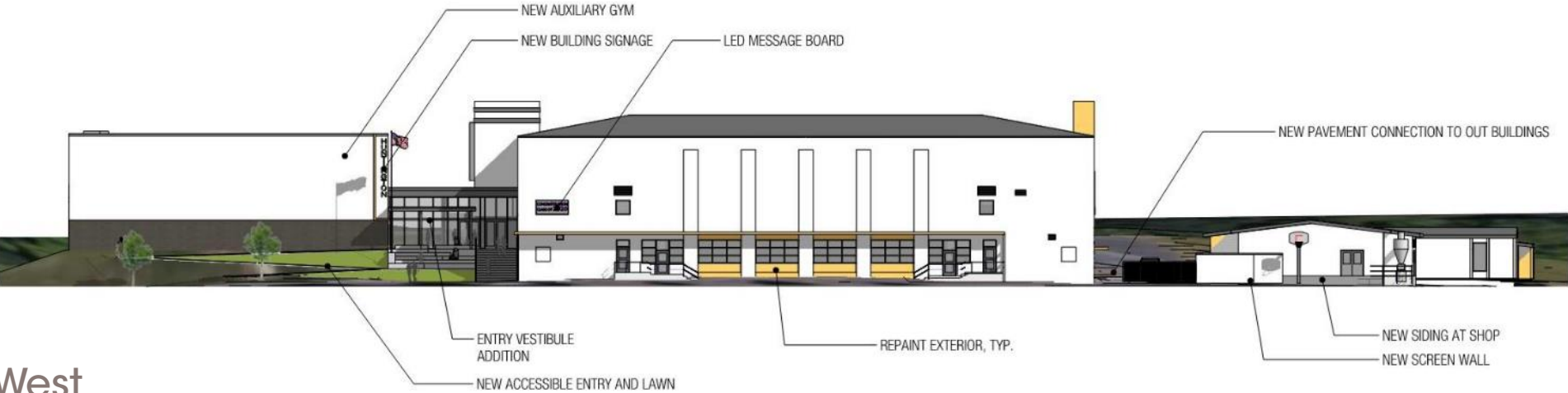
Existing Building - Original



Exterior Elevations

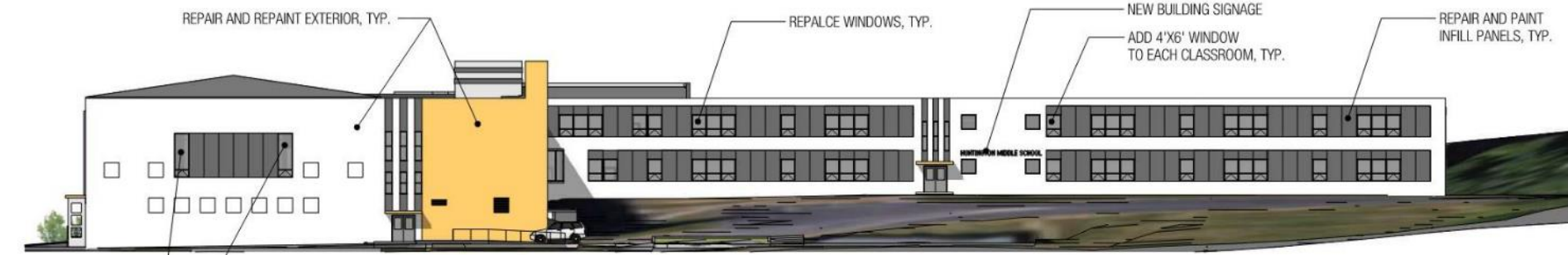


North

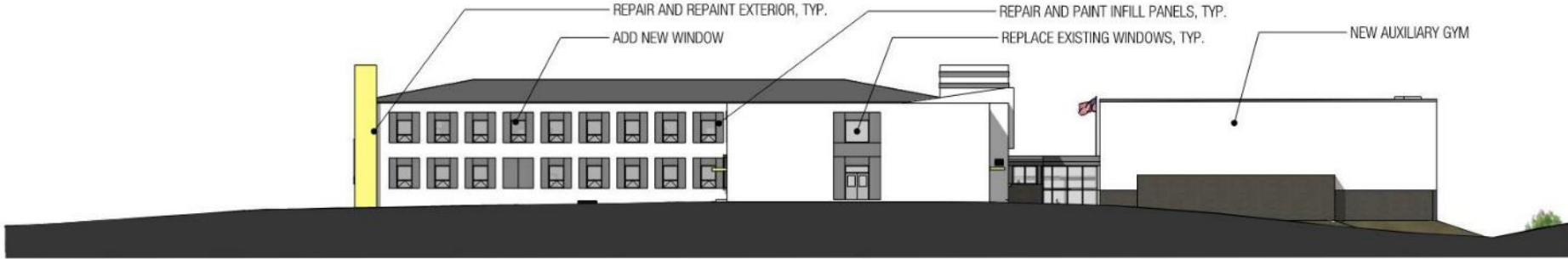


West

Exterior Elevations



South



East

Main Building Extent of Demolition

- CMU and gypsum block partition walls
- Flooring
- Ceilings
- Plumbing fixtures.
- Casework
- Tile and glazed block



LEVEL 1 DEMO

SCALE: 1" = 30'-0"



TRUE NORTH

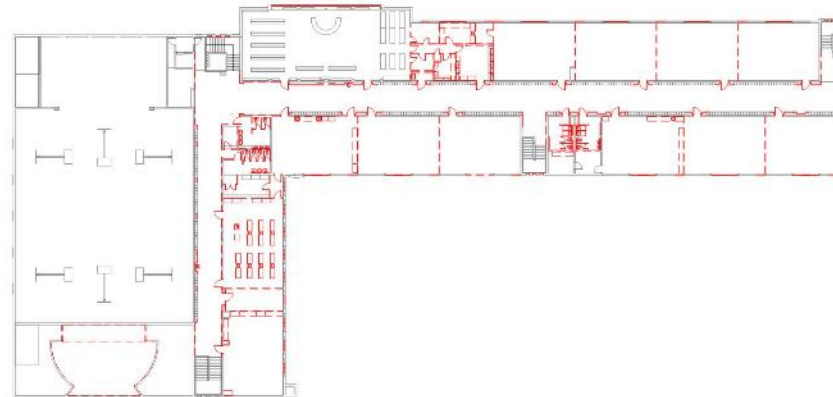


LEVEL 0 DEMO

SCALE: 1" = 30'-0"



TRUE NORTH



LEVEL 2 DEMO

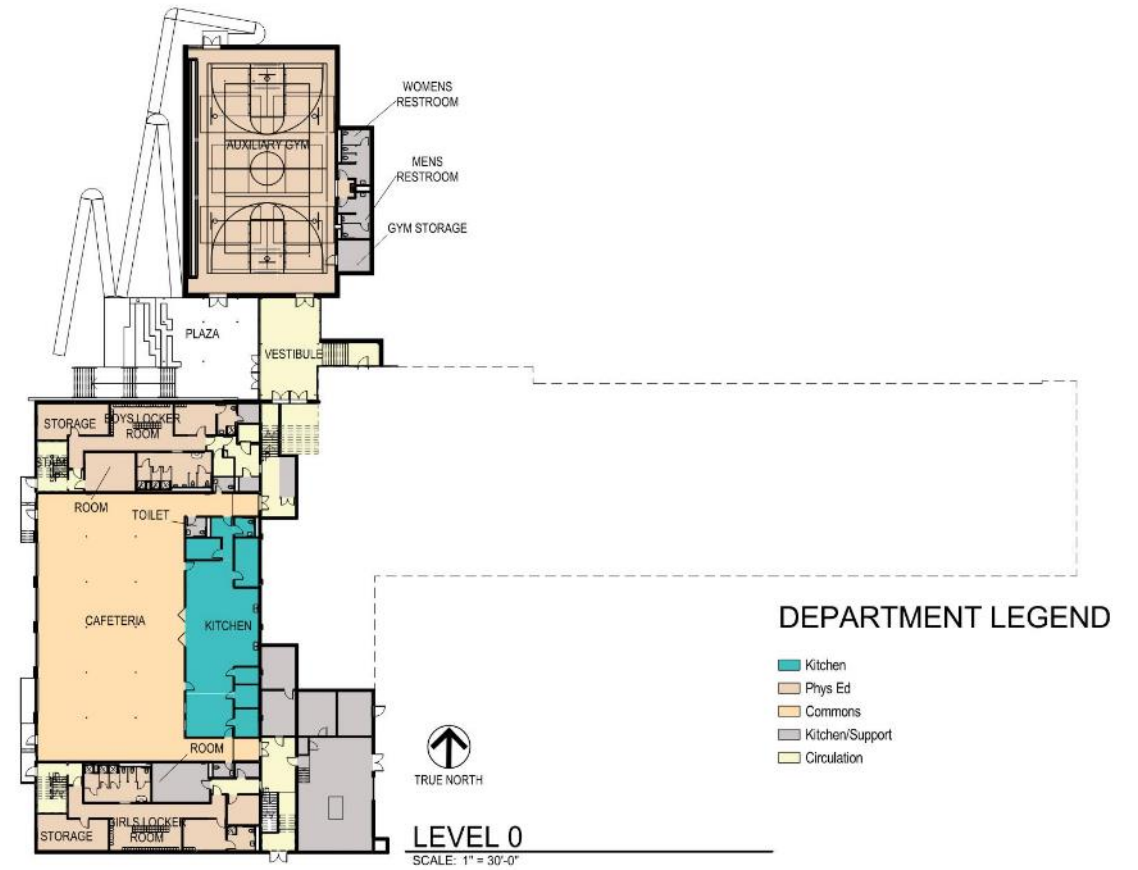
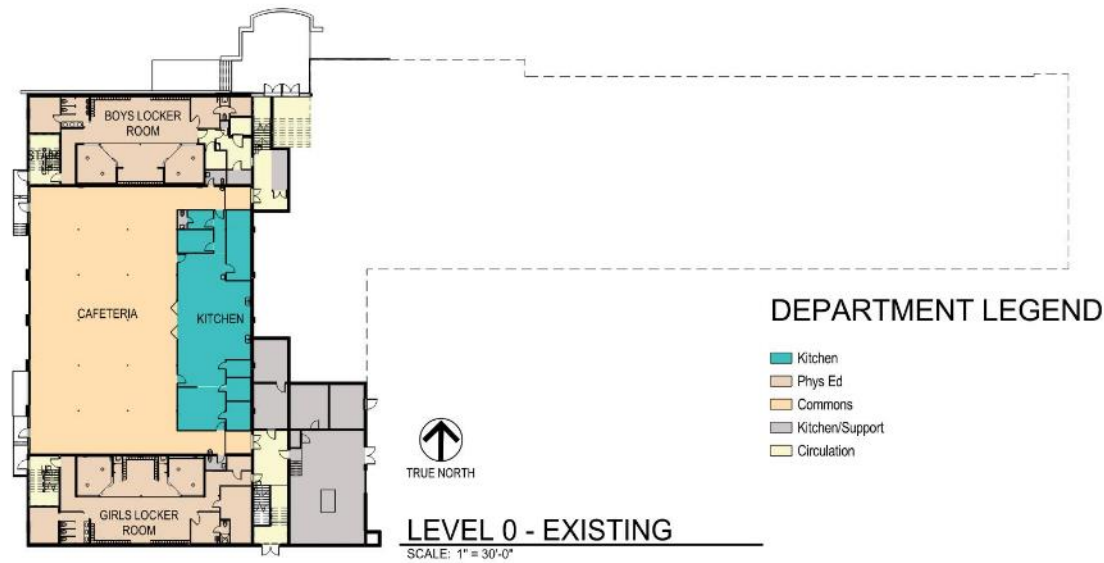
SCALE: 1" = 30'-0"



