



**Board of Directors' Regular Meeting**  
**June 18, 2024**  
**6:30 PM, District Office 210 N Park St., and virtually via Zoom**

1. Call meeting to order
2. Flag salute
3. Modifications to the agenda
4. Approval of the agenda
5. Approval of the minutes
  - May 15, 2024 special meeting
  - May 15, 2024 regular meeting
6. Public Comments: Individuals interested in speaking are asked to sign the public comment sign-in form. Speaking time for public comments is limited to three minutes. Please recognize the Board has the option to decline verbal public comments and only allow written public comments to be submitted.  
*Please know that concerns related to personnel are not heard in a regular open meeting but may be heard in an executive session with the Superintendent and Board of Directors. Disagreements with staff decisions must be submitted following the process outlined in district Policy 4220 Complaints Concerning Staff or Programs or other pertinent grievance procedures.*
7. School Community Presentations
  - A. Maintenance and facilities update - Jason Tapia
  - B. Spring sports wrap up (tan) – Tom Skok
  - C. Gess Elementary principal report, including response to intervention (RTI) plans and overview of June 17-18 Public Education & Business Coalition (PEBC) training (green)
  - D. Jenkins Jr/Sr High School principal report, including RTI plans (blue)
  - E. Student Support Services and Quartzite Learning/Open Doors report, including RTI plans (pink)
  - F. Special Education report (yellow)
  - G. Business Manager – Mara Schneider
    - ✓ Financial report
    - ✓ Enrollment
    - ✓ Budget update
8. Consent agenda
  - A. Approve financial reports
  - B. Approve general fund voucher numbers 124826-124886 for a total of \$227,194.30; voucher numbers 124932-124989 for a total of \$87,025.50; and voucher numbers 125000-125050 for a total of \$117,030.26
  - C. Approve capital projects fund voucher numbers 124887-124889 for a total of \$24,506.84; voucher numbers 124990-124991 for a total of \$20,599.64; and voucher numbers 125051-125055 for a total of \$58,981.75
  - D. Approve ASB voucher numbers 124890-124897 for a total of \$3,998.83; voucher numbers 124992-124998 for a total of \$4,070.70; and voucher numbers 125056-125071 for a total of \$13,177.08

E. Approve payroll in the amount of \$937,973.04

F. Personnel:

1. Approval to hire Halie Milne as a temporary summer custodial laborer
2. Approval to hire Elise Warren as a temporary summer custodial laborer
3. Approval to hire Joshua Dahl as a temporary summer technology laborer
4. Approval to hire Andrew Goodwin as a temporary summer technology laborer
5. Approval to hire Arron Kent as a summer maintenance laborer
6. Approval to hire Titan Tapia as a summer maintenance laborer
7. Approval to hire Sheri Johnson as Jenkins Jr. High summer school English language arts teacher
8. Approval to hire Jacob Lee as Jenkins Jr. High summer school math teacher
9. Approval to hire Rosa Turner as summer school cook
10. Approval to hire Daphne Scranton as a Gess summer school teacher
11. Approval to hire Bethany Bennetch as a Gess summer school teacher
12. Approval to hire Sheri McDonald as a Gess summer school teacher
13. Approval to hire Miranda Eaton as a Gess summer school teacher
14. Approval to hire Clover Joyce as a Gess summer school paraeducator
15. Approval to hire Amber Milliette as a Gess summer school paraeducator
16. Approve resignation of Dennis Ehlert, Sr. as junior high football assistant coach
17. Approval to post for junior high football assistant coach
18. Approve resignation of Dennis Ehlert, Sr. as a paraeducator
19. Approval to post for a paraeducator
20. Approve resignation of Tami Ybarra as a cook
21. Approval to hire Melissa Moradi as a paraeducator
22. Approve superintendent contract for Jason Perrins
23. Approval to hire Zach Schneider as Gess Elementary PE teacher
- 24. Approval to hire Marlee Seemann as June/July summer school nurse**

9. Superintendent Report

- A. Strategic plan update
- B. Quarterly public records requests report per Policy 6030 (goldenrod)
- C. Annual report Policy 3246 Restraint, Isolation and Other Uses of Reasonable Force
- D. Project ADAM recognition of Designated Heart Safe Schools (lavender)

10. Old Business

- A. Fourth reading Policy 2020 Course Design, Selection and Adoption of Instructional Materials, and Instructional Materials Committee (green)
- B. Communication review

11. New Business

- A. Approve Finnoe Design LLC's proposal to furnish materials, design, engineering and fabrication of steel for Snyder Field announcer's booth in the amount of \$71,195.00 excluding tax (yellow)
- B. Approve surplus/disposal items (cherry)
- C. Approve Resolution 2023/2024-08 Interfund Loan (blue)
- D. Approve extracurricular programs (pumpkin)
- E. Approve Gess Elementary student handbook (gray)
- F. Approve Jenkins Jr/Sr High student handbook (pink)
- G. Approve Quartzite Learning student handbook (salmon)
- H. Approve coaches handbook (goldenrod)
- I. First reading Policy 2023 Digital Citizenship and Media Literacy (lavender)
- J. First reading Policy 6881 Disposal of Surplus Equipment and/or Materials (tan)
- K. First reading Policy 4315/4210 Regulation of Dangerous Weapons on School Premises (gray)

*Chewelah School District #36 Board of Directors' Regular Meeting,*  
June 18, 2024, 6:30 PM – District Office and virtually via Zoom

- L. First reading Policy 6111 Tuition (yellow)
- M. First reading new Policy 2240 Summer School (green)
- N. Discuss WSSDA Annual Conference attendance November 21-23
- O. Approve overnight travel request for girls basketball to HUB Sports Center in Liberty Lake, WA, June 30-July 3, 2024**

- 12. Board Reports
  - A. Director Donna Eastabrooks
  - B. Director Dan Krouse – includes legislative update
  - C. Director Theolene Bakken
  - D. Chairperson Judy Bean
- 13. Future Meeting Agenda Topics
- 14. Next meeting: Work Session, July 11, 2024, 6:30 PM, District Office
- 15. Potential executive session
- 16. Adjourn

Join meeting virtually via Zoom at <https://us02web.zoom.us/j/87098038787>

Individuals with disabilities who may need a modification to participate in a meeting should contact the superintendent's office, at 509-685-6800, ext. 1002, no later than three days before a regular meeting and as soon as possible in advance of a special meeting so that special arrangements can be made.

**CHEWELAH SCHOOL DISTRICT #36**  
**BOARD OF DIRECTORS**  
**SPECIAL MEETING**  
**District Office, 210 N. Park St.**  
**May 15, 2024**

Chairperson Judy Bean called the special meeting to order at 5:15 PM. Directors Theolene Bakken, Donna Eastabrooks, and Dan Krouse were present. Director Position 2 is vacant. Superintendent Jason Perrins was in attendance and District Counsel Rockie Hansen joined the meeting by phone. Following the flag salute, the first item of business was:

Director Bakken moved to approve the agenda. MC

Chairperson Bean adjourned the special meeting at 5:15 PM for an executive session for the purpose of receiving a complaint brought against a public employee in accordance with RCW 42.30.110(1)(f). The executive session is expected to end at 6:15 PM. At 6:15 PM Chairperson Bean announced an extension of the executive session that is expected to end at 6:24 PM. The executive session ended at 6:24 PM and the special meeting reconvened.

With there being no other business, the special meeting was adjourned at 6:24 PM.

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Judy Bean  
Chairperson

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Jason Perrins  
Secretary of the Board



**CHEWELAH SCHOOL DISTRICT #36**  
**BOARD OF DIRECTORS' REGULAR MEETING**  
**District Office, 210 N Park St., and virtually via Zoom**  
**May 15, 2024**

Chairperson Judy Bean called the meeting to order at 6:30 PM. Directors Theolene Bakken, Donna Eastabrooks, and Dan Krouse were present. Director Position 2 is vacant. Superintendent Jason Perrins, Business Manager Mara Schneider and Administrators Erin Dell, Shawn Anderson, Julie Price, and Sarah Gregory were present. Nine audience members attended in person and five audience members attended virtually. Following the flag-salute, the first item of business was:

**MODIFICATIONS TO THE AGENDA**

Chairperson Bean notified the Board of the following modifications to the agenda:

- Delete Maintenance and facilities update under School Community Presentations
- Move Approve 1.0 FTE assistant principal contract for Tom Skok for 2024-25 from Consent Agenda to New Business for discussion of duties
- Combine curriculum adoption New Business Items A. and B. into one item

**APPROVAL OF THE AGENDA**

Director Bakken moved to approve the agenda as amended. MC

**APPROVAL OF MINUTES**

- A. Director Bakken moved to approve the minutes of the April 17, 2024 regular meeting. MC
- B. Director Bakken moved to approve the minutes of the April 18, 2024 special meeting. MC
- C. Director Krouse moved to approve the minutes of the May 2, 2024 work session. MC

**PUBLIC COMMENTS**

No public comments were presented.

**RECOGNITIONS**

- A. Student ASB Representative Keona Ross reported on the following Jenkins Jr/Sr High student activities: May 3 "Shattered Dreams" mock car crash was presented by local first responders, bi-county prom with multiple schools was May 4, softball and baseball seasons are finished, two girls golfers and one boys alternate golfer will attend state, tennis regionals are soon, track districts are today and Saturday, FFA had their plant sale, graduation is getting close, received yearbooks today, she and another student participated in the recent Strategic Plan update meeting and they suggested involving more students, and elections process is started.  
Superintendent Perrins thanked Ms. Ross for her service as ASB Representative and presented her with a certificate.
- B. Staff
  - 1. Superintendent Perrins and Principals Erin Dell, Shawn Anderson, and Julie Price recognized retirees Lonnie Hoxie, Toni Lundquist, Geri Trudeau, and Pam Hergesheimer. The administrators thanked the retirees for their contributions and presented them with certificates.
  - 2. Superintendent Perrins recognized National Teacher Appreciation Week that was May 6-10, 2024 per presidential proclamation. On behalf of the Board, he thanked teachers for their dedication to students and the District.

**SCHOOL COMMUNITY PRESENTATIONS**

- A. ASB Representative Keona Ross provided her report during Recognitions.
- B. Technology Director Nick Cook and Teachers Chelsi Boswell and Kailee Morris reported on their attendance at the Northwest Council for Computer Education (NCCE) conference. They explained their takeaways including tools they and fellow staff members are implementing.  
Mr. Cook also reported on the Association for Computer Professionals in Education (ACPE) conference that IT Specialist Joshua Kubik and he attended. He mentioned the hot topics of Artificial Intelligence (AI) and cybersecurity. He is creating the District's cybersecurity event response plan.  
Mr. Cook said attending the conferences was time well spent and thanked the board for sending them.
- C. Gess Elementary Principal Julie Price provided a written report. Jr/Sr High School Principal Shawn Anderson provided a written report and added that he enjoyed chaperoning the FFA state convention trip.
- D. Quartzite Learning Principal and Director of Student Support Services Erin Dell provided a written report. She added the FFA 1<sup>st</sup> year member team placed 9<sup>th</sup> out of 86 teams. In addition, she reported that some Jenkins CTE (Career and Technical Education) students participated in a welding competition, and one of the students was named top welder of the event. She also mentioned that AI was a topic at the CTE Advisory Committee meeting, and the ethics and use of AI will be taught in CTE computer science classes starting next school year.

- E. Special Education Director Sarah Gregory provided a written report.
- F. Business Manager Mara Schneider presented the current financial and enrollment reports. She also provided an ASB funding, fundraising, and approval process report.

## **CONSENT AGENDA**

Chairperson Bean submitted for approval of those expense reimbursement claims certified as required by RCW 42.24.080 that have been made available to the Board. Director Bakken moved to approve the consent agenda. MC

- A. Approve financial reports
- B. Approve general fund voucher numbers 124672-124732 for a total of \$154,219.04; and voucher numbers 124779-124816 for a total of \$72,933.16
- C. Approve capital projects fund voucher number 124817 for \$61,162.61
- D. Approve ASB voucher numbers 124818-124824 for a total of \$6,413.42
- E. Approve payroll in the amount of \$941,311.29
- F. Approval to call for bids for milk and milk products for the 2024-25 school year
- G. Approval to call for bids for fuel for the 2024-25 school year
- H. Personnel:
  - 1. Approve resignation of Kayla Clinedist as a cook
  - 2. Approval to post for a cook
  - 3. Approval to hire Brett Skok as a bus driver
  - 4. Approve resignation of Sophia Pegues as a paraeducator and junior high track assistant coach
  - 5. Approval to post for a paraeducator
  - 6. Approval to post for junior high track assistant coach
  - 7. Approve resignation/retirement of Pam Hergesheimer as head cook
  - 8. Approval to post for food service supervisor
  - 9. Approval to hire Trinity Durham as a temporary summer custodial laborer
  - 10. Approval to hire David Durham as temporary summer groundskeeping laborer
  - 11. Approval to hire Lillian Smith as Quartzite Learning/Jenkins credit recovery summer school teacher
  - 12. Approval to hire Laura Watson as Open Doors summer school teacher
  - 13. Approve 1.0 FTE principal contract for Shawn Anderson for 2024-25
  - 14. Approve 1.0 FTE principal contract for Julie Price for 2024-25
  - 15. Approve .75 FTE director of student support services contract for Erin Dell for 2024-25
  - 16. Approve .25 FTE principal contract for Erin Dell for 2024-25
  - 17. Approve resignation of Kaylee Hopper as a Gess Elementary teacher
  - 18. Approval to post for a Gess Elementary teacher
  - 19. Approval to hire LeAnne Jones as Gess Elementary ASB advisor
  - 20. Approval to hire Tamera Ybarra as a cook
  - 21. Approval to post for two temporary summer maintenance laborers
  - 22. Approve CEA Certificated Instructional Staff salary schedule (tan)
  - 23. Approve Highly Capable plan (pumpkin)
  - 24. Approval to hire Katherine Hanlan as food service supervisor
  - 25. Approval to hire Diane Ball as a 0.6 FTE Quartzite Learning teacher

## **SUPERINTENDENT REPORT**

Superintendent Perrins reported on the following:

- A. Reminded Board of the May 23 student showcase in the park
- B. PLC (Professional Learning Communities) update
  - Response to Intervention (RTI) and standards-based grading will be next year's topics
  - Plan for a general RTI model from principals at the June 18 regular meeting
  - Model will be reviewed after staff attend PLC conference this summer
- C. Strategic plan review meeting was held May 7. The team will meet again June 11 to review and finalize renewed plan goals.
- D. Explained the process of the recent assailant drills held at the schools in cooperation with local law enforcement agencies. School Resource Officer (SRO) Alex Lever added details of the drills from law enforcement's perspective and said the schools did an excellent job. He is in the process of debriefing with each teacher and some students to answer questions and determine areas for improvement. SRO Lever also explained the tabletop discussion and walk through process he completed with Quartzite Learning staff in lieu of a drill due to the unique layout of their campus.

## **OLD BUSINESS**

- A. Principal Price explained the expanded Gess Elementary summer school plan. Director Bakken moved to approve the updated Gess Elementary summer school plan. MC
- B. Director Bakken moved to approve the second reading of Policy 2026 Lesson Plans as amended. MC
- C. Communication review

- Chairperson Bean recommended that the District communicate with families and the community the District's commitment to student safety and the ways in which we are preparing for and providing student safety.
- Director Eastabrooks recommended publicly recognizing and showing pride in District staff.

## NEW BUSINESS

- A. Superintendent Perrins explained the Instructional Materials Committee (IMC) process for selecting recommended curricula, in accordance with Procedure 2020P. Director Krouse moved to approve the adoption of Teachers' Curriculum Institute social studies instructional materials for grades 5-12 and Houghton Mifflin Harcourt English Language Arts (ELA) instructional materials for grades 6-12. MC
- B. Director Krouse moved to approve the food service supervisor (formerly head cook) job description. MC
- C. Director Bakken moved to approve the food service supervisor salary schedule. MC
- D. Director Krouse moved to approve Resolution 2023/2024-07 WIAA Membership for 2024-25. MC
- E. The Board reviewed the Jenkins Jr/Sr High School summer student and athletics activities. Those activities that include travel requiring Board approval will be presented at the June 13 work session.
- F. Director Bakken moved to approve the Jenkins Jr./Sr. High summer school plan, including posting positions. MC
- G. Director Bakken moved to approve the first reading of Policy 4060 Distribution of Information. MC
- H. Director Krouse moved to approve the first reading of new Policy 6815 Advertising on District Property as amended. MC
- I. Director Bakken moved to approve the first reading of Policy 2005 School Improvement Plans. MC
- J. Superintendent Perrins explained that Jenkins Assistant Principal Tom Skok's contract includes Athletic Director duties. Director Krouse moved to approve the 1.0 FTE assistant principal contract with athletic director duties for Tom Skok for 2024-25. MC

## BOARD REPORTS

- A. Director Eastabrooks plans to visit Jenkins and Quartzite Learning again soon.
- B. Director Krouse as Board Legislative Representative reported that WSSDA (Washington State School Directors' Association) recommends that all directors contact their local legislators to explain the financial difficulties created by rapidly increasing Materials Supplies and Operating Costs (MSOC). He will gather information from Business Manager Schneider and provide it to fellow directors at the June 18 regular meeting.
- C. Director Bakken gave no report.
- D. Chairperson Bean gave no report.

## EXECUTIVE SESSION

Chairperson Bean adjourned the regular meeting at 7:50 PM for a five-minute recess and an executive session for the purpose of reviewing the performance of a public employee in accordance with RCW 42.30.110(1)(g). The executive session is expected to end at 8:40 PM. At 8:40 PM Chairperson Bean announced an extension of the executive session that is expected to end at 9:30 PM. The executive session ended at 9:30 PM and the regular meeting reconvened.

With there being no other business, the regular meeting was adjourned at 9:30 PM. The next meeting will be the June 13, 2024 work session at the District Office at 6:30 PM.

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Judy Bean  
Chairperson

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Jason Perrins  
Secretary of the Board

# **Chewelah Cougar – Jenkins Raider**

**Spring Sports Update – June 18th, 2024**

## **Junior High Sports**

- Participation numbers:
  - Track – 13 boys participated and 17 girls participated
  - Baseball – 18 boys participated
  - Softball – 22 girls participated
  - TOTAL – 31 JH boys and 39 JH girls

## **High School Sports**

- Participation numbers:
  - Track – 24 boys participated and 17 girls participated
  - Baseball – 39 boys participated
  - Softball – 11 girls participated
  - Tennis – 11 boys participated and 22 girls participated
  - Golf – 12 boys participated and 9 girls participated
  - TOTAL – 86 boys participated and 59 girls participated

### **• Summary of Spring Sports**

We had many athletes playing this spring, and those athletes represented us well throughout the spring in their individual sports. Our Softball team was young and got beat up throughout the season but won a loser out game which allowed them to play in the district tournament. Our Baseball team was ranked #1 in the states RPI for about half of the season, but had their post season aspirations cut short by a poor day at the district tournament. Our students turned out in record numbers for Golf this year and our program flourished with their numbers, sending three participants to the state tournament, more than any other team in the state. Track had solid numbers as you can see above and only one of their participants was a senior. We had multiple state placers this year and I anticipate that number to grow next year if we continue to have the number of participants that we had this year. Tennis, WOW! The Sahota sisters are good. Our coach is amazing and had our kids were ready to play. Our girls tennis team is the 3 time state champions, we have the best two girls singles players in the 2Bs and our girls doubles team fell just a little short of winning the state championship as well.

**Baseball – Finished the season with a 17-4 record, 1<sup>st</sup> place in League**

- Nine Players named to the All-league teams.
  - Shade Krausz(12) – 1<sup>st</sup> Team
  - Bode Katzer(11) – 1<sup>st</sup> Team
  - Nolan Jeanerett(11) – 1<sup>st</sup> Team
  - Luke McGuire(11) – 1<sup>st</sup> Team
  - Miles Krausz (11) – 1<sup>st</sup> Team
  - Ryen McMillan(10) – 1<sup>st</sup> Team
  - Dekota Acosta(11) – 1<sup>st</sup> Team
  - Makai Masuda (10) – 2<sup>nd</sup> Team
  - Grady Skok(9) – 2<sup>nd</sup> Team

**Golf – 3 Girls qualified for the state tournament**

- **Zoe Baldwin finished 5<sup>th</sup> in state**
- **Coach Burgess was Tennis' Coach of the Year**

**Softball – Finished the season with a 1-20 record, 9<sup>th</sup> in League**

- One player was named to the All-League Team
  - Lilian Kent – 2<sup>nd</sup> Team

**Tennis – Girls & Boys – District Champions**

**Four girls made all league and 4 boys made All League**

- Avi Sahota – League MVP
- Simi Sahota – 1<sup>st</sup> Team
- Trinity Ross – 1<sup>st</sup> Team
- Cora Grooms – 1<sup>st</sup> Team
- Hunter Brashlere–League Co-MVP
- Bryson Morales – League Co-MVP
- Silas Warren – 1<sup>st</sup> Team
- Enrique Nevarez – 1<sup>st</sup> Team
- **Coach Smith – Coach of the year!**

**GIRLS STATE CHAMPIONS**

**AVI SAHOTA STATE CHAMPION - SINGLES**

**SIMI SAHOTA 2<sup>ND</sup> IN STATE – SINGLES**

**TRINITY ROSS 2<sup>ND</sup> IN STATE – DOUBLES**

**CORA GROOMS 2<sup>ND</sup> IN STATE - DOUBLES**

**Track – Regional Champions**

• **Girls –**

- Rin Parson – 5<sup>th</sup> in the 100M dash & 7<sup>th</sup> in the 400M run
- Ty Crockett - 6<sup>th</sup> in the 3200M run & 8<sup>th</sup> in the 800M run
- Emmitt Warren–5<sup>th</sup> in the 800M run & 5<sup>th</sup> in the 3200M run
- Walker Rainer – 8<sup>th</sup> in the Discus
- Ben Thomason – 3<sup>rd</sup> in the 300M Hurdles

Our track team also celebrated coach Whit Baker's 50<sup>th</sup> year of coaching track. It also held its first ever Team relay invite, which was fun and successful.

Thank you, School Board! For your support throughout the year. These activities engage our students and provide additional motivation to attend school and get good grades. We couldn't provide all these opportunities without your support.

Respectfully submitted,

Tom Skok

Athletic Director, Chewelah School District



Gess Elementary School  
Board Report  
6/10/24

Parent Advisory Board

The Parent Advisory Board at Gess Elementary School met on May 16, 2024, to discuss initiatives for the 2024-2025 school year. They focused on two key questions: (1) What two action items should be prioritized to begin the school year? (2) How can we create opportunities to involve families in the school? Suggested action items included enhancing student support services and implementing technology upgrades. To increase family involvement, they proposed organizing regular family events, such as workshops and cultural nights, and establishing volunteer programs that allow parents to assist in classrooms and school activities.

Culture Changes

The climate and culture at Gess Elementary School are evolving with several initiatives aimed at enhancing the overall environment for students. Key changes include increased communication between staff and families, comprehensive safety training for emergency drills, and the introduction of fresh fruits and vegetables as healthy afternoon snack options. Celebrations continue to highlight the most improved readers at every grade level, identified using a specific matrix. Social-emotional learning (SEL) lessons are being integrated into classrooms, taught by teachers and the counselor, focusing on identifying students who consistently demonstrate respect, responsibility, safety, and kindness.

Classroom celebrations have been set to become more engaging, with activities such as classroom parties, trips to the bowling alley, and visits to the Camas Center. Instructional field trips are being planned to enrich the educational experience: second graders visited the Northwest Museum of Arts and Culture, while sixth graders explored the Stone Rose Interpretive Center & Eocene Fossil Site. These initiatives aimed to foster a supportive and dynamic school culture, encouraging academic improvement, personal growth, and community involvement among students and their families.

# **Jenkins JR./SR. High School**

June 10, 2024

## **Board Report**

### **I. Graduation 2024**

Thank you, Board Members and Mr. Perrins, for presenting diplomas at Graduation. It was a packed gymnasium with one of the largest crowds in years. I really enjoyed sending Mr. Hoxie into retirement with the honor as guest speaker. He stated that it was a moving way to end his career. I will miss this special group of seniors.

### **II. Jenkins High School Yearbook**

This year we sold 80 Jenkins High School Yearbooks which helped us fund the continued efforts of our Yearbook Club in the following year. This is a very healthy profit. The yearbook advisor this year was once again Chelsi Boswell and I wanted to express my admiration for her dedication to this endeavor, as it was in my opinion another amazing yearbook.

