

Notice of a
Regular School Board Meeting
Thursday, JUNE 28, 2018
AGENDA

5:00pm CALL TO ORDER - REGULAR MEETING – School Library

- *1. Agenda
- *2. Consent Agenda

PUBLIC ANNOUNCEMENTS

- 3. Members of the community, parents, students, staff, administrators and visitors are invited to make an announcement.

SPECIAL REPORTS

- 4. Primary Intervention Program - Margie Sabine

ADMINISTRATORS' REPORT

- 5. Project Manager - Liz LeRoy
- 6. Business Report – Keith Whitaker
- 7. Pre K-5 Principal's Report – Lorena Stankevich
- 8. OASIS Principal/ Special Ed Director - Becky Bell
- 9. 6-12 Principal Report – Kyle Freeman
- 10. Superintendent Report – Eric Webb

PUBLIC COMMENTS

- 11. Members of the community, parents, students, staff, administrators and visitors are invited to make statements or requests, which are in the best interest of our schools, with each presentation limited to not more than three minutes.

GENERAL BUSINESS

- 12. Review 4 year budget forecast/plan per new legislation.
- *13. Approve Primary Intervention Program.
- 14. Review and discussion of OISD Policy 2022 Electronic Resources.
- *15. Second Reading for possible adoption of WSSDA recommended updates of the following policies:
 - 1111 Oath of Office;
 - 1820 Board Self-Assessment;
 - 4130 Title One Family Engagement;
 - 5050 Contracts.

ADJOURN

*Denotes possible action

IMPORTANT FUTURE DATES:

- THU JUL 12, 2018-5pm Special School Board Mtg/Budget Workshop/Public Hearing #1 -School Librar
- THU JUL 26, 2018-5pm Regular School Board Mtg/Special Mtg/Public Hearing #2 - School Library
- THU AUG 23,2018-5pm-Regular School Board Mtg.-School Library.
- WED AUG 29,2018 - 8am Back to School Breakfast - School Cafeteria.

June 28, 2018 Regular Meeting CONSENT AGENDA

1. **APPROVE** MINUTES of May 24, 2018 Regular Meeting and June 18, 2018 Special Mtg
2. **APPROVE** the following PERSONNEL ACTIONS:

Certificated:

- Approve Attachment "A" - 2018-19 Certificated Employees.
- Accept a partial resignation of 0.20 annual FTE for Jill Sherman, OASIS 9-12 Teacher, effective 08/31/2018.
- Approve an out-of-endorsement assignment for Phil Carter teaching middle school physical education (Exploratory/Outdoor Adventures) for the 2017-18 school year.
- Approve hiring Ryan Wilson, effective July 1, 2018, as the Athletic Director for the 2017-18 school year.
- Approve hiring Ryan Wilson as a 1.0 annual FTE Secondary PE Teacher/Athletic Director for the 2018-19 school year.

Classified:

- Approve Attachment "B" - 2018-19 Classified Employees.
- Accept a resignation from Debbie Randall-Liblik, 0.727 annual FTE Para Educator, effective August 31, 2018.
- Open a 0.727 annual FTE Para Educator position (8.0 hours/day, school term) for the 2018-19 school year.
- Approve hiring Maureen Moran as an .854 annual FTE Elementary School Office Manager for the 2018-19 school year.

3. APPROVE:

- ACCOUNTS PAYABLE: Warrant #s 221884-221934 and 221966-222181 for \$348,069.48
- PAYROLL: Warrant #s 221935-221965 for \$324,785.63 and ACH Deposits dated May 31, 2018 for \$316,069.47 for a total of \$640,855.10

| Name | Status | FTE |
|----------------------|---------------|------------|
| ALPERIN, ELISABETH S | PROVISIONAL | 1.00 |
| ANDERSSON, ELYN L | PROVISIONAL | 1.00 |
| AUSTIN, MAURICE J | CONTINUING | 1.00 |
| BILLGREN, KRISTI J | CONTINUING | 1.00 |
| BURT, SANDRA L | CONTINUING | 0.50 |
| CARPENTER, KELLY | CONTINUING | 1.00 |
| CARTER, PHILIP A | CONTINUING | 1.00 |
| CHASANOFF, MATHEW | CONTINUING | 1.00 |
| CIOLLI, JILL M | CONTINUING | 0.10 |
| CLANCY, VICTORIA S | CONTINUING | 1.00 |
| COMITO, PHILIP | CONTINUING | 1.00 |
| DASH, ROBERT M | CONTINUING | 0.70 |
| DAVIS, MELISSA | CONTINUING | 1.00 |
| DELAHUNT, ISA M | CONTINUING | 1.00 |
| DIX, DARREN J | CONTINUING | 0.92 |
| DRAKE, DANIEL F | CONTINUING | 0.84 |
| FREEMAN, KIMBERLY F | CONTINUING | 1.00 |
| GAYLORD, MARNY K | CONTINUING | 1.00 |
| HELLAR, VAL J | CONTINUING | 0.80 |
| INCH, MARTHA E | CONTINUING | 1.00 |
| INGRAM, ROBERT N | CONTINUING | 1.00 |
| JENKINS, LISA A | CONTINUING | 1.00 |
| KENNEDY, RYAN | PROVISIONAL | 1.00 |
| LAFLEUR, CATHERINE | PROVISIONAL | 0.50 |
| LAFLIN, CATHERINE B | CONTINUING | 1.00 |
| MALO, KIMBERLY T | PROVISIONAL | 1.00 |
| MCFARLAND, BRETT A | CONTINUING | 0.80 |
| MCGRATH, ANNE FORD K | CONTINUING | 1.00 |
| MESKEW, NATASHA M | CONTINUING | 1.00 |
| MIRA, JULIA L | CONTINUING | 0.50 |
| ORCHID, BRUCE R | CONTINUING | 1.00 |
| PIETSCH, JENNIFER A | CONTINUING | 1.00 |
| RAJCZI, KRISTEE | CONTINUING | 1.00 |
| RANDOLPH, MIRANDA C | CONTINUING | 0.32 |
| RANKIN, SHELLY | CONTINUING | 0.84 |
| SHERMAN, JILL E | CONTINUING | 0.60 |
| SIMPSON, BLYTHE | CONTINUING | 0.80 |
| SLABAUGH, PATRICIA A | CONTINUING | 1.00 |
| SMITH, GLENDA A | CONTINUING | 1.00 |
| STAUB, JESSICA E | CONTINUING | 1.00 |
| STOREY, MARILYN M | CONTINUING | 1.00 |
| TIDWELL, LAURA L | CONTINUING | 0.60 |
| TOWNE, PAULA A | CONTINUING | 1.00 |
| WAAGE, CHRISTOPHER | CONTINUING | 0.40 |
| WALSTROM, NANCY J | CONTINUING | 1.00 |
| WISCOMB, COREY H | CONTINUING | 0.90 |
| WRIGHTSMAN, NANCY C | CONTINUING | 1.00 |
| WRIGHT, PAMELA M | CONTINUING | 1.00 |

TOTAL FTE 42.12

| Employee | Status | Classification/Assignment | 2018-19 FTE |
|-----------------------|--------------------------------------|---|------------------------|
| LI, DAN | PSE Represented - Hourly Year Round | Facilities: Custodian | 0.500 |
| MADUSKA, JOSEPH M | PSE Represented - Hourly Year Round | Facilities: Maintenance/Grounds | 1.000 |
| NICHOLS, JASON D | PSE Represented - Hourly Year Round | Facilities: Custodian | 1.000 |
| PACASUM, JOHN | PSE Represented - Hourly Year Round | Facilities: Maintenance/Grounds | 0.875 |
| WILLARD, ANDREW J | PSE Represented - Hourly Year Round | Facilities: Head Custodian | 1.000 |
| GUILFORD, DEBRA L | PSE Represented - Hourly School Term | Food Service: Director | 0.809 |
| HOLLEY, ZACHARY J | PSE Represented - Hourly School Term | Food Service: Cook | 0.670 |
| MOWREY, BING Z | PSE Represented - Hourly School Term | Food Service: Assistant Cook | 0.575 |
| BALLANGER, CINDY K | PSE Represented - Hourly School Term | ParaEducator 1 | 0.622 |
| CARDINELL, LEAH | PSE Represented - Hourly School Term | ParaEducator 1 | 0.616 |
| CLINE, NICOLE | PSE Represented - Hourly School Term | ParaEducator 1 | 0.616 |
| FREEMAN, ROBIN | PSE Represented - Hourly School Term | ParaEducator Skill Specific (ELL) | 0.664 |
| GONZALEZ, JESSICA | PSE Represented - Hourly School Term | ParaEducator 1 | 0.616 |
| GROPP, MARY P | PSE Represented - Hourly School Term | ParaEducator Skill Specific (SLPA) | 0.192 |
| HARDEE, REBEKAH | PSE Represented - Hourly School Term | ParaEducator 1 | 0.622 |
| HERNER, NATALIE K | PSE Represented - Hourly School Term | ParaEducator 1 | 0.625 |
| HYNEK, ALIA | PSE Represented - Hourly School Term | ParaEducator 1 | 0.616 |
| KREIN, GENA | PSE Represented - Hourly School Term | ParaEducator 1 | 0.616 |
| O'BRIEN, MARIAN | PSE Represented - Hourly School Term | ParaEducator 1 | 0.237 |
| SAWYER, PATRICIA A | PSE Represented - Hourly School Term | ParaEducator 1 | 0.120 |
| SAWYER, PATRICIA A | PSE Represented - Hourly School Term | ParaEducator 2 | 0.553 |
| WHITE, ROCHELLE | PSE Represented - Hourly School Term | ParaEducator 1 | 0.616 |
| WLAYSEWSKI, KATIE | PSE Represented - Hourly School Term | ParaEducator 1 | 0.616 |
| CARTER, JANNA | PSE Represented - Hourly School Term | Office: Clerk (Multiple Schools/Depts.) | 0.806 |
| KAYL, MINDY | PSE Represented - Hourly School Term | Office: Manger (OASIS) | 0.891 |
| MAYHEW, LAURIE A | PSE Represented - Hourly School Term | Office: Materials Specialist (OASIS) | 0.826 |
| MIETZNER, ROANN M | PSE Represented - Hourly School Term | Office: Manager (Elementary) | 0.899 |
| O'BRIEN, MARIAN | PSE Represented - Hourly School Term | Office: Clerk (OASIS) | 0.413 |
| SCHALKA-TURNER, KAREN | PSE Represented - Hourly School Term | Office: Clerk (OASIS) | 0.552 |
| LUFT, JODI M | PSE Represented - Hourly School Term | Transportation: Head Bus Driver | 0.476 |
| LUFT, THOMAS A | PSE Represented - Hourly School Term | Transportation: Bus Driver | 0.373 |
| SAVELL, JOE J | PSE Represented - Hourly School Term | Transportation: Bus Driver | 0.379 |
| WRIGHT, BRIAN | PSE Represented - Hourly School Term | Transportation: Bus Driver | 0.379 |
| GROPP, MARY P | PSE Represented - Hourly School Term | Prof-Tech: Library Technician | 0.316 |
| PINARDI, JULIE K | PSE Represented - Hourly School Term | Prof-Tech: SAFE Advocate MS/HS | 0.607 |
| PINARDI, JULIE K | PSE Represented - Hourly School Term | Prof-Tech: Youth Leader | 0.072 |
| ROMERO, ALEXANDRIA | PSE Represented - Hourly School Term | Prof-Tech: SAFE (2nd Step) Advocate | 0.249 |
| SABINE, MARGIE ST | PSE Represented - Hourly School Term | Prof-Tech: PIP Coordinator | 0.534 |
| SABINE, MARGIE ST | PSE Represented - Hourly School Term | Prof-Tech: SAFE Advocate K-5 | 0.151 |
| WAAGE, CHRIS R | PSE Represented - Hourly School Term | Prof-Tech: Technology Specialist | 0.501 |

| Employee | Status | Classification/Assignment | 2018-19 FTE |
|---------------------|--------------------------------------|---------------------------------------|------------------------|
| HATTEN, ROBIN R | PSE Represented - Hourly School Term | Waldron: Office Clerk (mail) | 0.061 |
| HATTEN, ROBIN R | PSE Represented - Hourly School Term | Waldron: Custodian | 0.250 |
| HEATER, JEFFREY D | PSE Represented - Hourly Year Round | Waldron: Maintenance | 0.531 |
| LEVIN, ROBYN K | PSE Represented - Hourly School Term | Waldron: Office Clerk | 0.063 |
| LEVIN, ROBYN K | PSE Represented - Hourly School Term | Waldron: Library Tech | 0.335 |
| FERRAN, CATHERINE M | Non-Represented - Exempt Year Round | Executive Assistant | 1.000 |
| WHITAKER, KEITH G | Non-Represented - Exempt Year Round | Business Manager | 1.000 |
| EVANS, CHARLES P | Non-Represented - Hourly Year Round | Information Technology Administrator | 0.725 |
| KREIN, CAMERON | Non-Represented - Hourly Year Round | Payroll Specialist | 0.875 |
| MORGAN, SARA S | Non-Represented - Hourly Year Round | Human Resources | 0.600 |
| NIGRETTO, BARBARA | Non-Represented - Hourly Year Round | Accounting Assistant | 1.000 |
| VANDERMAY, VICKI E | Non-Represented - Hourly Year Round | Human Resources - Personnel Coordinat | 0.500 |
| DOSS, MARIA E | Non-Represented - Hourly School Term | School Librarian | 0.383 |
| SAPP, CINDY | Non-Represented - Hourly School Term | School Nurse | 0.403 |
| TOTAL FTE | | | 30.526 |

Orcas Island School District
 557 School Road
 Eastsound, WA. 98245

June 18, 2018

Dear School Board Members,

The Primary Intervention Program (PIP) has just completed their twenty-fourth year at Orcas Island School District. PIP continuously served children from October 2017 through May 2018. Children met weekly with a trained adult in the playroom setting for 40 minutes. Using the non-directive play therapy model of Dr. Gary Landreth, children were supported in increasing individual protective factors and their resiliency against risk factors. In addition, six groups of students were formed to address shyness, social/friendship skills and students with new baby siblings. Twenty-three students were served individually through PIP services and thirty in small groups. Five students received both types of preventive services. The total, unduplicated number of children served this year was 48, or 42% of the students enrolled in grades K – 3 at Orcas Island Elementary School.