TRUE NORTH

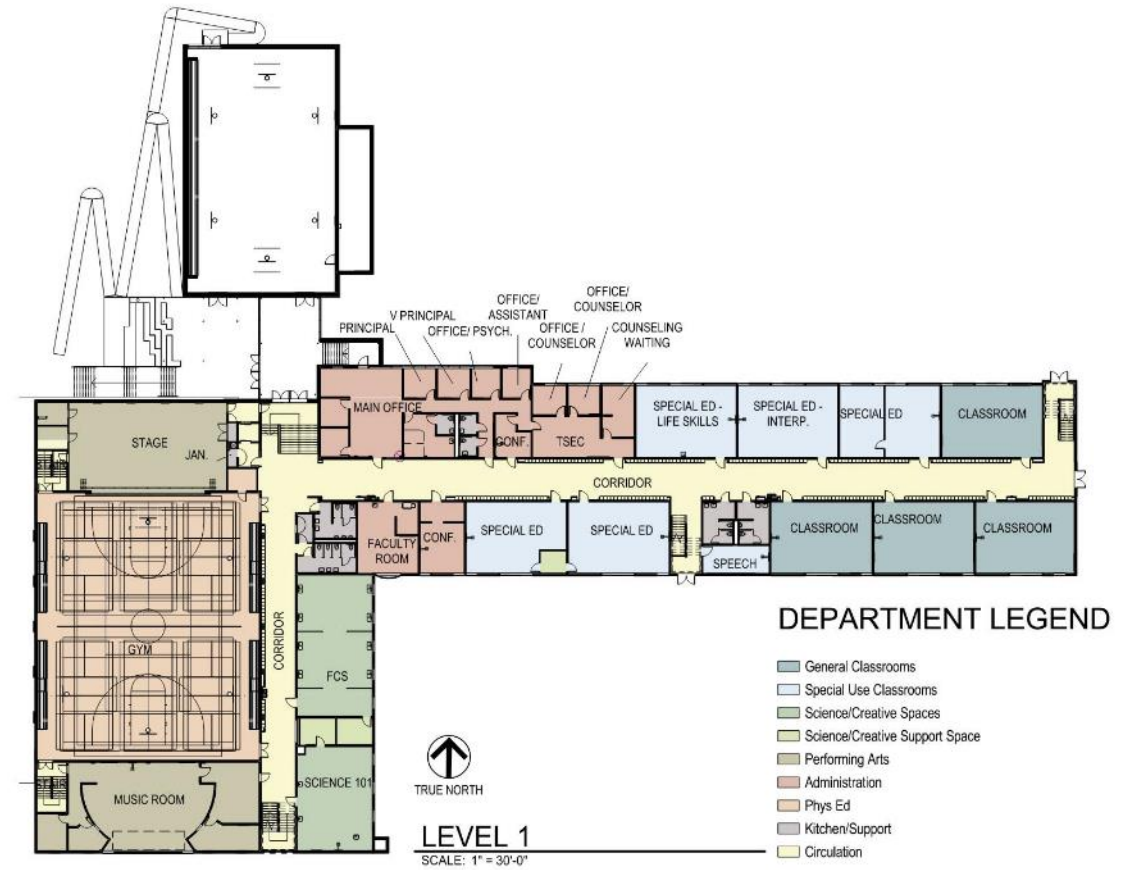
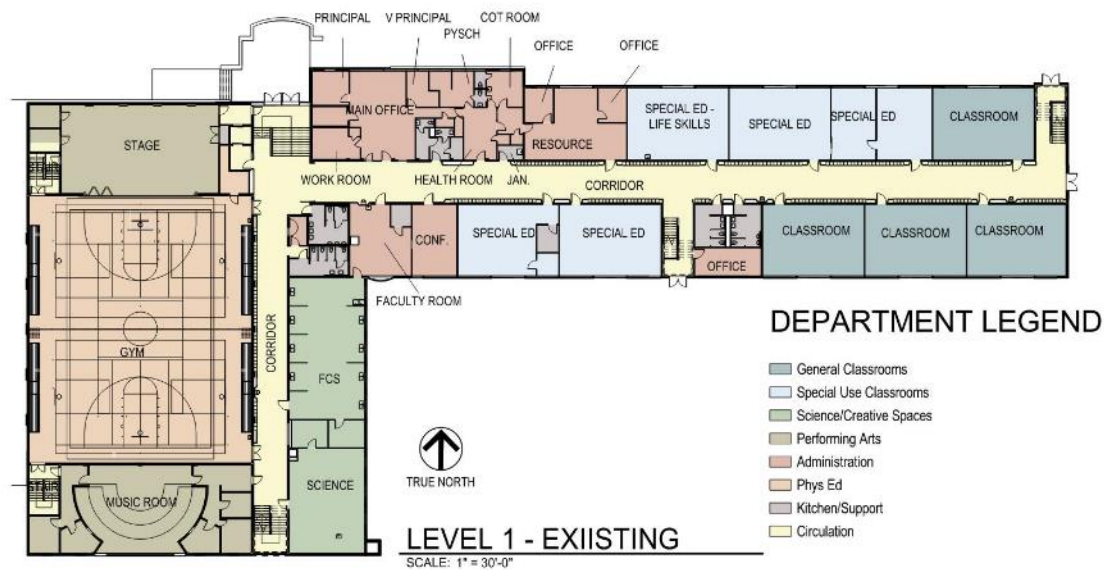
Level 0 - Plan

- Add Auxiliary Gymnasium
- Enhance Entry and Security
- Reorganize Locker rooms



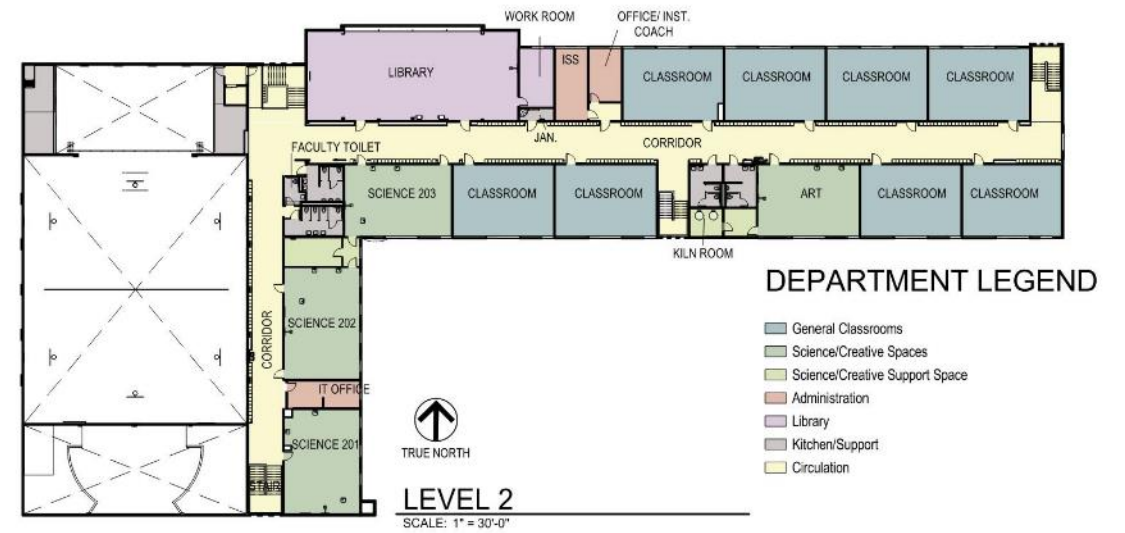
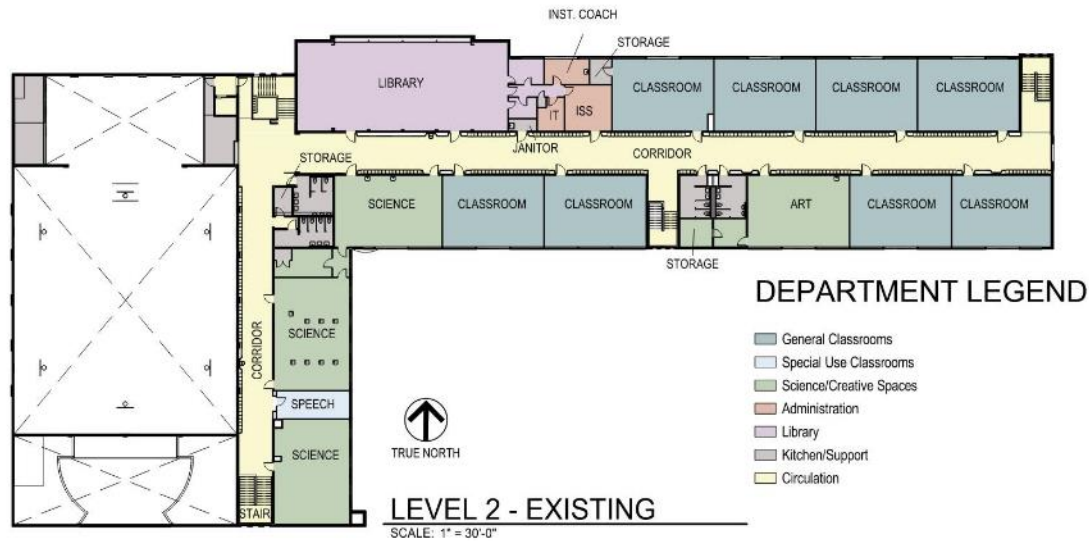
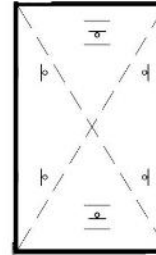
Level 1 - Plan