The students also participated throughout the year in other journalistic learning activities as well, such as assisting Jenkins in effective communication efforts on our Jenkins Facebook site and updates to the Website under the direction of Mrs. Boswell. It's a great learning experience for students that prepares them for post-secondary education.

### **III. Student Handbook**

Mr. Skok and I have been meeting to review updates in the Student Handbook for 2024/25 school year. Once again, after discussing current efforts as a staff to improve student engagement and culture, we are focused on revisions to the cell phone procedures. We had a procedure this year where students in grades 7-9 had a no cell phones in the classroom. There were some challenges with this rule and consistent enforcement, however, for the most part it was a positive effort that resulted in less student disruptions in the classroom with a collective teacher focus on no cell phones.

Next year, we are focusing on no cell phones in any classrooms for grades 7-12. The phones need to be kept in their lockers. They can have access to cell phones during lunch time. This will take effort to communicate and educate students and parents next year on the procedures as we make changes to the building cell phone expectations. We also know that we will need to make some adjustments to our laptop charging infrastructure in the classrooms. Students will have access to school issued laptops in grades 7-12. Teachers will have a new form that can be completed for specific technology lessons or for courses that might require cell phones like a college in the high school unit of study such as economics.

We are also adding that there will be no earbuds approved in any classrooms and that no students are allowed to wear a hoodie over their heads at any time during the school day.



#### IV. Junior High Awards Assembly

On Wednesday, June 11, 2024, we will be having a Junior High End of the Year Field Day starting at 11:45 followed by an ice cream social and yearbook signing at 1:15 PM. Last, there is an Awards Assembly from 2-3 PM at the outside courts. Then from 3:00 PM to 4:30 PM there is a Junior High Dance in the cafeteria to celebrate the end of the school year. Junior High ASB Activities coordinator, Mrs. Schulz led the planning, organizing and implementation of these events. Awards will be presented to students for academic achievement, academic growth over time, athletic achievements, citizenship, and attendance.

#### V. Professional Development and PLC Processes

On June 20-21, Jenkins staff will be meeting together to plan systems of support for our students beginning next year. We are meeting at Mistequa Hotel in their Conference Center for this professional development activity. It is paid for out of our of the Early Warning Systems iGrant and is in alignment with our PLC Focus for the 2024/25 school year on our Tier II Intervention Systems. We will be fine tuning our 9<sup>th</sup> grade intervention process that we used this year to support our students who had at least one failing grade. This system was successful in closing the grade achievement gap for many of the students. However, we want to also look at how we can focus on our students' evidence of learning on specific Guaranteed Standards for the different core courses.

We will also be using this professional development time to review student data together as a team such as our state assessment data, MAP data for Reading, Math and Science, and CEE Perception data.

Last, we will continue our discussions of the powerful effects of Collective Teacher Efficacy in our decisions that we make as a team during this meeting. This has a powerful impact on student learning as research collected by Hattie indicates.

Hattie, J (2018. May 1). What is "collective teacher efficacy?" (Video file).  
Retrieved from <https://vimeo.com/267382804>

#### VI. Jenkins Counseling Services

During the 2023/24 school year, Counselor Venessa Bigler documented over 564 meetings that were with students for issues such as Running Start, new student registration, mental health and behavioral assistance and guidance, self-harm referrals, and general academic success meetings. This is a tremendous service for our students that does not include many more meetings with students that are not necessarily reported in our Skyward system for accountability.

This data also doesn't include the mental health services of some of our most at-risk students that were served by Dragon Fly Counseling Services during the school year.



# Student Support Services

Board Report – June 2024

## Quartzite Learning and Open Doors

We have been reviewing our EES data and discussing where we want to know more information and areas we can work on for next year. We also celebrated that we had increases in the number of positive responses from students that would be in the area of having a sense of belonging. This has been one of our focus areas through our Trauma-Skills Schools work and we were excited to see data to support our work. We have been reviewing assessment data as students have been completing state testing, MAP, and i-Ready and are using that to help us plan for next year. With Open Doors, we have met with our Coordinated Improvement Partner (CIP) as part of our school improvement work to review what we have done this year and plan for next year as we update our SIP.

## Grants and Other Programs

We are busy spending out grants that are ending, completing year end reports, and planning budgets for next year. Previously, we have received funding through the Federal Title V – Rural and Low-Income Schools program. We have learned that we are no longer eligible for this program. OSPI has provided the following information regarding eligibility:

- “An LEA is eligible to receive an RLIS grant if they meet the following criteria:
1. 20% or more of children served (ages 5-17) are from families with incomes below the poverty line as determined by the U.S. Census Bureau; **AND**
  2. All schools served have a locale code of 32, 33, 41, 42, or 43 as determined by the National Center for Education Statistics (NCES).

The reason Chewelah School District was not eligible for an RLIS grant in the 2024–25 school year is because the poverty determination provided by the U.S. Census Bureau in December 2024 (which is the data used by the U.S. Department of Education to determine eligibility) was 17.05% and did not exceed the 20% criteria as outlined above.”

Unfortunately, the data used for federal programs is based off of U.S. Census Bureau data and not data that we can control. The drop in poverty percentage from this data is what has caused a decrease in our Title I and Title II funds for next year as well.

We continue to watch for available grants to help support programs for next year. It is difficult to predict what will be available as many of the grants we have received over the past few years have been ESSER funded.





## Special Education Department Board Report

June 2024

### Special Education Mission Statement:

*As a special education department, we believe that ALL students can achieve great things. We develop relationships with staff, families, and students to create and implement effective individualized education plans that meet student's needs across settings and domains of learning, fostering independence and promoting life-long learning.*

### Child Count + Demographics:

June 2024 Child Count for Special Education ended with 133 students receiving services, which is consistent with our count beginning in 2019-2020 school year prior to the pandemic. Since that time, our numbers have varied but stayed within 130-135 student during various count days.

Below you will find a matrix of students at each school and identified disability category. As you can see, most students with special education services attend Gess, which would be expected based on the emphasis on early intervention. The vast majority of our students have high incident disabilities such as 'specific learning disabilities' and 'other health impairments'. As trends suggest nationally, more Chewelah students are being provided with services under the category of Autism Spectrum Disorders. More information is available at the following link, or I am happy to meet with you individually to discuss the trends we are seeing.

	Students Served by Category			
	Gess	Jenkins	QL/OD	
Autism	8	8	3	19
Communication Disorders	7	0	1	8
Developmental Delay	11	0	0	11
Emotional-Behavioral Disability	1	2	2	5
Hearing Impaired/Vision Impaired	1	1	0	2
Intellectual Disability	1	1	3	5
Other Health Impairment	11	9	10	30
Specific Learning Disability	25	15	13	53
Multiple Disabilities	0	0	2	2
	65	36	34	

<https://app.leg.wa.gov/wac/default.aspx?cite=392-172A-01035>

### Student Learning:

The end of the school year, within the special education department, has been a flurry of activity to finish special education processes such as IEP and Evaluation Meetings. Additionally, we provide support to students so that they can access special end of year events such as field trips and assemblies. The

special education teachers from Gess Elementary and Jenkins Junior Senior High, as well as the junior high and 6<sup>th</sup> grade teachers met to review student needs making the transition from Gess to Jenkins. Each year, we continue to put new efforts and strategies in place to improve the transition to junior high school. Over the summer, I will put together a binder for each staff member with "IEP at Glance" documents and 504 plans for each student with a plan to increase awareness and improve compliance with plans.

Of course, as we end one school year, we begin to plan for the next year. Mrs. Lehrbas has been working with Mr. Hanley, Mr. Anderson, Ms. Bigler, and myself to create meaningful vocational experiences for her students as we plan for life after high school. Several of her students will be in their transition program, which is from 18 to age 22 and she is planning to create new opportunities as well as increasing the complexity and independence for current transition students.

**CHEWELAH SCHOOL DISTRICT NO. 36**  
**FINANCIAL REPORT**  
**2023/2024**

Beginning Cash and Investment Balance:	\$427,527.77
240 Treasurer's Balance - September 1, 2023	\$1,699,148.34
450 Investment Balance - September 1, 2023	(\$404,689.72)
241 Warrants Outstanding - September 1, 2023	<u>                    </u>
<b>TOTAL CASH AND INVESTMENT BALANCE - September 1, 2023</b>	<u><u>\$1,721,986.39</u></u>

**May 31, 2024**

**CASH RECEIPTS FOR THE MONTH:**

State Apportionment	\$773,470.11
District Deposits	\$8,562.43
Investments Earnings	\$10,211.25
Timber Excise Tax	\$0.00
Federal Forests	\$0.00
Federal In-Lieu-Of Taxes	\$0.00
Local Property Tax	\$70,138.98
Other:	<u>\$0.00</u>
<b>TOTAL RECEIPTS</b>	<b>\$862,382.77</b>

**EXPENDITURES FOR MONTH:**

Accounts Payable	\$385,600.40
Payroll	\$937,973.04
Transfer to/(from) Capital Projects	(\$54,000.00)
Other: Canceled Warrants	(\$71,440.60)
Other: ACH Return	<u>\$0.00</u>
<b>TOTAL EXPENDITURES</b>	<b>\$1,198,132.84</b>

MONTHLY INCREASE/(DECREASE) (\$335,750.07)

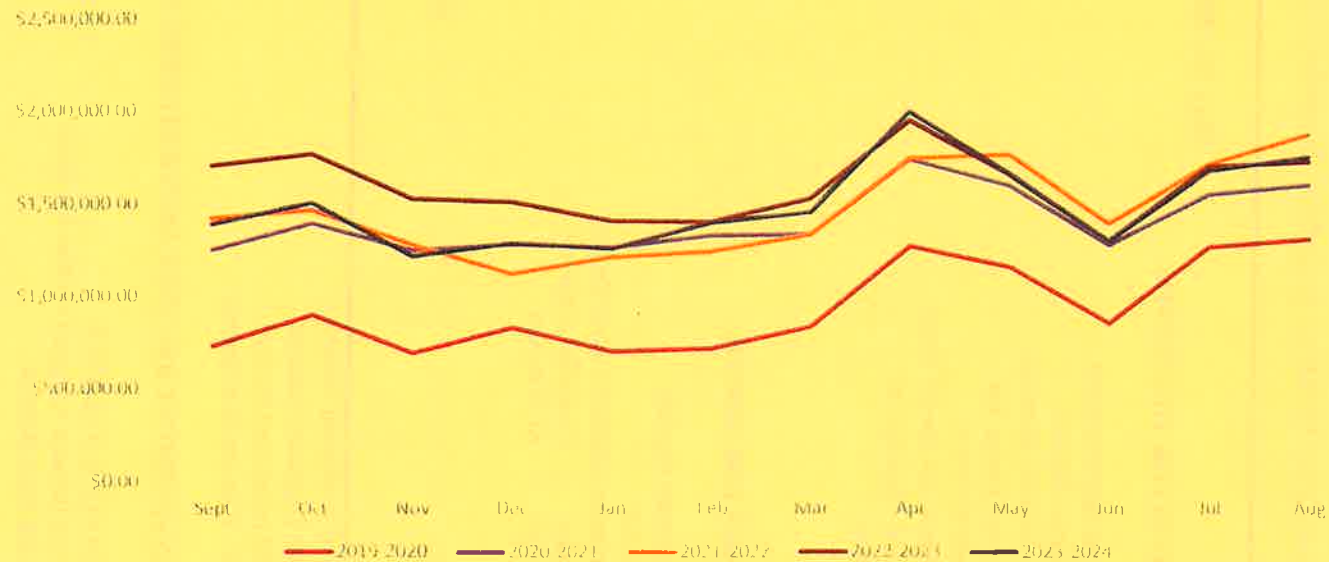
Ending Cash and Investment Balance	\$430,365.95
240 Treasurer's Balance	\$1,644,238.27
450 Investment Balance	(\$413,216.24)
241 Warrants Outstanding	<u>                    </u>
<b>CASH AND INVESTMENT BALANCE AS PER STEVENS COUNTY TREASURER'S</b>	<u><u>\$1,661,387.98</u></u>
<b>UNASSIGNED FUND BALANCE</b>	<b>\$987,330.28</b>
Fund Balance Assigned to Other Purposes	<u>\$700,000.00</u>
<b>Total Fund Balance</b>	<u><u>\$1,687,330.28</u></u>

<b>CAPITAL PROJECTS FUND CASH &amp; INVESTMENT BALANCE:</b>	<u><u>\$63,359.60</u></u>
<b>DEBT SERVICE FUND CASH &amp; INVESTMENT BALANCE:</b>	<u><u>\$24,838.46</u></u>
<b>A.S.B. FUND CASH &amp; INVESTMENT BALANCE:</b>	<u><u>\$92,856.43</u></u>
<b>TRANSPORTATION VEHICLE FUND CASH &amp; INVESTMENT BALANCE:</b>	<u><u>\$193,389.41</u></u>

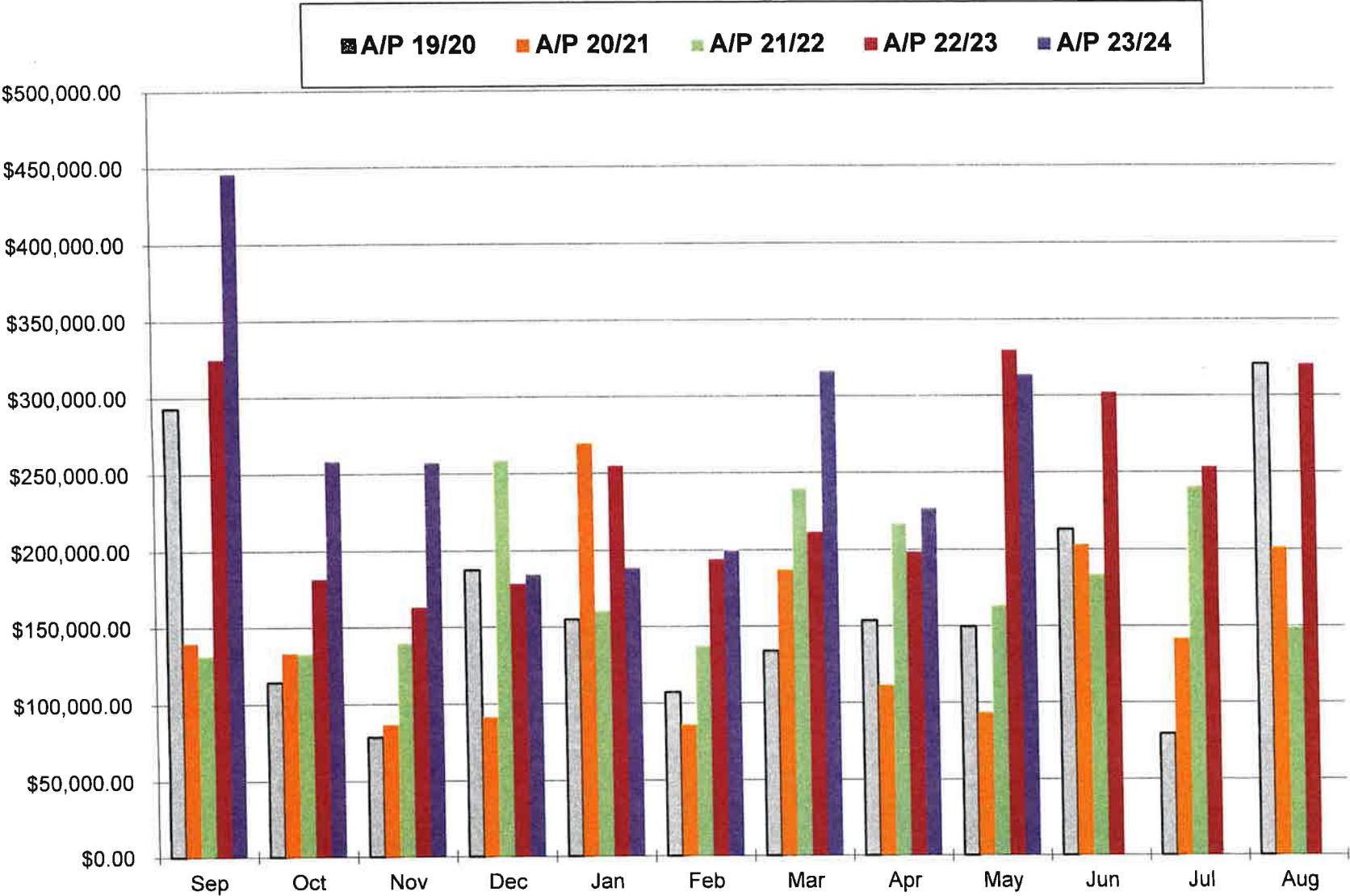
**2023-2024 Financial Report**  
**STEVENS COUNTY TREASURER'S ENDING BALANCE**

	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	
Sept	\$729,621.47	\$1,253,770.69	\$1,423,882.95	\$1,707,870.36	\$1,393,313.95	
Oct	\$897,701.70	\$1,397,150.63	\$1,468,123.60	\$1,769,516.00	\$1,504,980.40	
Nov	\$690,564.88	\$1,247,908.17	\$1,281,033.93	\$1,526,152.23	\$1,215,327.31	
Dec	\$825,477.61	\$1,280,897.48	\$1,119,975.26	\$1,509,898.40	\$1,287,086.62	
Jan	\$696,923.14	\$1,262,436.43	\$1,211,725.08	\$1,406,749.52	\$1,257,849.84	
Feb	\$711,933.16	\$1,327,993.02	\$1,243,922.79	\$1,400,593.86	\$1,395,028.61	
Mar	\$830,200.17	\$1,335,511.99	\$1,331,851.46	\$1,527,604.84	\$1,453,925.82	
Apr	\$1,271,000.43	\$1,737,993.21	\$1,745,961.23	\$1,948,117.24	\$1,997,138.05	
May	\$1,156,011.59	\$1,596,745.55	\$1,766,334.68	\$1,653,812.15	\$1,661,387.98	
Jun	\$847,502.15	\$1,277,412.71	\$1,392,533.42	\$1,297,422.99	\$1,295,884.29	ESTIMATE
Jul	\$1,265,319.49	\$1,549,087.60	\$1,712,306.54	\$1,698,291.09	\$1,675,410.48	ESTIMATE
Aug	\$1,305,233.44	\$1,600,211.65	\$1,873,259.90	\$1,721,986.39	\$1,749,609.35	ESTIMATE