The Program continues to evaluate progress using the Teacher-Child-Rating-Scale (TCRS). This certified measurement tool was completed for each student as they entered and exited the program. The TCRS measured four competencies: 1) task orientation, 2) behavioral control, 3) assertiveness and 4) peer social skills. All areas showed positive growth of 45% or more in measured competency behaviors for all children. Parents and guardians participated in PIP conferences and have received individual evaluation reports regarding their child.

| TCRS Rating Scale | Number of Children | % Improvement |
|--------------------------|---------------------------|----------------------|
| Task Orientation | 23 | 68% |
| Behavioral Control | 23 | 45% |
| Assertiveness | 23 | 72% |
| Peer Social Skills | 23 | 81% |
| Acting Out | 23 | 54% |
| Shy/Anxious Behavior | 23 | 63% |
| Learning | 23 | 59% |
| Frustration Tolerance | 23 | 63% |

Supported by:
 Orcas Island School District
 United Way of San Juan County
 SJC Health and Human Services
 Orcas Island Community Foundation
 Tulalip Tribes Charitable Contributions

We are fortunate to have a team of qualified and compassionate staff. Sandra Burt, M.S.W. continues to serve as the program's Child Mental Health Specialist. Her role consists of assisting the program coordinator with selection of children, goals for each child and consultation at bi-weekly staff meetings. Her knowledge, professional experience and integrity provides quality and clarity to our program. The Child Associate staff included four seasoned volunteers. They continue to dedicate their time and are committed to the excellence of this program. This year we were able to provide a PIP staff training with Andrea Cohen, Licensed Art Therapist, on "Art Therapy and the benefits for Children". Art can play a huge part of a child's time in the playroom. We were able to learn and compare how close Play Therapy and Art therapy are connected.

The Program's direct service hours from October through May totaled 672 hours, including parent conferences. Our dedicated volunteers donated 298 hours in staff meetings, training, individual sessions with kids, and recording session notes. According to the Independent Sector, a D.C. based coalition of non-profits, the current estimated value of volunteer time has increased to \$26.75/hour in the state of Washington. Based on these numbers, the Orcas volunteer PIP staff donated over \$7,972 toward the success of young children at Orcas Island Elementary.

The Orcas Island School District continued to support the program financially and through in-kind donations of playroom and office space, utilities, insurance and communications. Other financial support was provided from United Way of San Juan County, Tulalip Tribes Charitable Contribution Fund, Orcas Island Community Foundation and San Juan County Health and Human Services. Thank you for your years of continued support for the Primary Intervention Program. I am committed to the continuation of this valuable program and always look forward to working with the children that it supports.

Margie Sabine

PIP Coordinator

Orcas Island School District

http://oes.orcaslandschools.org/school_info/p_i_p

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United Way of San Juan County
SJC Health and Human Services
Orcas Island Community Foundation
Tulalip Tribes Charitable Contributions



CAPITAL PROJECT UPDATE - JUNE:

Design:

| | |
|------------------------|---|
| Waldron Projects | Obtaining |
| Field Work | 25% Design Development |
| Waterline work | Schematic Design (see attached routing) |
| All Remaining Projects | Design Development Complete |

Permitting:

| | |
|-----------------------------|--|
| San Juan County | Pre-Application Meeting Complete |
| SEPA | Submitted |
| East sound Design Committee | Initial communication |
| EWUA | Waterline re-route approx. <ul style="list-style-type: none"> ▪ EWUA approved 6/19 cost sharing 4 ways ▪ EWUA, OPALCO, CenturyLink & OISD ▪ Cost anticipated is \$15,000 - \$22,000 |

Budget and OSPI:

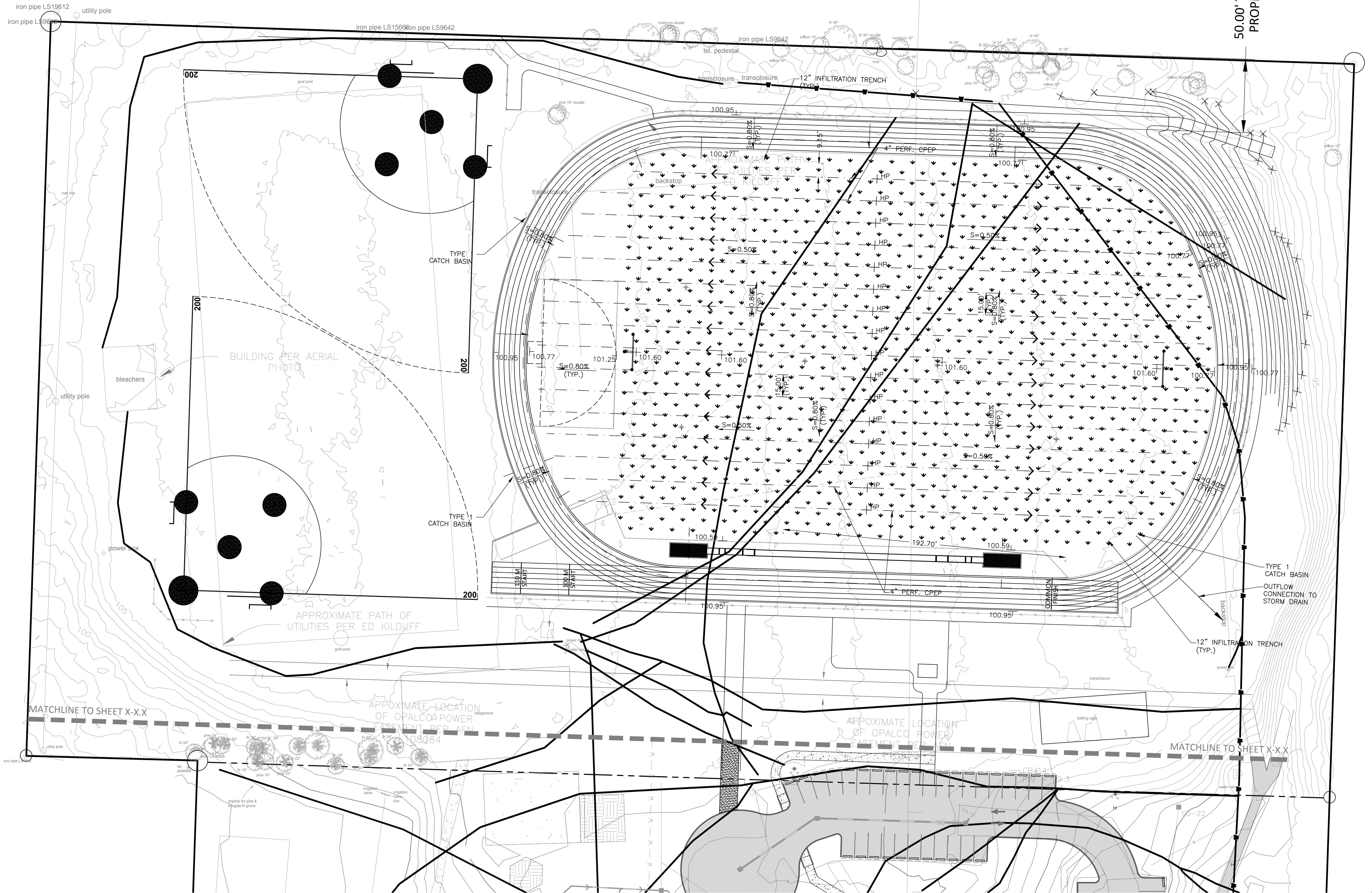
| | |
|---------------|---|
| Cost Estimate | Full update will occur in July |
| OSPI | July 15 th is D-3 Deadline that OISD will submit for Old Gym |

Design Development Schedule:

| | |
|--------------------------------|----------------------------------|
| A. Project Overall Schedule | On schedule. |
| B. Outreach to Community | Complete. Updates via webpage |
| C. Survey | Complete/Adjustments in progress |
| D. Abatement and Investigation | Design Documents due August 1st |
| E. Commissioning Agent | Review Ongoing |
| F. Historical | In progress |

HS Mechanical Replacement Project:

| | |
|-----------------------------|---|
| A. Schedule to completion | |
| 1. June 20 th | Fencing/starting work |
| 2. July 3 rd | Office area available to contractors |
| 3. August 10 th | Contractor move out of North parking to allow for athletics |
| 4. August 31 st | Classroom circulation/heating/fans operational |
| 5. October 12 th | Commissioning and Controls Complete |



Notes for the June 2018 Board meeting:

May Business Report

Fund Balance

As expected, fund balance has retreated significantly during May. Diminishing tax flow and spiking year end expenditure activity contributed to this reduction. Expenditure on some Miscellaneous Dollars categories, for example certain types of leave and overload payments, are approaching 200% of budget, which is also impacting fund balance. I have reduced the year-end target somewhat due to the combination of factors.

GF Activity Report:

Percentage of budget expended rose from 91.60% last month to 98.51% this month, the largest increase we've seen this year. This is 12% ahead of the percentage in the same month last year. I attribute some of this to the unusual expense levels we have seen in some categories this year, but part of it is likely due to the fact that Barb is maintaining AP in a 'current' status at all times. This means there is little or no expenditure 'waiting to happen'. This will most likely lead to a sharp drop in expenditure at the end of school. Most ongoing expense is properly encumbered, so we might actually see the percent expended number drop during July or August, or at least grow more slowly.

Transportation Vehicle Fund:

There will be a resolution to authorize the issuance of a non-voted bond, which is the mechanism we use for what would otherwise be considered a 'bank loan'. This is for the planned bus purchase.

Other Funds: Nothing of note to report

Fund Balance Chart:

The current version of the fund balance chart incorporates the adjustment to anticipated ending balance, as well as the actual current ending monthly balance. I have also modified the projection of the 18-19 school year monthly balances, based on the current preferred modeling for the 18-19 budget. As you can see, we will probably end the year in much the same place that we ended last year, possibly somewhat below. This is still a remarkable result for a planned 'deficit budget'. This was made possible by the increase of AAFTE (reported below), along with better than 100% performance in local tax collections (+2%), grants and donations (+15%), tuition and fee revenue (+44%), and investment earnings (+600%).

Enrollment Report:

Enrollment numbers grew slightly at the final count of the year, leaving us with a final AAFTE of just over 760. That is a 10 FTE increase over budget, which translated into at least \$125,000 in unbudgeted revenue.

10--General Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2017 (September 1, 2017 - August 31, 2018)

For the ORCAS ISLAND SCHOOL DISTRICT School District for the Month of May, 2018

| | ANNUAL BUDGET | ACTUAL FOR MONTH | ACTUAL FOR YEAR | ENCUMBRANCES | BALANCE | PERCENT |
|--|-------------------|---------------------|---------------------|---------------------|---------------------|--------------|
| A. REVENUES/OTHER FIN. SOURCES | | | | | | |
| 1000 LOCAL TAXES | 1,992,247 | 207,897.23 | 2,033,499.25 | | 41,252.25- | 102.07 |
| 2000 LOCAL SUPPORT NONTAX | 317,063 | 16,707.98 | 349,809.11 | | 32,746.11- | 110.33 |
| 3000 STATE, GENERAL PURPOSE | 5,699,174 | 319,905.36 | 4,229,571.93 | | 1,469,602.07 | 74.21 |
| 4000 STATE, SPECIAL PURPOSE | 781,659 | 60,049.72 | 700,050.00 | | 81,609.00 | 89.56 |
| 5000 FEDERAL, GENERAL PURPOSE | 0 | .00 | .00 | | .00 | 0.00 |
| 6000 FEDERAL, SPECIAL PURPOSE | 355,736 | 79,009.28 | 307,543.35 | | 48,192.65 | 86.45 |
| 7000 REVENUES FR OTH SCH DIST | 67,000 | .00 | 17,987.98 | | 49,012.02 | 26.85 |
| 8000 OTHER AGENCIES AND ASSOCIATES | 816,815 | .00 | 18,936.00 | | 797,879.00 | 2.32 |
| 9000 OTHER FINANCING SOURCES | 300,000 | 274,854.13- | 265,113.91- | | 565,113.91 | 88.37- |
| Total REVENUES/OTHER FIN. SOURCES | 10,329,694 | 408,715.44 | 7,392,283.71 | | 2,937,410.29 | 71.56 |
| B. EXPENDITURES | | | | | | |
| 00 Regular Instruction | 6,099,617 | 502,009.68 | 4,271,063.70 | 2,036,001.69 | 207,448.39- | 103.40 |
| 10 Federal Stimulus | 0 | .00 | .00 | 0.00 | .00 | 0.00 |
| 20 Special Ed Instruction | 1,146,845 | 88,099.15 | 908,565.22 | 434,317.87 | 196,038.09- | 117.09 |
| 30 Voc. Ed Instruction | 115,196 | 8,043.04 | 66,780.02 | 36,562.87 | 11,853.11 | 89.71 |
| 40 Skills Center Instruction | 0 | .00 | .00 | 0.00 | .00 | 0.00 |
| 50+60 Compensatory Ed Instruct. | 256,750 | 18,220.98 | 188,044.73 | 89,132.88 | 20,427.61- | 107.96 |
| 70 Other Instructional Pgms | 862,948 | 12,096.22 | 104,154.69 | 56,450.92 | 702,342.39 | 18.61 |
| 80 Community Services | 0 | .00 | .00 | 0.00 | .00 | 0.00 |
| 90 Support Services | 2,273,112 | 171,852.52 | 1,707,601.27 | 695,422.40 | 129,911.67- | 105.72 |
| Total EXPENDITURES | 10,754,468 | 800,321.59 | 7,246,209.63 | 3,347,888.63 | 160,369.74 | 98.51 |
| C. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u> | 0 | .00 | .00 | | | |
| D. <u>OTHER FINANCING USES (GL 535)</u> | 0 | .00 | .00 | | | |
| E. <u>EXCESS OF REVENUES/OTHER FIN.SOURCES</u> <u>OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)</u> | 424,774- | 391,606.15- | 146,074.08 | | 570,848.08 | 134.39- |
| F. <u>TOTAL BEGINNING FUND BALANCE</u> | 0 | | 1,401,207.92 | | | |
| G. <u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u> | XXXXXXXXXX | | .00 | | | |
| H. <u>TOTAL ENDING FUND BALANCE</u> <u>(E+F + OR - G)</u> | 424,774- | | 1,547,282.00 | | | |