- Reconfigure Admin Area
- Reconfigure Counseling
- Upgrade Classrooms

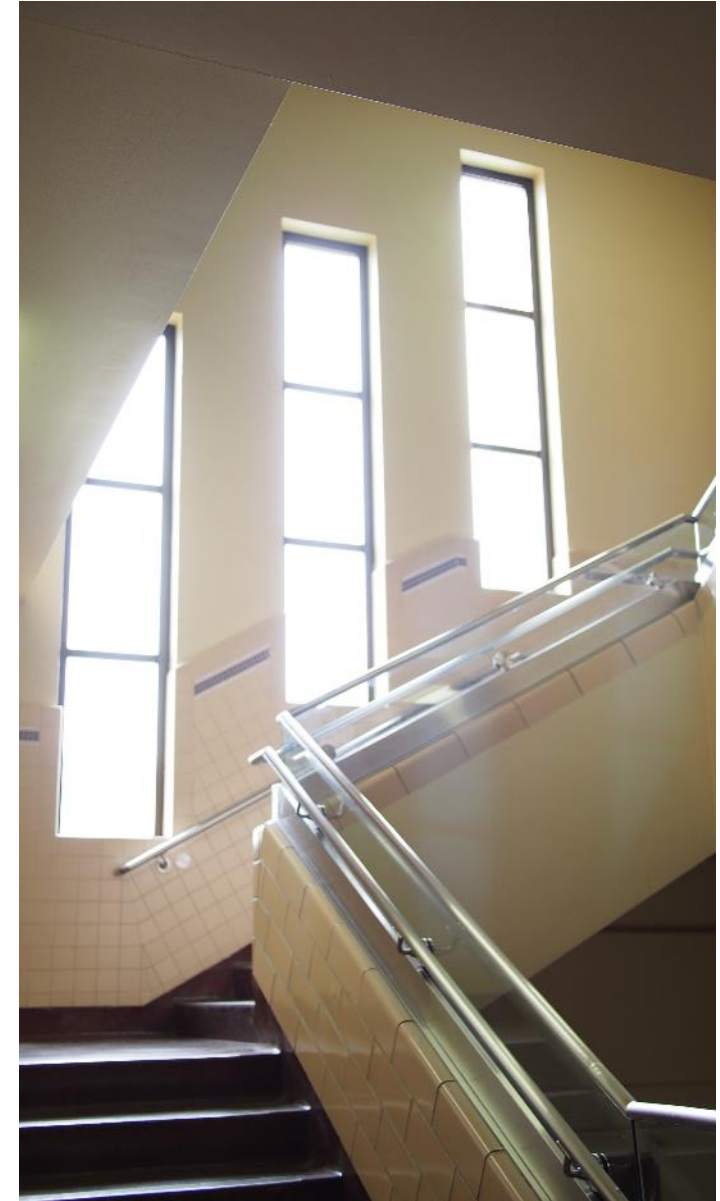


Level 2 - Plan

- Reconfigure Library
- Upgrade Classrooms



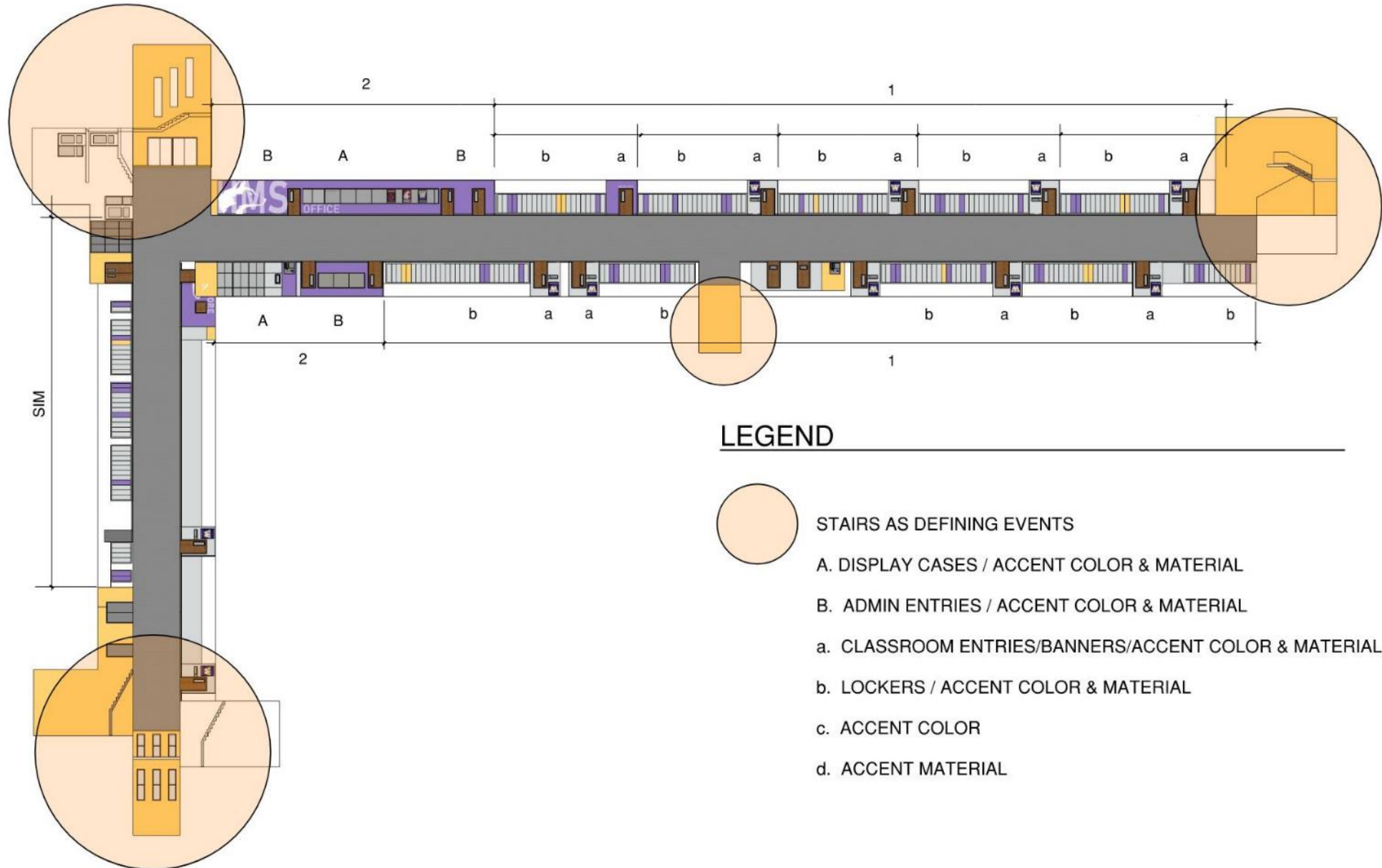
Existing Interiors



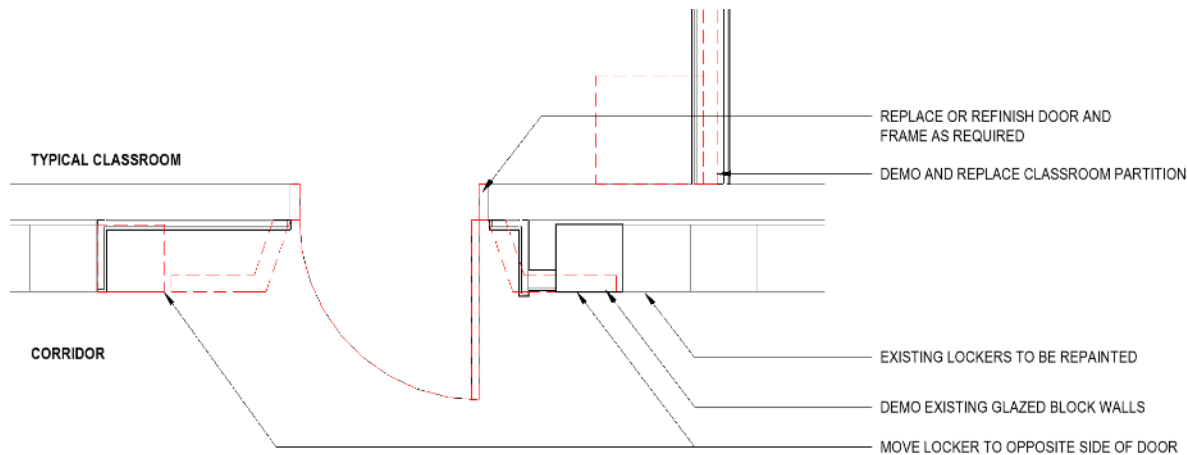
Existing Classroom Spaces



Interior Studies - Corridors



Interior Studies – Classroom Accessibility



Interior Studies - Corridors



Main Stair and Admin Entry

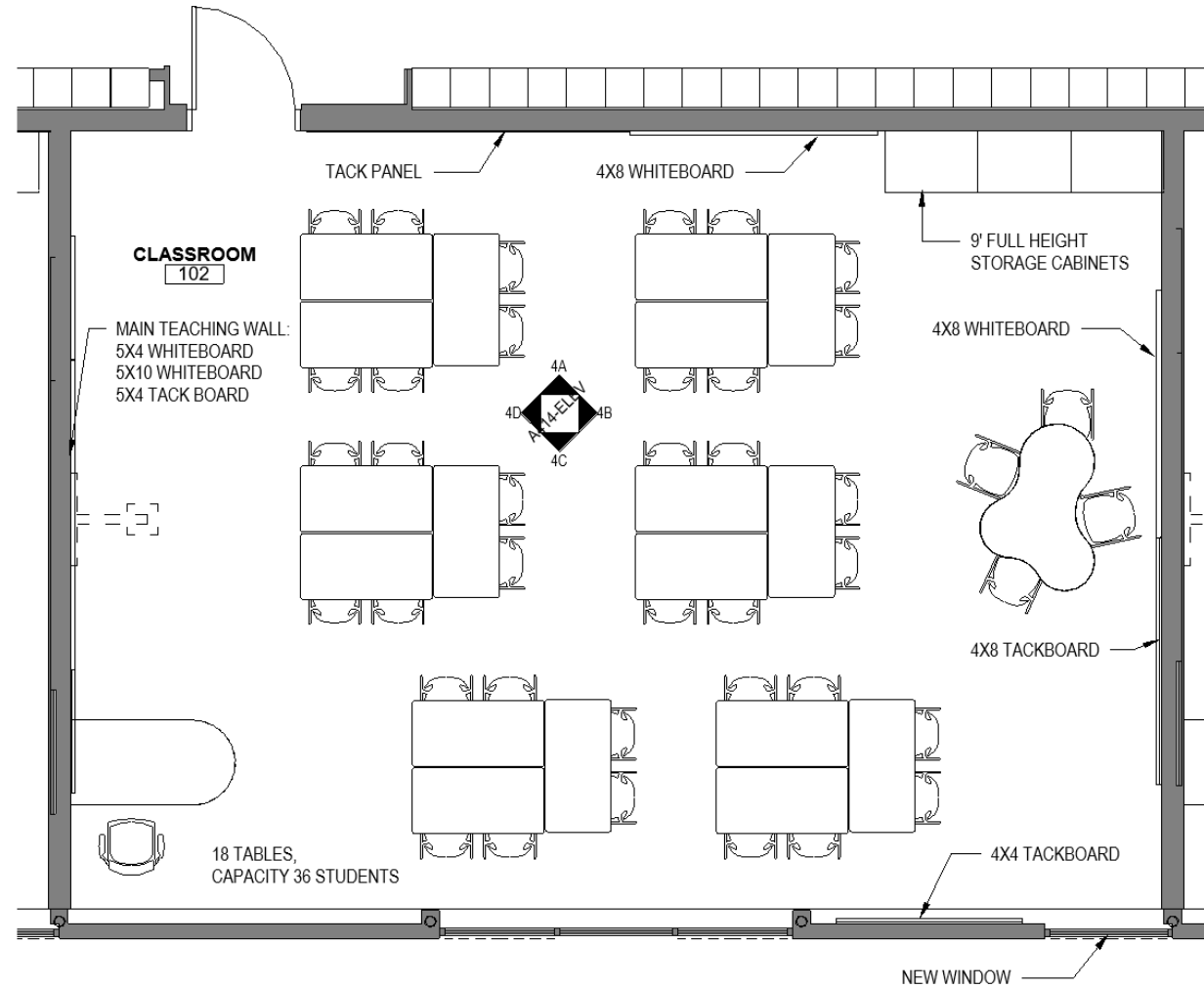
Interior Studies - Corridors



Main Entry

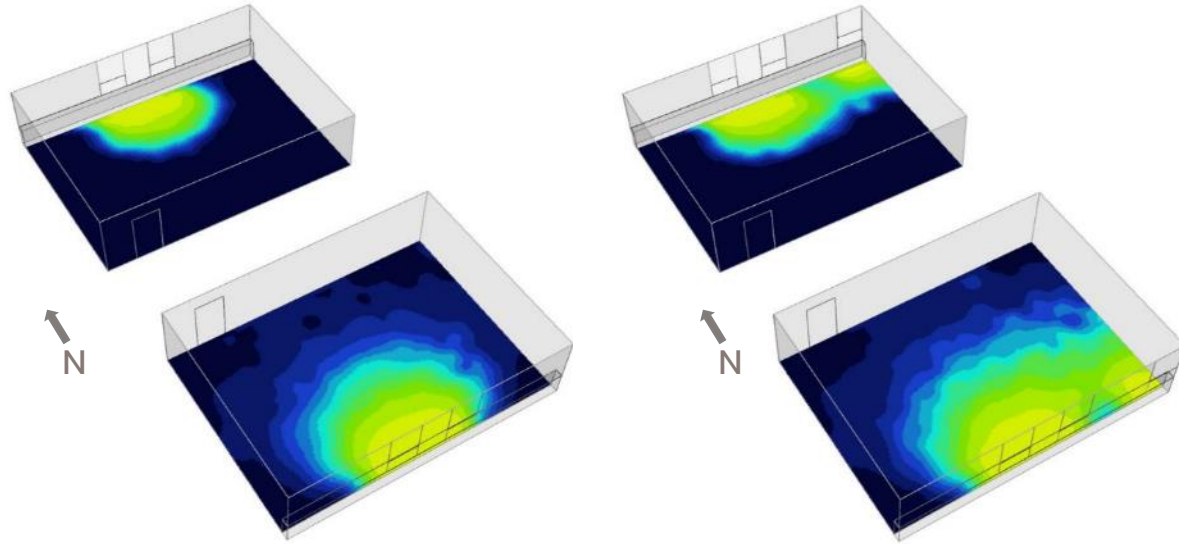
Renovation – Typical Classrooms

- New Classroom Technology
- New LED Lighting
- Upgraded Electrical
- Upgraded Mechanical
- New Windows and Window Coverings
- New Flooring, New Ceilings, New Paint
- New Casework Storage
- New Tackboards / Whiteboards
- Improved Daylighting