Treasurer's Ending Balance

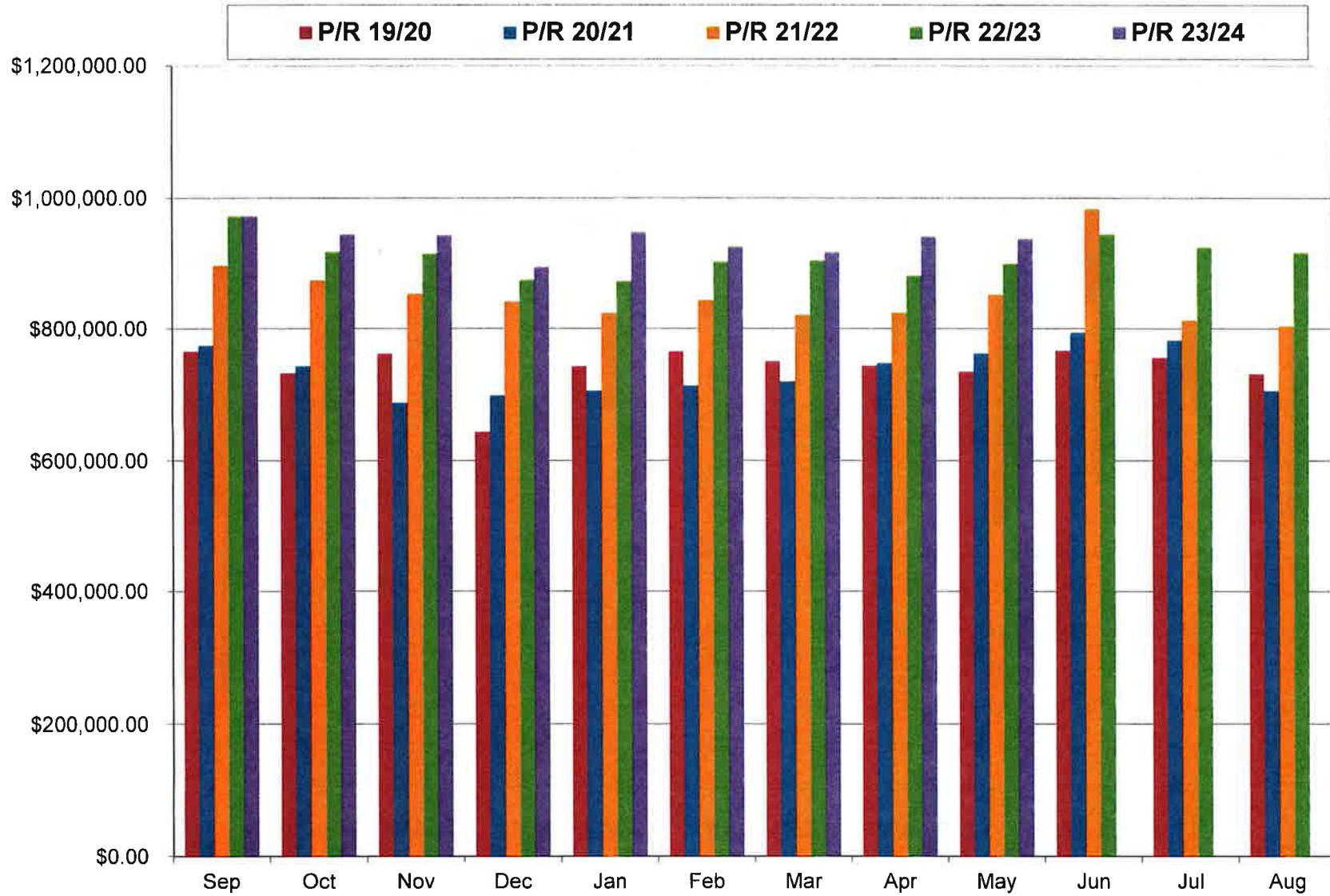


**CHEWELAH SCHOOL DISTRICT NO. 36 - ACCOUNT PAYABLE EXPENDITURES**



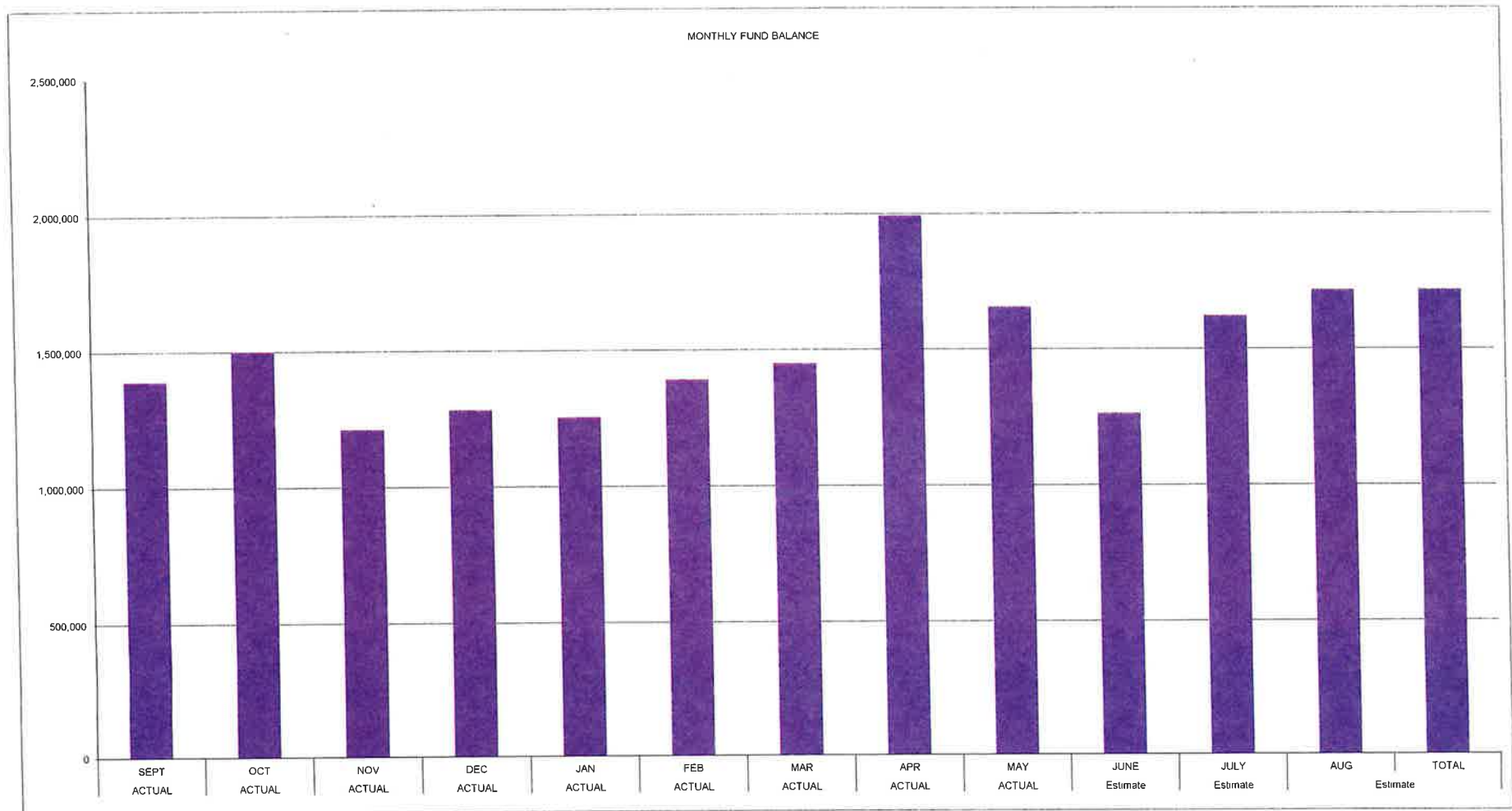


### CHEWELAH SCHOOL DISTRICT NO.36 - PAYROLL EXPENDITURES



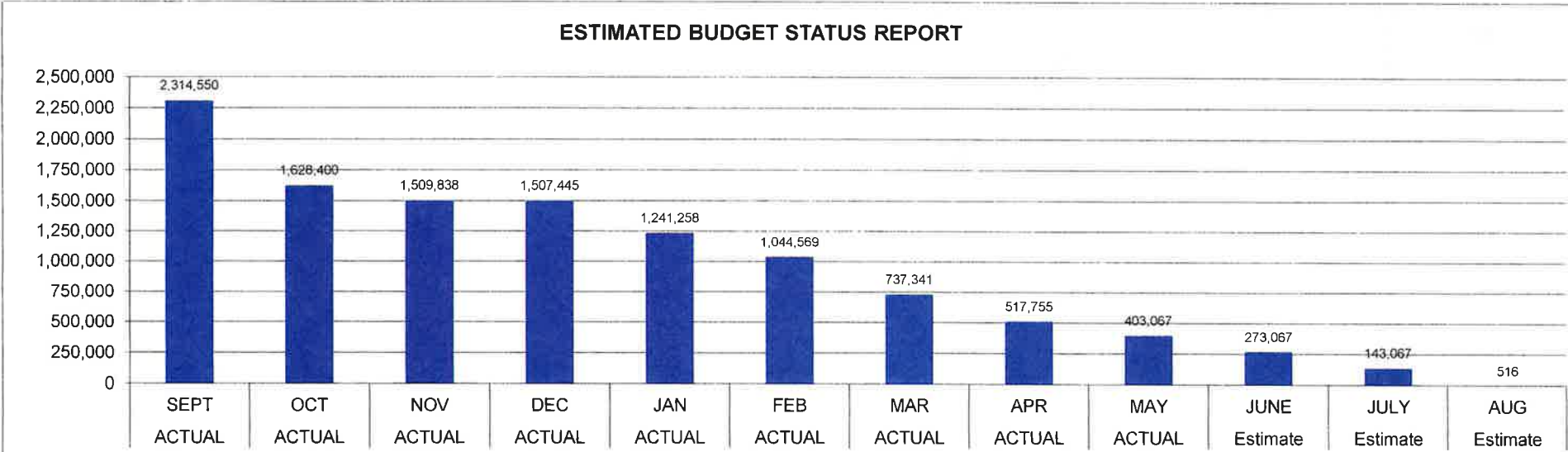


CHEWELAH SCHOOL DISTRICT													
CASH FLOW 2023-2024													
	ACTUAL SEPT	ACTUAL OCT	ACTUAL NOV	ACTUAL DEC	ACTUAL JAN	ACTUAL FEB	ACTUAL MAR	ACTUAL APR	ACTUAL MAY	Estimate JUNE	Estimate JULY	Estimate AUG	TOTAL
BEGINNING CASH BALANCE	1,721,986	1,393,314	1,504,980	1,215,327	1,287,087	1,257,850	1,395,029	1,453,926	1,997,138	1,661,388	1,265,388	1,625,388	1,721,986
REVENUE					FTE ADJUST								
	0	0	0	0	0	0	0	0	0	0	0	0	1
APPORTIONMENT	1,008,361	1,015,873	935,019	1,150,009	1,068,756	1,159,054	1,137,731	1,295,922	773,470	900,000	1,620,000	1,500,000	13,564,195
PROPERTY TAXES	46,200	246,141	48,214	3,612	5,194	60,085	91,711	379,469	70,139	8,000	5,000	5,000	968,765
LOCAL RECEIPTS	29,871	47,998	3,474	7,131	38,922	27,508	8,101	6,300	8,562	16,000	5,000	5,000	203,867
OTHER	6,705	5,980	5,737	5,288	5,615	16,459	5,917	29,986	10,211	5,000	5,000	16,000	117,899
	1,091,138	1,315,992	992,444	1,166,040	1,118,487	1,263,106	1,243,460	1,711,676	862,383	929,000	1,635,000	1,526,000	14,854,725
EXPENDITURES													
A/P	446,590	259,056	257,814	184,882	189,132	200,111	316,881	227,152	314,160	345,000	270,000	385,000	3,395,779
PR	973,220	945,270	944,283	895,398	948,591	925,817	917,681	941,311	937,973	980,000	955,000	945,000	11,309,545
TRANSFER TO CPF			80,000	14,000	10,000		-50,000		-54,000		50,000	100,000	150,000
ENDING CASH BALANCE	1,393,314	1,504,980	1,215,327	1,287,087	1,257,850	1,395,029	1,453,926	1,997,138	1,661,388	1,265,388	1,625,388	1,721,388	1,721,388



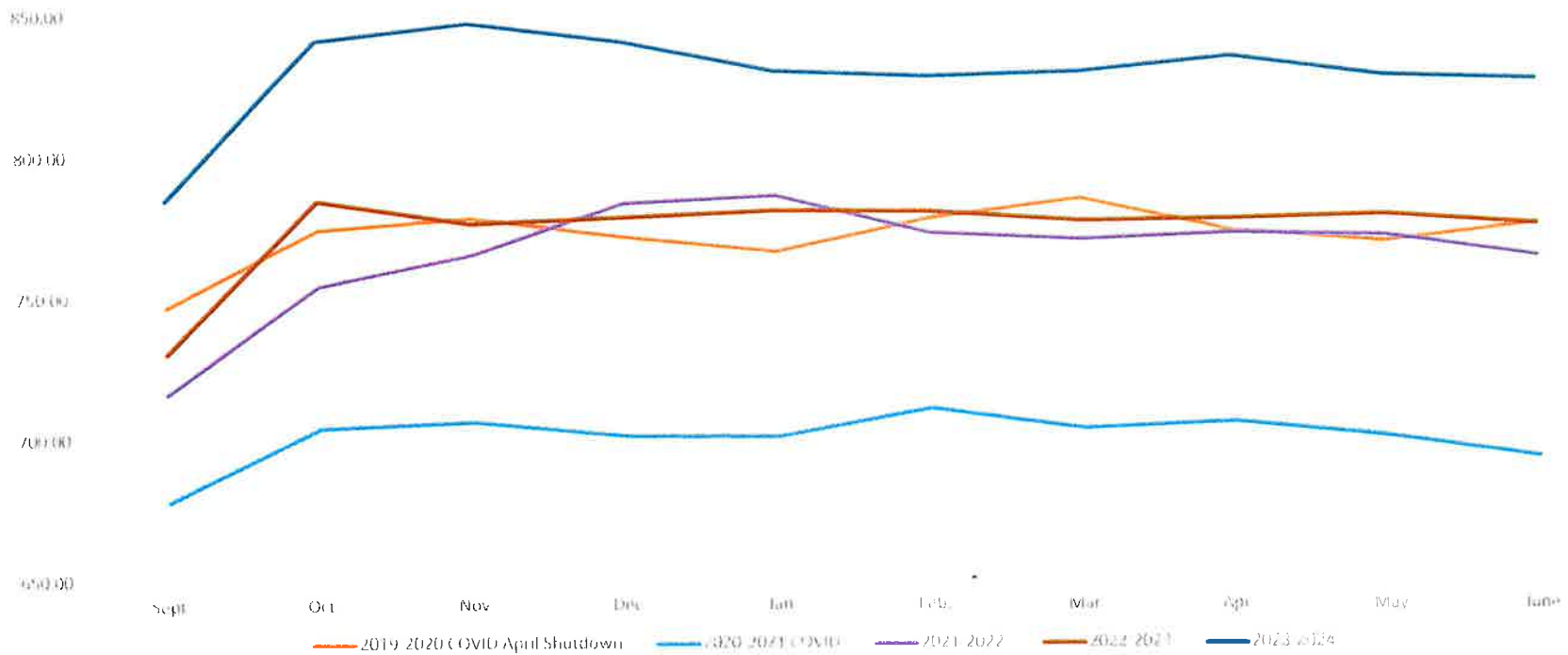
CHEWELAH SCHOOL DISTRICT												
BUDGET STATUS 2023-2024												
	ACTUAL SEPT	ACTUAL OCT	ACTUAL NOV	ACTUAL DEC	ACTUAL JAN	ACTUAL FEB	ACTUAL MAR	ACTUAL APR	ACTUAL MAY	Estimate JUNE	Estimate JULY	Estimate AUG
BUDGET	14,699,295	14,699,295	14,699,295	14,699,295	14,699,295	14,699,295	14,699,295	14,699,295	14,699,295	14,699,295	14,699,295	14,699,295
YTD EXPENDITURES	1,493,773	2,698,811	3,892,189	4,972,534	6,105,907	7,235,920	8,470,155	9,685,226	10,921,779	12,246,779	13,471,779	14,801,779
ENCUMBRANCES	10,890,971	10,372,083	9,297,268	8,219,316	7,352,131	6,418,806	5,491,799	4,496,314	3,374,449	2,179,449	1,084,449	-103,000
BUDGET STATUS	2,314,550	1,628,400	1,509,838	1,507,445	1,241,258	1,044,569	737,341	517,755	403,067	273,067	143,067	516
PERCENTAGE OF BUDGET REMIANING												
	16%	11%	10%	10%	8%	7%	5%	4%	3%	2%	1%	0%

ESTIMATED BUDGET STATUS REPORT



Fiscal Year	Enrollment Trends										Average	Budget
	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June		
<b>2017-2018 Pre COVID</b>	744.90	772.43	772.60	783.30	791.17	779.39	780.32	774.79	775.57	769.83	<b>776.34</b>	<b>763.00</b>
<b>2018-2019 Pre COVID</b>	767.83	804.02	798.32	797.29	794.82	796.63	798.88	795.20	789.87	792.87	<b>796.27</b>	<b>730.00</b>
<b>2019-2020 COVID April Shutdown</b>	747.20	774.58	778.55	771.85	766.47	778.22	785.22	<b>773.69</b>	<b>769.81</b>	<b>776.23</b>	<b>772.18</b>	<b>786.00</b>
<b>2020-2021 COVID</b>	678.29	704.06	706.24	701.24	700.94	710.74	703.60	705.88	700.88	693.54	<b>700.54</b>	<b>757.60</b>
<b>2021-2022</b>	716.23	754.51	765.51	783.68	786.25	773.07	770.57	772.90	771.97	764.63	<b>765.93</b>	<b>740.00</b>
<b>2022-2023</b>	730.58	784.63	776.63	778.63	780.96	780.51	777.24	777.96	779.46	775.98	<b>774.26</b>	<b>763.00</b>
<b>2023-2024</b>	785.12	841.02	847.06	840.42	829.85	827.85	829.51	834.93	828.27	826.93	<b>829.10</b>	<b>774.00</b>

Enrollment Trends



10--General Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2023 (September 1, 2023 - August 31, 2024)

For the CHEWELAH SCHOOL DISTRICT School District for the Month of May, 2024

	ANNUAL	ACTUAL	ACTUAL			
	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 LOCAL TAXES	999,999	70,138.98	962,109.11		37,889.89	96.21
2000 LOCAL SUPPORT NONTAX	121,423	13,239.22	72,466.42		48,956.58	59.68
3000 STATE, GENERAL PURPOSE	7,561,657	431,530.07	5,805,361.10		1,756,295.90	76.77
4000 STATE, SPECIAL PURPOSE	2,866,408	156,002.59	2,014,735.42		851,672.58	70.29
5000 FEDERAL, GENERAL PURPOSE	20,500	.00	24,040.85		3,540.85	117.27
6000 FEDERAL, SPECIAL PURPOSE	2,648,065	189,709.91	1,608,149.44		1,039,915.56	60.73
7000 REVENUES FR OTH SCH DIST	30,000	1,617.00	14,814.77		15,185.23	49.38
8000 OTHER AGENCIES AND ASSOCIATES	0	.00	10,290.00		10,290.00	0.00
9000 OTHER FINANCING SOURCES	80,000	.00	49,680.00		30,320.00	62.10
<u>Total REVENUES/OTHER FIN. SOURCES</u>	14,328,052	862,237.77	10,561,647.11		3,766,404.89	73.71
<u>B. EXPENDITURES</u>						
00 Regular Instruction	6,551,844	530,229.31	4,736,800.97	1,463,415.58	351,627.45	94.63
10 Federal Stimulus	791,293	91,286.56	553,920.22	173,972.65	63,400.13	91.99
20 Special Ed Instruction	1,740,030	171,284.30	1,463,949.46	467,832.96	191,752.42	111.02
30 Voc. Ed Instruction	509,232	80,642.04	523,316.17	125,986.01	140,070.18	127.51
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	1,589,937	97,598.80	930,628.05	305,165.94	354,143.01	77.73
70 Other Instructional Pgms	37,083	2,610.55	15,239.93	10,310.06	11,533.01	68.90
80 Community Services	12,000	.00	1,531.81	0.00	10,468.19	12.77
90 Support Services	3,467,876	262,901.63	2,696,392.28	827,766.01	56,282.29	101.62
<u>Total EXPENDITURES</u>	14,699,295	1,236,553.19	10,921,778.89	3,374,449.21	403,066.90	97.26
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>	371,243-	374,315.42-	360,131.78-		11,111.22	2.99-
F. <u>TOTAL BEGINNING FUND BALANCE</u>	2,000,000		2,047,462.06			
G. <u>G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXXX		.00			
H. <u>TOTAL ENDING FUND BALANCE</u> <u>(E+F + OR - G)</u>	1,628,757		1,687,330.28			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 815 Restrict Unequalized Deduct Rev	0	.00
G/L 821 Restricted for Carryover	44,800	.00
G/L 823 Restricted for Carryover of Tra	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 828 Restricted for C/O of FS Rev	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restricted For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 845 Restricted for Self-Insurance	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 870 Committed to Other Purposes	0	.00
G/L 872 Committed to Econmc Stabilizatr	0	.00
G/L 873 Committed to Depreciation Sub-F	0	.00
G/L 875 Assigned Contingencies	0	.00
G/L 884 Assigned to Other Cap Projects	0	.00
G/L 888 Assigned to Other Purposes	500,000	700,000.00
G/L 890 Unassigned Fund Balance	1,083,957	987,330.28
G/L 891 Unassigned Min Fnd Bal Policy	0	.00
G/L 896 Change in Accounting Principles	0	.00
G/L 897 Change to or within the Financi	0	.00

TOTAL

1,628,757

1,687,330.28

20--Capital Projects-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2023 (September 1, 2023 - August 31, 2024)

For the CHEWELAH SCHOOL DISTRICT School District for the Month of May, 2024

	ANNUAL	ACTUAL	ACTUAL			
	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	425,510	29,173.15	404,819.91		20,690.09	95.14
2000 Local Support Nontax	12,000	90.78	1,662.59		10,337.41	13.85
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	835,000	17,774.53	679,542.96		155,457.04	81.38
5000 Federal, General Purpose	6,000	.00	.00		6,000.00	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	5,083.00		5,083.00-	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	1,278,510	47,038.46	1,091,108.46		187,401.54	85.34
<u>B. EXPENDITURES</u>						
10 Sites	345,000	21,038.80	22,042.83	910.00	322,047.17	6.65
20 Buildings	292,510	20,599.64	457,133.54	119,934.36	284,557.90-	197.28
30 Equipment	914,558	3,821.92	692,738.45	55,428.07	166,391.48	81.81
40 Energy	0	.00	67,700.00	0.00	67,700.00-	0.00
50 Sales & Lease Expenditure	24,765	.00	.00	0.00	24,765.00	0.00
60 Bond Issuance Expenditure	0	.00	.00	0.00	.00	0.00
90 Debt	0	2,202.40	2,202.40	0.00	2,202.40-	0.00
<u>Total EXPENDITURES</u>	1,576,833	47,662.76	1,241,817.22	176,272.43	158,743.35	89.93
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
<u>D. OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>E. EXCESS OF REVENUES/OTHER FIN. SOURCES</u> <u>OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	298,323-	624.30-	150,708.76-		147,614.24	49.48-
<u>F. TOTAL BEGINNING FUND BALANCE</u>	298,323		203,738.88			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXXX		.00			
<u>H. TOTAL ENDING FUND BALANCE</u> <u>(E+F + OR - G)</u>	0		53,030.12			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 861 Restricted from Bond Proceeds	0	.00
G/L 862 Committed from Levy Proceeds	0	8,707.09
G/L 863 Restricted from State Proceeds	0	.00
G/L 864 Restricted from Fed Proceeds	0	.00
G/L 865 Restricted from Other Proceeds	0	.00
G/L 866 Restrictd from Impact Proceeds	0	.00
G/L 867 Restricted from Mitigation Fees	0	.00
G/L 869 Restricted fr Undistr Proceeds	0	.00
G/L 870 Committed to Other Purposes	0	.00
G/L 889 Assigned to Fund Purposes	0	44,323.03
G/L 890 Unassigned Fund Balance	0	.00
G/L 896 Change in Accounting Principles	0	.00
G/L 897 Change to or within the Financi	0	.00
<u>TOTAL</u>	0	53,030.12

30--Debt Service Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2023 (September 1, 2023 - August 31, 2024)

For the CHEWELAH SCHOOL DISTRICT School District for the Month of May, 2024

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Support Nontax	1,000	107.52	936.01		63.99	93.60
3000 State, General Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	1,000	107.52	936.01		63.99	93.60
<u>B. EXPENDITURES</u>						
Matured Bond Expenditures	0	.00	.00	0.00	.00	0.00
Interest On Bonds	0	.00	.00	0.00	.00	0.00
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>	0	.00	.00	0.00	.00	0.00
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
<u>D. OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER(UNDER) EXPENDITURES (A-B-C-D)</u>	1,000	107.52	936.01		63.99-	6.40-
<u>F. TOTAL BEGINNING FUND BALANCE</u>	24,000		23,902.45			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXXX		.00			
<u>H. TOTAL ENDING FUND BALANCE</u>	25,000		24,838.46			
<u>(E+F + OR - G)</u>						
<u>I. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted for Other Items	0		.00			
G/L 830 Restricted for Debt Service	25,000		24,838.46			
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			
G/L 896 Change in Accounting Principles	0		.00			
G/L 897 Change to or within the Financi	0		.00			
<u>TOTAL</u>	25,000		24,838.46			



CHEWELAH SCHOOL DISTRICT  
2023-2024 Budget Status Report

06/05/24

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40--Associated Student Body Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2023 (September 1, 2023 - August 31, 2024)

For the CHEWELAH SCHOOL DISTRICT School District for the Month of May, 2024

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES</b>						
1000 General Student Body	73,700	7,487.77	46,008.34		27,691.66	62.43
2000 Athletics	166,500	6,370.00	43,679.80		122,820.20	26.23
3000 Classes	13,500	.00	.00		13,500.00	0.00
4000 Clubs	66,775	12,326.80	35,625.68		31,149.32	53.35
6000 Private Moneys	9,100	.00	3,890.00		5,210.00	42.75
<b>Total REVENUES</b>	329,575	26,184.57	129,203.82		200,371.18	39.20
<b>B. EXPENDITURES</b>						
1000 General Student Body	75,500	3,899.75	27,054.85	13,516.26	34,928.89	53.74
2000 Athletics	146,500	4,164.54	41,221.05	22,813.44	82,465.51	43.71
3000 Classes	13,500	.00	.00	0.00	13,500.00	0.00
4000 Clubs	68,700	1,830.79	43,545.31	4,884.59	20,270.10	70.49
6000 Private Moneys	12,100	1,667.22	7,409.49	1,407.68	3,282.83	72.87
<b>Total EXPENDITURES</b>	316,300	11,562.30	119,230.70	42,621.97	154,447.33	51.17
<b>C. EXCESS OF REVENUES OVER(UNDER) EXPENDITURES (A-B)</b>	13,275	14,622.27	9,973.12		3,301.88-	24.87-
<b>D. TOTAL BEGINNING FUND BALANCE</b>	65,000		94,894.94			
<b>E. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</b>	XXXXXXXXX		.00			
<b>F. TOTAL ENDING FUND BALANCE</b>	78,275		104,868.06			
<b>C+D + OR - E</b>						
<b>G. ENDING FUND BALANCE ACCOUNTS:</b>						
G/L 810 Restricted for Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	78,275		104,868.06			
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			
G/L 896 Change in Accounting Principles	0		.00			
G/L 897 Change to or within the Financi	0		.00			
<b>TOTAL</b>	78,275		104,868.06			

90--Transportation Vehicle Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2023 (September 1, 2023 - August 31, 2024)

For the CHEWELAH SCHOOL DISTRICT School District for the Month of May, 2024

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES/OTHER FIN. SOURCES</b>						
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	6,250	828.56	9,687.62		3,437.62-	155.00
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	240,541	.00	.00		240,541.00	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	2,000	2,050.00	7,605.55		5,605.55-	380.28
A. <u>TOTAL REV/OTHER FIN.SRCS(LESS TRANS)</u>	248,791	2,878.56	17,293.17		231,497.83	6.95
<b>B. 9900 TRANSFERS IN FROM GF</b>						
B. <u>9900 TRANSFERS IN FROM GF</u>	0	.00	.00		.00	0.00
C. <u>Total REV./OTHER FIN. SOURCES</u>	248,791	2,878.56	17,293.17		231,497.83	6.95
<b>D. EXPENDITURES</b>						
Type 30 Equipment	580,791	.00	155,495.87	345,936.96	79,358.17	86.34
Type 40 Energy	0	.00	.00	0.00	.00	0.00
Type 60 Bond Levy Issuance	0	.00	.00	0.00	.00	0.00
Type 90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	580,791	.00	155,495.87	345,936.96	79,358.17	86.34
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>	332,000-	2,878.56	138,202.70-		193,797.30	58.37-
H. <u>TOTAL BEGINNING FUND BALANCE</u>	332,000		331,592.11			
I. <u>G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXXX		.00			
J. <u>TOTAL ENDING FUND BALANCE (G+H + OR - I)</u>	0		193,389.41			
<b>K. ENDING FUND BALANCE ACCOUNTS:</b>						
G/L 810 Restricted For Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	0		193,389.41			
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			
G/L 896 Change in Accounting Principles	0		.00			
G/L 897 Change to or within the Financi	0		.00			
<u>TOTAL</u>	0		193,389.41			

Chewelah School District  
Fund Balance Projection (Apportionment Based-Budget)