| GL | Description | Balance |
|-----|-----------------------------|---------------|
| 10 | General Fund | |
| 200 | Imprest Funds | 2,875.00 |
| 230 | Cash On Hand | -9,373.61 |
| 240 | Cash On Dep w/SJCT | 269,995.87 |
| 241 | Warrants Outstanding | -239,575.16 |
| 310 | Taxes Receivable | 944,307.42 |
| 320 | Due From Other Funds | 4,712.16 |
| 330 | Due - Oth Govt Units | -10,867.74 |
| 340 | Accounts Receivable | 2,704.75 |
| 420 | Inventory - Lunchrooms | 1,923.64 |
| 430 | Prepaid Expenditures | 0.00 |
| 450 | Investments | 1,600,000.00 |
| --- | Asset | 2,566,702.33 |
| 601 | ACCOUNTS PAYABLE | -667.70 |
| 605 | Accrued Salaries | 0.00 |
| 610 | Payroll Ded & Taxes Pay | 667.70 |
| 611 | Comp Tax Liab | -383.07 |
| 620 | Abandoned Warrants | -23,501.96 |
| 630 | Due To Other Govt Units | -6,227.88 |
| 750 | Deferred Revenue | -45,000.00 |
| 760 | Local Taxes Receivable | -944,307.42 |
| --- | Liability | -1,019,420.33 |
| 821 | Restricted for Carry Over | -10,379.73 |
| 840 | Reserved For Inventory | -2,362.74 |
| 875 | Contingency for liability | -15,548.37 |
| 890 | Unresrvd Undsgntd Fnd Bal | -732,900.63 |
| 891 | Minimum Fund Balance Policy | -786,090.53 |
| --- | Equity | -1,547,282.00 |
| --- | General Fund | 0.00 |

SCHOOL BOARD PACKET JUNE 28, 2018

6/25/18

| Description | Previous Year | Previous Year | 2017-18 | 2017-18 | Outstanding | Budget | 2017-18 | Previous |
|-----------------------------|----------------------|---------------------|----------------------|---------------------|---------------------|-------------------|--------------|--------------|
| | Budget | Year-to-Date | Revised Budget | Year-to-Date | Encumbrance | Balance | % Used | % Used |
| BOARD OF DIRECTORS | 35,000.00 | 58,604.64 | 67,000.00 | 12,052.94 | 4,500.00 | 50,447.06 | 24.71 | 190.28 |
| SUPERINTENDENT'S OFFICE | 340,415.00 | 230,399.39 | 354,414.00 | 230,237.57 | 94,905.07 | 29,271.36 | 91.74 | 79.08 |
| BUSINESS OFFICE | 257,906.00 | 202,746.92 | 270,456.00 | 221,884.85 | 104,212.87 | -55,641.72 | 120.57 | 101.22 |
| HUMAN RESOURCES | 83,160.00 | 59,885.30 | 94,121.00 | 76,153.76 | 43,699.09 | -25,731.85 | 127.34 | 98.68 |
| SUPERVISION - INSTRUCTION | 74,066.00 | 66,042.60 | 77,031.00 | 98,002.44 | 33,327.13 | -54,298.57 | 170.49 | 101.22 |
| LEARNING RESOURCES | 77,149.00 | 65,023.98 | 80,943.00 | 67,030.26 | 28,756.75 | -14,844.01 | 118.34 | 109.10 |
| PRINCIPAL'S OFFICE | 679,302.00 | 507,756.00 | 724,124.00 | 549,778.09 | 250,350.74 | -76,004.83 | 110.50 | 92.23 |
| GUIDANCE - COUNSELING | 226,219.00 | 181,451.05 | 246,684.00 | 204,077.75 | 112,597.91 | -69,991.66 | 128.37 | 106.83 |
| PUPIL MANAGEMENT & SAFETY | 32,159.00 | 21,350.61 | 32,155.00 | 16,644.48 | 8,665.08 | 6,845.44 | 78.71 | 88.78 |
| HEALTH SERVICES | 226,347.00 | 181,809.09 | 292,762.00 | 171,880.95 | 81,944.95 | 38,936.10 | 86.70 | 99.64 |
| TEACHING | 6,813,447.00 | 4,273,909.45 | 6,856,756.00 | 4,263,871.72 | 2,093,482.14 | 499,402.14 | 92.72 | 80.40 |
| EXTRACURRICULAR | 182,010.00 | 123,910.02 | 158,901.00 | 117,354.38 | 33,561.24 | 7,985.38 | 94.97 | 74.91 |
| Instruct. Professional Dev. | 29,000.00 | 39,603.52 | 7,000.00 | 44,250.94 | 9,780.29 | -47,031.23 | 771.87 | 151.14 |
| Instructional Technology | 5,000.00 | 96.32 | 5,000.00 | 0.00 | 0.00 | 5,000.00 | 0.00 | 1.93 |
| FOOD | 80,000.00 | 62,014.10 | 80,000.00 | 62,709.19 | 20,770.74 | -3,479.93 | 104.35 | 77.69 |
| FOOD SERVICES OPERATIONS | 150,363.00 | 123,561.15 | 159,148.00 | 136,882.70 | 73,613.36 | -51,348.06 | 132.26 | 107.46 |
| OPERATIONS | 148,014.00 | 141,465.39 | 185,958.00 | 167,009.89 | 74,279.99 | -55,331.88 | 129.76 | 118.06 |
| MAINT. OF SCHOOL BUSES | 15,500.00 | 3,716.63 | 23,000.00 | 23,240.30 | 0.00 | -240.30 | 101.04 | 75.47 |
| INSURANCE - TRANSPORTATION | 6,000.00 | 5,978.00 | 6,000.00 | 7,347.81 | 0.00 | -1,347.81 | 122.46 | 99.63 |
| GROUNDS MAINTENANCE | 122,309.00 | 85,881.02 | 168,558.00 | 117,199.75 | 52,353.47 | -995.22 | 100.59 | 87.12 |
| OPERATION OF BUILDINGS | 248,582.00 | 194,315.31 | 300,883.00 | 200,972.10 | 87,189.51 | 12,721.39 | 95.77 | 98.93 |
| MAINTENANCE | 22,000.00 | 43,480.88 | 33,500.00 | 22,342.25 | 5,258.29 | 5,899.46 | 82.39 | 215.95 |
| UTILITIES | 205,500.00 | 197,099.79 | 204,500.00 | 177,816.74 | 60,473.65 | -33,790.39 | 116.52 | 108.75 |
| BLDG & PROP SECURITY | 0.00 | 481.00 | 0.00 | 2,411.88 | 0.00 | -2,411.88 | 0.00 | 0.00 |
| INSURANCE - EX TRANSPORT | 50,000.00 | 49,540.00 | 55,056.00 | 69,916.19 | 0.00 | -14,860.19 | 126.99 | 99.08 |
| INFORMATION SYSTEMS | 250,679.00 | 227,377.77 | 270,018.00 | 185,140.70 | 74,166.36 | 10,710.94 | 96.03 | 115.73 |
| MOTOR POOL | 500.00 | 0.00 | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 | 0.00 |
| Grand Expense Totals | 10,360,627.00 | 7,147,499.93 | 10,754,468.00 | 7,246,209.63 | 3,347,888.63 | 160,369.74 | 98.51 | 86.87 |

Number of Accounts: 1126

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

20--Capital Projects-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2017 (September 1, 2017 - August 31, 2018)

For the ORCA ISLAND SCHOOL DISTRICT School District for the Month of May, 2018

| <u>A. REVENUES/OTHER FIN. SOURCES</u> | <u>ANNUAL BUDGET</u> | <u>ACTUAL FOR MONTH</u> | <u>ACTUAL FOR YEAR</u> | <u>ENCUMBRANCES</u> | <u>BALANCE</u> | <u>PERCENT</u> |
|--|--------------------------|-----------------------------|----------------------------|---------------------|------------------|----------------|
| 1000 Local Taxes | 685,750 | 70,670.03 | 613,310.49 | | 72,439.51 | 89.44 |
| 2000 Local Support Nontax | 1,000,750 | 5,720.79 | 144,060.42 | | 856,689.58 | 14.40 |
| 3000 State, General Purpose | 0 | .00 | .00 | | .00 | 0.00 |
| 4000 State, Special Purpose | 100,000 | .00 | 80,867.24 | | 19,132.76 | 80.87 |
| 5000 Federal, General Purpose | 0 | .00 | .00 | | .00 | 0.00 |
| 6000 Federal, Special Purpose | 0 | .00 | .00 | | .00 | 0.00 |
| 7000 Revenues Fr Oth Sch Dist | 0 | .00 | .00 | | .00 | 0.00 |
| 8000 Other Agencies and Associates | 0 | .00 | .00 | | .00 | 0.00 |
| 9000 Other Financing Sources | 12,000,000 | .00 | 10,902,785.20 | | 1,097,214.80 | 90.86 |
| <u>Total REVENUES/OTHER FIN. SOURCES</u> | 13,786,500 | 76,390.82 | 11,741,023.35 | | 2,045,476.65 | 85.16 |
| <u>B. EXPENDITURES</u> | | | | | | |
| 10 Sites | 0 | 16,924.75 | 96,084.53 | 415,887.00 | 511,971.53- | 0.00 |
| 20 Buildings | 11,052,700 | 379.05 | 319,105.68 | 168,508.11 | 10,565,086.21 | 4.41 |
| 30 Equipment | 0 | .00 | .00 | 0.00 | .00 | 0.00 |
| 40 Energy | 0 | .00 | .00 | 0.00 | .00 | 0.00 |
| 50 Sales & Lease Expenditure | 0 | .00 | .00 | 0.00 | .00 | 0.00 |
| 60 Bond Issuance Expenditure | 0 | .00 | 101,524.34 | 0.00 | 101,524.34- | 0.00 |
| 90 Debt | 0 | .00 | .00 | 0.00 | .00 | 0.00 |
| <u>Total EXPENDITURES</u> | 11,052,700 | 17,303.80 | 516,714.55 | 584,395.11 | 9,951,590.34 | 9.96 |
| <u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u> | 518,540 | 87,654.13- | 111,766.55 | | | |
| <u>D. OTHER FINANCING USES (GL 535)</u> | 0 | .00 | .00 | | | |
| <u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)</u> | 2,215,260 | 146,741.15 | 11,112,542.25 | | 8,897,282.25 | 401.64 |
| <u>F. TOTAL BEGINNING FUND BALANCE</u> | 0 | | 211,261.32 | | | |
| <u>G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u> | XXXXXXXXX | | .00 | | | |
| <u>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</u> | 2,215,260 | | 11,323,803.57 | | | |

30--Debt Service Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2017 (September 1, 2017 - August 31, 2018)

For the ORCAS ISLAND SCHOOL DISTRICT School District for the Month of May, 2018

| | ANNUAL BUDGET | ACTUAL FOR MONTH | ACTUAL FOR YEAR | ENCUMBRANCES | BALANCE | PERCENT |
|--|------------------|---------------------|--------------------|--------------|------------|---------|
| A. REVENUES/OTHER FIN. SOURCES | | | | | | |
| 1000 Local Taxes | 1,352,550 | 121,864.43 | 999,587.00 | | 352,963.00 | 73.90 |
| 2000 Local Support Nontax | 0 | .00 | 63.79 | | 63.79- | 0.00 |
| 3000 State, General Purpose | 0 | .00 | .00 | | .00 | 0.00 |
| 5000 Federal, General Purpose | 0 | .00 | .00 | | .00 | 0.00 |
| 9000 Other Financing Sources | 518,540 | 187,200.00 | 376,459.70 | | 142,080.30 | 72.60 |
| <u>Total REVENUES/OTHER FIN. SOURCES</u> | 1,871,090 | 309,064.43 | 1,376,110.49 | | 494,979.51 | 73.55 |
| B. EXPENDITURES | | | | | | |
| Matured Bond Expenditures | 1,251,200 | .00 | 762,500.00 | 0.00 | 488,700.00 | 60.94 |
| Interest On Bonds | 510,000 | .00 | 11,687.85 | 0.00 | 498,312.15 | 2.29 |
| Interfund Loan Interest | 0 | .00 | .00 | 0.00 | .00 | 0.00 |
| Bond Transfer Fees | 0 | .00 | .00 | 0.00 | .00 | 0.00 |
| Arbitrage Rebate | 0 | .00 | .00 | 0.00 | .00 | 0.00 |
| Underwriter's Fees | 0 | .00 | .00 | 0.00 | .00 | 0.00 |
| <u>Total EXPENDITURES</u> | 1,761,200 | .00 | 774,187.85 | 0.00 | 987,012.15 | 43.96 |
| C. OTHER FIN. USES TRANS. OUT (GL 536) | 0 | .00 | .00 | | | |
| D. OTHER FINANCING USES (GL 535) | 0 | .00 | .00 | | | |
| E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER (UNDER) EXPENDITURES (A-B-C-D) | 109,890 | 309,064.43 | 601,922.64 | | 492,032.64 | 447.75 |
| F. TOTAL BEGINNING FUND BALANCE | 0 | | 417,049.49 | | | |
| G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-) | XXXXXXXXXX | | .00 | | | |
| H. TOTAL ENDING FUND BALANCE (E+F + OR - G) | 109,890 | | 1,018,972.13 | | | |
| I. ENDING FUND BALANCE ACCOUNTS: | | | | | | |
| G/L 810 Restricted for Other Items | 0 | | .00 | | | |
| G/L 830 Restricted for Debt Service | 109,890 | | 1,018,972.13 | | | |
| G/L 835 Restrictd For Arbitrage Rebate | 0 | | .00 | | | |
| G/L 870 Committed to Other Purposes | 0 | | .00 | | | |
| G/L 889 Assigned to Fund Purposes | 0 | | .00 | | | |
| G/L 890 Unassigned Fund Balance | 0 | | .00 | | | |
| <u>TOTAL</u> | 109,890 | | 1,018,972.13 | | | |