Renovation – Classroom Daylighting

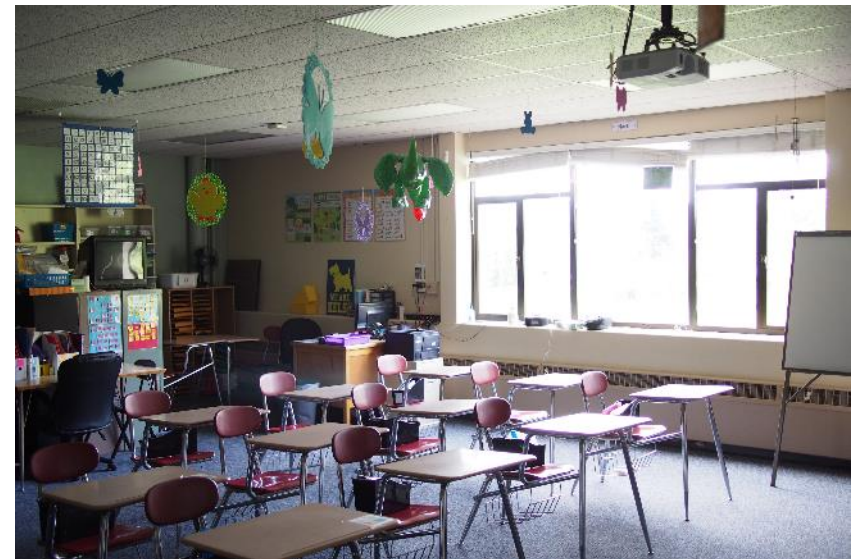
Classroom Daylighting Studies



Existing Daylighting

Enhanced Daylighting
(proposed added window)*

* Adding a 4x6 window to the classroom results in meeting the 25% classroom daylighting credit from WSSP.



Auxiliary Gym Location Studies

SITE 1 (Selected)

- Enhances the school entrance and integrates with new security vestibule.
- Desirable proximity to the existing gym, locker rooms and cafeteria
- Secure connection to school.
- Opportunity for exterior waiting area for bus pick-up drop off.
- \$1,000,000 Soil improvement costs.



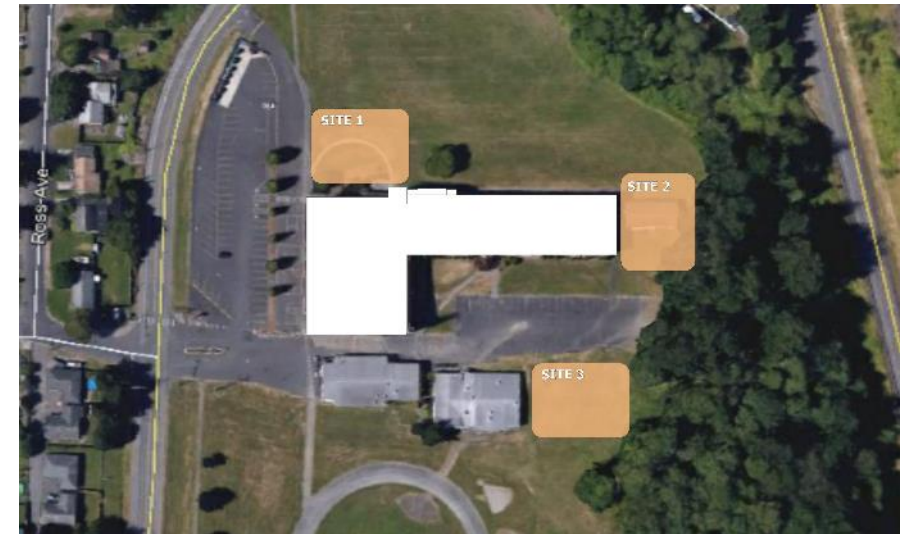
SITE 2

- Undesirable distance from existing gym and locker rooms.
- Separate security vestibule at entry
- Coordination with existing portable.
- Soil improvement not needed.



SITE 3

- Undesirable distance from existing gym and locker rooms.
- Separate security vestibule at entry
- Student access requires crossing staff parking
- \$350,000 Soil improvement cost.



Auxiliary Gym



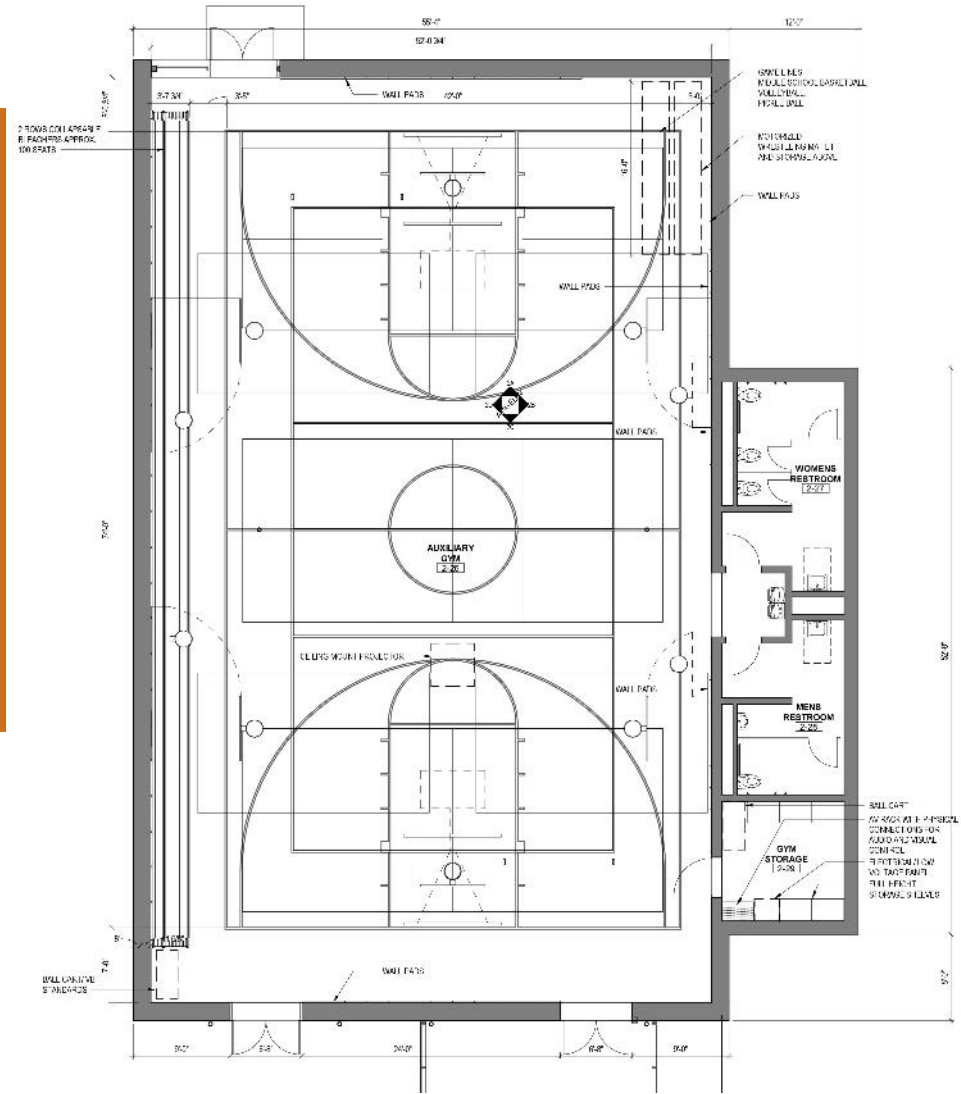
Plan

Auxiliary Gym



Main Entry

Auxiliary Gym



Plan



Interior View

Auxiliary Gym



Aerial View



Thank You

**KELSO SCHOOL DISTRICT NO. 458
RESOLUTION NO. 2019/20—30**

**A Resolution of the Board of Directors certifying
the approval and use of the Huntington Middle School Modernization
Schematic Design Documents**

WHEREAS, Kelso School District No. 458 has contracted with Integrus Architecture to develop the Schematic Design Documents, with assistance from the Huntington Middle School Design Advisory Committee, to be used as the basis for construction documents for the Huntington Middle School Replacement projects

THEREFORE, BE IT RESOLVED, that Kelso School District Board of Directors approve use of the Schematic Design Documents for the Huntington Middle School Modernization Project.

DATED this 10th day of August, 2020.

BOARD OF DIRECTORS
KELSO SCHOOL DISTRICT NO. 458

President

ATTEST:

Mary Beth Tack, Secretary

**2020/21
Reopening
Plan
Proposal**

Resolution – District Reopening Plan

BOARD RESOLUTION No. 2019/20-27

WHEREAS, Chapter 28A.320 RCW authorizes local school boards to govern their respective districts, including the promotion of effective, efficient, and safe district operations, and RCW 28A.330.100 authorizes local school boards with additional powers, and RCW 28A.150.230 assigns local school boards the responsibility for ensuring quality in the content and extent of its educational program;

WHEREAS, on February 29, 2020, Washington Governor Jay Inslee declared a state of emergency in all counties of our state under Chapters 38.08, 38.52, and 43.06 RCW, and directed the implementation of the plans and procedures of the state’s Comprehensive Emergency Management Plan in response to the novel coronavirus (COVID-19) and on March 13, 2020, Governor Inslee ordered the closure of all public and private K-12 schools in Washington State until April 24, 2020, to contain the spread of COVID-19, and on April 6, 2020, directed that school buildings remain closed from providing traditional, in-person instruction throughout the remainder of the 2019-2020 school year;

WHEREAS, RCW 28A.150.290 authorizes the State Superintendent of Public Instruction to make rules and regulations as necessary to carry out the proper administration of its statutory duties in unforeseen conditions and on June 11, 2020, the Office of the Superintendent of Public Instruction issued official guidance for reopening Washington schools for the 2020-2021 school year, which included sections on health and safety from the Department of Health and the Department of Labor and Industries, specifying employee and student safety requirements for reopening schools during the COVID-19 pandemic and requiring school boards to adopt and submit reopening plans for the 2020-2021 school year;

NOW, THEREFORE BE IT RESOLVED, that the Kelso School District School Board/Public Schools (the Board) has reviewed and hereby adopts its reopening plan for the 2020-2021 school year, which addresses the mandatory health requirements, statutory education requirements, and additional expectations, as identified by the Office of Superintendent of Public Instruction’s June 11, 2020 official guidance for reopening Washington schools.