		Original Budget	APPORTIONMENT	September	October	November	December	January	February	March	April	May	June	July	August
		774	819	785.12	841.02	847.06	840.42	829.85	827.85	829.51	834.93	828.27	826.93	0	0
		Original Budget	APPORTIONMENT	September 9.5%	October 8.8%	November 5.5%	December 9.5%	January 8.5%	February 9.5%	March 9.5%	April 9.5%	May 5.0%	June 6%	July 12.5%	August 10%
		Annual Amt.	Current	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	estimate	estimate	estimate
ENROLLMENT REVENUE	SY 2023-24														
	Apportionment Adjustment														
3100	Regular Apportionment	7,068,006.45	7,642,919.58	636,425.22	659,813.80	381,713.05	686,434.94	652,591.22	679,200.87	681,494.59	710,512.36	376,501.45	458,575.17	955,364.95	764,291.96
3121	Apportionment Spec Ed	241,005.18	242,700.03	21,384.62	19,183.19	11,931.70	21,477.08	20,873.56	21,443.12	21,480.15	23,008.33	12,748.77	14,562.00	30,337.50	24,270.00
3300	LEA (Sept through Dec)	69,703.61	69,703.61	0.00	22,402.71	42,323.97	4,976.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3500	LEA (Jan through Aug)	182,942.49	132,372.73	0.00	0.00	0.00	0.00	0.00	0.00	0.00	55,159.72	42,279.85	3,679.96	15,626.60	15,626.60
4100-01	General Fund Para PD&Heathly Kids&Study		14,044.17	0.00	6,060.00	0.00	0.00	0.00	7,984.17	0.00	0.00	0.00	0.00	0.00	0.00
4121	Special Ed	1,220,899.98	1,293,801.63	108,310.55	113,262.11	65,168.43	117,370.57	104,159.40	115,033.78	115,671.50	120,488.33	65,603.50	77,628.10	161,725.20	129,380.16
4151	Learning Assist	548,868.81	549,076.56	0.00	53,073.94	67,722.90	49,416.89	46,671.51	49,416.89	49,416.89	49,416.89	27,453.83	32,944.59	68,634.57	54,907.66
4153-03	National Board Certs	39,229.42	40,844.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4155-04	State Grants	340,250.00	95,826.00	0.00	0.00	10,248.98	10,029.33	5,236.00	229.67	229.67	229.67	127.59	153.11	318.99	255.19
4165	Transitional 4165 (bilingual)	-	2,551.89	0.00	0.00	0.00	0.00	0.00	229.67	229.67	2,197.34	1,220.75	1,464.90	3,051.87	2,441.49
4174	Highly Capable	22,648.75	24,414.95	2,038.39	2,129.81	1,225.94	2,206.70	2,084.10	2,206.70	2,146.96	7,568.70	7,228.65	9,000.00	3,800.00	0.00
4198	Food Serv	56,000.00	54,000.00	0.00	165.65	184.85	4,238.87	5,593.00	6,730.10	8,539.65	7,568.70	7,228.65	9,000.00	3,800.00	0.00
4199	Transportation	608,011.14	715,422.07	54,555.57	48,493.84	30,308.65	54,555.57	51,524.71	108,395.01	64,238.80	64,238.81	35,688.22	42,925.32	89,427.76	71,069.81
4300	Other State Agencies	30,500.00	50,306.89	0.00	0.00	1,238.89	0.00	14,938.98	2,844.89	16,143.40	16,685.17	9,303.20	15,673.92	15,673.92	15,673.92
6109	Transition to Kindergarten	181,240.00	162,907.95	16,322.84	14,509.19	9,068.24	16,322.84	1,286.63	49,641.22	48,880.48	74,922.21	81,766.37	115,103.92	115,103.92	115,103.92
6113	ESSER III	850,000.00	863,599.78	0.00	0.00	130,519.70	71,965.05	60,593.00	242.23	295.95	110.63	50.68	3,293.21	3,293.21	3,293.21
6113	ESSER III Other	10,000.00	11,146.00	0.00	0.00	0.00	428.10	138.78	17,679.77	17,676.54	17,679.88	22,666.96	22,660.53	22,660.53	22,660.53
6124	Fed Special ED-24	327,281.00	212,281.00	0.00	16,625.25	16,640.17	17,667.50	17,663.34	7,939.22	0.00	20,140.02	10,852.31	607.33	607.33	607.33
6138	Fed Vocational-38	16,000.00	52,776.00	0.00	0.00	1,667.06	8,487.93	1,867.47	41,720.00	42,272.66	68,585.04	36,164.91	45,088.16	45,088.16	45,088.16
6151	Fed Title I-51	508,341.00	482,419.45	0.00	0.00	75,684.54	41,490.78	41,237.04	6,256.50	0.00	18,787.37	2,676.26	10,108.82	10,108.82	10,108.82
6152	Fed Title II -52	178,443.00	128,268.70	0.00	0.00	49,362.36	11,967.49	8,892.26	0.00	0.00	0.00	0.00	0.00	5,000.00	0.00
6189	Other Community Services	12,000.00	5,000.00	0.00	0.00	0.00	0.00	0.00	30,582.69	38,717.07	34,318.69	32,749.35	40,500.00	17,000.00	0.00
6198	Food Service	273,000.00	335,000.00	0.00	38,802.29	41,247.99	30,972.53	25,353.75	424.36	4,020.60	3,674.03	2,116.77	2,774.75	2,774.75	2,774.75
619801	Fresh Fruit and Vegetable Program		18,560.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
619802	Food-Federal-Safe Schools Grant	200,000.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6198-11	School Food-Fed Supply Chain Assist	16,000.00	32,569.45	10,587.66	0.00	0.00	0.00	21,981.79	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6198-15	Food Service CEP Supp ESSER		19,891.08	19,891.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6219-	Emergency Connectivity Fund	35,759.78	811.08	0.00	0.00	0.00	811.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Apportionment Totals-		13,036,130.51	13,253,215.30	869,515.93	994,521.78	936,257.42	1,150,820.08	1,083,694.54	1,169,883.51	1,141,857.40	1,299,709.33	776,576.27	907,651.70	1,620,620.72	1,395,005.44
Balance to Apportionment report		13,036,130.51	13,253,215.30	869,515.93	994,521.78	936,257.42	1,150,820.08	1,083,694.54	1,169,883.51	1,141,857.40	1,299,709.33	776,576.27	907,651.70	1,620,620.72	1,395,005.44
1100	Taxes collected	976,489	976,489	46,200.14	246,140.75	48,214.19	3,612.21	5,194.19	60,085.07	91,710.85	379,468.67	70,138.98	8,000.00	4,000.00	5,042.45
1500	Timber Excise	23,510	23,510	0.00	0.00	0.00	0.00	0.00	11,344.06	0.00	0.00	0.00	0.00	0.00	12,165.94
2300	Interest	60,000	75,000	6,705.32	5,980.13	5,737.49	5,287.98	5,615.34	5,114.87	5,916.55	5,944.70	10,211.25	6,162.12	6,162.12	6,162.12
2000	Local Deposits	61,423	45,000	1,038.64	783.10	941.50	240.95	0.00	5,722.00	3,569.50	629.13	3,027.97	9,682.40	9,682.40	9,682.40
5500	Federal Forests	20,500	24,041	0.00	0.00	0.00	0.00	0.00	0.00	0.00	24,040.85	0.00	0.00	0.00	0.00
6321	Medicaid	15,000	8,000	0.00	111.05	1,111.63	355.36	914.57	845.11	555.25	850.43	666.30	863.43	863.43	863.43
6998	Commodities	25,000	25,000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7000	Other SD	30,000	25,000	0.00	0.00	0.00	1,703.66	11,216.91	141.53	0.00	135.67	1,617.00	11,542.88	0.00	0.00
9000	LT Financing	80,000	80,000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	49,680.00	0.00	0.00	0.00	0.00
8000	Other deposits	-	10,290	0.00	0.00	0.00	0.00	10,290.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenues		14,328,053	14,545,545	923,460.03	1,247,536.81	992,262.23	1,162,020.24	1,116,925.55	1,253,136.15	1,243,609.55	1,760,458.78	862,237.77	943,902.54	1,641,328.68	1,453,921.79
Balance to Budget Status Report		14,328,053	14,545,545	923,460.03	1,247,536.81	992,262.23	1,162,020.24	1,116,925.55	1,253,136.15	1,243,609.55	1,760,458.78	862,237.77	943,902.54	1,641,328.68	1,453,921.79
Expenditures															
		Annual Amt.	Current Estimate	September	October	November	December	January	February	March	April	May	June	July	August
			ACTUALS ANNUALIZ	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	estimate	estimate	estimate
Payroll - Certificated	Object 2	5,632,099	5,466,685	505,677.61	480,986.18	464,290.30	448,818.43	438,758.22	454,558.01	451,975.81	461,581.17	461,023.19	433,005.48	433,005.48	433,005.48
Payroll - Classified	Object 3	2,693,533	2,380,486	189,586.22	207,824.76	209,265.51	193,480.19	243,078.32	214,007.94	206,641.77	214,450.86	215,238.37	162,297.24	162,297.24	162,297.24
Benefits	Object 4	3,208,406	3,169,627	253,030.21	267,967.11	270,120.06	253,099.82	262,222.07	260,814.54	260,050.60	263,010.26	262,880.48	272,143.79	272,143.79	272,143.79
Substitute & Timesheet Estimate			275,000										80,000.00	75,000.00	60,000.00
Additional PO Estimate			450,000										160,000.00	90,000.00	145,000.00
Accounts Payable	Objects 5 through 9	3,165,247	2,945,176	545,479.37	248,259.82	249,701.82	184,946.49	189,314.13	200,632.65	315,566.84	276,028.61	297,411.15	145,945.06	145,945.06	145,945.06
Other cash decreases	per county	-	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Expenditures		14,699,285	14,686,954	1,493,773.41	1,205,037.87	1,193,377.69	1,080,344.93	1,133,372.74	1,130,013.14	1,234,235.02	1,215,070.90	1,236,553.19	1,253,391.57	1,178,391.57	1,218,391.57
Balance to Budget Status Report		14,699,285	14,686,954	1,493,773.41	1,205,037.87	1,193,377.69	1,080,344.93	1,133,372.74	1,130,013.14	1,234,235.02	1,215,070.90	1,236,553.19	1,253,391.57	1,178,391.57	1,218,391.57
Beginning Fund Balance		2,047,462	2,047,462	2,047,462.06	1,477,148.68	1,519,647.62	1,318,532.16	1,400,207.47	1,383,760.28	1,506,883.29	1,516,257.82	2,061,645.70	1,687,330.28	1,377,841.25	1,840,778.36
Plus Revenue		14,328,053	14,545,545	923,460	1,247,537	992,262	1,162,020	1,116,926	1,253,136	1,243,610	1,760,459	862,238	943,903	1,641,329	1,453,922
Minus Expenditures		(14,699,285)	(14,686,954)	(1,493,773)	(1,205,038)	(1,193,378)	(1,080,345)	(1,133,373)	(1,130,013)	(1,234,235)	(1,215,071)	(1,236,553)	(1,253,392)	(1,178,392)	(1,218,392)
Ristricted	Carryover & Inventory														
Plus or Minus	Assignment by Superintendent	\$ (700,000.00)	\$ (700,000.00)	\$ (700,000.00)	\$ (700,000.00)	\$ (700,000.00)	\$ (700,000.00)	\$ (700,000.00)	\$ (700,000.00)	\$ (700,000.00)	\$ (700,000.00)	\$ (700,000.00)	\$ (700,000.00)	\$ (700,000.00)	\$ (950,000.00)
Ending/Projected Fund Balance	Unassigned Fund Balance			\$ 1,477,149	\$ 1,519,648	\$ 1,318,532	\$ 1,400,207	\$ 1,383,760	\$ 1,506,883	\$ 1,516,258	\$ 2,061,646	\$ 1,687,330	\$ 1,377,841	\$ 1,840,778	\$ 2,076,309
Balance to Budget Status Report		976,230	1,206,054	777,149	819,648	618,532	700,207	683,760	806,883	816,258	1,361,646	987,330			

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

As of June 18, 2024, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$255,699.97. The payments are further identified in this document.

Total by Payment Type for Cash Account, County Treasurer Warrants:  
Warrant Numbers 124826 through 124897, totaling \$255,699.97

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
124826	A-L COMPRESSED GASES INC	05/15/2024	0002163410	OPEN PO FOR SUPPLIES	1000010893	547.26	739.62
10 E 530 3100 27 5610 4300 2400 0000 0			General Fund/EXPENDITURES/VOCATIONAL			547.26	
			0002163553	OPEN PO FOR SUPPLIES	1000010893	81.00	
10 E 530 3100 27 5610 4300 2400 0000 0			General Fund/EXPENDITURES/VOCATIONAL			81.00	
			0002163554	OPEN PO FOR SUPPLIES	1000010893	25.92	
10 E 530 3100 27 5610 4300 2400 0000 0			General Fund/EXPENDITURES/VOCATIONAL			25.92	
			0003034011	OPEN PO FOR SUPPLIES	1000010893	85.44	
10 E 530 3100 27 5610 4300 2400 0000 0			General Fund/EXPENDITURES/VOCATIONAL			85.44	
124827	ALSCO	05/15/2024	LSPO2727708	coverall and rags	1000010892	26.86	115.61
10 E 530 9900 53 7420 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATION			26.86	
			LSPO2727836	coverall and rags	1000010892	9.31	
10 E 530 9900 53 7420 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATION			9.31	
			LSPO2729643	coverall and rags	1000010892	26.48	
10 E 530 9900 53 7420 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATION			26.48	
			LSPO2731594	coverall and rags	1000010892	26.48	
10 E 530 9900 53 7420 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATION			26.48	
			LSPO2733526	coverall and rags	1000010892	26.48	
10 E 530 9900 53 7420 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATION			26.48	
124828	AMAZON	05/15/2024	13DR-RJL4-G13M	QLC / Jenkins 2024 Class	1300008337	144.63	9,921.42



Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				Banner, Balloon Archs, Cake Plates, Napkins, Permanent Pens, Mentos, Grad Decorations, Stand up Balloon			
10 E 530 0100 23 5610 4300 0000 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			108.47	
10 E 530 0200 23 5610 5400 0000 0000 0			General Fund/EXPENDITURES/ALTERNATIVE BASIC ED			36.16	
			14YW-RPDL-6QF6	Cups, Tacky Glue, Tagboard, Card stock, Gems and Jewels arts and crafts, glitter	1400008395	266.14	
10 E 530 0200 27 5610 5400 0000 0000 0			General Fund/EXPENDITURES/ALTERNATIVE BASIC ED			244.13	
10 E 530 0200 23 5610 5400 0000 0000 0			General Fund/EXPENDITURES/ALTERNATIVE BASIC ED			22.01	
			16N4-D7L7-69FF	Homeless ARP MV FUND SWEATSHIRTS FOR DISTRICT	1100008189	307.20	
10 E 530 1322 27 5610 1100 0000 0000 0			General Fund/EXPENDITURES/HOMELESS ARP			307.20	
			16Q1-XDRK-NWQM	File folder labels, Chemistry, Poems for Building	1400008395	127.63	
10 E 530 0200 27 5610 5400 0000 0000 0			General Fund/EXPENDITURES/ALTERNATIVE BASIC ED			120.72	
10 E 530 0200 23 5610 5400 0000 0000 0			General Fund/EXPENDITURES/ALTERNATIVE BASIC ED			6.91	
			17YL-W7DR-JHT4	Caterpillars, hot glue sticks, glitter, eye make up, felt, googly eyes, paper mache masks, password book, sketchbooks, Pickles to Penguins game, Wordly Wise Books, Grammar Ace, Skill Sharpeners, Heroes of History book	1400008398	455.53	
10 E 530 0200 27 5610 5400 0000 0000 0			General Fund/EXPENDITURES/ALTERNATIVE BASIC ED			446.75	
10 E 530 0200 23 5610 5400 0000 0000 0			General Fund/EXPENDITURES/ALTERNATIVE BASIC ED			8.78	
			1CQL-77Y6-HRLJ	EMILY SMITH KIDS	1100008183	201.60	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 5288 27 5610 1100 4700 0000 0				HEADPHONES 5 PK, DANCE SCARVES, & 24 PK DRY ERASE MUSIC STAFF. TITLE IV *PLEASE CHECK ACCT CODE			
			General Fund/EXPENDITURES/TITLE IV			201.60	
			1GMG-6N39-7YLJ	Paperback Books	1300008329	363.04	
				History - Band of Brothers, Nineties, Jungle, Big Burn, River of Doubt			
10 E 530 0100 27 5640 4300 4040 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			363.04	
			1K13-KGMJ-T9DY	DWS 780 12" 305mm	1300008327	592.92	
				Double Bevel Sliding Compound Mitre Saw			
10 E 530 3100 27 5610 4300 2400 0000 0			General Fund/EXPENDITURES/VOCATIONAL			592.92	
			1KFJ-4KXV-CDWH	FLOOR PUZZLE	2100006334	15.11	
10 E 530 2435 27 5610 1100 0000 0000 0			General Fund/EXPENDITURES/SPED ECSE INCLUSION CHAMPIONS			15.11	
			1KWW-VH7M-MC46	BOOKS John Adams, Daniel Boone, Ben Franklin William Bradford	1400008402	39.01	
10 E 530 0200 27 5640 5400 0000 0000 0			General Fund/EXPENDITURES/ALTERNATIVE BASIC ED			39.01	
			1LRV-DKWJ-HR41	Clock for Elementary & Testing room	1400008406	35.25	
10 E 530 0200 27 5610 5400 0000 0000 0			General Fund/EXPENDITURES/ALTERNATIVE BASIC ED			35.25	
			1MFY-Q474-GQGN	floor puzzle	2100006334	-12.73	
10 E 530 2435 27 5610 1100 0000 0000 0			General Fund/EXPENDITURES/SPED ECSE INCLUSION CHAMPIONS			-12.73	
			1NXH-7X6M-J47P	Safety Glasses	1300008328	54.06	
				PTC01			
10 E 530 3100 27 5610 4300 2400 0000 0			General Fund/EXPENDITURES/VOCATIONAL			54.06	
			1PTH-7NFY-JGCX	JULIE PRICE- FOR SUMMER SCHOOL FROM ESSER FUNDS BANDANAS	1100008186	86.18	
10 E 530 1301 27 5610 1100 1660 0000 0			General Fund/EXPENDITURES/ESSER III SUMMER SCHOOL			86.18	
			1PTH-7NFY-K7DX	EMILY SMITH KIDS	1100008183	279.51	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				HEADPHONES 5 PK, DANCE SCARVES, & 24 PK DRY ERASE MUSIC STAFF. TITLE IV *PLEASE CHECK ACCT CODE			
10 E 530 5288 27 5610 1100 4700 0000 0			General Fund/EXPENDITURES/TITLE IV			279.51	
			1TGM-9Y6N-XNWF	Gess; Water bottle filling stations x4 filtered Elkay-HEALTHY KIDS GRANT Jenkins; Water bottle filling stations x1 filtered Elkay	2300006898	6,604.15	
10 E 530 9733 64 5610 0000 0000 0000 0			General Fund/EXPENDITURES/HEALTHY KIDS, SCHOOLS			6,604.15	
			1VLP-F7D7-14KP	Gess Kitchen: Oven Parts	2300006948	221.07	
10 E 530 9700 64 5610 1100 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			221.07	
			1W6D-HWHD-CTFT	Barbour Field Fountains: Green spring cartridge regulator	2300006951	141.12	
10 E 530 9700 64 5610 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			141.12	
124829	ANDERSON, SHAWN R	05/15/2024	050624	REIMBURSE FOR MEAL AT 9TH GRADE SUCCESS TRAINING 4-30 TO 5-1-2024	0	26.00	26.00
10 E 530 1362 31 8580 4300 0000 0000 0			General Fund/EXPENDITURES/NINTH GRADE SUCCESS			26.00	
124830	AT&T MOBILITY	05/15/2024	287301239699X042824	BACKUP INTERNET CONNECTION FOR PHONE SYSTEM	1000010835	43.23	598.46
10 E 530 9700 65 7530 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			43.23	
			287334930137X042724	FIRST NET WIRELESS SERVICES	1000010951	555.23	
10 E 530 9700 65 7530 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			555.23	
124831	BREAD BOX	05/15/2024	98062	FOOD FOR FARM TO SCHOOL PROGRAM	1000011006	294.75	1,044.75
10 E 530 9816 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FARM TO SCHOOL			294.75	
			98067	FOOD FOR FARM TO	1000011006	750.00	

05.24.02.00.00-010034

## Check Summary

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 9816 42 5630 0000 0000 0000 0				SCHOOL PROGRAM			
				General Fund/EXPENDITURES/FARM TO SCHOOL		750.00	
124832	BROWN INDUSTRIES INC	05/15/2024	124-06476	YEARS OF SERVICE	1000011045	175.80	175.80
				KEYCHAINS			
10 L 630 0000 00 0000 0000 0000 0000				General Fund/DUE TO OTHER GOVERNMENT UNITS		-14.06	
10 E 530 9700 12 5610 0000 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		189.86	
124833	CANON SOLUTIONS AMERICA INC	05/15/2024	149039323	STAPLES FOR	1000011047	97.20	97.20
				DISTRICT OFFICE			
				COPIER			
10 E 530 9700 13 5610 0000 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		97.20	
124834	CHARLIE'S PRODUCE	05/15/2024	981504	MILK, FOOD &	1000010827	1,145.60	7,890.66
				SUPPLIES			
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/FOOD SERVICES		329.25	
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/FOOD SERV SUPPLY CHAIN ASSIST		241.40	
10 E 530 9814 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/FRESH FRUIT & VEGGIES		574.95	
			981505	MILK, FOOD &	1000010827	120.53	
				SUPPLIES			
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/FOOD SERV SUPPLY CHAIN ASSIST		120.53	
			982089	MILK, FOOD &	1000010827	134.93	
				SUPPLIES			
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/FOOD SERV SUPPLY CHAIN ASSIST		134.93	
			982090	MILK, FOOD &	1000010827	422.15	
				SUPPLIES			
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/FOOD SERVICES		7.25	
10 E 530 9814 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/FRESH FRUIT & VEGGIES		414.90	
			982091	MILK, FOOD &	1000010827	792.26	
				SUPPLIES			
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/FOOD SERVICES		493.70	
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/FOOD SERV SUPPLY CHAIN ASSIST		298.56	
			983775	MILK, FOOD &	1000010827	996.42	
				SUPPLIES			
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/FOOD SERVICES		377.25	
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/FOOD SERV SUPPLY CHAIN ASSIST		213.12	
10 E 530 9814 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/FRESH FRUIT & VEGGIES		406.05	
			983776	MILK, FOOD &	1000010827	120.53	
				SUPPLIES			
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/FOOD SERV SUPPLY CHAIN ASSIST		120.53	
			984539	MILK, FOOD &	1000010827	134.93	
				SUPPLIES			
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/FOOD SERV SUPPLY CHAIN ASSIST		134.93	