40--Associated Student Body Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2017 (September 1, 2017 - August 31, 2018)

For the ORCAS ISLAND SCHOOL DISTRICT School District for the Month of May, 2018

| <u>A. REVENUES</u> | <u>ANNUAL BUDGET</u> | <u>ACTUAL FOR MONTH</u> | <u>ACTUAL FOR YEAR</u> | <u>ENCUMBRANCES</u> | <u>BALANCE</u> | <u>PERCENT</u> |
|--|--------------------------|-----------------------------|----------------------------|---------------------|----------------|----------------|
| 1000 General Student Body | 10,000 | 1,600.70 | 20,044.84 | | 10,044.84- | 200.45 |
| 2000 Athletics | 19,400 | 45.00 | 9,311.64 | | 10,088.36 | 48.00 |
| 3000 Classes | 0 | 4,585.72 | 6,651.73 | | 6,651.73- | 0.00 |
| 4000 Clubs | 13,500 | 418.50 | 10,594.50 | | 2,905.50 | 78.48 |
| 6000 Private Moneys | 2,500 | 45.00 | 962.79 | | 1,537.21 | 38.51 |
| <u>Total REVENUES</u> | 45,400 | 6,694.92 | 47,565.50 | | 2,165.50- | 104.77 |
| <u>B. EXPENDITURES</u> | | | | | | |
| 1000 General Student Body | 9,400 | 6,869.00 | 10,891.93 | 3,840.00 | 5,331.93- | 156.72 |
| 2000 Athletics | 16,900 | 493.73 | 8,123.10 | 0.00 | 8,776.90 | 48.07 |
| 3000 Classes | 5,500 | 652.03 | 902.33 | 745.00 | 3,852.67 | 29.95 |
| 4000 Clubs | 13,000 | 250.00 | 10,054.16 | 365.00 | 2,580.84 | 80.15 |
| 6000 Private Moneys | 2,500 | 494.69 | 1,194.79 | 0.00 | 1,305.21 | 47.79 |
| <u>Total EXPENDITURES</u> | 47,300 | 8,759.45 | 31,166.31 | 4,950.00 | 11,183.69 | 76.36 |
| <u>C. EXCESS OF REVENUES OVER (UNDER) EXPENDITURES (A-B)</u> | 1,900- | 2,064.53- | 16,399.19 | | 18,299.19 | 963.12- |
| <u>D. TOTAL BEGINNING FUND BALANCE</u> | 0 | | 53,893.54 | | | |
| <u>E. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u> | XXXXXXXXXX | | .00 | | | |
| <u>F. TOTAL ENDING FUND BALANCE (C+D + OR - E)</u> | 1,900- | | 70,292.73 | | | |
| <u>G. ENDING FUND BALANCE ACCOUNTS:</u> | | | | | | |
| G/L 810 Restricted for Other Items | 0 | | .00 | | | |
| G/L 819 Restricted for Fund Purposes | 1,900- | | 70,292.73 | | | |
| G/L 840 Nonspnd FB - Invent/Prepd Itms | 0 | | .00 | | | |
| G/L 850 Restricted for Uninsured Risks | 0 | | .00 | | | |
| G/L 870 Committed to Other Purposes | 0 | | .00 | | | |
| G/L 889 Assigned to Fund Purposes | 0 | | .00 | | | |
| G/L 890 Unassigned Fund Balance | 0 | | .00 | | | |
| <u>TOTAL</u> | 1,900- | | 70,292.73 | | | |

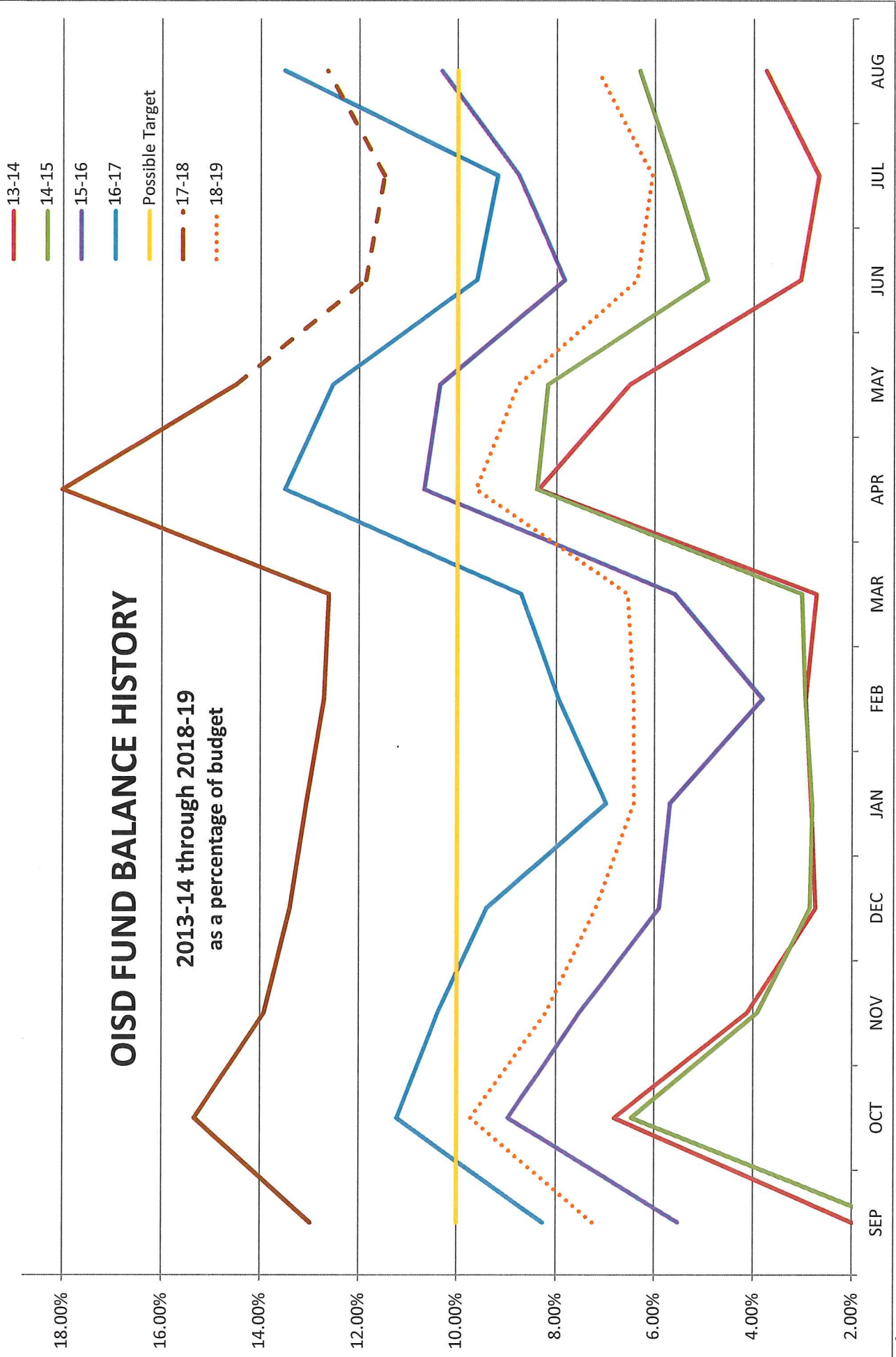
90--Transportation Vehicle Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2017 (September 1, 2017 - August 31, 2018)

For the ORCAS ISLAND SCHOOL DISTRICT School District for the Month of May, 2018

| <u>A. REVENUES/OTHER FIN. SOURCES</u> | <u>ANNUAL BUDGET</u> | <u>ACTUAL FOR MONTH</u> | <u>ACTUAL FOR YEAR</u> | <u>ENCUMBRANCES</u> | <u>BALANCE</u> | <u>PERCENT</u> |
|---|--------------------------|-----------------------------|----------------------------|---------------------|-------------------|----------------|
| 1000 Local Taxes | 0 | .00 | .00 | | .00 | 0.00 |
| 2000 Local Nontax | 500 | 915.84 | 3,061.62 | | 2,561.62- | 612.32 |
| 3000 State, General Purpose | 0 | .00 | .00 | | .00 | 0.00 |
| 4000 State, Special Purpose | 25,000 | .00 | .00 | | 25,000.00 | 0.00 |
| 5000 Federal, General Purpose | 0 | .00 | .00 | | .00 | 0.00 |
| 6000 Federal, Special Purpose | 0 | .00 | .00 | | .00 | 0.00 |
| 8000 Other Agencies and Associates | 0 | .00 | .00 | | .00 | 0.00 |
| 9000 Other Financing Sources | 0 | .00 | .00 | | .00 | 0.00 |
| A. <u>TOTAL REV/OTHER FIN.SRCS (LESS TRANS)</u> | 25,500 | 915.84 | 3,061.62 | | 22,438.38 | 12.01 |
| B. <u>9900 TRANSFERS IN FROM GF</u> | 115,000 | .00 | .00 | | 115,000.00 | 0.00 |
| C. <u>Total REV./OTHER FIN. SOURCES</u> | 140,500 | 915.84 | 3,061.62 | | 137,438.38 | 2.18 |
| D. <u>EXPENDITURES</u> | | | | | | |
| Type 30 Equipment | 135,000 | .00 | .00 | 0.00 | 135,000.00 | 0.00 |
| Type 60 Bond Levy Issuance | 0 | .00 | .00 | 0.00 | .00 | 0.00 |
| Type 90 Debt | 0 | .00 | .00 | 0.00 | .00 | 0.00 |
| <u>Total EXPENDITURES</u> | 135,000 | .00 | .00 | 0.00 | 135,000.00 | 0.00 |
| E. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u> | 0 | .00 | .00 | | | |
| F. <u>OTHER FINANCING USES (GL 535)</u> | 0 | .00 | .00 | | | |
| G. <u>EXCESS OF REVENUES/OTHER FIN SOURCES OVER (UNDER) EXP/OTH FIN USES (C-D-E-F)</u> | 5,500 | 915.84 | 3,061.62 | | 2,438.38- | 44.33- |
| H. <u>TOTAL BEGINNING FUND BALANCE</u> | 0 | | 28,203.01 | | | |
| I. <u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u> | XXXXXXXXX | | .00 | | | |
| J. <u>TOTAL ENDING FUND BALANCE (G+H + OR - I)</u> | 5,500 | | 31,264.63 | | | |
| K. <u>ENDING FUND BALANCE ACCOUNTS:</u> | | | | | | |
| G/L 810 Restricted For Other Items | 0 | | .00 | | | |
| G/L 819 Restricted for Fund Purposes | 5,500 | | 31,264.63 | | | |
| G/L 830 Restricted for Debt Service | 0 | | .00 | | | |
| G/L 835 Restrictd For Arbitrage Rebate | 0 | | .00 | | | |
| G/L 850 Restricted for Uninsured Risks | 0 | | .00 | | | |
| G/L 889 Assigned to Fund Purposes | 0 | | .00 | | | |
| G/L 890 Unassigned Fund Balance | 0 | | .00 | | | |
| <u>TOTAL</u> | 5,500 | | 31,264.63 | | | |