BE IT FURTHER RESOLVED that the Board directs that the plan be posted on the District’s website two weeks prior to the reopening of school. The Board recognizes that the circumstances related to reopening schools safely are mutable, and the reopening plan requires monitoring and possible revision. Therefore, the District Superintendent will monitor the reopening plan throughout the 2020-2021 year, and the District will revise and update the reopening plan as needed.

BE IT FURTHER RESOLVED that execution of this Resolution is conclusive evidence of the Board’s approval of this action and of the authority granted herein. The Board warrants that it has, and at the time of this action had, full power and lawful authority to adopt this instrument. This resolution pertains exclusively to the 2020-2021 school year and sunsets no later than that time.

Adopted and approved this 10th day of August, 2020.

By: _____
Board President or Designee

Attest: _____
Superintendent

Adoption Date: **08.20**
Classification:
Revised Dates:

KELSO SCHOOL DISTRICT NO. 458

2020/21 PRESCHOOL STAFF SCHOOL CALENDAR

AUGUST 2020

2	3	4	5	6	7	8
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FEBRUARY 2021

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STUDENT FIRST AND LAST DAY OF SCHOOL:

September 11 First Day
June 15 Last Day

GRADUATION:

June 12

CERTIFICATED EMPLOYEE ORIENTATION:

August 11-13 (New Employees Only)

DISTRICT DIRECTED CERTIFICATED REQUIRED DAYS:

August 27 October 9 (In-Service)
August 31 March 12 (In-Service)
September 1-4

DISTRICT DIRECTED PARAEDUCATOR REQUIRED DAY:

August 24

WEDNESDAY EARLY DISMISSAL:

Elementary 1:55 p.m.; Secondary 1:00 p.m.

EARLY DISMISSAL:

November 25 (Secondary), December 18, April 2
– Elem. 1:55 p.m.; Secondary 1:00 p.m.
Last Day of School – Elem. 11:10 a.m.; Secondary 10:05 a.m.

SEPTEMBER 2020

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MARCH 2021

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OCTOBER 2020

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APRIL 2021

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NOVEMBER 2020

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MAY 2021

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STUDENT NON-ATTENDANCE DAYS

All Wednesdays
September 3-4
September 7- Labor Day
September 8-10 – Elementary* P/T Conferences
October 9- In-Service Day
November 11- Veteran’s Day
November 26-27- Thanksgiving
November 30 – Trimester Break
December 21-January 1- Winter Break
January 18- Martin Luther King Day
February 1 – Semester Break
February 15- President’s Day
March 12- In-Service Day
March 15 – Trimester Break
April 5-9- Spring Break
May 31- Memorial Day

DECEMBER 2020

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JUNE 2021

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JANUARY 2021

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JULY 2021

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TRIMESTERS END:

November 25, March 11

SEMESTER ENDS:

January 29

MAKE-UP DATES:

November 30, February 1, March 15; End of School Year

KELSO SCHOOL DISTRICT NO. 458
2020/21 WALLACE STAFF SCHOOL CALENDAR

AUGUST 2020

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FEBRUARY 2021

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21	22	23	24	25	26	27

STUDENT FIRST AND LAST DAY OF SCHOOL:

September 8 – Secondary First Day
 September 11 – Elementary First Day
 June 17 - Last Day

GRADUATION:

June 12

CERTIFICATED EMPLOYEE ORIENTATION:

August 11-13 (New Employees Only)

DISTRICT DIRECTED CERTIFICATED

REQUIRED DAYS:

August 14 OR August 17 (Full Day for ALL Cert Staff)
 August 27
 August 31
 September 1-4
 October 9 (In-Service)

SEPTEMBER 2020

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MARCH 2021

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OCTOBER 2020

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APRIL 2021

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DISTRICT DIRECTED PARAEDUCATOR

REQUIRED DAY:

August 24

WEDNESDAY EARLY DISMISSAL:

Postponed until full face-to-face instructional model can resume

EARLY DISMISSAL:

November 25 (Secondary), December 18, April 2 – Elem. 1:55 p.m.; Secondary 1:00 p.m.
 Last Day of School – Elem. 11:10 a.m.; Secondary 10:05 a.m.

NOVEMBER 2020

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MAY 2021

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23	24	25	26	27	28	29
30	31					

STUDENT NON-ATTENDANCE DAYS

September 2-4 – In-Service Days (state waiver)
 September 7– Labor Day
 September 8-10 - Elementary* P/T Conferences
 October 9– In-Service Day
 November 11– Veteran’s Day
 November 26-27– Thanksgiving
 November 30 – Trimester Break
 December 21-January 1– Winter Break
 January 18– Martin Luther King Day
 February 1 – Semester Break
 February 15– President’s Day
 March 12– Make-up day
 March 15 – Trimester Break
 April 5-9– Spring Break
 May 31– Memorial Day

DECEMBER 2020

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JUNE 2021

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JANUARY 2021

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JULY 2021

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TRIMESTERS END:

November 25, March 11

SEMESTER ENDS:

January 29

MAKE-UP DATES:

November 30, February 1, March 12, March 15;
 End of School Year

**KELSO SCHOOL DISTRICT NO. 458
2020/21 STAFF SCHOOL CALENDAR**

AUGUST 2020

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SEPTEMBER 2020

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OCTOBER 2020

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NOVEMBER 2020

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DECEMBER 2020

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JANUARY 2021

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FEBRUARY 2021

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15	16	17	18	19	20	21	22
23	24	25	26	27	28	29	30

MARCH 2021

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APRIL 2021

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MAY 2021

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JUNE 2021

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15	16	17	18	19	20	21	22	23
24	25	26	27	28	29	30	31	

JULY 2021

						1	2	3
4	5	6	7	8	9	10	11	12
13	14	15	16	17	18	19	20	21
22	23	24	25	26	27	28	29	30
31								

STUDENT FIRST AND LAST DAY OF SCHOOL:

September 8 – Secondary First Day
September 11 – Elementary First Day
June 17 - Last Day

GRADUATION:

June 12

CERTIFICATED EMPLOYEE ORIENTATION:

August 11-13 (New Employees Only)

DISTRICT DIRECTED CERTIFICATED

REQUIRED DAYS:

August 14 OR August 17 (Full Day for ALL Cert Staff)
August 27
August 31
September 1-4
October 9 (In-Service)

DISTRICT DIRECTED PARAEDUCATOR

REQUIRED DAY:

August 24

WEDNESDAY EARLY DISMISSAL:

Postponed until full face-to-face instructional model can resume

EARLY DISMISSAL:

November 25 (Secondary), December 18, April 2 – Elem. 1:55 p.m.; Secondary 1:00 p.m.
Last Day of School – Elem. 11:10 a.m.; Secondary 10:05 a.m.

STUDENT NON-ATTENDANCE DAYS

September 2-4 – In-Service Days (state waiver)
September 7– Labor Day
September 8-10 - Elementary* P/T Conferences
October 9– In-Service Day
November 11– Veteran’s Day
November 26-27– Thanksgiving
November 30 – Trimester Break
December 21-January 1– Winter Break
January 18– Martin Luther King Day
February 1 – Semester Break
February 15– President’s Day
March 12– Make-up day
March 15 – Trimester Break
April 5-9– Spring Break
May 31– Memorial Day

TRIMESTERS END:

November 25, March 11

SEMESTER ENDS:

January 29

MAKE-UP DATES:

November 30, February 1, March 12, March 15;
End of School Year

KELSO SCHOOL DISTRICT



AFFIRMATIVE ACTION PLAN ANNUAL REPORT 2018-2019

Human Resources Department

August 5, 2020

KELSO SCHOOL DISTRICT
AFFIRMATIVE ACTION REPORT
2018-19

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I. INTRODUCTION

It is the policy of the Kelso School District to recruit, hire, retain, assign, transfer, train, and promote persons in all job classifications without regard to race, color, creed, religion, sex, age, national origin, sexual orientation, honorably discharged veteran or military status, marital status, the presence of any sensory, physical or mental disability, or the use of a trained guide dog or service animal by a person with a disability.

The Affirmative Action Annual Report presented here provides updated statistics to support the 2016-2021 Affirmative Action Plan. The District's nondiscrimination and affirmative action policy is set forth in Appendix A.

The Kelso School District seeks to employ and promote individuals that represent diverse talents, contributions, abilities and experiences representative of our society and that are essential to a quality education program.

All personnel actions will conform to the Affirmative Action Plan and work toward the goal of increasing diversity in the underutilized populations of the District's work force.

With the above in mind, the Kelso School District has adopted the 2016-2021 Affirmative Action Plan as part of the District administrative practices.

The Superintendent of the district is assigned the responsibility for implementing our Affirmative Action Plan. However, it is emphasized that every employee is expected to comply with and facilitate the ultimate success of the Affirmative Action Plan.

The Affirmative Action Officer will report to the Kelso School Board as part of its standard reporting procedures and progress in the implementation of the District's Affirmative Action Plan.

Copies of the Affirmative Action Plan and this Affirmative Action Annual Report are distributed to the Board of Directors, all administrators, each building location, the president of each bargaining unit and any employee upon request.

Board Approval Date: _____

Superintendent

President, Board of Directors

II. REAFFIRMATION OF POLICY

The Kelso School District is committed to an environment that values all individuals and groups and to non-discrimination and equal opportunity for all persons without regard to sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, and the use of a trained guide dog or service animal and provides equal access to the Boy Scouts and other designated youth groups.

The Kelso School District is also committed to the principles of affirmative action and acts in accordance with state and federal laws.

III. DISSEMINATION OF POLICY

It is the responsibility of the Superintendent of the Kelso School District or the Superintendent's designee to inform all applicants for employment, all current employees, all persons responsible for hiring within the Kelso School District, all employee associations, and all Kelso School District contractors and subcontractors of the Kelso School District's commitment to equal employment opportunity. To ensure that others are aware that the Kelso School District is an Equal Employment Opportunity employer, and to ensure that all personnel are fully apprised of the Kelso School District's policy, the following actions will continue to be undertaken:

A. Internal Dissemination

1. Equal Employment Opportunity Employer notification is referenced in the Kelso School District's Staff News and Employee Manuals.
2. Equal Employment Opportunity Employer notification and federal and state posters prohibiting discrimination are posted on the bulletin boards at all Kelso School District building sites and are updated as changes occur.
3. The Affirmative Action policy and procedures are discussed in new employee orientations and reviewed annually with all staff members.

B. Internal and External Dissemination

1. A statement of the Kelso School District's equal employment opportunity policy continues to be placed in Kelso School District recruitment material, application forms and newspaper advertisements.
2. All Kelso School District recruiting sources are informed annually regarding the Kelso School District's nondiscrimination policy and Affirmative Action Plan.
3. Upon adoption of the District's 2016-2021 Affirmative Action Plan, the Human Resources Department issued a statement and information about the Plan in Kelso School District publications. In addition, copies were be distributed as follows:
 - The Board of Directors

- All administrators
 - All schools and/or building locations
 - The president of all employee associations
 - Any employee, upon request
 - The State Office of Superintendent of Public Instruction, upon request
4. All Kelso School District contractors, vendors and suppliers are notified that they must comply with the Kelso School District's equal employment opportunity policy and this Plan.
 5. The name, address, and telephone number of the Kelso School District's Affirmative Action Officer is published, at least annually, in regular Kelso School District publications to staff and the community.
 6. The Kelso School District's policies and procedures and Non-Discrimination Statement are accessible on the Kelso School District's website.
 7. Meetings are held with administrative staff to explain the intent and advantages of the policy and plan.
 8. At the beginning of each school year an informational faculty meeting is conducted with certificated and classified staff.
 9. Affirmative Action Information will be shared with appropriate and interested recruiting and hiring sources through recruitment materials.
 10. Affirmative Action Information has been shared with all representative staff groups in the Kelso School District through contract maintenance.