## Check Summary

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Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			984540	MILK, FOOD & SUPPLIES	1000010827	704.96	
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERVICES			309.00	
10 E 530 9811 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERV SUPPLY CHAIN ASSIST			312.96	
10 E 530 9814 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FRESH FRUIT & VEGGIES			83.00	
			984541	MILK, FOOD & SUPPLIES	1000010827	432.40	
10 E 530 9814 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FRESH FRUIT & VEGGIES			432.40	
			986072	MILK, FOOD & SUPPLIES	1000010827	594.30	
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERVICES			280.90	
10 E 530 9811 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERV SUPPLY CHAIN ASSIST			313.40	
			986073	MILK, FOOD & SUPPLIES	1000010827	669.75	
10 E 530 9814 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FRESH FRUIT & VEGGIES			669.75	
			986074	MILK, FOOD & SUPPLIES	1000010827	106.13	
10 E 530 9811 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERV SUPPLY CHAIN ASSIST			106.13	
			986855	MILK, FOOD & SUPPLIES	1000010827	148.37	
10 E 530 9811 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERV SUPPLY CHAIN ASSIST			148.37	
			986856	MILK, FOOD & SUPPLIES	1000010827	961.35	
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERVICES			606.15	
10 E 530 9811 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERV SUPPLY CHAIN ASSIST			355.20	
			986857	MILK, FOOD & SUPPLIES	1000010827	406.05	
10 E 530 9814 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FRESH FRUIT & VEGGIES			406.05	
124835 CHEWELAH AUTO PARTS		05/15/2024	043024	TRANSPORTATION SUPPLIES ACCT #68	1000010861	395.67	395.67
10 E 530 9700 62 5610 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			395.67	
124836 CHEWELAH INDEPENDENT		05/15/2024	022224	OPEN PO FOR CLASSIFIED ADS-JOIN THE TEAM	1000010859	14.00	446.00
10 E 530 9700 14 7540 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			14.00	
			030724	OPEN PO FOR SCREENAGERS FILM AD-FOR ESSER SOCIAL EMOTIONAL LEARNING	1000010859	432.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 1300 24 7340 0000 1665 0000 0				General Fund/EXPENDITURES/ESSER III		432.00	
124837	CITY OF CHEWELAH	05/15/2024	042924	UTILITIES	1000010863	14,430.21	44,430.21
10 E 530 9700 65 7410 0000 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		649.96	
10 E 530 9700 65 7420 0000 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		114.72	
10 E 530 9700 65 7622 0000 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		1,292.85	
10 E 530 9700 65 7410 1100 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		290.47	
10 E 530 9700 65 7420 1100 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		1,864.80	
10 E 530 9700 65 7622 1100 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		3,203.58	
10 E 530 9700 65 7410 2200 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		114.41	
10 E 530 9700 65 7622 2200 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		670.88	
10 E 530 9700 65 7410 4300 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		322.16	
10 E 530 9700 65 7420 4300 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		1,554.00	
10 E 530 9700 65 7622 4300 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		3,740.76	
10 E 530 9700 65 7410 5400 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		147.71	
10 E 530 9700 65 7420 5400 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		155.40	
10 E 530 9700 65 7622 5400 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		308.51	
			APR2024SRO	SCHOOL RESOURCE	1000010942	30,000.00	
				OFFICER FOR			
				2023-2024			
10 E 530 1300 35 7320 0000 0000 0000 0				General Fund/EXPENDITURES/ESSER III		30,000.00	
124838	CLARKS ALL SPORTS	05/15/2024	128396	BUS DRIVER POLO AND JACKET UNIFORM FOR NEW HIRE	1000011063	110.05	110.05
10 E 530 9700 12 5610 0000 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		110.05	
124839	COMMUNITY COLLEGES OF SPOKANE	05/15/2024	CA-0000017778	OPEN PO FOR RUNNING START-WINTER	1000010823	2,975.21	70,856.75
10 E 530 0100 27 7565 4300 3840 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		2,975.21	
			CA-0000017783	OPEN PO FOR RUNNING START-WINTER	1000010823	60,502.43	
10 E 530 0100 27 7565 4300 3840 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		56,211.51	
10 E 530 3100 27 7565 4300 3840 0000 0				General Fund/EXPENDITURES/VOCATIONAL		4,290.92	
			CA-0000017794	OPEN PO FOR RUNNING START-WINTER	1000010823	7,379.11	
10 E 530 3100 27 7565 4300 3840 0000 0				General Fund/EXPENDITURES/VOCATIONAL		7,379.11	
124840	COOK, NICHOLAS	05/15/2024	051324	REIMBURSE FOR MEALS AT TECHNOLOGY CONFERENCE MAY 7-10, 2024 TITLE	0	529.04	529.04

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 5288 31 8580 0000 4750 0000 0				IV ED TECH			
			General Fund/EXPENDITURES/TITLE IV			529.04	
124841	DARTMORE SCHOOL	05/15/2024	43221	SPED STUDENT	2100006302	8,900.00	8,900.00
				ACADEMIC			
				INSTRUCTION FOR			
				2023-2024-APRIL			
10 E 530 2100 27 7569 4300 3900 0000 0			General Fund/EXPENDITURES/SPED STATE			8,900.00	
124842	DEERE CREDIT INC	05/15/2024	2903713	LEASE 1600	1000010839	651.97	651.97
				COMMERCIAL WIDE			
				AREA LAWN MOWER			
10 E 530 9700 83 7832 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			5.65	
10 E 530 9700 84 7831 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			595.80	
10 E 530 9700 13 7442 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			50.52	
124843	DRAGONFLY WELLNESS AND EDUCATI	05/15/2024	050224	MENTAL HEALTH &	1000010826	5,775.00	5,775.00
				BEHAVIOR SUPPORT			
				SERVICES & STAFF			
				TRAINING-APRIL			
10 E 530 1300 24 7322 0000 1665 0000 0			General Fund/EXPENDITURES/ESSER III			5,775.00	
124844	DURHAM, REANNA J	05/15/2024	051324	REIMBURSE FOR	0	505.85	505.85
				MILEAGE AND MEALS			
				TO WASBO			
				CONFERENCE IN			
				TACOMA 5-8 TO			
				5-10-2023			
10 E 530 9700 13 8580 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			505.85	
124845	ELAN CARDMEMBER SERVICE	05/15/2024	ED-042624	GED Ready	1400008400	1,120.00	16,125.87
				Practice Tests &			
				Online Proctor			
				Tests			
10 E 530 0300 27 5650 6000 0000 0000 0			General Fund/EXPENDITURES/OPEN DOORS			1,120.00	
			ED-042624B	500 # 10	1400008401	418.15	
				Envelopes			
				w/postage from			
				USPS Order #			
				o2147277174			
10 E 530 0200 23 5610 5400 0000 0000 0			General Fund/EXPENDITURES/ALTERNATIVE BASIC ED			418.15	
			JT-040124	Western States	2300006937	2,394.09	
				the Rental Store;			
				CRS Truck			
				delivery/pickup			
				rental			
10 E 530 9700 62 5610 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			2,394.09	

05.24.02.00.00-010034

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Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			JT-041524	Grounds (lawnmower): seat, hydraulic hose, universal driveshaft x2, drive shaft coupler	2300006941	1,603.58	
10 E 530 9700 62 5610 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			1,603.58	
			JT-041724	Repair clamps 2 x	2300006945	88.35	
			3				
10 E 530 9700 64 5610 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			88.35	
			JT-041824	Grounds: Lawn Mower Drive belts TCU14538/TCU14539	2300006944	287.38	
10 E 530 9700 62 5610 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			287.38	
			MS-040124	Perkins CTE Hotel for Ag Teachers Conference June 23 - June 27th	1300008304	523.60	
10 E 530 3800 31 8580 4300 0000 0000 0			General Fund/EXPENDITURES/PERKINS			523.60	
			MS-041024	WA STATE DOL - REPORT OF SURPLUS SALE OF BUS 2008 INTERNATIONAL #8 PLATE 082477C	1000011043	13.65	
10 E 530 9900 51 7810 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATION			13.65	
			MS-041124	PDENROLLER-DRIVER INSTRUCTOR INSERVICE CLASS FOR WADE MAY 23, 2024	1000011044	90.00	
10 E 530 9900 51 7330 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATION			90.00	
			MS-042324	HILTON HOTEL FOR WSCCA COACHES CONFERENCE APR 19-21 IN BELLEVUE FOR AMANDA KATZER & CURTIS LEWIS	1000011009	857.36	
10 E 530 0100 28 8580 4300 0000 0000 1			General Fund/EXPENDITURES/BASIC EDUCATION			857.36	
			MS-042924	Lakeside Lodge-hotels for basketball coaches clinic PD	1000011010	400.68	

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Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				April 26-27, 2024 Lee, Campbell, Johnson, Holmes			
10 E 530 0100 28 8580 4300 0000 0000 1				General Fund/EXPENDITURES/BASIC EDUCATION		400.68	
			NC-040824	DNSFilter Renewal	2600001732	1,080.00	
10 E 530 0100 32 7350 0000 0000 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		1,080.00	
			NC-042324	MICROSOFT LICENSE	1000010865	43.20	
10 E 530 0100 32 7350 0000 0000 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		43.20	
			PERRINS-042524	CANVA MONTHLY SUBSCRIPTION TO CREATE FLYERS & NEWSLETTERS	1000010864	12.99	
10 L 630 0000 00 0000 0000 0000 0000				General Fund/DUE TO OTHER GOVERNMENT UNITS		-1.04	
10 E 530 9700 12 5650 0000 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		14.03	
			PRICE-032924	WESTSIDE PIZZA FOR CERT TEACHERS FOR CONFERENCES	1100008190	160.40	
10 E 530 0100 23 5610 1100 0000 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		160.40	
			PRICE-041124	PD ENROLLER JULIE PRICE AND KRISTIN PAULSON TRAINING 5/27/24 & 8/30/24 - LANGUAGE ESSENTIALS FOR TEACHERS OF READING & SPELLING V1-COHORT 1 ESSER to combat learning loss	1100008180	2,000.00	
10 E 530 1300 31 7330 1100 0000 0000 0				General Fund/EXPENDITURES/ESSER III		2,000.00	
			PRICE-041524	AMY BERGMAN BULK BOOK ORDER ESSER FUNDS THRIFT BOOKS-CREDITS	1100008168	-30.79	
10 E 530 1300 27 5640 1100 1660 0000 0				General Fund/EXPENDITURES/ESSER III		-30.79	
			PRICE-041824	RENEE JUNGBLOM FROM Homeless ARP SWEATSHIRTS FOR MV	1100008188	671.90	
10 L 630 0000 00 0000 0000 0000 0000				General Fund/DUE TO OTHER GOVERNMENT UNITS		-53.75	
10 E 530 1322 27 5610 1100 0000 0000 0				General Fund/EXPENDITURES/HOMELESS ARP		725.65	
			PRICE-042424	Gess; U7L1	2100006337	376.25	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				Foundations (X5) and Teacher Manual-Ventin's Learning (Literacy Pilot)			
10 L 630 0000 00 0000 0000 0000 0000				General Fund/DUE TO OTHER GOVERNMENT UNITS		-30.10	
10 E 530 2100 27 5610 1100 0000 0000 0				General Fund/EXPENDITURES/SPED STATE		406.35	
			PRICE-042624	JULIE PRICE - SUMMER SCHOOL FROM ESSER FUNDS SCHOLASTIC CURRICULUM (learning loss)	1100008187	3,170.61	
10 E 530 1301 27 5610 1100 1660 0000 0				General Fund/EXPENDITURES/ESSER III SUMMER SCHOOL		3,170.61	
			SA-040124	Meal for PLC - Brown Boyz Ohana Eatery	1300008323	321.72	
10 E 530 0100 23 5610 4300 0000 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		321.72	
			SA-041524	Pasco Invite Entry Fee- Track	1300008322	109.00	
10 E 530 0100 28 7580 4300 0000 0000 1				General Fund/EXPENDITURES/BASIC EDUCATION		109.00	
			SA-041724	Stunt Certification Class- Cheer	1300008312	50.00	
10 E 530 0100 28 7330 4300 0000 0000 1				General Fund/EXPENDITURES/BASIC EDUCATION		50.00	
			SA-042924	Jr. High reward trip - Bowling	1300008332	280.80	
10 E 530 0100 27 5610 4300 0000 0000 1				General Fund/EXPENDITURES/BASIC EDUCATION		280.80	
			SA-042924C	Fabric Marker, T Shirts	1300008331	82.95	
10 E 530 0100 27 5610 4300 4000 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		82.95	
124846 EVCO SOUND		05/15/2024	33545	Intercom speaker for Quartzite Kitchen. Title IV School Safety.	2600001733	165.55	165.55
10 E 530 5288 32 5650 1100 4730 0000 0				General Fund/EXPENDITURES/TITLE IV		165.55	
124847 FLINN SCIENTIFIC INC		05/15/2024	2998885	POGIL Activities for HS Biology	1300008330	67.50	67.50
10 L 630 0000 00 0000 0000 0000 0000				General Fund/DUE TO OTHER GOVERNMENT UNITS		-5.40	
10 E 530 0100 27 5610 4300 4000 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		72.90	
124848 FRENCH, KIRSTEN J		05/15/2024	041624	REIMBURSE FOR 9TH	0	180.18	180.18



Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				GRADE SUCCESS			
				GRANT SUPPLIES			
10 E 530 1362 27 5610 4300 0000 0000 0			General Fund/EXPENDITURES/NINTH GRADE SUCCESS			180.18	
124849 H & H INC		05/15/2024	AR324953	COPIER MONTHLY	1000010866	6.90	6.90
				USAGE CHARGES			
10 E 530 0200 23 7340 5400 0000 0000 0			General Fund/EXPENDITURES/ALTERNATIVE BASIC ED			6.90	
124850 HARTILL, MARNIE JO		05/15/2024	050324	REIMBURSE FOR	0	26.00	26.00
				MEAL AT 9TH GRADE			
				SUCCESS TRAINING			
				4-30 TO 5-1-2024			
10 E 530 1362 31 8580 4300 0000 0000 0			General Fund/EXPENDITURES/NINTH GRADE SUCCESS			26.00	
124851 HERGESHEIMER, PAMELA S		05/15/2024	042624	REIMBURSE FOR	0	441.34	441.34
				FOOD SUPPLIES AT			
				CASH & CARRY			
10 E 530 9800 44 5610 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERVICES			441.34	
124852 INLAND NORTHWEST THERAPY		05/15/2024	1598OT	OT SERVICES	1000010832	6,789.30	11,284.40
				2023-2024 APRIL			
10 E 530 2100 26 7322 0000 0000 0000 0			General Fund/EXPENDITURES/SPED STATE			6,789.30	
			1598S	SPEECH SERVICES	1000010833	4,495.10	
				2023-2024 APRIL			
10 E 530 2100 26 7322 0000 0000 0000 0			General Fund/EXPENDITURES/SPED STATE			4,495.10	
124853 INTRIGUE COMMUNICATIONS INC		05/15/2024	8217	PHONE SERVICES ON	1000010867	232.68	232.68
				ACCOUNT #100152			
10 E 530 9700 65 7530 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			232.68	
124854 JMT PETROLEUM		05/15/2024	20524	FUEL ACCT	1000010868	7,793.79	7,793.79
10 E 530 9700 62 5626 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			801.31	
10 E 530 9700 75 5626 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			580.76	
10 E 530 9900 52 5626 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATION			5,969.63	
10 E 530 9900 52 5626 0000 4450 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATION			442.09	
124855 KCDA PURCHASING COOPERATIVE		05/15/2024	300780857	KCDA BUTCHER	1100008185	966.11	1,207.13
				PAPER RESTOCK			
10 E 530 5500 27 5640 1100 2020 0000 0			General Fund/EXPENDITURES/LAP			966.11	
			300782594	FOR STAFF	1100008192	206.70	
				ROOM/SUPPLIES			
10 E 530 0100 27 5610 1100 0000 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			180.65	
10 E 530 5100 27 5610 1100 0000 0000 0			General Fund/EXPENDITURES/TITLE I			16.54	
10 E 530 0900 27 5610 1100 0000 0000 1			General Fund/EXPENDITURES/TRANSITION TO KINDERGARTEN			9.51	
			300783533	FOR STAFF	1100008192	34.32	
				ROOM/SUPPLIES			
10 E 530 0100 27 5610 1100 0000 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			30.00	

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Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 5100 27 5610 1100 0000 0000 0				General Fund/EXPENDITURES/TITLE I		2.74	
10 E 530 0900 27 5610 1100 0000 0000 1				General Fund/EXPENDITURES/TRANSITION TO KINDERGARTEN		1.58	
124856	KUBIK, JOSHUA HOWARD	05/15/2024	051324	REIMBURSE FOR MEALS AT TECHNOLOGY CONFERENCE 5-7 TO 5-10-2024	0	52.00	52.00
10 E 530 5288 31 8580 0000 4750 0000 0				General Fund/EXPENDITURES/TITLE IV		52.00	
124857	LEADER SERVICES	05/15/2024	WAI2644	SERVICES FOR MEDICAID	1000010908	36.40	36.40
10 E 530 2100 27 7340 0000 0000 0000 0				General Fund/EXPENDITURES/SPED STATE		36.40	
124858	LEARNING WITHOUT TEARS	05/15/2024	SO441352	STUDENT CURRICULUM BUNDLES	1400008403	618.84	618.84
10 E 530 0200 33 5640 5400 0000 0000 0				General Fund/EXPENDITURES/ALTERNATIVE BASIC ED		618.84	
124859	MARSHALL THERAPY COMPANY	05/15/2024	Chewelah-7	SPEECH THERAPY SERVICES FOR 2023-2024-APRIL	1000010952	4,400.00	4,400.00
10 E 530 2100 26 7322 0000 0000 0000 0				General Fund/EXPENDITURES/SPED STATE		4,400.00	
124860	MCDONALD, SHERI A	05/15/2024	042524	REIMBURSE FOR STATE TESTING SNACKS (LAP HP) AND SAFEWAY PARTY	0	263.72	351.85
10 E 530 0100 27 5610 1100 0000 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		32.72	
10 E 530 5500 27 5610 1100 2020 0000 0				General Fund/EXPENDITURES/LAP		231.00	
			043024	REIMBURSE FOR LAP HP SNACKS FOR STATE TESTING	0	88.13	
10 E 530 5500 27 5610 1100 2020 0000 0				General Fund/EXPENDITURES/LAP		88.13	
124861	MEAD HIGH SCHOOL	05/15/2024	042724	Inland Empire Tournament- Tennis (Mead) April 17	1300008325	90.00	90.00
10 E 530 0100 28 7580 4300 0000 0000 1				General Fund/EXPENDITURES/BASIC EDUCATION		90.00	
124862	MILDES, ROB	05/15/2024	042424	PT SERVICES-APRIL	1000010831	2,000.00	2,000.00
10 E 530 2100 26 7322 0000 0000 0000 0				General Fund/EXPENDITURES/SPED STATE		2,000.00	
124863	NAPA AUTO PARTS	05/15/2024	041924	SUPPLIES FOR INDUSTRIAL ARTS 2023 - 2024	1300008132	22.94	942.54
10 E 530 3100 27 5610 4300 2400 0000 0				General Fund/EXPENDITURES/VOCATIONAL		22.94	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			043024	TRANSPORTATION SUPPLIES ACCT #16420840	1000010869	919.60	
10 E 530 9700 62 5610 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			44.44	
10 E 530 9700 75 5610 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			875.16	
124864	NORTHWEST DISTRIBUTION	05/15/2024	1384203	FOOD & SUPPLIES	1000010830	-109.32	8,112.41
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERVICES			-109.32	
			3284180	FOOD & SUPPLIES	1000010830	3,408.12	
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERVICES			2,908.12	
10 E 530 9800 44 5610 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERVICES			500.00	
			3285998	FOOD & SUPPLIES	1000010830	2,484.59	
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERVICES			2,418.34	
10 E 530 9800 44 5610 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERVICES			66.25	
			3286787	FOOD & SUPPLIES	1000010830	113.94	
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERVICES			113.94	
			3287561	FOOD & SUPPLIES	1000010830	2,215.08	
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERVICES			2,065.43	
10 E 530 9800 44 5610 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERVICES			149.65	
124865	OSPI CHILD NUTRITION SERVICES	05/15/2024	36184	FOOD COMMODITIES	1000010871	2,529.58	2,529.58
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERVICES			2,529.58	
124866	OXARC INC	05/15/2024	0061731433	Argon and Stargon gas	1000010872	14.58	14.58
10 E 530 3100 27 5610 4300 2400 0000 0			General Fund/EXPENDITURES/VOCATIONAL			14.58	
124867	PACIFIC PETROLEUM & SUPPLY	05/15/2024	416999	OPEN PO FOR BUS PURCHASES	1000010873	125.82	125.82
10 E 530 9900 53 5610 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATION			125.82	
124868	RWC GROUP	05/15/2024	XA106074761:03	2023-2024 BUS PURCHASES	1000010874	110.38	1,023.35
10 E 530 9900 53 5610 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATION			110.38	
			XA106075637:01	2023-2024 BUS PURCHASES	1000010874	79.81	
10 E 530 9900 53 5610 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATION			79.81	
			XA106075667:01	2023-2024 BUS PURCHASES	1000010874	833.16	
10 E 530 9900 53 5610 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATION			833.16	
124869	SAFEWAY ALBERTSON COMPANIES	05/15/2024	040824	. TK SNACKS OPEN PO	1100008096	109.44	603.92
10 E 530 0900 27 5610 1100 0000 0000 1			General Fund/EXPENDITURES/TRANSITION TO KINDERGARTEN			109.44	

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10 E 530 0300 27 5610 6000 0000 0000 0			040924	Blanket QL PO	1400008352	188.77	
			General Fund/EXPENDITURES/OPEN DOORS			188.77	
			041024	FOOD SERVICE	1000010875	132.34	
				SUPPLIES ACCT			
				#60821			
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERVICES			78.10	
10 E 530 9800 44 5610 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERVICES			54.24	
			041824	LIFE SKILLS	1300008141	65.07	
				KITCHEN SUPPLIES			
				2023 - 2024 -			
10 E 530 2100 27 5610 4300 0000 0000 0			General Fund/EXPENDITURES/SPED STATE			65.07	
			050324	TESTING SNACKS	1100008194	23.98	
				FROM HIGH POVERTY			
				LAP FUNDS PER			
				JULIE PRICE			
10 E 530 5500 27 5610 1100 2020 0000 0			General Fund/EXPENDITURES/LAP			23.98	
			1300008172	PBIS Prizes	1300008172	84.32	
10 E 530 0100 23 5610 4300 0000 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			84.32	
124870 SCHNEIDER, MARA C		05/15/2024	041724	REIMBURSE FOR	0	20.00	87.00
				CLOCK HOUR FEES			
10 E 530 9700 13 7330 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			20.00	
			051224	REIMBURSE FOR	0	67.00	
				MEALS AT WASBO			
				CONFERENCE IN			
				TACOMA 5-8 TO			
				5-10-2024			
10 E 530 9700 13 8580 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			67.00	
124871 SETY, MARGARET M		05/15/2024	042324	REIMBURSE FOR	0	32.25	32.25
				TESTING AND			
				IREADY INCENTIVES			
10 E 530 0100 27 5610 1100 0000 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			32.25	
124872 SETYS ACE HARDWARE		05/15/2024	043024	PURCHASES OPEN PO	1000010877	921.38	1,224.11
				ACCT #101365			
10 E 530 9700 63 5610 1100 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			322.63	
10 E 530 9700 64 5610 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			298.49	
10 E 530 9900 53 5610 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATION			300.26	
			043024B	Sety's Open PO	1300008275	261.93	
				for Industrial			
				Arts			
10 E 530 3100 27 5610 4300 1100 0000 0			General Fund/EXPENDITURES/VOCATIONAL			103.99	
10 E 530 3100 27 5610 4300 2400 0000 0			General Fund/EXPENDITURES/VOCATIONAL			157.94	

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Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			043024C	tray planters, seed starter lawn garden and supply	1400008394	40.80	
10 E 530 0200 27 5610 5400 0000 0000 0			General Fund/EXPENDITURES/ALTERNATIVE BASIC ED			40.80	
124873	SHOEMAKER, JEROME C	05/15/2024	042024	REIMBURSE FOR NORTH 40 VOC SUPPLIES	0	41.02	41.02
10 E 530 3100 27 5610 4300 2400 0000 0			General Fund/EXPENDITURES/VOCATIONAL			41.02	
124874	STAPLES BUSINESS ADVANTAGE	05/15/2024	6001889896	Paper and cardstock, white	1400008393	8.63	41.95
10 E 530 0200 23 5610 5400 0000 0000 0			General Fund/EXPENDITURES/ALTERNATIVE BASIC ED			8.63	
			6001889897	Paper and cardstock, white	1400008393	33.32	
10 E 530 0200 23 5610 5400 0000 0000 0			General Fund/EXPENDITURES/ALTERNATIVE BASIC ED			33.32	
124875	STEVENS CLAY, P.S.	05/15/2024	16705	LEGAL FEES TO LEASE JMS	1000010878	265.50	265.50
10 E 530 9700 11 7341 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			265.50	
124876	SWEAT, LISA	05/15/2024	042424	REIMBURSE FOR CLASSROOM AND CELEBRATION SUPPLIES	0	109.32	109.32
10 E 530 0100 27 5610 1100 0000 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			109.32	
124877	TROPHIES UNLIMITED	05/15/2024	903470	SUPERINTENDENT'S AWARD	1000011060	17.99	17.99
10 E 530 9700 12 5610 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			17.99	
124878	TRUDEAU, JOSEPH L	05/15/2024	042224	REIMBURSE FOR LILAC PARADE & MUSIC-TITLE IV GRANT WELL ROUNDED	0	270.06	270.06
10 E 530 5288 27 5610 4300 4700 0000 0			General Fund/EXPENDITURES/TITLE IV			220.06	
10 E 530 5288 27 7580 4300 4700 0000 0			General Fund/EXPENDITURES/TITLE IV			50.00	
124879	VERIZON WIRELESS	05/15/2024	9962029028	WIRELESS HOTSPOTS MONTHLY CHARGES FOR QL, OD & MAINT ACCT 342368558-00001	1000010880	105.14	105.14
10 E 530 0200 32 7530 5400 0000 0000 0			General Fund/EXPENDITURES/ALTERNATIVE BASIC ED			45.21	
10 E 530 0300 32 7530 6000 0000 0000 0			General Fund/EXPENDITURES/OPEN DOORS			45.21	
10 E 530 9700 72 7530 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			14.72	
124880	WALTER E NELSON CO	05/15/2024	523293	Jenkins: paper	2300006950	1,108.27	1,108.27