OISD FUND BALANCE HISTORY

2013-14 through 2018-19
as a percentage of budget



SCHOOL BOARD PACKET JUNE 28, 2018
2017-18 OISD MONTHLY ENROLLMENT SUMMARY

6/25/18

| Grade Level | SEP | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | JUN | MO AVE |
|--------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| HEAD COUNT | | | | | | | | | | | |
| K | 16 | 19 | 19 | 19 | 19 | 19 | 20 | 20 | 21 | 22 | 19.40 |
| 1 | 33 | 34 | 33 | 33 | 35 | 34 | 34 | 35 | 34 | 35 | 34.00 |
| 2 | 29 | 29 | 28 | 29 | 30 | 30 | 29 | 29 | 28 | 28 | 28.90 |
| 3 | 37 | 37 | 38 | 38 | 39 | 39 | 39 | 40 | 40 | 41 | 38.80 |
| 4 | 27 | 28 | 28 | 29 | 29 | 28 | 28 | 29 | 30 | 30 | 28.60 |
| 5 | 33 | 33 | 32 | 33 | 33 | 33 | 34 | 35 | 34 | 35 | 33.50 |
| Orcas Elem Total | 175 | 180 | 178 | 181 | 185 | 183 | 184 | 188 | 187 | 191 | 183.2 |
| 6 | 28 | 29 | 28 | 27 | 29 | 30 | 30 | 30 | 30 | 30 | 29.10 |
| 7 | 33 | 32 | 31 | 31 | 31 | 31 | 31 | 31 | 31 | 31 | 31.30 |
| 8 | 27 | 28 | 28 | 28 | 28 | 29 | 30 | 30 | 30 | 30 | 28.80 |
| Orcas MS Total | 88 | 89 | 87 | 86 | 88 | 90 | 91 | 91 | 91 | 91 | 89.20 |
| 9 | 24 | 24 | 24 | 24 | 26 | 25 | 25 | 26 | 28 | 28 | 25.40 |
| 10 | 32 | 32 | 31 | 31 | 30 | 30 | 30 | 31 | 32 | 32 | 31.10 |
| 11 | 32 | 32 | 33 | 33 | 32 | 32 | 32 | 32 | 32 | 32 | 32.20 |
| 12 | 28 | 30 | 28 | 28 | 28 | 28 | 28 | 28 | 27 | 27 | 28.00 |
| Orcas HS Total | 116 | 118 | 116 | 116 | 116 | 115 | 115 | 117 | 119 | 119 | 116.70 |
| Orcas K-12 Heads | 379 | 387 | 381 | 383 | 389 | 388 | 390 | 396 | 397 | 401 | 389.10 |
| Waldron K-8 Heads | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8.00 |
| OASIS K-8 | 298 | 300 | 309 | 311 | 313 | 317 | 317 | 317 | 310 | 309 | 310.10 |
| OASIS HS | 68 | 70 | 71 | 71 | 71 | 71 | 72 | 74 | 74 | 74 | 71.60 |
| TOTAL COUNT | 753 | 765 | 769 | 773 | 781 | 784 | 787 | 795 | 789 | 792 | 778.80 |
| FTE | | | | | | | | | | | |
| K | 16.00 | 17.04 | 17.04 | 17.04 | 17.04 | 17.04 | 18.04 | 18.04 | 19.04 | 20.04 | 17.64 |
| 1 | 33.00 | 34.00 | 33.00 | 33.00 | 34.20 | 34.20 | 33.20 | 34.23 | 33.23 | 34.23 | 33.63 |
| 2 | 29.00 | 29.00 | 28.00 | 29.00 | 30.00 | 30.00 | 29.00 | 28.03 | 27.03 | 27.03 | 28.61 |
| 3 | 37.00 | 37.00 | 38.00 | 38.00 | 39.00 | 39.00 | 39.00 | 40.00 | 40.00 | 41.00 | 38.80 |
| 4 | 27.00 | 28.00 | 28.00 | 29.00 | 29.00 | 28.00 | 28.00 | 29.00 | 30.00 | 30.00 | 28.60 |
| 5 | 31.22 | 31.22 | 30.22 | 31.22 | 31.22 | 31.22 | 32.22 | 33.22 | 32.22 | 33.22 | 31.72 |
| Orcas Elem Total | 173.22 | 176.26 | 174.26 | 177.26 | 180.46 | 179.46 | 179.46 | 182.52 | 181.52 | 185.52 | 178.99 |
| 6 | 27.20 | 28.20 | 27.20 | 26.40 | 28.20 | 29.20 | 29.20 | 29.20 | 29.20 | 29.20 | 28.32 |
| 7 | 30.60 | 31.20 | 30.20 | 30.20 | 30.20 | 30.20 | 30.08 | 30.20 | 30.20 | 30.20 | 30.33 |
| 8 | 27.00 | 28.00 | 28.00 | 28.00 | 28.00 | 29.00 | 30.00 | 30.00 | 30.00 | 30.00 | 28.80 |
| Orcas MS Total | 84.80 | 87.40 | 85.40 | 84.60 | 86.40 | 88.40 | 89.28 | 89.40 | 89.40 | 89.40 | 87.45 |
| 9 | 24.40 | 24.40 | 24.40 | 24.60 | 25.60 | 24.40 | 24.40 | 26.40 | 27.40 | 27.40 | 25.34 |
| 10 | 32.00 | 32.00 | 31.00 | 31.00 | 30.00 | 30.00 | 30.00 | 31.00 | 32.00 | 32.00 | 31.10 |
| 11 | 31.68 | 31.68 | 32.08 | 32.00 | 30.60 | 30.60 | 30.40 | 30.76 | 30.76 | 30.76 | 31.13 |
| 12 | 27.44 | 27.08 | 27.48 | 27.48 | 27.48 | 25.88 | 25.16 | 25.16 | 24.48 | 24.48 | 26.21 |
| Orcas HS Total | 115.52 | 115.16 | 114.96 | 115.08 | 113.68 | 110.88 | 109.96 | 113.32 | 114.64 | 114.64 | 113.78 |
| Orcas K-12 FTEs | 373.54 | 378.82 | 374.62 | 376.94 | 380.54 | 378.74 | 378.70 | 385.24 | 385.56 | 389.56 | 380.23 |
| Waldron K-8 FTEs | 8.00 | 8.00 | 8.00 | 8.00 | 8.00 | 8.00 | 8.00 | 8.00 | 8.00 | 8.00 | 8.00 |
| OASIS K-8 FTEs | 294.06 | 294.06 | 303.06 | 305.26 | 307.26 | 311.23 | 311.23 | 311.29 | 306.49 | 305.69 | 304.96 |
| OASIS HS FTEs | 64.12 | 65.40 | 66.40 | 66.48 | 66.48 | 67.48 | 68.08 | 70.08 | 70.08 | 69.88 | 67.45 |
| TOTAL FTE | 739.72 | 746.28 | 752.08 | 756.68 | 762.28 | 765.45 | 766.01 | 774.61 | 770.13 | 773.13 | 760.64 |
| Birth-2 Special Ed | 2.00 | 2.00 | 4.00 | 4.00 | 2.00 | 3.00 | 3.00 | 4.00 | 4.00 | 6.00 | 3.40 |
| 3-5 Pre K Special Ed | 6.00 | 6.00 | 5.00 | 5.00 | 7.00 | 7.00 | 8.00 | 9.00 | 9.00 | 8.00 | 7.00 |
| K-21 Special Ed | 71.00 | 74.00 | 73.00 | 73.00 | 77.00 | 78.00 | 80.00 | 86.00 | 87.00 | 90.00 | 78.90 |
| Total Special Ed | 79 | 82 | 82 | 82 | 86 | 88 | 91 | 99 | 100 | 104 | 89.30 |
| Vocational Program | 10.00 | 10.20 | 10.20 | 10.60 | 10.60 | 9.60 | 9.60 | 9.60 | 9.60 | 9.60 | 9.96 |
| Bilingual Program | 26.00 | 32.00 | 32.00 | 32.00 | 32.00 | 35.00 | 35.00 | 35.00 | 35.00 | 40.00 | 33.40 |
| Running Start FTE | 0.00 | 0.00 | 0.00 | 0.60 | 1.00 | 1.00 | 1.00 | 0.67 | 0.67 | 1.00 | 0.69 |

Budget Notes for June 2018:

Fund Balance

I attended the Safety Net Committee hearing in Lacey on Thursday the 14th to witness the discussion and determination of the funding for our Safety Net application for the current year. Although we had our award reduced by about \$30,000, yet again, knowing the amount of our award will allow me to more accurately forecast the ending fund balance for the year. This award can be incorporated as supplemental funding for our 18-19 Special Education program costs.

Staffing Plans

Eric, Sara, and the administrative team are continuing to refine the staffing plans for next year and I am continually updating the expenditure side of the budget to reflect the most recent staffing costs. Both the levels of staffing and the eventual settlement of contract negotiations play an enormously important part in the budget decisions that will have to be made.

Budget Decisions

Despite the unknowns, there are upcoming decisions that will need to be made. I am required to provide a draft version of the budget to the public in less than two weeks (July 10). Of course, that draft budget can be modified, but typically the draft budget has been very close to the one that is eventually adopted... and the final version will have to be ready for adoption at next month's meeting.

The best thing we can do is to be sure that the assumptions we are making are realistic and that the parameters that we set are moderate enough to insure that we won't be faced with a fund balance that is declining too rapidly to allow us to take effective corrective action.

I continue to discourage the idea of budgeting based on an assumption of future action by the legislature. Any increase in expenditure for salary and benefits is, de facto, perpetual. Those increases cannot be reversed, should anticipated funding increases fail to materialize. The only option the District would have under those circumstances would be to cut programming in order to reduce expenditure to fit within the actual revenue we were apportioned. I believe we should plan our budget based on the revenue that is projected under the law as it currently exists.

Pre-School – 5th grade Elementary Principal’s Report
 June 2018
 Lorena Stankevich

OIES Purpose – *Preparing students for the future through:*

- *Providing academic rigor and support*
- *Fostering critical thinking and problem solving*
- *Encouraging ownership of their learning and self*

School Improvement Goals –

- These two goals will nest under the theme of Problem Solving
- **Focus on our Math Tier 1 Core – Throughout the 2018-19 school year every grade will increase student proficiency in math by 10%, with a goal of 80% or more of students at the proficient level in math as measured by Spring to Spring scores using Fastbridge and SBAC.**
- **Behavior – Throughout the 2018-19 school year, our school climate will improve as demonstrated by increased student ownership and use of problem solving strategies in regard to student behavior. This goal will be measured by a continued 10% decrease in reported defiance and disrespect through our SWIS data and increased scores in Fastbridge SAEBRS Total Behavior Domain. In SAEBRS students will be screened 3 times a year. Increased scores means increased social, academic or emotional behavior.**

Kindergarten 2018-19 – Wednesday in the Woods

- It appears we will have a class of approximately 24 students!
- Wednesday in the Woods will happen every Wednesday – Rain or Shine!
 - 3 hours every Wednesday
 - In Collaboration with YMCA Camp Orkila
 - Utilize 2-3 parent volunteers each week
 - Purchase appropriate outerwear – so every student has what is needed
 - Each week also have a Nature Specialist
 - This is a brainchild of Mandy Randolph – and I so appreciate all her work!

Our 5th Grade Class – This year we recognized 5th graders for citizenship and the President’s Award for Academic Excellence and Academic Achievement. We will miss this class of 32 students!

5th grade Citizenship Award Winners



5th grade Academic Excellence Award Winners



5th grade Academic Achievement Award Winners



Tardies – During the 2017-18 school year we had 58 students who had zero tardies all year! This is up from 46 students with zero tardies during the 2016-17 school year – The Tardy Queen and her family members are working!



“Recognizing the brilliance in EVERY child!”

June 2018

Becky Bell, Director of Special Education and Principal of OASIS

OASIS

OASIS graduation was held June 9th. Our guests were treated to a commencement speaker who was our own board chair. Our HS lead teachers spoke about their students' achievements and we watched the graduates celebrate their own successes. The graduates this year were Chloe Hamilton, Beau Wiebe, and Victoria Sturk.



Current enrollment for new and returning students is currently approximately 380 by headcount. A waiting list has been started and will be pulled from as students status changes throughout the summer. Our substitute office manager team along with lead teachers, all of the teachers, and the OASIS staff have worked hard to ensure the continuation of services for the families and students at OASIS.

This year OASIS staff worked at developing, reviewing, and interpreting data and information to complete the focus goals. The improvement goals for the OASIS school will continue to be monitored throughout the 2018-19 school year.

Goal #1: Communication: OASIS staff will improve communication with prospective families prior to enrolling to review school requirements, and will review procedures and expectations, in order to increase enrollment longevity.

Goal #2: Procedures: OASIS staff will regularly update the OASIS Handbook, procedures, and related policy so that staff will provide information in a knowledgeable manner to parents.

Goal #3: Technology: OASIS will utilize technology tools including online texts, teacher-student interface systems, training videos, and website information systems to increase parent, teacher, and student understanding, technology skills, and maintain appropriate technological rigor.

SPECIAL EDUCATION

Final enrollment for June 2018 was one of the highest special education counts Orcas has ever experienced with approximately 103 total from birth-21. The influx of new students and newly identified students along with the continued needs for services has all added to the increased enrollment. The goals for the special education program for the 2018-19 school year will be as follows:

Goal #1: Transitions: The special education staff along with the Transition Task Force (TTF) will increase transition supports to create smooth transitions from Preschool through High School and Beyond for students with disabilities.

Goal #2: Applied Behavioral Analysis: All staff will become knowledgeable of Applied Behavioral Analysis practices and protocols to increase positive behavioral outcomes for students with disabilities.

Goal #3: Compliance and Services: Student services such as minutes of services, and inclusion or least restrict practices will align with IEP services and evaluation decisions and schedules will reflect the alignment.

Professional Learning for Staff: For the 2018-19 school year will include ABA training opportunities and TTF outreach opportunities as well as training specific to students needs and prevention programming such as Right Response Training.

Transitional Bilingual Program ELL

Preliminary results of the English Language Proficiency Assessment (ELPA) indicate approximately 4 students received proficient scores and will exit the program. The exited students be monitored for two years. While the overall count of ELL students is estimated to be approximately 35 for the 18-19 school year, which is less than the 17-18 the overall exited students, the total exits being monitored has increased.

The following goals will be the target goals for the 18-19 school year for the TBIP program.

#1 : Increase Staff Proficiency: All Staff K-12 are proficient in Content ELD and content ELD is sustainable and part of the OISD system.

- Content ELD is part of professional development, and administrative planning
- Teachers have sufficient support over a multi-year period to assure implementation of Content ELD with fidelity

#2: Target At Risk Students: Pull out ELD is targeted to students who are most at risk or below proficient in ELA and Math.

6-12 Board Report June 2018

High School Graduation Week

The class of 2018 represented themselves well during Graduation Week(s). The senior parents also deserve credit for making this a special and memorable week for our graduates. Festivities began with the Senior Dinner, moved on to the presentation of Senior Projects on Tuesday along with Baccalaureate at Cascade Lake that evening. On Friday the community gathered to share their gifts with our seniors, with over \$100,000 in local scholarships being handed out to nearly every member of the senior class. We also had the opportunity to celebrate Hayden Simpson's appointment to the United States Air Force Academy during the Celebration of Success. Saturday brought the week to a close with graduation, 25 students crossed the stage this year as graduates of Orcas Island High School. Thank you to the parents, OISD staff, members of the school board and our community for making this a wonderful celebration of our students, our schools and our community.