IV. RESPONSIBILITY FOR IMPLEMENTATION AND EVALUATION

- A. The Superintendent is responsible to ensure that administrators, supervisors, and all employees are fully aware of their role in supporting the Affirmative Action Plan.
- B. The Executive Director of Human Resources is designated as the Affirmative Action Officer and is responsible to the Superintendent for Kelso School District compliance with the principles set forth in the Affirmative Action Plan.

The responsibilities of the Affirmative Action Officer include:

- Implementation of control systems to measure program effectiveness.
- Keeping management and employees informed of Affirmative Action.
- Reporting annual progress to the Board of Directors.

The person designated as the Affirmative Action Officer for the Kelso School District is:

Holly Budge
 Director, Human Resources
 Kelso School District
 601 Crawford Street

Kelso, WA 98626
(360) 501-1917 or (360) 501-1945

V. UTILIZATION ANALYSIS AND UNDERUTILIZATION IDENTIFICATION

A. Development of Analysis

The terms “utilization analysis” and “underutilization” appearing in this Affirmative action Plan are used in the same sense in which these terms are used in regulations promulgated by the federal government relative to such plans. These terms have no independent legal or factual significance whatsoever.

Many statistical comparisons involve the use of geographic areas and various sources of statistics. The use of such geographic areas and statistics is intended only for the purpose of implementing this Plan and has no significance outside the context of this Affirmative Action Plan; although, of course, these statistics and areas have been selected and used in good faith and in an effort to be as useful as possible in the development of the Affirmative Action Plan.

In order to determine whether goals are needed for an Affirmative Action Plan, it is first necessary to determine the percentage of females and minorities available in the work force. This is done through an “Underutilization Analysis”. The underutilization analysis methodology used herein is the one set forth in federal regulations for affirmative action. This analysis will measure the district’s current utilization (the percentage of females and minorities currently employed in each job group) against the statistically expected utilization percentage (80% of availability percentage). If current utilization is lower than the expected utilization, the district is “underutilized” in a job group.

In establishing comparison figures to determine the utilization percentage based on the available work force, data was taken from information provided by the Office of the Superintendent of Public Instruction.

The job groups which were identified for tracking are Certificated Administrators, Classified Supervisors, Certificated Teachers and Education Staff Associates and Classified Staff: Non-Supervisory.

After determining the job groups and number of employees in each group, availability percentages applicable to each job group were identified, each factor was weighted, and a final utilization percentage was calculated. Each job group is statistically analyzed for both female and minority utilization.

The “Underutilization Analysis” is a helpful tool to monitor progress from year to year.

B. Analysis of Underutilization

The Kelso School District has analyzed its 2018-19 utilization of females and minorities relative to the statistically expected utilization.

See Table 1.

**Kelso School District
2018-19
Affirmative Action
Underutilization Analysis
TABLE 1**

Certificated Administrators Kelso School District 2018-2019 School Year	TOTAL	Female	Asian or Pacific Islander	Native American	Hispanic	Black/African American	Two or More Races	Total Minority
Employee Count	29	15	0	0	0	0	0	0
Current Utilization Percent		51.7%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Certificated Administrators (State of Washinton) OSPI 2018-2019 School Year	TOTAL	Female	Asian or Pacific Islander	Native American	Hispanic	Black/African American	Two or More Races	Total Minority
Employee Count	5,572	2,989	141	46	245	194	101	727
Availability Percent		53.6%	2.5%	0.8%	4.4%	3.5%	1.8%	13.0%
Utilization Percent (Availability Percent x 80%)		42.9%	2.0%	0.7%	3.5%	2.8%	1.5%	10.4%
Difference (Current Utilization Percent less Utilization Percent)		8.8%					-1.5%	-10.4%
Underutilization (Yes or No)		No					Yes	Yes
Classified Supervisors Kelso School District 2018-2019 School Year	TOTAL	Female	Asian or Pacific Islander	Native American	Hispanic	Black/African American	Two or More Races	Total Minority
Employee Count	10	5	0	0	0	0	0	0
Current Utilization Percent		50.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Classified Supervisors (State of Washinton) OSPI 2018-2019 School Year	TOTAL	Female	Asian or Pacific Islander	Native American	Hispanic	Black/African American	Two or More Races	Total Minority
Employee Count	2,179	1,170	76	24	112	87	40	339
Availability Percent		53.7%	3.5%	1.1%	5.1%	4.0%	1.8%	15.6%
Utilization Percent (Availability Percent x 80%)		43.0%	2.8%	0.9%	4.1%	3.2%	1.5%	12.4%
Difference (Current Utilization Percent less Utilization Percent)		7.0%					-1.5%	-12.4%
Underutilization (Yes or No)		No					Yes	Yes

**Kelso School District
2018-19
Affirmative Action
Underutilization Analysis
TABLE 1**

Certificated Teachers and Educational Staff Associates Kelso School District 2018-2019 School Year	TOTAL	Female	Asian or Pacific Islander	Native American	Hispanic	Black/African American	Two or More Races	Total Minority
Employee Count	352	278	2	2	3	5	5	17
Current Utilization Percent		79.0%	0.6%	0.6%	0.9%	1.4%	1.4%	4.8%
Certificated Teachers and Educational Staff Associates (State of Washinton) OSPI 2018-2019 School Year	TOTAL	Female	Asian or Pacific Islander	Native American	Hispanic	Black/African American	Two or More Races	Total Minority
Employee Count	81,242	60,899	2,626	560	3,905	1,363	1,237	9,691
Availability Percent		75.0%	3.2%	0.7%	4.8%	1.7%	1.5%	11.9%
Utilization Percent (Availability Percent x 80%)		60.0%	2.6%	0.6%	3.8%	1.3%	1.2%	9.5%
Difference (Current Utilization Percent less Utilization Percent)		19.0%					0.2%	-4.7%
Underutilization (Yes or No)		No					Yes	Yes
Classified Staff: Non-Supervisory Kelso School District 2018-2019 School Year	TOTAL	Female	Asian or Pacific Islander	Native American	Hispanic	Black/African American	Two or More Races	Total Minority
Employee Count	374	303	6	4	9	2	2	23
Current Utilization Percent		81.0%	1.6%	1.1%	2.4%	0.5%	0.5%	6.1%
Classified Staff: Non-Supervisory (State of Washinton) OSPI 2018-2019 School Year	TOTAL	Female	Asian or Pacific Islander	Native American	Hispanic	Black/African American	Two or More Races	Total Minority
Employee Count	69,077	53,355	3,317	685	6,729	2,290	1,127	14,148
Availability Percent		77.2%	4.8%	1.0%	9.7%	3.3%	1.6%	20.5%
Utilization Percent (Availability Percent x 80%)		61.8%	3.8%	0.8%	7.8%	2.7%	1.3%	16.4%
Difference (Current Utilization Percent less Utilization Percent)		19.2%					-0.8%	-10.2%
Underutilization (Yes or No)		No					Yes	Yes

This analysis established the following:

1. Females are not underutilized in any job category
2. Minorities are underutilized in the categories of Certificated Administrators, Classified Supervisors, Certificated Teachers and Education Staff Associates and Classified Staff: Non-Supervisory

Certificated Administrators: Minority utilization percent in this job group is 10.4%; current Kelso School District utilization is 0%.

Classified Supervisors: Minority utilization percent in this job group is 12.4%; current Kelso School District utilization is 0%.

Certificated Teachers and Educational Staff Associates: Minority utilization percent in this job group is 9.5%; current Kelso School District utilization is 4.8%.

Classified Staff: Non-Supervisory: Minority utilization percent in this job group is 16.4%; current Kelso School District utilization is 6.1%.

The percent of minorities in Teacher and Educational Staff Associate training programs has not kept up with the demand. Certificated training programs with higher concentrations of minority students are outside Washington State.

VI. AFFIRMATIVE ACTION GOALS

Within the next five years, the Kelso School District will continue its efforts to eliminate underutilization of minorities by advertising in appropriate media outlets (including minority-focused media), notifying local colleges and universities of internship opportunities, and ensuring equal opportunity in the hiring process.

Recruitment

The Kelso School District considers all applicants and employees on the basis of job-related qualifications. The District selects employees on the basis of merit, training and experience with no unlawful discrimination against any employee or applicant because of race, color, creed, religion, age, sex, ethnicity, national origin, veteran status, marital status or the presence of a sensory, mental or physical disability.

1. Continue to ensure current employees have access to information about job openings and announcements.
2. Attend a variety of job fairs or opportunities; meeting with racial/ethnic organizations.
3. Continue to evaluate job vacancy announcements to ensure requirements are job-related.
4. The district will maintain and increase certificated and administrative recruiting efforts through use of a variety of regional and national strategies. The district will utilize on-line and traditional posting and advertising opportunities in colleges, universities, and professional organizations that

have current teacher, educational staff associate and administrator training programs and a record of educating and supporting minorities in teacher training, instructional support programs and education administration. The list will include, but not be limited to the following:

- Historically Black Colleges and Universities (HBCUs)
- Hispanic-Serving Institutions (HACUs)
- Asian American and Native American Pacific Islander Serving Institutions (AANAPISIs)
- Tribal Colleges and Universities (TCUs)
- Association of Latino Administrators and Superintendents (ALAS)
- Alliance of Asian Pacific Administrators
- National Alliance of Black School Educators

Hiring

1. Analyze job descriptions and the hiring process to make sure that qualification requirements and screening criteria are based on specific job functions and do not have the effect of screening out protected group applicants who have the ability to perform District jobs. Affirmative steps will be taken to periodically review and analyze existing job descriptions for discriminatory language.
2. Ensure a bias-free selection process by forming a diverse hiring committee, evaluating potential employees of job-related criteria and following the Kelso School District's hiring process.
3. Train all personnel responsible for hiring to ensure fairness and identify potential biases.
4. Ensure that the hiring committee is orientated to specific job requirements.
5. All members of the hiring committee sign a Pre-Employment Inquiry Certificate stating that they have reviewed a copy of WAC 162-12-140 "Unfair Pre-employment Inquiries" before conducting interviews.
6. Continue to utilize job sharing options as a means of enhancing positions for protected groups and other applicants.
7. Continue to ensure that accurate information is maintained regarding the demographic make-up of the Kelso School District's workforce through the yearly board presentation on Affirmative Action.

Training & Retention

The District's goal is to promote a culture of respect and diversity in the workplace, and to ensure that members of the Kelso School District community are aware of the Affirmative Action Plan and their roles and responsibilities in enforcing the Kelso School District's policies concerning equal employment opportunity.