Middle School End of Year

The end of the year comes fast and furious at the middle school. On Friday, thanks to the hard work of the ASB and class advisors the first ever 6th-8th grade dance was held in the band room. This hardworking team transformed the room into a Las Vegas skyline and a fun space to celebrate the end of the year. Thank you to the parents and staff who made this event possible and for the hours spent supervising our students during this evening.



The dance marks the start of our end of year festivities at the middle school. On Wednesday of this past week the entire school loaded up onto charter busses in Anacortes and traveled to Wild Waves Themes Park in Federal Way. This trip is made possible by the hard work of the Middle School ASB and the student efforts at the Spaghetti Dinner.



Middle School Cell Phone Policy

The Middle School (and High School) staff have been engaged in ongoing conversations regarding the impact of cellphone/smartphones on students in the learning environment at the school. We recognize the need for our students to learn to manage these devices as they appear to be something that will be part of their lives. At the same time we are not convinced that students at this age are able to make the best decisions about how and when to use these devices. We are also concerned that parents are not completely aware of the content that their students can (and sometimes do) access using these handheld computers. We are continuing to discuss a final plan for the 2018-2019 school year; however, we do feel some change to our student managed policy is needed. During the summer we will be developing a final plan for 2018-2019 and exploring possible solutions that may support our goals. As a first step toward a new plan we decided to send out the following message to families for the Wild Waves trip.

June 18, 2018

Dear Orcas Island Middle School Parents,

Due to a number of recent and ongoing incidents involving cell phone/smartphone use in our school and during school events we will be reviewing our current cell phone and technology policies and plan for the upcoming school year. We will provide you with updates as decisions are made. We are also going to enact a specific policy for the upcoming Wild Waves field trip. This policy decision has been made by the middle school staff in conjunction with the school administration.

We feel it is important for parents to understand that when they send their student to school or school events with technology such as a smartphone that our staff have little ability to control the content a student views or access (if they are not using the school wifi) and the behavior that students may engage in using these devices. Apps such as SnapChat have been designed to specifically avoid the retrieval and storage of messages to prevent the ability for parents or authorities to follow up on communication. Please know that when you give your child a smartphone, you are handing them a computer and not just a telephone. While many students will use these devices responsibly, for others, mistakes will happen.

As a school we do take any abuse of our personal technology policy seriously, including inappropriate use of technology, video and picture capturing of unknowing subjects and the use of such technology to bully or harass anyone. Students who engage in this behavior will be held accountable for this action. We also are aware of the limitations that we face in monitoring this technology. Students carrying these devices with them in class and during the school day can be distracted (as can adults) and feel the pressure to “check their phone” for messages from parents, to update their social media, etc. We also are seeing an increase in student disconnectedness as some will play games on their phones during lunch and breaks and any other moment they can find. Often these games and apps are being designed to be addictive, and we see this impact on our students. There is still so much research being done around the impacts of this technology on our lives and brains, but as anyone who has carried one of these devices can tell you, they do change your behavior.

It is our goal to provide a safe and secure learning environment for our students, free of distractions and inappropriate material and content. We do not feel as a school that we can ensure that this is happening when students are in possession of these devices during class and during breaks/lunch. We encourage you to discuss and monitor the content your children are accessing on their devices, to be clear about your expectations and to check up on your students' technology use. We feel providing students with this technology and this access to all that is available through this technology is the ultimate family decision and responsibility.

We also recognize the communication power of these devices and know that many parents want to be able to reach their children or have them able to reach them at any time. Any policy changes will take this into account. We do encourage parents to avoid texting or calling during class (they do feel the need to respond) and if a message needs to get to your student during the school day, to call our office and let us deliver the message for you.

The intent of the Wild Waves field trip is to be a reward for students at the end of the year. The trip is something our students earn through hard work, both in the classroom and as an ASB in fundraising. The goal of this trip is for our students to have fun and to bond as a group. We do not believe that they will need access to their smartphones during this trip. The charter bus we will be riding will have an onboard movie system; students are encouraged to bring cards or other group games for the ferry.

For this week's trip to Wild Waves we are going to implement the following policy:

- We are asking students to leave their phones at home and not bring them on this trip.
 - Teachers will have cell phones with them that students may use in an emergency or to make needed contact with home. We will provide you with these numbers so you may reach your student's teacher as well.
 - Teachers will also take pictures for the students and share them with the group.
- Students who do bring their devices with them on this trip will be asked to check them in with a teacher prior to the start of the trip. These devices will be secured and in the possession of a staff member and accessible to the students in case of emergency.
- Parents who would like to allow their child to have access to their phone during the ferry and bus ride will need to sign and return the attached form that confirms their understanding that we can not monitor these devices, that their child may access inappropriate material, that their child may use programs like SnapChat or other messaging devices that allow them to communicate with each other in a way that we can not monitor. By signing this form parents will be agreeing that they and their child will be responsible for the devices, its use and any content and conduct using this device.
- Use of these devices in a way that violates our personal electronics policy will result in the prohibition of these devices being brought to school at all by a student and other possible consequences per school policy.

Please know that we take the health and well being of all of our students very seriously. It is disturbing to know that our students are using technology such as smartphones in a way that may harm themselves or their peers. We will

continue to work to design a better system for our middle school students as they learn to navigate the world that they are growing into. We will continue to provide education around social and technology issues and increase these efforts. We also need you to know that the choice to empower your student with one of these devices is a parental choice (not a student right), and we hope that you will take time to inform and educate your child to your expectations and to the safe and appropriate use of these devices. We also encourage you to play an active role in managing these devices, the apps and games on them and the content accessed using them. We all know the challenges faced raising a teenager in today's world and we seek your active partnership in this journey and hope you will support us in this effort to ensure student safety and well being while we focus on educating and preparing them for high school and beyond.

Thank you,

The Orcas Island Middle School Staff

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Parent Permission Form to Allow Student Access to Device

I _____ the parent of _____ a student at Orcas Island Middle School understand that it is the general expectation of students at Orcas Island Middle School not to use their cell phones/smartphones during the Wild Waves Trip. I understand that the school cannot monitor these devices when they are used in cellular mode and cannot filter or monitor content accessed by students on these devices. I am aware that my child may access apps such as SnapChat or other messaging devices that allow them to communicate with each other and others in a way that cannot be monitored. I also am aware that my child may access inappropriate content and materials designed for adults.

It is my wish to permit my child to access their Smartphone during the ferry and bus portion of the field trip and acknowledge that I and my child will take full responsibility for all material accessed using this device and for all actions taken using this device. I understand that my child will be asked to check in their phone upon arrival at Wild Waves.

(Signature)

(Date)

Waldron Graduation and Play

On June 15th Nancy Wrightsman and I attended the Waldron Island Schools end of year play and graduation ceremony. The play is an annual celebration of the end of the year put on by the students and staff of the school and written by the graduating 8th grader(s). This year Nina Hutcheson worked with her teachers to put on a performance of an original play, the blending of Russian folk and fairy tales. Every student in the school performed in multiple roles in this production and did a wonderful job. Many residents of Waldron packed the school for this performance and to celebrate Nina's graduation from the Waldron Island School. I was honored to present Nina with her Waldron Island School Diploma on behalf of the Orcas Island School District and the Waldron Island School.

Middle School Program

This year we transitioned the middle school to a 6th-8th grade program. Overall the staff has been very happy with the impact of the addition of the 6th grade to the school and to the newly developed mixed grade program for 7th and 8th grade. We saw many positive impacts from the changes that were made this year and plan to move forward with year two of our planned curriculum for the 2018-2019 school year. For the coming school year the 7th/8th classes will be exploring World History and Language Arts program designed to connect to this study. Our science curriculum will also connect to the themes being explored in these classes. We will be making some changes to the middle school elective courses with the addition of a Music Appreciation course to be taken as part of the rotation of electives that also includes PE and Life Skills. Brett McFarland will also be joining the middle school team with a STEM Applied Physics course being taught to 7th/8th grade students who are not enrolled in music.

Retirements from OIHS

At Orcas Island High School we have been celebrating the end of two amazing careers in the business of education. Together Cindy Elliott and Georgia Philbrook have contributed a combined 68 years to the students of Orcas Island School District. We have been blessed to have both of these amazing people on our team and we will miss them both.

Athletic Director Position

We are excited that Ryan Wilson will be joining our team as our new Athletic Director and PE teacher.

Ryan is coming to us from San Gabriel Academy in Pasadena, following 5-years in the Little Wound School District in South Dakota. Ryan played basketball at Walla Walla College where he was a USCAA (United States Collegiate Athletic Association) All-American. Ryan has been teaching PE/Health and coaching basketball for 11-years. Ryan and his wife are both native Washingtonians (Bothell for him and Walla Walla for her). He also holds a Masters in Athletic Administration. Our entire interview committee was impressed with Ryan's energy, enthusiasm and desire to focus on growing our athletic program while also continuing our focus on developing great young men and women.

Ryan has already moved his family to Washington and is working to get moved to the island as soon as possible. He had a chance to visit campus on Wednesday and met with a number of coaches and staff members and was introduced to the high school staff. Ryan and his wife Rachel (and 3 ½ year old daughter Daisy) will be visiting the island on Tuesday and Wednesday as they plan for their move to the island (and work on housing). They are excited to be coming back to the northwest and to join our school and island community. I am working on setting up a possible time on Wednesday for coaches to meet Ryan and I'm sure he would also love to meet members of the School Board.

High School Scheduling for 2018-2019

The last day of school at OIHS his scheduling day. Students from the 11th, 10th and 9th grade were able to login to Skyward and schedule their preferred schedules for the 2018-2019 school

year. This was preceded by two Advisory sessions in which the students were presented with possible schedules and asked to help with identifying conflicts and needs in the schedule. While we can never get the schedule perfect we try hard to meet the graduation needs of all of our students. As a small school it is always a challenge to make it work for everyone and compromise is always part of the program. Incoming 9th graders schedules will be hand entered by Nancy Wrightsman and I to ensure they start High School in the right place.

New School Year Plans

With the close of the year we are already busy planning for the start of the 2018-2019 school year. We are planning for our new student lunch at OIHS to be held the day before school starts with all entering 9th graders and other new students invited to join our student leaders and clubs for lunch and a getting to know the high school experience. Middle School will be kicking off the year with our traditional welcome back ice cream social.



JUNE

Superintendent's Monthly Report

School Board Meeting June 28, 2018 | Orcas Island School District 137

Personnel

Certificated – This month, we published the required Tentative Assignment Notification as required under the Collective Bargaining Agreement Section 2.6 *To assure that pupils are taught by employees working within their areas of competence, employees shall not be assigned, except in accordance with the regulations of the Office of Superintendent of Public Instruction (OSPI), to subjects, grades and/or other classes outside the qualifications of their teaching certificates and/or their major or minor fields of study or qualification in specialty areas. Employees shall be notified in writing not later than the end of the current school year of any tentative changes in their teaching assignments and a tentative schedule for the following school year. In the event that an assignment is changed after the end of the school year for the subsequent school year, notification shall be made as soon as possible, and the right of consultation regarding the change shall be made available within five (5) working days of notification.*

We will meet with OEA again on July 30, August 3, August 20, August 21, and August 24 for bargaining.

Certificated Retirements

- Cindy Elliott
- Nancy Knapp

Certificated Open Positions

- Secondary Physical Education Teacher/Athletic Director position (**Ryan Wilson, pending Board approval**)
- Elementary Teacher (1st/2nd grade) position
- Elementary Teacher (3rd/4th grade) position
- Elementary Teacher (Math Intervention/OASIS) position (**Marny Gaylord**)
- Secondary Spanish/OASIS Teacher position
- Speech Language Pathologist

Classified Staff – This month, we will publish Notification of Reasonable Assurances as required under the PSE Collective Bargaining Agreement, Article III, Section 3.5 *The District shall issue a reasonable assurance notice, with the following information, to each school term employee: the employee's projected work assignment, the anticipated number of hours, and the projected date of return to work for the upcoming school year. Notices shall be issued no later than June 30. The District retains all rights to modify the assignment, hours, and date of return to work. The District will make every effort to notify employees of any changes made in their projected assignments at least ten (10) business days prior to the projected date of return to work in the fall.*

Classified Retirements

- Kathy Eastman
- Georgia Philbrook

Classified Open Positions

- Elementary Office Manager position (**Maureen Moran, pending Board approval**)
- HS/MS Office Manager position

- Custodial position
- Three (3) .591 FTE (6.5 hours/day for 178 school days) para-educator positions

Fellows

The Office of Superintendent of Public Instruction (OSPI) and Association of the Educational Service District (AESD) announced this week that the following teacher leaders have been accepted as Washington State Fellows for the 2018-2019 school year. **ELA**-Natasha Meskew & Glenda Smith, **Math**-Anne Ford McGrath, and **Science**-Martha Inch.

Unions

Orcas Education Association

This month, we will begin negotiations with the Orcas Education Association (OEA). These sessions will continue over the summer, as the district and certified staff work toward a new collective bargaining agreement. Currently, meetings have been scheduled for July 30, and August 3, 20, 21, & 24.

OIEF

This month, OIEF once again held a wonderful event celebrating our students and engaging donors! Many of our own staff, faculty, and board members put in countless hours or donated their wares or talents to make this event a success! We are so fortunate to have such a strong volunteer base of supporters working for our students each day, as well as a community that gives so generously to OIEF.

Graduations

What a special Orcas High School Class of 2018 Commencement with Mathew Chasanoff addressing the graduates as this year's keynote speaker. Thank you to those of you who were in attendance on this big day, and thank you to each of you for your contribution over the years to the class of 2018 since preschool!

OASIS graduation was held on Saturday, June 9. Three of the four graduating students gathered at Benson Hall with many family members, supporters, and friends to celebrate their day (approximately 60 people). The OASIS staff did an amazing job orchestrating a wonderful and memorable graduation ceremony and celebration for these kids!

Varicella (chickenpox)

This past month we witnessed two rounds of Varicella. We have been able to move from the original numbers of 100 students without documentation of varicella immunization (Elem 51, MS 24, and HS 26) to **17 students - Elem 10, MS 3, HS 4**. Once we are beyond this immediate issue, the District and the Department of Community and Health Services will debrief and review what has worked and what has not during this occurrence. Mark Tompkins will be presenting on immunizations and the free immunization clinic that the District and County will be offering during Open House in early September.

Bond and Levy



HVAC – Tiger was on site Monday, June 18 to deliver fencing and a forklift. The electricians will be in the building starting on Friday, June 22 to start work in the mechanical room on the second floor and in classrooms not occupied by teachers. On Monday, Tiger will be here in full force to start preparing the building and dismantling old units and ceilings.

Montessori Program

As your Superintendent, every action or decision I make is based on what is in the best interest of our students.

The future of the Montessori program at Orcas Island Elementary School came into question with the news of Martha Inch stepping down from her role as the Montessori classroom teacher after 15 years of dedicated service to this district and the Montessori program. This presented a dilemma that would ultimately result in a decision to (1) continue a successful program of 15 years along with its challenges of operating a school within a school or (2) phase out the Montessori program to further unify and strengthen our thriving elementary program.

Lorena Stankevich assumed leadership of the elementary school two years ago at a time in which school culture and morale were in need of a boost. Over the last two years, she has done a phenomenal job of creating a positive culture for students and staff. Morale is at its highest! Lorena has proven herself to be an outstanding instructional coach and academic leader and has worked tirelessly with me and also with her staff to successfully implement data collection and interpretation, multi-tiered systems of support, data-driven instruction, and teacher collaboration; all of which create a climate of learning for all students of all abilities.

The Montessori program has been a success due in large part to the commitment of an exceptional teacher. That said, it has also been a stand-alone classroom within the elementary. A Montessori program without Martha didn't seem plausible, so Lorena naturally saw an opportunity to transition from Montessori to one cohesive elementary program – a program with one shared vision and action plan. I supported her in this. Two weeks ago, a meeting with Montessori parents resulted in their generous offer to raise money to train a Montessori teacher or teachers in order to maintain and avoid disruption of the Montessori program. Lorena presented the offer of Montessori training to her teachers, and the teachers declined as they have invested in and are committed to the current strategic goals for the elementary school.

There is no doubt whatsoever that Montessori is a remarkable and successful program, and our elementary school has enjoyed a 15-year history under Martha's excellent instruction. Now that the future of the program is in question, it is time to look closely at the challenges that a school within a school brings; those challenges evident within our very own elementary school. Having essentially two schools within one over the years has inadvertently led to a distinct division within the school.

The solution is as follows:

2018-19 Montessori

Martha will serve as Montessori teacher for students in grades 1, 2, & 3, as she has over the past 15 years. At the end of the year, Martha's request will be honored and she will be transferred into OASIS.

2019-20 Montessori

Montessori will become a stand-alone program under ALE within the Orcas Island Public School District for the 2019-20 school year and beyond.

A complete transition plan will be developed and executed over the next year by an appointed committee consisting of parents, teachers, and administrators. I am pleased to share that Martha Inch has offered to serve on this committee and mentor the new Montessori teacher!

2018-19 Elementary

As we enter into a year of transition (2018-19), I will support the elementary students with an additional teaching position. This new position will allow us to continue to include first graders in Martha's Montessori class and reduce class sizes overall.

The class configurations for 2018-2019 are as follows:

Kindergarten

1st/2nd

1st/2nd

1st/2nd/3rd Montessori

3rd/4th

3rd/4th

4th/5th

4th/5th

Additional support will be provided to the Elementary students in the form of a .6 FTE Math Interventionist. The Math Interventionist will provide support to students in an effort to close the achievement gap in math and to support the District's Problem of Practice. (Additional FTE will be provided to the MS/HS for math support as well.)

2019-20 District-Wide

- The elementary music program will move into their new building
- English Learners will move out of the modular building and into the elementary
- Montessori will move into the modular building as a stand-alone ALE program
- The Old Gym will be renovated with classroom space on the stage for drama and yoga
- Students, staff, and community will enjoy a new track

I hope this brings clarity to the questions regarding the future of Montessori and how we will move forward by continuing to honor and offer both highly successful programs in our district. It is important to always remember that we all want what is best for our students, and I am proud to say that we are doing and will continue to do just that!

ORCAS ISLAND SCHOOL DISTRICT

EASTSOUND, WASHINGTON

MEMO

DATE: June 19, 2018
TO: «Employee»
FROM: Eric Webb, Superintendent
RE: NOTIFICATION OF TENTATIVE ASSIGNMENTS
for the 2018-19 SCHOOL YEAR
OEA Collective Bargaining Agreement, Section 2.6; A. Assignments

This notice is being sent to inform you of your tentative assignment for the 2018-19 school year, per section 2.6, paragraph A, (on pages 32-33) of the Collective Bargaining Agreement between the District and the OEA.

It is anticipated that your general assignment for the 2018-19 school year will be:

Assignment: «Assignment» Program/School(s): «School»

Please be aware that assignments and schedules are subject to change but will remain within the area(s) of your competence and certification.

Per the terms of the Collective Bargaining Agreement, you will be notified of changes as soon as possible.

A copy of the 2018-19 school calendar is printed on the back of this page.

DATE: June 20, 2018

TO: «EMPLOYEE»

FROM: Eric Webb, Superintendent

RE: NOTIFICATION OF REASONABLE ASSURANCE
PSE Collective Bargaining Agreement, Article III, Section 3.5

This notice is being sent to inform you, as a classified school-term employee, that you have a reasonable assurance of returning to employment with the Orcas Island School District for the 2018-19 school year.

- Your projected date to return to work is Wednesday, September 5, 2018, the first school day of the 2018-19 school year.
- It is anticipated that your projected work assignment will be: «CATEGORY»«ASSIGNMT».
- It is anticipated that your total annual FTE (Full Time Equivalent) will be («TOT_Ann_FTE») FTE which is the equivalent of approximately «TOT_PD_HR_YR» annual hours.

During each school year there are several customary vacation/break periods. Following each of these periods, as established on the 2018-19 school calendar, you also have a reasonable assurance of continued employment with the District.

| | |
|-------------------|-----------------------------------|
| Winter Break: | Dec 24, 2018 through Jan 4, 2019 |
| Mid-Winter Break: | Feb 18, 2019 through Feb 22, 2019 |
| Spring Break: | Apr 22, 2019 through Apr 26, 2019 |
| Summer Break: | Jun 21, 2019 through Aug 31, 2019 |

This notification of reasonable assurance is not intended to create a contract of employment or to alter an existing employment agreement, and this information is subject to change.

A copy of the 2018-19 school calendar is printed on the back of this page.

Policy: 2022
Section: 2000 - Instruction
Electronic Resources and Internet Safety

The Orcas Island Board of Directors recognizes that an effective public education system develops students who are globally aware, civically engaged, and capable of managing their lives and careers. The board also believes that staff and students need to be proficient and safe users of information, media, and technology to succeed in a digital world.

Electronic Resources

The district will develop and use electronic resources as a powerful and compelling means for students to learn core subjects and applied skills in relevant and rigorous ways and for staff to educate them in such areas of need. It is the district's goal to provide students with rich and ample opportunities to use technology for important purposes in schools just as individuals in workplaces and other real-life settings use these tools. The district's technology will enable educators and students to communicate, learn, share, collaborate and create; to think and solve problems; to manage their work; and to take ownership of their lives.

The superintendent or designee will:

- ◆ Create strong electronic resources and develop related educational systems that support innovative teaching and learning;
- ◆ Provide appropriate staff development opportunities regarding this policy; and
- ◆ Develop procedures to support this policy. The superintendent or designee is authorized to develop procedures and acceptable use guidelines for staff and students as to use of district electronic resources, including those that access Internet and social media, and to regulate use of personal electronic resources on district property and related to district activities.

Internet Safety

To help ensure student safety and citizenship with electronic resources, all students will be educated about Internet safety. This will include appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, and cyber-bullying awareness and response.

To promote Internet safety and appropriate online behavior of students and staff as they use electronic resources and access material from the Internet, the superintendent or designee is authorized to develop or adopt Internet safety procedures, acceptable use guidelines, and, for students, related instructional materials for every grade level. The superintendent or designee in evaluating such procedures and instructional materials should take into account District electronic resources, community norms, privacy rights, responsible use, and issues of concern with student or staff use of electronic resources.

As a component of district Internet safety measures, all district-owned electronic resources, including computer networks and Wi-Fi, in all district facilities capable of accessing the Internet must use filtering software to prevent access to obscene, racist, hateful or violent material.

Policy: 2022
Section: 2000 - Instruction
Electronic Resources and Internet Safety

However, given the ever-changing nature of the Internet, the district cannot guarantee that a student will never be able to access objectionable material.

Further, when Students use the Internet from school facilities for educational purposes; district staff will make a reasonable effort to supervise student access and use of the Internet. If material is accessed that violates district policies, procedures or student guidelines for electronic resources or acceptable use, district staff may instruct the person to cease using that material and/or implement sanctions consistent with district policies, procedures, guidelines, or student codes of conduct.

Adoption Date: 4.23.02

Classification: Priority

Revision Dates: 04.12; 12.12; 08.15

Electronic Resources

K-20 Network Acceptable Use Guidelines/Internet Safety Requirements

These procedures are written to support the Electronic Resources Policy of the board of directors and to promote positive and effective digital citizenship among students and staff. Digital citizenship represents more than technology literacy. Successful, technologically-fluent digital citizens live safely and civilly in an increasingly digital world. They recognize that information posted on the Internet is public and permanent and can have a long-term impact on an individual's life and career. Expectations for student and staff behavior online are no different from face-to-face interactions.

Use of Personal Electronic Devices

In accordance with all district policies and procedures, students and staff may use personal electronic devices (e.g. laptops, mobile devices and e-readers) to further the educational and research mission of the district. School staff will retain the final authority in deciding when and how students may use personal electronic devices on school grounds and during the school day.

Network

The district network includes wired and wireless devices and peripheral equipment, files and storage, e-mail and Internet content (blogs, websites, collaboration software, social networking sites, wikis, etc.). The district reserves the right to prioritize the use of, and access to, the network.

All use of the network must support education and research and be consistent with the mission of the district.

Acceptable network use by district students and staff include:

- A. Creation of files, digital projects, videos, web pages and podcasts using network resources in support of education and research;
- B. Participation in blogs, wikis, bulletin boards, social networking sites and groups and the creation of content for podcasts, e-mail and webpages that support education and research;
- C. With parental permission, the online publication of original educational material, curriculum related materials and student work. Sources outside the classroom or school must be cited appropriately;
- D. Staff use of the network for incidental personal use in accordance with all district policies and procedures; or
- E. Connection of personal electronic devices (wired or wireless) including portable devices with network capabilities to the district network after checking with Technology Director to confirm that the device is equipped with up-to-date virus software, compatible network card and is configured properly. Connection of any personal electronic device is subject to all procedures in this document.

Unacceptable network use by district students and staff includes but is not limited to:

- A. Personal gain, commercial solicitation and compensation of any kind;
- B. Actions that result in liability or cost incurred by the district;

- C. Downloading, installing and use of games, audio files, video files, games or other applications (including shareware or freeware) without permission or approval from the Technology Director;
- D. Support for or opposition to ballot measures, candidates and any other political activity;
- E. Hacking, cracking, vandalizing, the introduction of viruses, worms, Trojan horses, time bombs and changes to hardware, software and monitoring tools;
- F. Unauthorized access to other district computers, networks and information systems;
- G. Cyber bullying, hate mail, defamation, harassment of any kind, discriminatory jokes and remarks;
- H. Information posted, sent or stored online that could endanger others (e.g., bomb construction, drug manufacturing);
- I. Accessing, uploading, downloading, storage and distribution of obscene, pornographic or sexually explicit material; or
- J. Attaching unauthorized devices to the district network. Any such device will be confiscated and additional disciplinary action may be taken.

The district will not be responsible for any damages suffered by any user, including but not limited to, loss of data resulting from delays, non-deliveries, mis-deliveries or service interruptions caused by his/her own negligence or any other errors or omissions. The district will not be responsible for unauthorized financial obligations resulting from the use of, or access to, the district's computer network or the Internet.

Internet Safety

Personal Information and Inappropriate Content:

- A. Students and staff should not reveal personal information, including a home address and phone number on web sites, blogs, podcasts, videos, social networking sites, wikis, e-mail or as content on any other electronic medium;
- B. Students and staff should not reveal personal information about another individual on any electronic medium without first obtaining permission;
- C. No student pictures or names can be published on any public class, school or district website unless the appropriate permission has been obtained according to district policy; and
- D. If students encounter dangerous or inappropriate information or messages, they should notify the appropriate school authority.

Filtering and Monitoring

Filtering software is used to block or filter access to visual depictions that are obscene and all child pornography in accordance with the Children's Internet Protection Act (CIPA). Other objectionable material could be filtered. The determination of what constitutes "other objectionable" material is a local decision.