1. The Kelso School District's Diversity Committee will continue an emphasis on developing annual objectives and strategies at each school/building to increase gender equity, and multi-cultural opportunities in both the instructional and activities programs. Each staff member has responsibility for carrying out the equal employment strategies as outlined in the Affirmative Action Plan adopted by the

- Kelso School District. Student and staff demographic data as it pertains to staffing and student involvement in activities is reviewed and used in the annual school goal setting process.
2. Provide training and assessment to ensure that staff is culturally aware and recognize the importance of a collaborative work environment; ethnic jokes and harassment of any kind will not be tolerated.
 3. Individual school leadership teams have the ability to direct district professional development resources toward in-building multi-cultural and gender equity training and curriculum development.
 4. Other means of promotion and information dissemination will be utilized as necessary to ensure that the community and district staff is informed of the goals and objectives of equal employment opportunity. Affirmative steps will be taken to periodically review staff and student targeted documents and analyze them for potential discriminatory language and/or practices.
 5. Provide current employees with training and experience that may assist in qualifying them for career advancement.
 6. Pursue the PESB Alternate Routes to Certification Block Grant as part of a local consortium to secure funds to assist teachers in obtaining certification in designated shortage areas (Special Education, ELL).
 7. Provide knowledge and skills training programs which are available to employees.

VII. INTERNAL AUDIT AND MONITORING SYSTEM

The superintendent's office, in compliance with WAC 162-12, *Pre-employment Inquiry Guide*, will record by age, race, sex and other protected groups applicant flow, new hires, promotions, transfer requests, transfers, administrative internships and terminations. An analysis will be made of the internal and external work force availability of aged, persons without disabilities, ethnic minorities and women.

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

- A. Analysis of the categories of employment in relation to affirmative action goals;
- B. Analysis of work force data and applicant flow;
- C. Maintaining records relative to affirmative action information;
- D. Preparation of semiannual reports of progress toward the goals and recommended changes required to maintain the vitality of the program;
- E. Identifying in a written report to the superintendent any employment practice or policy that is discriminatory or that does not meet the requirements of the affirmative action program; and
- F. Keeping the superintendent advised of the progress in implementing the goals and

VIII. GRIEVANCE PROCEDURE

To ensure fairness and consistency, the following review procedures are to be used in the district's relationship with its staff with regard to employment problems covered by state and federal equal employment opportunity laws and/or this affirmative action program. No staff member's status with the district will be adversely affected in any way because the staff member utilized these procedures.

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

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

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

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

1. Informal Process for Resolution

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

2. **Formal Process for Resolution**

Level One – Complaint to District

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

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

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

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

Level Two - Appeal to Board of Directors

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

The board will schedule a hearing to commence by the twentieth (20) calendar day following the filing of the written notice of appeal unless otherwise agreed to by the complainant and the superintendent or for good cause. Both parties will be allowed to present such witnesses and testimony as the board deems relevant and material. Unless otherwise agreed to by the complainant, the board will render a written decision within thirty (30) calendar days following the filing of the notice of appeal and provide the complainant with a copy of the decision. The decision of the board will be provided in a language the complainant can understand, which may require language assistance for complainants with limited English proficiency in accordance

with Title VI of the Civil Rights Acts. The decision will include notice of the complainant's right to appeal to the superintendent of public instruction and will identify where and to whom the appeal must be filed. The district will send a copy of the appeal decision to the office of the superintendent of public instruction.

Level Three – Complaint to the Superintendent of Public Instruction

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

1. A complaint must be received by the Superintendent of Public Instruction on or before the twentieth (20) calendar day following the date upon which the complainant received written notice of the board of directors' decision, unless the Superintendent of Public Instruction grants an extension for good cause. Complaints may be submitted by mail, fax, electronic mail or hand delivery.
2. A complaint must be in writing and include: 1) A description of the specific acts, conditions or circumstances alleged to violate applicable anti-discrimination laws; 2) The name and contact information, including address, of the complainant; 3) The name and address of the district subject to the complaint; 4) A copy of the district's complaint and appeal decision, if any; and 5) A proposed resolution of the complaint or relief requested. If the allegations regard a specific student, the complaint must also include the name and address of the student, or in the case of a homeless child or youth, contact information.
3. Upon receipt of a complaint, the Office of the Superintendent of Public Instruction may initiate an investigation, which may include conducting an independent on-site review. OSPI may also investigate additional issues related to the complaint that were not included in the initial complaint or appeal to the superintendent or board. Following the investigation, OSPI will make an independent determination as to whether the district has failed to comply with RCW 28A.642.010 or Chapter 392-190, WAC and will issue a written decision to the complainant and the district that addresses each allegation in the complaint and any other noncompliance issues it has identified. The written decision will include corrective actions deemed necessary to correct noncompliance and documentation the district must provide to demonstrate that corrective action has been completed.

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

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

Level Four – Administrative Hearing

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

1. Mediation

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

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

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

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

2. Preservation of Records

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

VIII. REDUCTION IN FORCE

The District's reductions in force ("RIF") procedures for bargaining unit positions are established by collective bargaining agreements. Seniority within the appropriate job group is the principal factor determining retention. Affirmative action is not currently a factor in negotiated RIF procedures. If a RIF is necessary, consistent with its legal and contractual obligations, the District will make reductions in force bearing in mind its commitment to equal employment opportunity.

APPENDIX A

Policy Code 5010

Section: **Personnel**

Policy Title: **Nondiscrimination And Affirmative Action**

Nondiscrimination

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

The board will designate a staff member to serve as the Compliance Officer.

Affirmative Action

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

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

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

Employment of Persons with Disabilities

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

- A. No qualified person with disabilities will, solely by reason of a disability, be subjected to discrimination, and the district will not limit, segregate or classify any applicants for employment or any staff member in any way that adversely affects his/her opportunities or status because of a disability. This prohibition applies to all aspects of employment from recruitment to promotions and includes fringe benefits and other elements of compensation.
- B. The district will make reasonable accommodation to the known physical or mental limitations of an otherwise qualified disabled applicant or staff member unless it is clear that an accommodation would impose an undue hardship on the operation of the district program. Such reasonable accommodations may include:
 - 1. Making facilities used by staff readily accessible and usable by persons with disabilities; and
 - 2. Job restructuring, part-time or modified work schedules, acquisition or modification of equipment or devices, the provision of readers or interpreters and other similar actions.

In determining whether or not accommodation would impose an undue hardship on the district, factors to be considered include the nature and cost of the accommodation.

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

Nondiscrimination for Military Service

The district will not discriminate against any person who is a member of, applies to be a member or, performs, has performed, applies to perform, or has an obligation to perform service in a uniformed service, on the basis of that participation in a uniformed service.

This includes in initial employment, retention in employment, promotion, or any benefit of employment. The district will also not discriminate against any person who has participated in the enforcement of these rights under state or federal law.

- | | | |
|------------------------|--|--|
| Cross References: | Board Policy 2030 | Service Animals in Schools |
| | Board Policy 5270 | Resolution of Staff Complaints |
| | Policy 5407 | Military Leave |
| Legal References: | RCW 28A.400.310 | Law against discrimination applicable to district's employment practices |
| RCW 28A.640.020 | Regulations, guidelines to eliminate discrimination — Scope – Sexual harassment policies | |
| RCW 28A642 | Discrimination prohibition | |
| RCW 49.60 | Law Against Discrimination | |
| RCW 49.60.030 | Freedom from discrimination | |
| RCW 49.60.180 | Unfair practices of employer defined | |
| | RCW 49.60.400 | Affirmative action, discrimination prohibited (I-200) |
| RCW 73.16 | Employment and Re-employment | |
| | WAC 392-190 | Equal Education Opportunity – Unlawful Discrimination Prohibited |
| WAC 392- 190-0592 | Public school employment — Affirmative action program | |
| 42 USC2000e1 – 2000e10 | Title VII of the Civil Rights Act of 1964 20 USC § 1681 – 1688 Title IX Educational Amendments of 1972 | |
| 42 USC 12101 – 12213 | Americans with Disabilities Act 8 USC 1324 (IRCA) | |
| | Immigration Reform and Control Act of 1986 | |
| 38 USC §§ 4301-4333 | Uniformed Services Employment and Reemployment Rights Act | |

29 USC 794	Vocational Rehabilitation Act of 1973	
	34 CFR § 104	Nondiscrimination on the basis of handicap in Programs or activities receiving federal financial assistance
	38 USC 4212	Vietnam Era Veterans Readjustment Act of 1974 (VEVRAA)

Management Resources: *Policy and Legal News, April 2017*

Policy and Legal News, December 2014

Policy News, June 2013

Policy News, February 2011

Nondiscrimination

Policy News, June 2011

State Updates Military Leave Rights


Policy News, August 2007

Washington's Law Against Discrimination

Adopted:	<u>May 14, 1975</u>
Reviewed:	<u>July 1977</u>
Reviewed:	<u>January 8, 1992</u>
Revised:	<u>February 24, 1993</u>
Reviewed:	<u>February 8, 1995</u>
Revised:	<u>January 31, 2000</u>
Revised:	<u>December 11, 2006</u>
Revised:	<u>May 9, 2011</u>
Revised:	<u>October 10, 2011</u>
Revised:	<u>October 5, 2015</u>
Revised:	<u>May 22, 2017</u>



August 10, 2020

TO: Mary Beth Tack, Superintendent
FROM:  Scott W. Westlund, Chief Financial and Operations Officer
RE: Lexington Elementary School, Change Order #1.

At the November 18, 2019 Board meeting, the Board of Directors approved Resolution 2019/20—10 for the new allowable construction cost and Guaranteed Maximum Price GMP for Wallace and Lexington of \$68,884,392.

Of this amount, \$41,119,487, was dedicated to the Lexington Elementary School Project.

Lexington Change Order #1 addresses the changes reflect required permit review changes, owner requested items, added scope items, and deductive value engineering options. The net change request is and additional \$681,079.00. All of the changes have been vetted and approved by the executive construction team, which includes myself.

We are still maintaining adequate construction contingencies of both projects. With this we are confident that the project is and will remain within budget.

Lexington Elementary
School Kelso School

CHANGE ORDER

Integrus Architecture, 117 S. Main St. Suite 100, Seattle, WA 98101 Phone: 206-628-3137

CO 01

Project: **Lexington Elementary School**
Kelso School District
200 Boardwalk Way, Kelso, WA 98626

Date: 08/03/2020
Architect's Project # 21815.00

Contractor: FORMA Construction
PO Box 11489
Olympia WA 98508

Contract for: General Construction

Attention: Mike Rogers

Contract Date: 12/06/2019

THE CONTRACT IS CHANGED AS FOLLOWS:

This change reflects the Required permit review changes, owner requested items, added scope items, and deductive value engineering options.

CI 008 - CCD 007 BRB Revisions	\$165,223.00
CI 014 - CCD 002 Civil Permit Review Requirements	\$ 40,007.00
CI 0015 - CCD 003 Permit Review Requirements Architectural BP 8.0 Doors	\$50,125.00
CI 015 - CCD 003 Permit Review Architectural BP 8.1 Storefront	\$8,140.00
CI 015 - CCD 003 Permit Review Architectural BP 9.0 GWB	\$28,640.00
CI 015 - CCD 003 Permit Review Architectural BP 9.1 Painting	\$3,020.00
CI 015 - CCD 003 Permit Review Architectural BP 10.0 Misc. Spec	\$41,246.00
CI 015 - CCD 003 Permit Review Architectural BP 6.0 Casework	\$5,365.00
CI 016 - CCD 004 Permit Review Structural	\$36,536.00
CI 017 - CCD 005 Permit Review MEP & Food Service	\$47,159.00
CI 021 - PBS Over-excavation of Unsuitable Soils R1	\$11,865.00
CI 026 - CCD 013 Structural Stair Changes	\$33,495.00
CI 027 - CCD 008 Fire Alarm VE	\$(9,000.00)
CI 028 - CCD 009 MC Cable VE	\$(7,929.00)
CI 029 - CCD 010 Basic Material VE	\$(14,062.00)
CI 036 - VE Options Roofing Mechanical Fasteners	\$(56,793.00)
CI 038 - CCD 015 Scoreboards at Gym	\$16,927.00
CI 039 - ASI 003 Elevator Card Reader	\$5,917.00
CI 040 - CCD 014 Telecom System & Learning AV System FrontRow System	\$254,482.00
CI 043 - VE Options Eliminate Fire Protection Non-Combustible	\$(16,901.00)
CI 045 - VE Options Acoustical Ceiling Materials	\$(18,735.00)
CI 047 - RFI 159 CO2 Sensors in Classrooms	\$18,343.00
CI 54 - CCD 011 CCTV Revisions outdoor cameras and additional coverage	\$35,179.00
CI 055 - PEMB Primary Member Galvanizing Covered Play	\$23,005.00
CI 056 - VE Hilti Pen Substitution	\$(9,500.00)
CI 062 - CCD 019 Revised Library lighting	\$(10,675.00)
TOTAL	\$681,079.00

Original Contract Sum	\$ 41,118,487.00
Net change by previously authorized Change Orders	\$ 0.00
Previous total	\$ 41,118,487.00
Change amount	\$ 681,079.00
New Contract Sum	\$ 41,799,566.00

The above amount constitutes complete and final settlement of all direct and indirect costs, damages and impacts related to this change, and there is no change to the Contract Time resulting from this Change in Work unless specifically described in this Change Order.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Architect: Charles F. Calvane
Integrus Architecture

Date: 8/3/2020

Contractor: [Signature]
FORMA Construction

Date: 8-4-2020


Owner: _____
Kelso School District

Date: _____



August 10, 2020

TO: Mary Beth Tack, Superintendent

FROM:  Scott W. Westlund, Chief Financial and Operations Officer

RE: Federal Emergency Management Agency (FEMA) COVID-19 Public Assistance, Resolution 2019/20—28.

Resolution 2019/20—28 is before the Board for approval on August 10, 2020.

The purpose of Resolution 2019/20—28 is to designate authorized representative of the Kelso School District to obtain federal and/or state emergency or disaster assistance funds. The representatives have the authority to execute all contracts, certify completion of projects, request payment, and prepare all required documentation for funding requirements.

The Resolution designates myself and Superintendent Tack to act as authorizing representatives.

The Kelso School District will be submitting for reimbursement of health and safety supplies and all other expenditures incurred under the COVID-19 pandemic declaration. Currently, the allowable reimbursement is only for Category B – Emergency Protective Measures. We anticipate being reimbursed for masks, face shields, disinfectant, sanitizers, and other personal protective equipment (PPE) that we have purchased.

I would ask that the Board of Directors approve Resolution 2019/20—28 so that we may submit our application and begin the process.

KELSO SCHOOL DISTRICT NO. 458
COWLITZ COUNTY, WASHINGTON

RESOLUTION NO. 2019/20—29

ADOPTION OF 2020-21 BUDGET

A RESOLUTION of the Board of Directors of Kelso School District No. 458, Cowlitz County, Washington, fixing and determining fund appropriations; adopting the 2020-2021 budget, the four year budget plan summary and the four-year enrollment projection; and providing for related matters.

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF KELSO SCHOOL DISTRICT NO. 458, COWLITZ COUNTY, WASHINGTON, AS FOLLOWS:

Section 1. Findings and Determinations. The Board of Directors (the “Board”) of Kelso School District No. 458, Cowlitz County, Washington (the “District”), takes note of the following facts and hereby makes the following findings and determinations:

- (a) Pursuant to RCW 28A.505.040, the District has completed the budget for the 2020-21 fiscal year. The 2020-21 budget includes, among other things, a complete financial plan of the District for the ensuing 2020-21 fiscal year and a summary of the four budget plan that includes a four-year enrollment projection.
- (b) Pursuant to RCW 28A.505.060, the Board shall adopt the 2020-21 budget on or before August 31, 2020. Prior to adoption of the 2020-21 budget, the Board shall meet and conduct a public hearing to allow any person to be heard for or against any part of the 2020-21 budget, the four year budget plan, or any proposed changes to uses of the levy enrichment funding under RCW 28A.505.240.
- (c) The Board, following notice thereof being published in a newspaper of general circulation within the District, conducted a public hearing on August 10, 2020, in accordance with the requirements of RCW 28A.505.060 for the purpose of adopting the 2019-20 budget.

Section 2. Fixing and Determining Fund Appropriations and Transfers; Adoption of 2020-21 Budget, Four-Year Budget Summary and Four-Year Enrollment Projection.

- (a) The Board hereby fixes and determines the appropriation from each fund contained in the 2020-21 budget, as follows:

General Fund	\$ 73,625,740
Capital Projects Fund	\$ 80,000,000
Transportation Vehicle Fund	\$ 0
Debt Service Fund	\$ 7,481,609
Associated Student Body Fund	\$ 1,117,540

- (b) The Board hereby adopts the 2020-21 budget, the four-year budget plan summary, and the four-year enrollment projection and the appropriations as fixed and determined above, all of which are on file with the District and incorporated herein by this reference.

- (c) Pursuant to RCW 28A.150.270 and WAC 392-121-445 the Board of Directors is executing a resolution as part of this budget hearing requesting approval for operating transfers from the General Fund to Capital Projects Fund up to \$140,000; and, for operating transfer from Capital Projects to Debt Service Fund up to \$140,000; and, for operating transfer from Transportation Vehicle Fund to Debt Service Fund up to the amount of \$260,000; for the months of December 2020, and June, 2021.
- (d) Within the provisions of RCW 84.52.0531, the Board of Directors proposed and had approved, a General Fund Maintenance and Excess Levy in the amount of \$6,000,000 for fiscal year 2021, with an estimated tax rate of \$2.07/\$1000 of assessed valuation. Collection for Debt Service payments is approved for \$6,900,000, to make principal and interest payments on bonds and other debt payments.

Section 3. General Authorization and Ratification. The Secretary to the Board, the President of the Board, the District's Chief Financial and Operations Officer and other appropriate officers of the District are hereby further authorized to take all other action, to do all other things consistent with this resolution, and to execute all other documents necessary to effectuate the provisions of this resolution, and all actions heretofore taken in furtherance thereof and not inconsistent with the provisions of this resolution are hereby ratified and confirmed in all respects.

ADOPTED by the Board of Directors of Kelso School District No. 458, Cowlitz County, Washington, at a regular open public meeting thereof, of which due notice was given as required by law, held this 10th day of August, 2020, the following Directors being present and voting in favor of the resolution.

KELSO SCHOOL DISTRICT NO. 458
COWLITZ COUNTY, WASHINGTON

President and Director

Vice President and Director

Director

Director

Director

Mary Beth Tack
Secretary to the Board of Directors



Annual Superintendent Evaluation
Mary Beth Tack
June 9, 2020

Attendees: Mary Beth Tack, Karen Grafton, Mike Haas, Leah Moore, Jeane Conrad Absent:
Ron Huntington

Overall the board expressed pleasure and satisfaction with Superintendent Tack's performance during the 2019-20 school year. As a whole we felt that she had performed in the "Proficient" or "Distinguished" category across all standards.

In regards to **Standard 3- Curriculum, Instruction and Assessment**: Effective educational leaders develop and support intellectually rigorous and coherent systems of curriculum, instruction and assessment to promote each student's academic success and well-being.

Theme A: Advocates for student learning as the district's highest priority.
Rating: Proficient/Distinguished
Justification/Discussion: Continual focus on equity.

Theme B: Promotes the systematic improvement of coherent curriculum, instruction and assessment.
Rating: Proficient/Distinguished
Justification: Strong focus on data analysis. Continued strong ELA adoption with fidelity.

Theme C: Ensures that district policies, practices, and resources support learning for each student.
Rating: Distinguished.
Justification: Continual focus on equity. Continued focus on SEL as a tool to engage all students while decreasing disruptive behaviors and suspensions. Demonstrated prudence in Mathematics adoption delay.

Theme D: Promotes values, beliefs and behaviors that create an organizational culture devoted to student learning.
Rating: Proficient/Distinguished
Justification: Staff and community engagement in 2019-2020 school year challenges.

In regards to **Standard 6-Meaningful Engagement of Families and Community**

Theme A: Develops two-way communication strategies to reach families and other individuals, agencies, or groups in the community.

Rating: Proficient/Distinguished.

Justification: Use of tools such as ThoughtExchange and Aptegey to increase communication.

Theme B: Develops strategies to involve families and community members in the educational process.

Rating: Proficient/Distinguished.

Justification: Development of Boundary Adjustment Committee demonstrated family and community involvement in decision making.

Theme E: Engages board and community in planning, conducting, and building community understanding of levy and bond measures.

Rating: Distinguished

Justification: Passage of the 2020 levy. Continued improvement in communication to Lexington and Wallace families.

Theme F: Engages with community members, government agencies, professional associations, and other external groups to understand the current environment and develop district responses to emerging issues.

Rating: Distinguished

Justification: Hilander Highlights as a communication tool of achievements and challenges. COVID 19 communication was also a strong point.

In regards to **Standard 7- Operations and Management**: Effective educational leaders manage school operations and resources to promote each student's academic success and well-being.

Theme A: Uses a continuous improvement process for implementing, monitoring, evaluating and improving district operations.

Rating: Distinguished

Justification: Collaboration with Board and Cabinet to support district roadmap. Data driven decision making.

Theme B: Effectively manages fiscal resources in accord with board priorities and instructional improvement.

Rating: Distinguished

Justification: Proactive preparation for future budget challenges.

Theme C: Strategically manages human resources to support instructional improvements and other district goals.

Rating: Proficient

Justification: The strength of Inside Connection and other internal communications.

Theme D: Effectively manages key elements of district operations.

Rating: Proficient

Justification: Bond projects are on budget and on schedule.

Theme E: Develops systems for ensuring that employee performance meets district expectations.

Rating: Proficient

Justification: Superintendent Tack has taken an active role in resolving difficult employee performance issues.

In regards to **Standard 8- Collaboration with the Board**: Effective educational leaders develop positive working relationships and procedures that help the board of directors to promote each student's academic success and well-being.

Theme A: Respects and advocates mutual understanding of the roles and responsibilities of superintendents and board

Rating: Distinguished.

Justification: Encourages open and candid discussion. Willing to spend time to educate and understand with a relatively new board, including board retreats and evaluations.

Theme B: Honors board policy

Rating: Distinguished

Justification: Continued standing procedure of review of policy making process.

Theme C: Provides the board with timely information

Rating: Distinguished

Justification: Excellent communication via Friday notes and text/phone as appropriate. Seeks continual feedback about communication needs.

Theme D: Treats all board members fairly, respectfully and responsibly.

Rating: Distinguished

Justification: None given

Theme E: Provides necessary support for effective board decision-making

Rating: Distinguished.

Justification: Strong collaboration. Provides needed information in a timely manner.

Theme F: Builds strong team relationships with the board.

Rating: Distinguished

Justification: Schedules retreats and reviews to engage board in collaboration and shared decision making.


Paid Holiday and Salary Review


The Board asked that Superintendent Tack's current contract be honored with the following amendments.

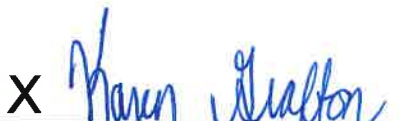
- 1- Pass through of any Washington State Legislature Salary Inflationary Increase.


X 
School Board Secretary

X 
School Board Member

X 
School Board Member

X 
School Board Member

X 
School Board Member

X 
School Board Member

Superintendent Update