- A. Filtering software is not 100 percent effective. While filters make it more difficult for objectionable material to be received or accessed, filters are not a solution in themselves. Every user must take responsibility for his/her use of the network and Internet and avoid objectionable sites;
- B. Any attempts to defeat or bypass the district's Internet filter or conceal Internet activity are prohibited (e.g., proxies, https, special ports, modifications to district browser settings)

and any other techniques designed to evade filtering or enable the publication of inappropriate content);

- C. E-mail inconsistent with the educational and research mission of the district will be considered SPAM and blocked from entering district e-mail boxes;
- D. The district will provide appropriate adult supervision of Internet use. The first line of defense in controlling access by minors to inappropriate material on the Internet is deliberate and consistent monitoring of student access to district devices;
- E. Staff members who supervise students, control electronic equipment or have occasion to observe student use of said equipment online, must make a reasonable effort to monitor the use of this equipment to assure that student use conforms to the mission and goals of the district; and
- F. Staff must make a reasonable effort to become familiar with the Internet and to monitor, instruct and assist effectively.

Internet Safety Instruction

All students will be educated about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, and cyberbullying awareness and response.

- A. Age appropriate materials will be made available for use across grade levels.
- B. Training on online safety issues and materials implementation will be made available for administration, staff and families.

Copyright

Downloading, copying, duplicating and distributing software, music, sound files, movies, images or other copyrighted materials without the specific written permission of the copyright owner is generally prohibited. However, the duplication and distribution of materials for educational purposes is permitted when such duplication and distribution falls within the Fair Use Doctrine of the United States Copyright Law (Title 17, USC) and content is cited appropriately.

Ownership of Work

All work completed by employees as part of their employment will be considered property of the district. The District will own any and all rights to such work including any and all derivative works, unless there is a written agreement to the contrary.

All work completed by students as part of the regular instructional program is owned by the student as soon as it is created, unless such work is created while the student is acting as an employee of the school system or unless such work has been paid for under a written agreement with the school system. If under an agreement with the district, the work will be considered the property of the District. Staff members must obtain a student's permission prior to distributing his/her work to parties outside the school.

Network Security and Privacy

Network Security

Passwords are the first level of security for a user account. System logins and accounts are to be used only by the authorized owner of the account for authorized district purposes. Students and staff are responsible for all activity on their account and must not share their account password.

The following procedures are designed to safeguard network user accounts:

- A. Change passwords according to district policy;
- B. Do not use another user's account;

- C. Do not insert passwords into e-mail or other communications;
- D. If you write down your user account password, keep it in a secure location;
- E. Do not store passwords in a file without encryption;
- F. Do not use the “remember password” feature of Internet browsers; and
- G. Lock the screen or log off if leaving the computer.

Student Data is Confidential

District staff must maintain the confidentiality of student data in accordance with the Family Educational Rights and Privacy Act (FERPA).

No Expectation of Privacy

The district provides the network system, e-mail and Internet access as a tool for education and research in support of the district’s mission. The district reserves the right to monitor, inspect, copy, review and store without prior notice information about the content and usage of:

- A. The network;
- B. User files and disk space utilization;
- C. User applications and bandwidth utilization;
- D. User document files, folders and electronic communications;
- E. E-mail;
- F. Internet access; and
- G. Any and all information transmitted or received in connection with network and e-mail use.

No student or staff user should have any expectation of privacy when using the district’s network. The district reserves the right to disclose any electronic messages to law enforcement officials or third parties as appropriate. All documents are subject to the public records disclosure laws of the State of Washington.

Archive and Backup

Backup is made of all district e-mail correspondence for purposes of public disclosure and disaster recovery. Barring power outage or intermittent technical issues, staff and student files are backed up on district servers regularly. Refer to the district retention policy for specific records retention requirements.

Disciplinary Action

All users of the district’s electronic resources are required to comply with the district’s policy and procedures (and agree to abide by the provisions set forth in the district’s user agreement). Violation of any of the conditions of use explained in the (district’s user agreement), Electronic Resources policy or in these procedures could be cause for disciplinary action, including suspension or expulsion from school and suspension or revocation of network and computer access privileges.

08.12; 11.12

Policy: 1111
Section: 1000 - Board of Directors

Oath of Office

According to statutory provision, each newly elected, re-elected, or appointed director will take an oath or affirmation to support the constitutions of the United States and the state of Washington and to promote the interests of education and to faithfully discharge the duties of his/her office to the best of his/her ability. A school district officer or notary public authorized to administer oaths must certify to this oath and the signature of the member. After completion, the oath of office will be filed with the county auditor.

Legal References: RCW 28A.343.360 Oath of office

OISD Adoption Date: 05.24.00

Classification: **Discretionary**

Revised Dates: **updated references 05.17; 06.18**

WSSDA recommended 2nd Reading / possible adoption

Board Self-Assessment

At the conclusion of each year, the board will assess its own performance in terms of generally accepted principles of successful board operations and in relation to its annual goals and objectives- and Washington School Board Standards. The board self-assessment will address performance in the key functions of school boards:

- A. Board functions of responsible school district governance;
- B. Communication of and commitment to high expectations for student learning;
- C. Creating conditions district-wide for student and staff success;
- D. Holding the district accountable for student learning; and
- E. Engagement of the community in education.

The results of the self-assessment will be used in setting goals for the subsequent year.

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| <p>Cross References:</p> <p>Board Policy 1005 Board Policy 1810 Board Policy 1822</p> <p>Management Resource:</p> <p><i>Policy News</i>, February 2012</p> | <p>Key Functions of the Board Annual Governance Goals and Objectives Training and Development for Board Members</p> <p>Model Policies Aligned with Washington School Board Standards</p> |
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WSSDA updates 2nd reading/possible adoption

Adoption Date: JUNE 1997
ORCAS ISLAND SCHOOL DISTRICT
Revised: 06.18
Classification: Priority

Policy: 4130
Section: 4000 - Community Relations

Title I Parent and Family Engagement

The board recognizes that parent and family engagement helps students participating in Title I programs achieve academic standards. To promote parent and family engagement, the board adopts the following policy, which describes how the district will involve parents and family members of Title I students in developing and implementing the district's Title I programs.

District-Wide Parent and Family Engagement

The district will do the following to promote parent and family engagement:

- A. The district will involve parents and family members in jointly developing the district's Title I plan by holding an annual meeting, thus giving parents an opportunity to review the plan, and invite their feedback
- B. The district will provide the coordination, technical assistance, and other support necessary to assist and build the capacity of all participating schools within the district in the planning and implementing of effective parent and family involvement activities to improve student academic achievement and school performance.
- C. The district will conduct, with the meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of this policy in improving the academic quality of all Title I schools. At that meeting, the following will be identified:
 1. Barriers to greater participation by parents in Title I activities;
 2. The needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers; and
 3. Strategies to support successful school and family interactions.

The district will use the findings from the annual evaluation to design evidence-based strategies for more effective parental involvement and to revise this policy if necessary.

The district will facilitate removing barriers to parental involvement by doing the following:

- a) Conduct joint parent meetings with other programs.
 - b) Hold meetings at convenient times.
 - c) Provide child care for the meetings.
 - d) Arrange Home visits when appropriate.
- D. The district will involve parents of Title I student in decisions about how the Title I funds reserved for parent and family engagement are spent. The district must use Title I funds reserved for parent and family engagement for at least one of the reasons specified in 20 U.S.C. § 6318(a)(3)(D).
 - E. The district and each of the schools within the district providing Title I services will do the following to support a partnership among schools, parents, and the community to improve student academic achievement:
 1. Provide assistance to parents of Title I students, as appropriate, in understanding the following topics:
 - a. Washington's challenging academic standards;

- b. State and local academic assessments, including alternate assessments;
 - c. The requirements of Title I;
 - d. How to monitor their child's progress; and
 - e. How to work with educators to improve the achievement of their children.
2. Provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training and using technology, as appropriate, to foster parental involvement.
3. Educate teachers, specialized instructional support personnel, principals, and other school leaders, and other staff with the assistance of parents, in the value and utility of contributions of parents and how to do the following:
 - a. Reach out, communicate with, and work with parents as equal partners;
 - b. Implement and coordinate parent programs; and
 - c. Build ties between parents and the school.
4. Coordinate and integrate parent and family engagement strategies, to the extent feasible and appropriate, with similar strategies used under other programs, such as:
 - a. Head Start;
 - b. Even Start;
 - c. Learning Assistance Program;
 - d. Special Education; and
 - e. State-operated preschool programs.
5. Ensure that information related to the school and parent programs, meetings, and other activities, is sent to the parents of participating children. The information will be provided in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand. Information will be disseminated via School bulletins, the website and social media and Back to School informational bulletins and activities.

School-Based Parent and Family Engagement Policies

Each school offering Title I services will have a separate parent and family engagement policy, which will be developed with parents and family members of Title I students. Parents and family members will receive notice of their school's parent and family engagement policy in an understandable and uniform format and, to the extent practicable, in a language the parents can understand.

Each school-based policy will describe how each school will do the following:

- A. Convene an annual meeting at a convenient time, to which all parents of Title I students will be invited and encouraged to attend, to inform parents of their schools' participation under Title I, to explain the requirements of Title I, and to explain the rights that parents have under Title I;
- B. Offer a flexible number of meetings, such as meetings in the morning or evening;
- C. Involve parents, in an organized, ongoing, and timely way in the planning, reviewing, and improving of Title I programs; and
- D. Provide parents of Title I students the following:
 1. Timely information about Title I programs;

2. A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging state academic standards; and
3. If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any suggestions as soon as practicably possible.

Each school-based policy will include a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve state standards. The compact must do the following:

- A. Describe the school’s responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables Title I students to meet Washington’s challenging academic standards and describe the ways in which each parent will be responsible for supporting their children’s learning, volunteering in their child’s classroom, and participating, as appropriate, in decisions relating to the education of their children, including the positive use of extracurricular time; and
- B. Address the importance of communication between teachers and parents on an ongoing basis through the following:
 1. Annual parent-teacher conferences in elementary schools, during which the compact will be discussed as the compact relates to the individual child’s achievements;
 2. Frequent reports to parent’s on their children’s progress;
 3. Reasonable access to staff, opportunities to volunteer and participate in their child’s class, and observation of classroom activities; and
 4. Ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand.

Legal References: 20 USC 6311 State plans (“Every Student Succeeds Act”)
 20 USC 6312 Local educational agency plans
 20 USC 6318 Parent and family engagement

Management Resources: Policy News, October 2008 Family Involvement Policy
 Policy News, June 2005 Title I Parental Involvement Policy
 Policy News, August 2003 No Child Left Behind Update

OISD Adoption Date: Oct 22, 2003
 Classification: **Essential (If school receives Title I funds)**
 Revised Dates: **03.09; 06.18**

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Contracts

A. Certificated Staff Contracts

The district will write contracts for certificated staff for a period not to exceed one year. Upon recommendation of the superintendent and approval by a majority of the board of directors, the district will offer a certificated staff contract to the recommended and approved applicant. Such contract will state the salary to be paid based upon the applicable salary schedule, the number of days of service, effective date, and term of the contract.

The district will issue a "provisional contract" to first, second, and third year certificated teaching staff and other non-supervisory certificated staff who are "provisional employees," subject to non-renewal of employment as provided by law.

Contracts with retire-rehires and persons replacing certificated staff on leave are not subject to the continuing contract law, and will include the following rider: "It is understood and agreed that the staff member is employed pursuant to the provisions of RCW 28A.405.900. In accordance with the provisions of RCW 28A.405.900, this contract expires automatically at the end of the contract terms set forth herein and is not subject to the provisions of RCW 28A.405.210."

B. Classified Staff Contracts

Upon the recommendation of the superintendent, contracts for selected classified staff may be in writing and/or for a specific period of time not to exceed one year. Otherwise, the employment of classified staff will be on a month-to-month basis commencing from the first day of work

C. Supplemental Contracts

The district may issue supplemental contracts, which are not subject to the continuing contract statute, for services to be rendered in addition to a staff member's normal "full-time" assignment. Supplemental contracts will not exceed one year and, if not renewed, will not constitute an adverse change in contract status.

D. Consultants

The district may obtain staff consultant services when unique knowledge or technical skills are needed. A description of desired services and an estimate of time and costs will be submitted to the superintendent or designee for action. The superintendent or designee will determine compensation, but normally compensation may not exceed that paid to a regular staff member with comparable duties. The superintendent or designee will determine the honorarium paid to a consultant, taking into account cost incurred and benefits derived therefrom. The district will determine the compensation classification of a consultant on a personal services contract or payroll in compliance with the guidelines of the Internal Revenue Service.

E. Paraeducators

All paraeducators must be 18 years of age, must hold a high school diploma or a recognized equivalent, and must have done one of the following:

1. Earned 72 quarter credits or 48 semester credits at an institution of higher learning;
2. Obtained at least an associate's degree;
3. Received a passing grade on the education testing service paraeducator assessment; or
4. Completed a registered apprenticeship program.

Cross References: 5280 - Separation from Employment

Legal References: RCW 28A.330.100 Additional powers of the board
 RCW 28A.400.300 Hiring and discharging of employees — Written leave policies — Seniority and leave benefits of employees transferring between school districts and other educational employers
 RCW 28A.400.315 Employment contracts
 RCW 28A.405.210 Conditions and contracts of employment — Determination of probable cause for nonrenewal of contracts — Nonrenewal due to enrollment decline or revenue loss — Notice — Opportunity for hearing
 RCW 28A.405.220 Conditions and contracts of employment — Nonrenewal of provisional employees — Notice - Procedure
 RCW 28A.405.240 Conditions and contracts of employment - Supplemental contracts, when — Continuing contract provisions not applicable to
 RCW 28A.405.900 Certain certificated employees exempt from chapter provisions
 RCW 28A.413.040 Minimum employment requirements
 20 U.S.C 6311 State plans

Management Resources: 2010 - October Issue
 Policy News, August 2003 No Child Left Behind Update
 Policy News, August 2001 Legislature Authorizes "Retire-Rehire"

OISD ADOPTION DATE: 10/22/03
 Classification: **Essential**
 Revised Dates: **11.06;06.10;06.18**

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