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Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				towels & toilet paper			
10 E 530 9700 63 5610 4300 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			1,108.27	
124881 WASBO		05/15/2024	200033488	PAYROLL 110 TRAINING BADGES FOR REANNA DURHAM 8 @ \$25	1000010622	25.00	100.00
10 E 530 9700 13 7330 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			25.00	
			200034158	PAYROLL 110 TRAINING BADGES FOR REANNA DURHAM 8 @ \$25	1000010622	75.00	
10 E 530 9700 13 7330 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			75.00	
124882 WA STATE DEPT OF LICENSING		05/15/2024	L0234988788	Driver Abstracts	1000010882	30.00	30.00
10 E 530 0100 28 7340 4300 0000 0000 1			General Fund/EXPENDITURES/BASIC EDUCATION			30.00	
124883 WASHINGTON STATE SCHOOL FOR TH		05/15/2024	12979	ON-SITE CONSULTATION AND/OR DIRECT SERVICES FOR BLIND/LOW VISION STUDENT ON 504 & SPED AUGUST 2023-JUNE 2024-2ND QTR	1000010902	4,575.00	4,575.00
10 E 530 2100 27 7322 4300 3900 0000 0			General Fund/EXPENDITURES/SPED STATE			4,575.00	
124884 WHITLEY, RENEE D		05/15/2024	042924	REIMBURSE FOR CLOCK HOURS	0	18.00	18.00
10 E 530 0100 31 7330 1100 1550 0000 1			General Fund/EXPENDITURES/BASIC EDUCATION			18.00	
124885 WHITNEY, NADINE		05/15/2024	IN00024	IEP COACH SERVICES FRO 2023-2024 SCHOOL YEAR	1000011062	7,500.00	7,500.00
10 E 530 2100 31 7330 1100 0000 0000 0			General Fund/EXPENDITURES/SPED STATE			7,500.00	
124886 YOUNGBLOOD, JENNY R		05/15/2024	050324	REIMBURSE FOR MEALS TO 9TH GRADE SUCCESS TRINING 4-30 TO 5-1-2024	0	26.00	26.00
10 E 530 1362 31 8580 4300 0000 0000 0			General Fund/EXPENDITURES/NINTH GRADE SUCCESS			26.00	
124887 EVCO SOUND		05/15/2024	33626	INTERCOM UPDATES AT GESS & JJSJS	7100000907	3,468.04	3,468.04
20 L 601 0000 00 0000 0000 0000 0000			Capital Projects/ACCOUNTS PAYABLE			-353.88	

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Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
20 E 530 2003 32 5000 2000 0000 0000 0			Capital Projects/EXPENDITURES/INTERCOM SYSTEM			3,821.92	
124888	LIBERTY GEOTECHNICAL ENGINEERI	05/15/2024	24091.01	Press Box at Barbour Complex-Levy Job #24091	2300006932	1,400.00	6,200.00
20 E 530 2204 12 7000 2000 0000 0000 0			Capital Projects/EXPENDITURES/SNYDER FIELD BO			1,400.00	
			24091.02	Press Box at Barbour Complex-Levy Job #24091	2300006932	4,800.00	
20 E 530 2204 12 7000 2000 0000 0000 0			Capital Projects/EXPENDITURES/SNYDER FIELD BO			4,800.00	
124889	PRESS ARCHITETURE LLC	05/15/2024	24.019	Chewelah Press Box at Snyder (levy) Architectual drawings	2300006953	14,838.80	14,838.80
20 E 530 2204 12 7000 2000 0000 0000 0			Capital Projects/EXPENDITURES/SNYDER FIELD BO			14,838.80	
124890	AMAZON	05/15/2024	119H-GXG9-CQ47	Fake Blood & Latex Special Effect Make Up kit	8300007246	65.86	116.13
40 E 530 1001 00 0000 4300 0000 0000 0			Associated Student Body Fund/EXPENDITURES/GENERAL			65.86	
			1M3T-HHVN-KYDG	OSCAR TROPHIES FOR YEAR END ASSEMBLY - SAUTTER ARTCREATIVITY MINI DISK SHOOTERS	8100006243	29.11	
40 E 530 1030 00 0000 1100 0000 0000 0			Associated Student Body Fund/EXPENDITURES/ASSEMBLIES			29.11	
			1RM4-FP49-9D96	OSCAR TROPHIES FOR YEAR END ASSEMBLY - SAUTTER ARTCREATIVITY MINI DISK SHOOTERS	8100006243	21.16	
40 E 530 1030 00 0000 1100 0000 0000 0			Associated Student Body Fund/EXPENDITURES/ASSEMBLIES			21.16	
124891	CHEWELAH GOLF AND COUNTRY CLUB	05/15/2024	58	Taylor Made TP5 Golf Balls & Callaway Chromesoft Golf balls	8300007239	518.40	518.40

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
40 E 530 2010 00 0000 4300 0000 0000 0			Associated Student Body Fund/EXPENDITURES/ATHLETIC GENE			518.40	
124892	CLARKS ALL SPORTS	05/15/2024	128543	Line up cards, score book, baseball, helmet	8300007230	171.62	171.62
40 E 530 2010 00 0000 2200 0000 0000 0			Associated Student Body Fund/EXPENDITURES/ATHLETIC GENE			124.17	
40 E 530 2010 00 0000 4300 0000 0000 0			Associated Student Body Fund/EXPENDITURES/ATHLETIC GENE			47.45	
124893	ELAN CARDMEMBER SERVICE	05/15/2024	SA-042224	Hotels for State Trap April 19th- Red Lion Wenatchee	8300007233	607.30	757.30
40 E 530 4310 00 0000 4300 0000 0000 0			Associated Student Body Fund/EXPENDITURES/FFA			607.30	
			SA-042924B	Spokane Indians Baseball Game- tickets	8300007248	150.00	
40 E 530 1070 00 0000 2200 0000 0000 0			Associated Student Body Fund/EXPENDITURES/JR HIGH FUND			150.00	
124894	EVERYTHING TRACK & FIELD	05/15/2024	INV280954	Starting Pistol 32 Caliber	8300007240	161.95	161.95
40 E 530 2010 00 0000 4300 0000 0000 0			Associated Student Body Fund/EXPENDITURES/ATHLETIC GENE			161.95	
124895	FISK, SUSAN T	05/15/2024	040924	SNACKS FOR SUCCESS REIMBURSEMENT FOR SUSAN FISK OPEN PO	8100006238	997.14	997.14
40 E 530 6104 00 0000 1100 0000 0000 0			Associated Student Body Fund/EXPENDITURES/BACK PACK FUN			997.14	
124896	JOSTENS	05/15/2024	359424011	Cap and Gown	8300007247	77.76	77.76
40 E 530 6001 00 0000 4300 0000 0000 0			Associated Student Body Fund/EXPENDITURES/INVEST ED			77.76	
124897	SIGNS FOR SUCCESS	05/15/2024	INV-68449	Banners for Baseball	8300007220	1,198.53	1,198.53
40 E 530 2040 00 0000 4300 0000 0000 0			Associated Student Body Fund/EXPENDITURES/BASEBALL			1,198.53	
72	Computer			Check(s) For a Total of		255,699.97	

0	Manual	Checks For a Total of	0.00
0	Wire Transfer	Checks For a Total of	0.00
0	ACH	Checks For a Total of	0.00
72	Computer	Checks For a Total of	255,699.97
Total For 72	Manual, Wire Tran, ACH & Computer	Checks	255,699.97
Less 0	Voided	Checks For a Total of	0.00
		Net Amount	255,699.97

## FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	General Fund	-104.35	0.00	227,298.65	227,194.30
20	Capital Projects	-353.88	0.00	24,860.72	24,506.84
40	Associated Student Body Fund	0.00	0.00	3,998.83	3,998.83

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

As of June 18, 2024, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$111,695.84. The payments are further identified in this document.

Total by Payment Type for Cash Account, County Treasurer Warrants:  
Warrant Numbers 124932 through 124998, totaling \$111,695.84

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
124932	A-L COMPRESSED GASES INC	05/31/2024	0002166834	OPEN PO FOR SUPPLIES	1000010893	91.80	182.93
10 E 530 3100 27 5610 4300 2400 0000 0			General Fund/EXPENDITURES/VOCATIONAL			91.80	
			0002166844	OPEN PO FOR SUPPLIES	1000010893	91.13	
10 E 530 3100 27 5610 4300 2400 0000 0			General Fund/EXPENDITURES/VOCATIONAL			91.13	
124933	AMAZON	05/31/2024	17PL-GXGR-RX1D	Gess Head Bump Foam Protector	2300006958	42.44	1,156.39
10 E 530 9700 64 5610 1100 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			42.44	
			1J3K-VYPY-7D71	Sloan Ultima Manual Flush Valve	2300006961	129.59	
10 E 530 9700 64 5610 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			129.59	
			1JT4-HTWN-Q6M1	CHRISTINE CHALMERS LIBIMA 8 PCS WIGGLE SEAT, ADJ ACTIVE STOOL, 24 PK WHITEBOARD W/ERASERS-LAP HP	1100008196	238.61	
10 E 530 5500 27 5610 1100 2020 0000 0			General Fund/EXPENDITURES/LAP			238.61	
			1PFH-PH4Q-F9WX	glue, plate, charger, Lang. Fundamentals	1400008415	68.00	
10 E 530 0200 27 5610 5400 0000 0000 0			General Fund/EXPENDITURES/ALTERNATIVE BASIC ED			68.00	
			1QHG-143D-CMKK	Counseling - File Folders, Mechanical	1300008339	77.84	



Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				Pencils, Notepads, Manila Folders, AAA Batteries, Note pad 5x8			
10 E 530 0100 24 5610 4300 0000 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		77.84	
			1RMQ-KL7M-141R	QL & OD SUPPLIES	1400008405	280.20	
10 E 530 0200 27 5610 5400 0000 0000 0				General Fund/EXPENDITURES/ALTERNATIVE BASIC ED		263.93	
10 E 530 0300 27 5610 6000 0000 0000 0				General Fund/EXPENDITURES/OPEN DOORS		16.27	
			1VLP-F7D7-133P	OPEN PO FOR BRIANNE LIBRARY PURCHASES	1100008121	319.71	
10 E 530 0100 22 5640 1100 0000 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		319.71	
124934 AVISTA UTILITIES		05/31/2024	051524	UTILITIES	1000010856	5,587.38	5,587.38
10 E 530 9700 65 7621 0000 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		368.41	
10 E 530 9700 65 7621 1100 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		492.78	
10 E 530 9700 65 7621 2200 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		2,086.42	
10 E 530 9700 65 7621 4300 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		2,380.06	
10 E 530 9700 65 7621 5400 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		259.71	
124935 AWSP		05/31/2024	0000394705	AWSP Summer Conference registration: Erin Dell, Shawn Anderson, Julie Price, Tom Skok, Sarah Gregory-TPEP and ESSER for addressing COVID learning loss	1000011070	2,600.00	2,600.00
10 E 530 5893 31 7330 0000 0000 0000 0				General Fund/EXPENDITURES/TPEP		495.00	
10 E 530 5893 31 7330 1100 0000 0000 0				General Fund/EXPENDITURES/TPEP		495.00	
10 E 530 5893 31 7330 4300 0000 0000 0				General Fund/EXPENDITURES/TPEP		100.00	
10 E 530 5893 31 7330 5400 0000 0000 0				General Fund/EXPENDITURES/TPEP		495.00	
10 E 530 1300 31 7330 4300 0000 0000 0				General Fund/EXPENDITURES/ESSER III		1,015.00	
124936 BELLEVUE GENERAL CONTRACTORS L		05/31/2024	4029	District Office Paint: Chewelah Painting; Window Trim (Naval), Building Paint (Morris Room Grey), Pillars (Urbane Bronze)	2300006959	6,650.77	6,650.77
10 L 601 0000 00 0000 0000 0000 0000				General Fund/ACCOUNTS PAYABLE		-678.65	
10 E 530 9700 64 9720 0000 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		7,329.42	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
124937	BIGLER, VANESSA E	05/31/2024	051424	REIMBURSE FOR 9TH GRADE SUCCESS GRANT TRAINING MILEAGE & MEAL IN MOSES LAKE 4-30 TO 5-1	0	139.36	139.36
10 E 530 1362 31 8580 4300 0000 0000 0			General Fund/EXPENDITURES/NINTH GRADE SUCCESS			139.36	
124938	BOOKSHARK LLC	05/31/2024	BI0036687	Math U see Alpha Epsilon Zeta Delta & Wordly wise	1400008412	669.00	669.00
10 E 530 0200 33 5640 5400 0000 0000 0			General Fund/EXPENDITURES/ALTERNATIVE BASIC ED			669.00	
124939	BURGESS, LAVONNE M	05/31/2024	052824	REIMBURSE FOR MEALS & GOLF FEES-STATE GOLF 5-19 TO 5-23, 2024	0	605.00	605.00
10 E 530 0100 28 8580 4300 0000 0000 1			General Fund/EXPENDITURES/BASIC EDUCATION			605.00	
124940	CANON FINANCIAL SERVICES	05/31/2024	32544963	Copier Lease Contract 0798068-002	1000011049	42.37	1,604.18
10 E 530 0200 23 7442 5400 0000 0000 0			General Fund/EXPENDITURES/ALTERNATIVE BASIC ED			42.37	
			32544964	COPIER MONTHLY USAGE CHARGES	1000011061	667.58	
10 E 530 0100 23 7340 1100 0000 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			277.30	
10 E 530 0100 23 7340 4300 0000 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			219.83	
10 E 530 9700 13 7340 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			95.60	
10 E 530 0200 23 7340 5400 0000 0000 0			General Fund/EXPENDITURES/ALTERNATIVE BASIC ED			74.85	
			32544964L	Copier Lease Contract 798068-1	1000011046	894.23	
10 E 530 9700 83 7832 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			231.37	
10 E 530 9700 84 7831 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			596.63	
10 E 530 9700 13 7442 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			66.23	
10 E 530 0100 23 0000 1100 0000 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			352.62	
10 E 530 0100 23 0000 4300 0000 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			243.00	
10 E 530 0200 23 0000 5400 0000 0000 0			General Fund/EXPENDITURES/ALTERNATIVE BASIC ED			165.78	
10 E 530 9700 85 1000 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			-761.40	
124941	CENTURYLINK	05/31/2024	051524	PHONE CHARGES ACCT #300738678	1000010854	416.75	416.75
10 E 530 9700 65 7530 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			416.75	
124942	CENTURYLINK	05/31/2024	688643562	PHONE SERVICE ACCT #84728321	1000010853	58.57	58.57
10 E 530 9700 65 7530 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			58.57	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
124943	CHARLIE'S PRODUCE	05/31/2024	988507	MILK, FOOD & SUPPLIES	1000010827	244.34	3,063.46
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERVICES			143.10	
10 E 530 9811 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERV SUPPLY CHAIN ASSIST			101.24	
			988508	MILK, FOOD & SUPPLIES	1000010827	324.00	
10 E 530 9814 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FRESH FRUIT & VEGGIES			324.00	
			988509	MILK, FOOD & SUPPLIES	1000010827	134.93	
10 E 530 9811 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERV SUPPLY CHAIN ASSIST			134.93	
			989189	MILK, FOOD & SUPPLIES	1000010827	92.69	
10 E 530 9811 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERV SUPPLY CHAIN ASSIST			92.69	
			989190	MILK, FOOD & SUPPLIES	1000010827	498.61	
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERVICES			228.85	
10 E 530 9811 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERV SUPPLY CHAIN ASSIST			269.76	
			989191	MILK, FOOD & SUPPLIES	1000010827	479.10	
10 E 530 9814 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FRESH FRUIT & VEGGIES			479.10	
			990718	MILK, FOOD & SUPPLIES	1000010827	633.11	
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERVICES			363.35	
10 E 530 9811 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERV SUPPLY CHAIN ASSIST			269.76	
			990719	MILK, FOOD & SUPPLIES	1000010827	120.53	
10 E 530 9811 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERV SUPPLY CHAIN ASSIST			120.53	
			991393	MILK, FOOD & SUPPLIES	1000010827	212.15	
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERVICES			196.35	
10 E 530 9811 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERV SUPPLY CHAIN ASSIST			15.80	
			991394	MILK, FOOD & SUPPLIES	1000010827	324.00	
10 E 530 9814 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FRESH FRUIT & VEGGIES			324.00	
124944	CHEWELAH INDEPENDENT	05/31/2024	3671	OPEN PO FOR SURPLUS BID AD	1000010859	68.00	68.00
10 E 530 9700 13 7540 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			68.00	
124945	CHEWELAH SCHOOL DISTRICT #36	05/31/2024	052024	REPLENISH IMPREST ACCOUNT FOR STATE	0	2,925.00	2,925.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				TRAVEL			
10 E 530 0100 28 8580 4300 0000 0000 1			General Fund/EXPENDITURES/BASIC EDUCATION			2,495.00	
10 E 530 3100 27 8580 4300 1100 0000 0			General Fund/EXPENDITURES/VOCATIONAL			430.00	
124946	CHRISTIAN, RITCHIE	05/31/2024	006	Printer training	1400008416	120.00	120.00
				120.00			
10 E 530 0200 31 7330 5400 1740 0000 1			General Fund/EXPENDITURES/ALTERNATIVE BASIC ED			120.00	
124947	COLLEGE BOARD	05/31/2024	P2412900941	SAT Tests for	1300008340	278.40	278.40
				Spring Testing			
				11th & 12th			
10 E 530 0100 24 5610 4300 0000 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			278.40	
124948	CRYSTAL SPRINGS	05/31/2024	15901662 051824	WATER AND COOLER	1400008201	159.67	228.70
				RENTAL			
10 E 530 0200 23 5610 5400 0000 0000 0			General Fund/EXPENDITURES/ALTERNATIVE BASIC ED			159.67	
			15902043 051824	WATER AND COOLER	1000010842	69.03	
				RENTAL			
10 E 530 9700 13 5610 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			69.03	
124949	DEERE & COMPANY	05/31/2024	117604786	John Deere Lawn	2300006949	16,221.57	16,221.57
				Mower (Pape			
				Machinery)			
10 E 530 9700 62 9731 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			16,221.57	
124950	EVERYDAY SPEECH	05/31/2024	129267	3 annual licenses	1000011068	1,135.97	1,135.97
				Chenea Foster			
				Bethany Bennetch			
				Micah Holmes			
10 L 630 0000 00 0000 0000 0000 0000			General Fund/DUE TO OTHER GOVERNMENT UNITS			-90.88	
10 E 530 1300 33 5650 1100 0000 0000 0			General Fund/EXPENDITURES/ESSER III			817.94	
10 E 530 1300 33 5650 5400 0000 0000 0			General Fund/EXPENDITURES/ESSER III			408.91	
124951	FORSBERG, RYAN K	05/31/2024	052824	REIMBURSE FOR	0	611.17	611.17
				MEALS & MILEAGE			
				TO GOLF STATE			
				5-19 TO 5-21-24			
10 E 530 0100 28 8580 4300 0000 0000 1			General Fund/EXPENDITURES/BASIC EDUCATION			611.17	
124952	FRENCH, KIRSTEN J	05/31/2024	052224	REIMBURSE FOR	0	26.00	26.00
				MEALS AT 9TH			
				GRADE SUCCESS			
				GRANT TRAINING			
				4-30 TO 5-1-2024			
10 E 530 1362 31 8580 4300 0000 0000 0			General Fund/EXPENDITURES/NINTH GRADE SUCCESS			26.00	
124953	FULLER, ABBY RAE LYNN	05/31/2024	052024	REIMBURSE FOR	0	60.00	60.00
				FINGERPRINTING			
				FEES			

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 9700 14 7340 0000 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		60.00	
124954	GREGERSON, REBECCA J	05/31/2024	050824	REIMBURSE FOR TUITION REGISTRATION-WHITW ORTH	0	350.00	441.12
10 E 530 0100 31 7330 1100 4440 0000 1				General Fund/EXPENDITURES/BASIC EDUCATION		350.00	
			051324	REIMBURSE FOR CLASSROOM GAMES	0	91.12	
10 E 530 0100 27 5610 1100 0000 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		91.12	
124955	HANLEY, WADE J	05/31/2024	052824	REIMBURSE FOR MILEAGE TO TRAINING AT NEWESD101 5-24-2027	0	72.36	72.36
10 E 530 9900 51 8580 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATION		72.36	
124956	HARTILL, KIMBERLY J	05/31/2024	886033	3 DOZEN CUPCAKES FOR RETIREE RECOGNITION AT SCHOOL BOARD MEETING 5-15-2024	1000011066	60.00	60.00
10 E 530 9700 11 5610 0000 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		60.00	
124957	HARTILL, MARNIE JO	05/31/2024	052324	REIMBURSE FOR BATTERIES FOR CLASS	0	47.50	47.50
10 E 530 3100 27 5610 4300 0000 0000 0				General Fund/EXPENDITURES/VOCATIONAL		47.50	
124958	HOME SCIENCE TOOLS	05/31/2024	000587031	Building Blocks of Science - Book 3 Laboratory Notebooks (4)	1400008413	106.76	142.35
10 E 530 0200 33 5640 5400 0000 0000 0				General Fund/EXPENDITURES/ALTERNATIVE BASIC ED		106.76	
			000588653	Building Blocks of Science - Book 3 Laboratory Notebooks (4)	1400008413	35.59	
10 E 530 0200 33 5640 5400 0000 0000 0				General Fund/EXPENDITURES/ALTERNATIVE BASIC ED		35.59	
124959	JOHNSON CONTROLS FIRE PROTECTI	05/31/2024	51920434	JHS: Horn strobes, smoke detectors, for portables	2300006906	9,742.71	9,742.71
10 E 530 9700 64 9720 4300 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		9,742.71	
124960	JOHNSON, SHERI I	05/31/2024	051324	REIMBURSE FOR	0	52.00	52.00



Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 0100 28 8580 4300 0000 0000 1				MEALS-BASKETBALL COACHING CLINIC APRIL 26-27, 2024		52.00	
			General Fund/EXPENDITURES/BASIC EDUCATION				
124961	JW PEPPER & SON INC	05/31/2024	366448774	EMILY SMITH TITLE IV SIGNATURE CHORAL RISER (4 STEP)	1100008184	470.84	3,457.04
10 E 530 5288 27 5610 1100 4700 0000 0			General Fund/EXPENDITURES/TITLE IV			470.84	
			366449161	EMILY SMITH TITLE IV SIGNATURE CHORAL RISER (4 STEP)	1100008184	2,986.20	
10 E 530 5288 27 5610 1100 4700 0000 0			General Fund/EXPENDITURES/TITLE IV			2,986.20	
124962	KCDA PURCHASING COOPERATIVE	05/31/2024	300786137	CART FOR STAFF ROOM PAPER CLIPS, BINDER CLIPS, LAMINATION, CONSTRUCTION PAPER	1100008197	274.57	274.57
10 E 530 0100 27 5610 1100 0000 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			239.97	
10 E 530 5100 27 5610 1100 0000 0000 0			General Fund/EXPENDITURES/TITLE I			21.97	
10 E 530 0900 27 5610 1100 0000 0000 1			General Fund/EXPENDITURES/TRANSITION TO KINDERGARTEN			12.63	
124963	LAMONT SCHOOL DISTRICT	05/31/2024	053124	KESE GRANT CLAIM FOR LAMONT	1000010935	1,761.15	1,761.15
10 E 530 5238 31 7592 0000 2701 0000 0			General Fund/EXPENDITURES/KESE SPED CONSORTIUM GRANT			1,761.15	
124964	MARKEL, AUBREY A	05/31/2024	052324	REIMBURSE FOR MEALS-STATE FFA MAY 8-11, 2024	0	41.00	41.00
10 E 530 3100 27 8580 4300 1100 0000 0			General Fund/EXPENDITURES/VOCATIONAL			41.00	
124965	MCGRAW-HILL EDUCATION	05/31/2024	132552530001	Discovering Our Past: A History of the United States	1400008399	426.99	787.74
10 E 530 0200 33 5640 5400 0000 0000 0			General Fund/EXPENDITURES/ALTERNATIVE BASIC ED			426.99	
			132609199001	Inspire Earth Science	1400008409	360.75	
10 E 530 0200 33 5640 5400 0000 0000 0			General Fund/EXPENDITURES/ALTERNATIVE BASIC ED			360.75	
124966	NCESD	05/31/2024	1712301007	MASH SERVICES FOR KaMi - SAFETY NET	1000010993	1,700.00	1,700.00
10 E 530 2100 26 7591 1100 3900 0000 0			General Fund/EXPENDITURES/SPED STATE			1,700.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
124967	NORTHWEST DISTRIBUTION	05/31/2024	3289649	FOOD & SUPPLIES	1000010830	3,234.59	7,014.60
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERVICES			3,218.08	
10 E 530 9800 44 5610 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERVICES			16.51	
			3289958	FOOD & SUPPLIES	1000010830	155.22	
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERVICES			155.22	
			3290563	FOOD & SUPPLIES	1000010830	3,486.66	
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERVICES			3,061.93	
10 E 530 9800 44 5610 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERVICES			424.73	
			3290667	FOOD & SUPPLIES	1000010830	138.13	
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERVICES			138.13	
124968	PACIFIC PETROLEUM & SUPPLY	05/31/2024	417385	OPEN PO FOR BUS PURCHASES	1000010873	125.82	125.82
10 E 530 9900 53 5610 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATION			125.82	
124969	PATERSON SCHOOL DISTRICT #50	05/31/2024	051524	KESE GRANT REIMBURSEMENTS	1000010941	4,870.80	4,870.80
10 E 530 5238 31 7592 0000 2702 0000 0			General Fund/EXPENDITURES/KESE SPED CONSORTIUM GRANT			4,870.80	
124970	PAXEN PUBLISHING	05/31/2024	SI-019896	10 Mathematical Reasoning Student Books	1400008378	320.55	320.55
10 E 530 0300 33 5640 6000 0000 0000 0			General Fund/EXPENDITURES/OPEN DOORS			320.55	
124971	POWER DISTRIBUTORS	05/31/2024	INV101856953	Connecting Rods for Briggs and Stratton Motors plus 1 extra	1300008334	120.15	120.15
10 E 530 3100 27 5610 4300 2400 0000 0			General Fund/EXPENDITURES/VOCATIONAL			120.15	
124972	PURCHASE POWER	05/31/2024	051724	POSTAGE FOR METER ACCT #8000-9090-1050-45 90	1000010850	199.99	199.99
10 E 530 0100 23 5610 1100 0000 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			72.39	
10 E 530 0100 23 5610 4300 0000 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			61.52	
10 E 530 2100 27 5610 0000 0000 0000 0			General Fund/EXPENDITURES/SPED STATE			17.34	
10 E 530 9700 13 5610 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			-60.94	
10 E 530 0200 23 5610 5400 0000 0000 0			General Fund/EXPENDITURES/ALTERNATIVE BASIC ED			109.68	
124973	QCL INC	05/31/2024	56923	TRANSPORTATION SERVICES DRUG TESTS	1000010840	73.00	73.00
10 E 530 9900 52 7340 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATION			73.00	
124974	QUILL CORPORATION	05/31/2024	38512462	Notebooks, Markers	1400008404	138.02	309.93

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 0200 27 5610 5400 0000 0000 0				General Fund/EXPENDITURES/ALTERNATIVE BASIC ED		138.02	
			38581013	Files, Notebooks, Binderclips, Pens and refills	1400008408	171.91	
10 E 530 0200 27 5610 5400 0000 0000 0				General Fund/EXPENDITURES/ALTERNATIVE BASIC ED		65.19	
10 E 530 0200 23 5610 5400 0000 0000 0				General Fund/EXPENDITURES/ALTERNATIVE BASIC ED		106.72	
124975 RIVERSIDE INSIGHTS		05/31/2024	INV207170	COGAT ONLINE TESTING FOR 56 STUDENTS. HICAP	1100008191	1,024.14	1,024.14
10 E 530 7420 27 5650 1100 0000 0000 0				General Fund/EXPENDITURES/HIGHLY CAPABLE		1,024.14	
124976 ROCKIE HANSEN PLLC		05/31/2024	042224	LEGAL SERVICES MAR-APR	1000010906	1,794.00	1,794.00
10 E 530 9700 11 7341 0000 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		1,794.00	
124977 RWC GROUP		05/31/2024	XA106076886:01	2023-2024 BUS PURCHASES	1000010874	561.98	561.98
10 E 530 9900 53 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATION		561.98	
124978 SKOK, BRETT G		05/31/2024	052024	REIMBURSE FOR FINGERPRINTING FEE	0	60.00	60.00
10 E 530 9900 51 7810 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATION		60.00	
124979 SKOK, TOM N		05/31/2024	052024	REIMBURSE FOR MEALS & MILEAGE TO WESSAAA CONFERENCE IN KENNEWICK 4-27 TO 4-29-2024	0	325.62	325.62
10 E 530 0100 28 8580 4300 0000 0000 1				General Fund/EXPENDITURES/BASIC EDUCATION		325.62	
124980 SMITH, DENISE		05/31/2024	2023-15B	Family Health Class - Basic First Aid, CPR, AED Training	1300008341	880.00	880.00
10 E 530 3100 27 7580 4300 0000 0000 0				General Fund/EXPENDITURES/VOCATIONAL		880.00	
124981 STEVENS COUNTY TREASURER		05/31/2024	2023-3016	WEED CONTROL TAX ASSESSMENT	1000011071	5.04	15.14
10 E 530 9700 62 7340 0000 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		5.04	
			2023-3017	WEED CONTROL TAX ASSESSMENT	1000011071	5.05	
10 E 530 9700 62 7340 0000 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		5.05	
			2023-3164	WEED CONTROL TAX ASSESSMENT	1000011071	5.05	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 9700 62 7340 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			5.05	
124982	SYSTECH MECHANICAL	05/31/2024	26192491	JHS thermostat	2300006960	217.19	217.19
10 E 530 9700 64 7340 4300 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			217.19	
124983	TIMM, JAY D	05/31/2024	052924	REIMBURSE FOR MEALS TO TRACK STATE 5-22 TO 5-25-2024	0	194.00	194.00
10 E 530 0100 28 8580 4300 0000 0000 1			General Fund/EXPENDITURES/BASIC EDUCATION			194.00	
124984	VERIZON WIRELESS	05/31/2024	9963428962	CELL PHONE SERVICES ACCT #365401170-00001	1000010841	328.14	433.28
10 E 530 9700 65 7530 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			328.14	
			9964534676	WIRELESS HOTSPOTS MONTHLY CHARGES FOR QL, OD & MAINT ACCT 342368558-00001	1000010880	105.14	
10 E 530 0200 32 7530 5400 0000 0000 0			General Fund/EXPENDITURES/ALTERNATIVE BASIC ED			45.21	
10 E 530 0300 32 7530 6000 0000 0000 0			General Fund/EXPENDITURES/OPEN DOORS			45.21	
10 E 530 9700 72 7530 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			14.72	
124985	WALTER E NELSON CO	05/31/2024	524134	toilet paper, hand soap, carpet cleaner, towels, sanitary	2300006954	656.15	777.24
10 E 530 9700 63 5610 1100 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			656.15	
			525103	terrazin	2300006954	121.09	
10 E 530 9700 63 5610 1100 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			121.09	
124986	WASBO	05/31/2024	300008549	2024-2025 MEMBERSHIP FOR CASSIE MCKEE	1000011069	225.00	225.00
10 E 530 9700 13 7810 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			225.00	
124987	WA STATE FFA ASSOC	05/31/2024	2024-1185	STATE FFA CONFERENCE, MEALS & LODGING AT WSU MAY 8-11, 2024	1000011057	3,990.00	3,990.00
10 E 530 3100 27 8580 4300 1100 0000 0			General Fund/EXPENDITURES/VOCATIONAL			3,990.00	
124988	WATSON, LAURA K	05/31/2024	051324	REIMBURSE FOR MEALS & MILEAGE TOSTUDENT ENGAGEMENT CONFERENCE IN	0	351.08	351.08

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 0300 31 8580 6000 0000 0000 0				WENATCHEE MAY 7-10, 2024		351.08	
			General Fund/EXPENDITURES/OPEN DOORS				
124989	WEX BANK	05/31/2024	97139063	MOTOR POOL FUEL ACCT #0496-00-526538-4	1000010881	153.85	153.85
10 E 530 9700 75 5626 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			153.85	
124990	CHEWELAH SCHOOL DISTRICT #36	05/31/2024	052324	TO REPAY GF FOR HEALTHY KIDS/HEALTHY SCHOOLS GRANT EXPENDITURES S/B IN CPF	7100000912	17,774.53	17,774.53
20 E 530 0003 22 5000 3000 0000 0000 0			Capital Projects/EXPENDITURES/HEALTHY KIDS HEALTHY SCHO			17,774.53	
124991	MCKINSTRY ESSENTION, LLC	05/31/2024	20070960	SCIENCE ROOM REMODEL CAPITAL LEVY PROJECT-FINAL INVOICES	7100000909	2,825.11	2,825.11
20 E 530 2206 22 7000 2000 0000 0000 0			Capital Projects/EXPENDITURES/SCIENCE ROOM REMODEL			2,825.11	
124992	AMAZON	05/31/2024	1F4M-TPMR-KF63	Neenah Card Stock	8300007253	56.08	56.08
40 E 530 1001 00 0000 4300 0000 0000 0			Associated Student Body Fund/EXPENDITURES/GENERAL			28.04	
40 E 530 2010 00 0000 4300 0000 0000 0			Associated Student Body Fund/EXPENDITURES/ATHLETIC GENE			28.04	
124993	FISK, SUSAN T	05/31/2024	050624	OPEN PO SUSAN FISK BACK PACK FUND FOR SNACKS FOR SUCCESS	8100006245	592.32	592.32
40 E 530 6104 00 0000 1100 0000 0000 0			Associated Student Body Fund/EXPENDITURES/BACK PACK FUN			592.32	
124994	LEOS PHOTOGRAPHY	05/31/2024	Y406	JR High Yearbooks	8300007252	900.00	900.00
40 E 530 4920 00 0000 2200 0000 0000 0			Associated Student Body Fund/EXPENDITURES/YEARBOOK			900.00	
124995	NBC BASKETBALL CAMPS, LLC	05/31/2024	162458	Team Camp Registration	8300007221	1,640.00	1,640.00
40 E 530 2120 00 0000 4300 0000 0000 0			Associated Student Body Fund/EXPENDITURES/BASKETBALL GI			1,640.00	
124996	TILLA, KALLIE J	05/31/2024	050324	REIMBURSE FOR 3RD QTR BEHAVIOR AR CELEBRATION ASSEMBLIES	0	112.81	112.81
40 E 530 1030 00 0000 1100 0000 0000 0			Associated Student Body Fund/EXPENDITURES/ASSEMBLIES			112.81	
124997	TRUDEAU, JOSEPH L	05/31/2024	051324	JR LILAC PARADE BBQ REIMBURSEMENT	0	323.49	323.49
40 E 530 4100 00 0000 2200 0000 0000 0			Associated Student Body Fund/EXPENDITURES/BAND			323.49	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
124998	WIAA	05/31/2024	05022024	Baseball District	8300007261	446.00	446.00
				Gate 1B 5/14/2024			
40 E 530 2010 00 0000 4300 0000 0000 0				Associated Student Body Fund/EXPENDITURES/ATHLETIC GENE		446.00	

67 Computer Check(s) For a Total of 111,695.84



0	Manual	Checks For a Total of	0.00
0	Wire Transfer	Checks For a Total of	0.00
0	ACH	Checks For a Total of	0.00
67	Computer	Checks For a Total of	111,695.84
Total For	67	Manual, Wire Tran, ACH & Computer Checks	111,695.84
Less	0	Voided	0.00
		Net Amount	111,695.84

## FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	General Fund	-769.53	0.00	87,795.03	87,025.50
20	Capital Projects	0.00	0.00	20,599.64	20,599.64
40	Associated Student Body Fund	0.00	0.00	4,070.70	4,070.70

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

As of June 18, 2024, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$189,189.09. The payments are further identified in this document.

Total by Payment Type for Cash Account, County Treasurer Warrants:  
Warrant Numbers 125000 through 125071, totaling \$189,189.09

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
125000	A-L COMPRESSED GASES INC	06/14/2024	0002168031	OPEN PO FOR SUPPLIES	1000010893	156.31	244.60
10 E 530 3100 27 5610 4300 2400 0000 0			General Fund/EXPENDITURES/VOCATIONAL			156.31	
			0003035434	OPEN PO FOR SUPPLIES	1000010893	88.29	
10 E 530 3100 27 5610 4300 2400 0000 0			General Fund/EXPENDITURES/VOCATIONAL			88.29	
125001	ALSCO	06/14/2024	LSPO2735479	coverall and rags	1000010892	26.48	132.40
10 E 530 9900 53 7420 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATION			26.48	
			LSPO2737403	coverall and rags	1000010892	26.48	
10 E 530 9900 53 7420 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATION			26.48	
			LSPO2739391	coverall and rags	1000010892	26.48	
10 E 530 9900 53 7420 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATION			26.48	
			LSPO2741310	coverall and rags	1000010892	26.48	
10 E 530 9900 53 7420 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATION			26.48	
			LSPO2743263	coverall and rags	1000010892	26.48	
10 E 530 9900 53 7420 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATION			26.48	
125002	AMAZON	06/14/2024	11J9-9XYL-39F4	Curriculum QL	1400008422	175.61	1,267.70
10 E 530 0200 33 5640 5400 0000 0000 0			General Fund/EXPENDITURES/ALTERNATIVE BASIC ED			175.61	
			196T-T34C-N79T	JMS Compressor	2300006976	115.96	
				PSI Switch			
10 E 530 9700 64 5610 2200 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			115.96	
			19FD-4HYK-1MDN	BECKY GREGERSON	1100008161	17.16	
				BULK BOOK BUY FOR CLASSROOM			

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 1300 27 5640 1100 1660 0000 0			General Fund/EXPENDITURES/ESSER III			17.16	
			1GMM-TLLP-99RQ	Logitech Bluetooth Audio Receiver for Gym per Nick	1300008347	43.19	
10 E 530 0100 23 5610 4300 0000 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			43.19	
			1JCI-443H-7NKD	J SAUTTER CLASSROOM SUPPLIES	1100008198	210.82	
10 E 530 5500 27 5640 1100 2020 0000 0			General Fund/EXPENDITURES/LAP			210.82	
			1KGG-TYMV-YHCW	BECKY GREGERSON BULK BOOK BUY FOR CLASSROOM	1100008161	-10.86	
10 E 530 1300 27 5640 1100 1660 0000 0			General Fund/EXPENDITURES/ESSER III			-10.86	
			1KRR-F941-4W7T	AQUARIUM FILTER	1400008405	10.79	
10 E 530 0200 27 5610 5400 0000 0000 0			General Fund/EXPENDITURES/ALTERNATIVE BASIC ED			10.79	
			1M4N-LNLY-6L11	DO SUPPLIES-BINDERS, PENS, POSTITS, WHITEOUT, LEDGER SHEETS, VOICE RECORDER	1000011079	194.18	
10 E 530 9700 11 5610 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			49.87	
10 E 530 9700 13 5610 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			144.31	
			1MYL-HYFM-CYLD	10 Pack Streamers and Poppers for Senior Signing Day	1300008344	12.74	
10 E 530 0100 23 5610 4300 0000 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			12.74	
			1VNM-R9G7-1R9J	Compressed Air, paper clips, sticky notes, Paper Mate pens	1300008354	61.13	
10 E 530 0100 23 5610 4300 0000 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			61.13	
			1VQH-RP9W-CF9L	Cable labels	2600001739	28.86	
10 E 530 0100 32 5610 0000 0000 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			28.86	
			1XFR-6T1H-61KX	Patch cables for server rooms	2600001737	408.12	
10 E 530 0100 32 5650 0000 0000 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			408.12	
125003	AMEND MUSIC CENTER	06/14/2024	060524	Reeds for	1300008345	532.47	3,994.31

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 5288 27 5610 4300 4700 0000 0			General Fund/EXPENDITURES/TITLE IV	Clarinet, Alto, Tenor, Bass, Oboe		532.47	
			29294	New Instruments - clarinet, 2 Flutes, Trombone, Piccolo.	1300008345	3,461.84	
10 E 530 5288 27 5610 4300 4700 0000 0			General Fund/EXPENDITURES/TITLE IV			3,461.84	
125004 AT&T MOBILITY		06/14/2024	287301239699x052824	BACKUP INTERNET CONNECTION FOR PHONE SYSTEM	1000010835	43.23	555.43
10 E 530 9700 65 7530 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			43.23	
			287334930137x052724	FIRST NET WIRELESS SERVICES	1000010951	512.20	
10 E 530 9700 65 7530 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			512.20	
125005 BAKER, ROBERT WHITNEY		06/14/2024	060424	REIMBURSE FOR TRACK STATE MEALS MAY 22-25, 2024	0	188.00	188.00
10 E 530 0100 28 8580 4300 0000 0000 1			General Fund/EXPENDITURES/BASIC EDUCATION			188.00	
125006 BAKER, SHIRLEY A		06/14/2024	060424	REIMBURSE FOR MEALS FOR TRACK STATE MAY 23-25, 2024	0	149.00	149.00
10 E 530 0100 28 8580 4300 0000 0000 1			General Fund/EXPENDITURES/BASIC EDUCATION			149.00	
125007 BOOKSHARK LLC		06/14/2024	bi0037449	Math U See Language Arts, Hughes MCP Phonics & Language	1400008421	324.50	443.30
10 E 530 0200 33 5640 5400 0000 0000 0			General Fund/EXPENDITURES/ALTERNATIVE BASIC ED			324.50	
			BI0037545	Wallner Science , Bookshark I	1400008425	118.80	
10 E 530 0200 33 5640 5400 0000 0000 0			General Fund/EXPENDITURES/ALTERNATIVE BASIC ED			118.80	
125008 CANON SOLUTIONS AMERICA INC		06/14/2024	149097217	Staples for copy machine	1300008343	178.20	178.20
10 E 530 0100 23 5610 4300 0000 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			178.20	
125009 CHARLIE'S PRODUCE		06/14/2024	992632	MILK, FOOD & SUPPLIES	1000010827	-32.25	3,573.40
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERVICES			-32.25	
			992888	MILK, FOOD &	1000010827	594.31	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				SUPPLIES			
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/FOOD SERVICES		324.55	
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/FOOD SERV SUPPLY CHAIN ASSIST		269.76	
			992889	MILK, FOOD & SUPPLIES	1000010827	396.75	
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/FOOD SERV SUPPLY CHAIN ASSIST		396.75	
			992890	MILK, FOOD & SUPPLIES	1000010827	120.53	
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/FOOD SERV SUPPLY CHAIN ASSIST		120.53	
			993515	MILK, FOOD & SUPPLIES	1000010827	148.37	
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/FOOD SERV SUPPLY CHAIN ASSIST		148.37	
			993516	MILK, FOOD & SUPPLIES	1000010827	699.87	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/FOOD SERVICES		429.15	
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/FOOD SERV SUPPLY CHAIN ASSIST		270.72	
			993517	MILK, FOOD & SUPPLIES	1000010827	817.70	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/FOOD SERVICES		338.60	
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/FOOD SERV SUPPLY CHAIN ASSIST		479.10	
			993793	MILK, FOOD & SUPPLIES	1000010827	-125.85	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/FOOD SERVICES		-125.85	
			994137	MILK, FOOD & SUPPLIES	1000010827	-9.80	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/FOOD SERVICES		-9.80	
			995011	MILK, FOOD & SUPPLIES	1000010827	816.36	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/FOOD SERVICES		445.00	
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/FOOD SERV SUPPLY CHAIN ASSIST		197.76	
10 E 530 9814 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/FRESH FRUIT & VEGGIES		173.60	
			995012	MILK, FOOD & SUPPLIES	1000010827	147.41	
10 E 530 9811 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/FOOD SERV SUPPLY CHAIN ASSIST		147.41	
125010 CHEWELAH AUTO PARTS		06/14/2024	053124	TRANSPORTATION	1000010861	87.94	87.94
				SUPPLIES ACCT #68			
10 E 530 9700 62 5610 0000 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		57.55	
10 E 530 9900 53 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATION		30.39	
125011 CHEWELAH SCHOOL DISTRICT		06/14/2024	061124	TO REPAY CPF FOR	1000011074	11,928.45	11,928.45

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				EXCESS INTERCOM UPDATES AT GESS AND JJSHS OVER 2019-2020 LEVY REVENUE			
10 E 530 9700 64 9720 1100 0000 0000 1				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		5,964.22	
10 E 530 9700 64 9720 4300 0000 0000 1				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		5,964.23	
125012 CITY OF CHEWELAH		06/14/2024	053024	UTILITIES	1000010863	12,753.78	12,753.78
10 E 530 9700 65 7410 0000 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		451.58	
10 E 530 9700 65 7420 0000 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		114.72	
10 E 530 9700 65 7622 0000 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		763.84	
10 E 530 9700 65 7410 1100 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		258.39	
10 E 530 9700 65 7420 1100 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		1,864.80	
10 E 530 9700 65 7622 1100 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		2,933.73	
10 E 530 9700 65 7410 2200 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		120.07	
10 E 530 9700 65 7622 2200 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		521.31	
10 E 530 9700 65 7410 4300 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		289.42	
10 E 530 9700 65 7420 4300 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		1,554.00	
10 E 530 9700 65 7622 4300 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		3,269.62	
10 E 530 9700 65 7410 5400 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		123.54	
10 E 530 9700 65 7420 5400 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		155.40	
10 E 530 9700 65 7622 5400 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		333.36	
125013 CLARKS ALL SPORTS		06/14/2024	59237	RETIREE JACKET ORDER	1000011059	345.60	345.60
10 E 530 9700 11 5610 0000 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		345.60	
125014 DARTMORE SCHOOL		06/14/2024	43222	SPED STUDENT ACADEMIC INSTRUCTION FOR 2023-2024 MAY	2100006302	9,078.00	9,078.00
10 E 530 2100 27 7569 4300 3900 0000 0				General Fund/EXPENDITURES/SPED STATE		9,078.00	
125015 DEER PARK PRINTING		06/14/2024	053024	QLC & Jenkins CSD Graduation Program, Jenkins Senior Awards Programs	1300008336	460.24	460.24
10 E 530 0100 24 5610 4300 0000 0000 0				General Fund/EXPENDITURES/BASIC EDUCATION		366.77	
10 E 530 0200 24 5610 5400 0000 0000 0				General Fund/EXPENDITURES/ALTERNATIVE BASIC ED		93.47	
125016 DEERE CREDIT INC		06/14/2024	2914365	LEASE 1600 COMMERCIAL WIDE AREA LAWN MOWER	1000010839	649.57	649.57
10 E 530 9700 83 7832 0000 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		3.77	
10 E 530 9700 84 7831 0000 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		597.68	
10 E 530 9700 13 7442 0000 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		48.12	
125017 DRAGONFLY WELLNESS AND EDUCATI		06/14/2024	060424	MENTAL HEALTH &	1000010826	8,475.00	8,475.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 1300 24 7322 0000 1665 0000 0			General Fund/EXPENDITURES/ESSER III	BEHAVIOR SUPPORT SERVICES & STAFF TRAINING-MAY		8,475.00	
125018	ELAN CARDMEMBER SERVICE	06/14/2024	052924	POINTS REDEEMED FOR STATEMENT CREDIT-MSCHNEIDER	0	-300.00	11,695.96
10 R 960 0000 29 0000 0000 0000 0000 1			General Fund/REVENUES/Program 00			-300.00	
			ED-051324	10 STUDENTS / 1X MO / 8 MO BOWLING & SHOES SPED	1300008142	95.04	
10 E 530 2100 27 5610 4300 0000 0000 0			General Fund/EXPENDITURES/SPED STATE			95.04	
			JPE-052424	CANVA MONTHLY SUBSCRIPTION TO CREATE FLYERS & NEWSLETTERS	1000010864	12.99	
10 L 630 0000 00 0000 0000 0000 0000			General Fund/DUE TO OTHER GOVERNMENT UNITS			-1.04	
10 E 530 9700 12 5650 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			14.03	
			JPR-050324	BERGMAN - COSTWAY KIDS ACTIVE MOTION STOOL ERGONOMIC WOBBLE CHAIR WITH ADJUSTABLE HEIGHT - LAP HP	1100008193	311.00	
10 E 530 5500 27 5610 1100 2020 0000 0			General Fund/EXPENDITURES/LAP			311.00	
			JPR-052424	SPOKANE INDIANS BALL GAME BASEBALL TICKETS/FOOD VOUCHERS FOR SUMMER SCHOOL GAME DATE 6/21/2024 ** PLEASE CHECK ACCT CODE	1100008200	1,900.00	
10 E 530 1301 27 7340 1100 1660 0000 0			General Fund/EXPENDITURES/ESSER III SUMMER SCHOOL			1,900.00	
			JPR-052924	STONERose FOSSILS JONES 6TH GRADE SCIENCE KIT	1100008201	234.04	
10 E 530 0100 27 5610 1100 0000 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			234.04	
			JT-052224	Showcase in the Park: Walmart; 5	2300006966	272.34	



Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 9700 12 5610 0000 0000 0000 0				canopies		272.34	
			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV				
			JT-052324	Showcase In the	2300006965	443.96	
				Park: Home Depot;			
				plywood and			
				lumber			
10 E 530 9700 12 5610 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			443.96	
			JT-052324B	Showcase in the	2300006970	17.79	
				Park-Parchment			
				Paper			
10 E 530 9700 64 5610 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			17.79	
			JT-052424	Grounds: John	2300006964	481.56	
				Deere Mower deck,			
				Mulching Blade,			
				Greasable gage			
				wheel kit, Front			
				deck drive belt,			
				lift deck yoke,			
				deck lift rod			
10 E 530 9700 62 5610 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			481.56	
			JT-052424B	Sun Rental	2300006967	237.60	
				Center: 8 tables			
				for Showcase in			
				the Park			
10 E 530 9700 12 5610 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			237.60	
			MS-050124	SPRINGHILL	1000011014	324.82	
				SUITES-WSSAAA			
				ANNUAL CONFERENCE			
				HOTEL FOR TOM			
				SKOK -KENNEWICK			
				APR 26-30, 2024			
10 E 530 0100 28 8580 4300 0000 0000 1			General Fund/EXPENDITURES/BASIC EDUCATION			324.82	
			MS-050324	BEST WESTERN LAKE	1000011051	493.50	
				FRONT HOTEL MOSES			
				LAKE-3 ROOMS FOR			
				ANDERSON, LEE,			
				BAKER, FRENCH,			
				YOUNGBLOOK &			
				HARTILL-9TH GRADE			
				SUCCESS GRANT			
				SEMINAR IN MOSES			
				LAKE MAY 1			
10 E 530 1362 31 8580 4300 0000 0000 0			General Fund/EXPENDITURES/NINTH GRADE SUCCESS			493.50	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			MS-050324B	WINGATE WYNDHAM SPOKANE AIRPORT-HOTEL FOR VANESSA BIGLER FOR 9TH GRADE SUCCESS SEMINAR IN MOSES LAKE MAY 1	1000011050	194.45	
10 E 530 1362 31 8580 4300 0000 0000 0			General Fund/EXPENDITURES/NINTH GRADE SUCCESS			194.45	
			MS-051324	LA QUINTA HOTEL FOR LAURA WATSON IN WENATCHEE FOR STUDENT ENGAGEMENT & INSTRUCTIONAL EDUCATION CONFERENCE MAY 7-10, 2024	1000011034	436.08	
10 E 530 0300 31 8580 6000 0000 0000 0			General Fund/EXPENDITURES/OPEN DOORS			436.08	
			MS-051324B	COURTYARD TACOMA DOWNTOWN-HOTEL FOR WASBO CONFERENCE MAY 8-10, 2024 for MARA AND REANNA	1000010994	485.74	
10 E 530 9700 13 8580 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			485.74	
			NC-051324	Skamania Lodge - Lodging for ACPE Conference May 7-10, 2024 for Nick Cook and Joshua Kubik	2600001736	670.50	
10 E 530 5288 31 8580 0000 4750 0000 0			General Fund/EXPENDITURES/TITLE IV			670.50	
			NC-052124	MICROSOFT LICENSE	1000010865	43.20	
10 E 530 0100 32 7350 0000 0000 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			43.20	
			SA-050124	8" Flywheel Fuller	1300008333	97.19	
10 E 530 3100 27 5610 4300 2400 0000 0			General Fund/EXPENDITURES/VOCATIONAL			97.19	
			SA-050924	Golf Tournament Entry Fee 2024	1300008311	113.99	
10 E 530 0100 28 7580 4300 0000 0000 1			General Fund/EXPENDITURES/BASIC EDUCATION			113.99	
			SA-050924B	PBIS Prizes	1300008173	116.94	
10 E 530 0100 23 5610 4300 0000 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			116.94	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			SA-052024	9th Grade Success Grant - PLC Dinner	1300008342	463.21	
10 E 530 1362 27 5610 4300 0000 0000 0			General Fund/EXPENDITURES/NINTH GRADE SUCCESS			463.21	
			SA-052324	TRACK STATE HOTELS-5 ROOMS AT GREAT VALLEY INN, YAKIMA MAY 22-25, 2024 & TENNIS MAY 23-25	1000011052	2,824.02	
10 E 530 0100 28 8580 4300 0000 0000 1			General Fund/EXPENDITURES/BASIC EDUCATION			2,824.02	
			SA-052824	HOTELS FOR GOLF STATE-4 ROOMS AT BEST WESTERN TUMWATER-OLYMPIA INN MAY 19-23, 2024	1000011055	1,726.00	
10 E 530 0100 28 8580 4300 0000 0000 1			General Fund/EXPENDITURES/BASIC EDUCATION			1,726.00	
125019	FERGUSON ENTERPRISES, INC.	06/14/2024	2678660	Gess Pavillion Drainage: PVC Pipe and fittings-ESSER TO IMPROVE OUTSIDE PLAY AREA	2300006971	740.28	740.28
10 E 530 1300 64 5610 1100 0000 0000 0			General Fund/EXPENDITURES/ESSER III			740.28	
125020	GAFFNEY, KATHRYN	06/14/2024	061024	REIMBURSE FOR OFFICE 365 WASBO CLOCK HOURS	0	25.00	25.00
10 E 530 9700 13 7330 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			25.00	
125021	H & H INC	06/14/2024	AR328679	COPIER MONTHLY USAGE CHARGES-QL	1000010866	2.64	2.64
10 E 530 0200 23 7340 5400 0000 0000 0			General Fund/EXPENDITURES/ALTERNATIVE BASIC ED			2.64	
125022	HARTILL SAW SHOP	06/14/2024	54969	Grounds-Mowing head C, x line, edger blade, mowing head 2	2300006973	132.79	132.79
10 E 530 9700 62 5610 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			132.79	
125023	INLAND NORTHWEST THERAPY	06/14/2024	1618OT	OT SERVICES 2023-2024-MAY	1000010832	6,878.10	14,527.10
10 E 530 2100 26 7322 0000 0000 0000 0			General Fund/EXPENDITURES/SPED STATE			6,878.10	
			1618S	SPEECH SERVICES 2023-2024-MAY	1000010833	7,649.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 2100 26 7322 0000 0000 0000 0			General Fund/EXPENDITURES/SPED STATE			7,649.00	
125024	INSTANT SIGN FACTORY	06/14/2024	56461	Gun Free, Alcohol free, tobacco free signs to replace old ones per Perrins	2300006955	736.56	736.56
10 E 530 9700 64 5610 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			736.56	
125025	INTRIGUE COMMUNICATIONS INC	06/14/2024	8341	PHONE SERVICES ON ACCOUNT #100152	1000010867	233.68	233.68
10 E 530 9700 65 7530 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			233.68	
125026	JMT PETROLEUM	06/14/2024	246009	FUEL ACCT	1000010868	8,823.53	9,246.21
10 E 530 9700 62 5626 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			358.29	
10 E 530 9700 75 5626 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			638.37	
10 E 530 9900 52 5626 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATION			7,098.77	
10 E 530 9900 52 5626 0000 4450 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATION			728.10	
			246084	FUEL ACCT	1000010868	422.68	
10 E 530 9900 52 5626 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATION			422.68	
125027	KCDA PURCHASING COOPERATIVE	06/14/2024	300789461	HP 26A Black Toner	1300008356	123.41	123.41
10 E 530 0100 24 5610 4300 0000 0000 0			General Fund/EXPENDITURES/BASIC EDUCATION			123.41	
125028	LEADER SERVICES	06/14/2024	WA12675	SERVICES FOR MEDICAID	1000010908	57.40	57.40
10 E 530 2100 27 7340 0000 0000 0000 0			General Fund/EXPENDITURES/SPED STATE			57.40	
125029	LEE, JACOB R	06/14/2024	060424	REIMBURSE FOR MEALS AT STATE E-SPORTS MAY 17-18, 2024	0	95.00	95.00
10 E 530 0100 28 8580 4300 0000 0000 1			General Fund/EXPENDITURES/BASIC EDUCATION			95.00	
125030	LEE, RACHEL	06/14/2024	060424	REIMBURSE FOR MEALS AT STATE E-SPORTS MAY 17-18, 2024	0	95.00	95.00
10 E 530 0100 28 8580 4300 0000 0000 1			General Fund/EXPENDITURES/BASIC EDUCATION			95.00	
125031	LEGO EDUCATION	06/14/2024	1190606533	Lego Education Spike Prime Sets for HiCap at QL Lego Education Spike Prime Sets for HiCap at QL Quote ID: QUO-83671-F9Q3G6	1000011072	1,295.84	1,295.84

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				/ 0			
10 E 530 7420 27 5650 5400 0000 0000 0				General Fund/EXPENDITURES/HIGHLY CAPABLE		1,295.84	
125032	LUNDQUIST, TONI J	06/14/2024	060724	REIMBURSE FOR GRADUATION SUPPLIES QL	0	55.16	55.16
10 E 530 0200 23 5610 5400 0000 0000 0				General Fund/EXPENDITURES/ALTERNATIVE BASIC ED		55.16	
125033	MAGNA-VIS GRAPHIC IMPRESSIONS	06/14/2024	09873	Jr. Lilac Shirts	1300008346	647.84	647.84
10 E 530 5288 27 5610 4300 4700 0000 0				General Fund/EXPENDITURES/TITLE IV		647.84	
125034	MCGRAW-HILL EDUCATION	06/14/2024	132764329001	McGraw Hill Understanding Psychology	1400008418	236.80	236.80
10 E 530 0200 33 5640 5400 0000 0000 0				General Fund/EXPENDITURES/ALTERNATIVE BASIC ED		236.80	
125035	MILDES, ROB	06/14/2024	061124	PT SERVICES-MAY & JUNE FINAL	1000010831	4,250.00	4,250.00
10 E 530 2100 26 7322 0000 0000 0000 0				General Fund/EXPENDITURES/SPED STATE		4,250.00	
125036	NAPA AUTO PARTS	06/14/2024	050724	SUPPLIES FOR INDUSTRIAL ARTS 2023 - 2024	1300008132	11.33	312.51
10 E 530 3100 27 5610 4300 2400 0000 0				General Fund/EXPENDITURES/VOCATIONAL		11.33	
			053124	TRANSPORTATION SUPPLIES ACCT #16420840	1000010869	301.18	
10 E 530 9700 75 5610 0000 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		26.64	
10 E 530 9900 53 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATION		274.54	
125037	NEWESD 101	06/14/2024	1242402846	FOOD SERVICE SUPPORT CONTRACT 2023-2024	1000010814	1,625.00	2,041.65
10 E 530 9800 44 7340 0000 0000 0000 0				General Fund/EXPENDITURES/FOOD SERVICES		1,625.00	
			1242402891	LOBBYIST AND LEGISLATIVE CONSULTANT - JULY 2023 TO JUNE 2024	1000010897	416.65	
10 E 530 9700 11 7340 0000 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		416.65	
125038	NORTHWEST DISTRIBUTION	06/14/2024	1384241	FOOD & SUPPLIES	1000010830	-136.76	3,349.11
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/FOOD SERVICES		-136.76	
			3290958	FOOD & SUPPLIES	1000010830	3,396.11	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/FOOD SERVICES		3,396.11	
			3291170	FOOD & SUPPLIES	1000010830	89.76	
10 E 530 9800 42 5630 0000 0000 0000 0				General Fund/EXPENDITURES/FOOD SERVICES		89.76	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
125039	OSPI CHILD NUTRITION SERVICES	06/14/2024	36459	FOOD COMMODITIES	1000010871	2,569.21	2,569.21
10 E 530 9800 42 5630 0000 0000 0000 0			General Fund/EXPENDITURES/FOOD SERVICES			2,569.21	
125040	OXARC INC	06/14/2024	0032080224	Argon and Stargon gas	1000010872	65.03	90.68
10 E 530 3100 27 5610 4300 2400 0000 0			General Fund/EXPENDITURES/VOCATIONAL			65.03	
			0032089039	Argon and Stargon gas	1000010872	10.61	
10 E 530 3100 27 5610 4300 2400 0000 0			General Fund/EXPENDITURES/VOCATIONAL			10.61	
			0061754804	Argon and Stargon gas	1000010872	15.04	
10 E 530 3100 27 5610 4300 2400 0000 0			General Fund/EXPENDITURES/VOCATIONAL			15.04	
125041	PACIFIC PETROLEUM & SUPPLY	06/14/2024	417590	OPEN PO FOR BUS PURCHASES	1000010873	740.23	740.23
10 E 530 9900 53 5610 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATION			740.23	
125042	PERRINS, JASON	06/14/2024	060324	REIMBURSE FOR CITY UNIVERSITY COURSES SUMMER 2024	0	3,850.00	3,850.00
10 E 530 9700 12 7330 0000 0000 0000 0			General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV			3,850.00	
125043	RWC GROUP	06/14/2024	XA106068658:01	2023-2024 BUS PURCHASES	1000010874	61.21	704.75
10 E 530 9900 53 5610 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATION			61.21	
			XA106072631:01	2023-2024 BUS PURCHASES	1000010874	83.11	
10 E 530 9900 53 5610 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATION			83.11	
			XA106074761:01	2023-2024 BUS PURCHASES	1000010874	560.43	
10 E 530 9900 53 5610 0000 0000 0000 0			General Fund/EXPENDITURES/PUPIL TRANSPORTATION			560.43	
125044	SCRANTON, DAPHNE D	06/14/2024	060424	REIMBURSE FOR SUMMER SCHOOL SUPPLIES-ESSER III LEARNING LOSS	0	398.62	398.62
10 E 530 1301 27 5610 1100 1660 0000 0			General Fund/EXPENDITURES/ESSER III SUMMER SCHOOL			398.62	
125045	SETYS ACE HARDWARE	06/14/2024	050624	Jumbo Annuals, Wave Petunia, Seed	1400008407	20.26	1,178.04
10 E 530 0200 27 5610 5400 0000 0000 0			General Fund/EXPENDITURES/ALTERNATIVE BASIC ED			20.26	
			053124	PURCHASES OPEN PO ACCT #101365	1000010877	1,157.78	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 9700 62 5610 0000 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		7.38	
10 E 530 9700 63 5610 1100 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		246.88	
10 E 530 9700 63 5610 4300 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		117.90	
10 E 530 9700 64 5610 0000 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		408.02	
10 E 530 9700 75 5610 0000 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		36.96	
10 E 530 9900 53 5610 0000 0000 0000 0				General Fund/EXPENDITURES/PUPIL TRANSPORTATION		340.64	
125046	SINGAPORE MATH INC	06/14/2024	S314915	Dimensions Math Home instructor, Workbooks, Textbooks, Tests	1400008411	1,295.03	1,295.03
10 E 530 0200 33 5640 5400 0000 0000 0				General Fund/EXPENDITURES/ALTERNATIVE BASIC ED		1,295.03	
125047	WA ACTE	06/14/2024	8553	Washington ACTE Conference - Early Bird Professional Registration, Tech/Stem/WITEA, National ACTE Membership	1300008350	655.00	655.00
10 E 530 3100 31 7330 4300 0000 0000 0				General Fund/EXPENDITURES/VOCATIONAL		655.00	
125048	WALTER E NELSON CO	06/14/2024	525250	JHS: Power cord w/ relief pro team, switch cord assembly, 8 30 x 34 liners	2300006963	363.84	363.84
10 E 530 9700 63 5610 4300 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		363.84	
125049	WASBO	06/14/2024	200034396	WASBO BUSINESS MANAGERS CONFERENCE JUL7Y 28-AUGUST 1, 2024 LEAVENWORTH, WA FOR MARA SCHNEIDER	1000011064	750.00	750.00
10 E 530 9700 13 7330 0000 0000 0000 0				General Fund/EXPENDITURES/GENERAL SUPPORTIVE SERV		750.00	
125050	WA STATE DEPT OF LICENSING	06/14/2024	1o238848840	Driver Abstracts	1000010882	30.00	30.00
10 E 530 0100 28 7340 4300 0000 0000 1				General Fund/EXPENDITURES/BASIC EDUCATION		30.00	
125051	BARGREEN ELLINGSON INC	06/14/2024	217405	Bargreen Ellingson, Healthy Kids, Healthy Schools Grant (JHS kitchen worktable)	2300006968	2,667.60	2,667.60
20 E 530 0003 22 5000 3000 0000 0000 0				Capital Projects/EXPENDITURES/HEALTHY KIDS HEALTHY SCHO		2,667.60	



Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
125052	CHEWELAH SCHOOL DISTRICT #36	06/14/2024	061424	Gess; Water bottle filling stations x4 filtered Elkay (account-Grant?) -HEALTHY KIDS GRANT-MOVE TO CPF Jenkins; Water bottle filling stations x1 filtered Elkay-REFUND GENERAL FUND FOR AMAZON	7100000913	6,604.15	6,604.15
20 E 530 0003 22 5000 3000 0000 0000 0			Capital Projects/EXPENDITURES/HEALTHY KIDS HEALTHY SCHO			6,604.15	
125053	CITY OF CHEWELAH	06/14/2024	06/03/2024	Permit for Press Box at Snyder Field-CAPITAL LEVY BOOTH	2300006972	910.00	910.00
20 E 530 2204 12 7000 2000 0000 0000 0			Capital Projects/EXPENDITURES/SNYDER FIELD BO			910.00	
125054	MCKINSTRY ESSENTION, LLC	06/14/2024	20072381	SMALL SCHOOL MODERNIZATION PLANNING FOR GESS HVAC, FLUSH VALVES & FAUCETS	7100000908	35,000.00	35,000.00
20 E 530 0001 32 7000 3000 0000 0000 0			Capital Projects/EXPENDITURES/SMALL SCHOOL MODERNIZATIO			35,000.00	
125055	PRESS ARCHITETURE LLC	06/14/2024	24.026	Press Box @ Snyder Field Architectual Drawings (CPF)	2300006974	13,800.00	13,800.00
20 E 530 2204 12 7000 2000 0000 0000 0			Capital Projects/EXPENDITURES/SNYDER FIELD BO			13,800.00	
125056	AMAZON	06/14/2024	1DNF-36TJ-313N	Dance Decorations- beach balls, palm tree, foil curtain, balloons	8300007262	65.70	3,372.38
40 R 960 1001 00 0000 2200 0000 0000 0			Associated Student Body Fund/REVENUES/GENERAL			65.70	
			1KMG-PHQT-11CG	Canon EOS RIO Mirrorless, Len, Protection Plan, Mount adaptor, TriPod	8300007260	3,136.19	
40 E 530 1001 00 0000 4300 0000 0000 0			Associated Student Body Fund/EXPENDITURES/GENERAL			1,568.09	
40 E 530 2010 00 0000 4300 0000 0000 0			Associated Student Body Fund/EXPENDITURES/ATHLETIC GENE			1,568.10	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			1MPK-NQCN-LCNR	Endea Graduation Stole plain color 62" silver and light blue	8300007259	35.49	
40 E 530 1001 00 0000 4300 0000 0000 0			Associated Student Body	Fund/EXPENDITURES/GENERAL		35.49	
			1YMW-1PH6-1MLN	Canon EOS RIO Mirrorless, Len, Protection Plan, Mount adaptor, TriPod	8300007260	135.00	
40 E 530 1001 00 0000 4300 0000 0000 0			Associated Student Body	Fund/EXPENDITURES/GENERAL		67.50	
40 E 530 2010 00 0000 4300 0000 0000 0			Associated Student Body	Fund/EXPENDITURES/ATHLETIC GENE		67.50	
125057 BOSWELL, CHELSI		06/14/2024	060424	REIMBURSE FOR YEARBOOK PARTY SUPPLIES	0	104.40	104.40
40 E 530 4920 00 0000 4300 0000 0000 0			Associated Student Body	Fund/EXPENDITURES/YEARBOOK		104.40	
125058 CAMAS CENTER		06/14/2024	158482	5TH GRADE FOOD BANK REWARD TRIP CAMAS CENTER	8100006258	88.00	300.00
40 E 530 1060 00 0000 1100 0000 0000 0			Associated Student Body	Fund/EXPENDITURES/FIELD TRIP		88.00	
			159603	6TH GRADE BEHAVIOR REWARD CAMAS CENTER	8100006257	212.00	
40 E 530 1040 00 0000 1100 0000 0000 0			Associated Student Body	Fund/EXPENDITURES/BOOK FAIR		212.00	
40 E 530 1060 00 0000 1100 0000 0000 0			Associated Student Body	Fund/EXPENDITURES/FIELD TRIP		0.00	
125059 EDUCATIONAL PRODUCTS INC.		06/14/2024	A003782685	T-SHIRTS FOR FIELD DAY	8100006249	2,548.17	2,548.17
40 E 530 1001 00 0000 1100 0000 0000 0			Associated Student Body	Fund/EXPENDITURES/GENERAL		2,548.17	
125060 ELAN CARDMEMBER SERVICE		06/14/2024	JPR-051324	TEMU ORDER FOR END OF THE YEAR AR ASSEMBLY	8100006246	555.71	1,762.05
40 E 530 1030 00 0000 1100 0000 0000 0			Associated Student Body	Fund/EXPENDITURES/ASSEMBLIES		555.71	
			SA-050624	Krispy Kreme Donuts	8300007238	576.00	
40 E 530 1070 00 0000 2200 0000 0000 0			Associated Student Body	Fund/EXPENDITURES/JR HIGH FUND		576.00	
			SA-051424	EWU Women's Team Camp	8300007249	530.00	
40 E 530 2120 00 0000 4300 0000 0000 0			Associated Student Body	Fund/EXPENDITURES/BASKETBALL GI		530.00	
			SA-051524	Safeway, Walmart, Costco, Chef Store-	8300007241	100.34	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
Concessions							
40 R 960 1210 00 0000 4300 0000 0000 0			Associated Student Body	Fund/REVENUES/CONCESSIONS		100.34	
125061	FISK, SUSAN T	06/14/2024	052824	OPEN PO SUSAN	8100006245	374.58	374.58
				FISK BACK PACK			
				FUND FOR SNACKS			
				FOR SUCCESS			
40 E 530 6104 00 0000 1100 0000 0000 0			Associated Student Body	Fund/EXPENDITURES/BACK PACK FUN		374.58	
125062	FOOLS LANES	06/14/2024	06062024	23/24 SCHOOL WIDE	8100006255	135.00	215.00
				READING REWARDS -			
				BOWLING			
40 E 530 1060 00 0000 1100 0000 0000 0			Associated Student Body	Fund/EXPENDITURES/FIELD TRIP		135.00	
			41124	SAUTTER/GRIEPP	8100006251	80.00	
				3RD QUARTER AR			
				READING REWARD			
				BOWLING			
40 E 530 1060 00 0000 1100 0000 0000 0			Associated Student Body	Fund/EXPENDITURES/FIELD TRIP		80.00	
125063	JENKINS HIGH SCHOOL ASB	06/14/2024	2301	Yearbook-	8300007266	60.00	60.00
				Hungerford			
40 E 530 6001 00 0000 4300 0000 0000 0			Associated Student Body	Fund/EXPENDITURES/INVEST ED		60.00	
125064	NW MUSEUM OF ARTS AND CULTURE	06/14/2024	163520	SECOND GRADE	8100006247	144.00	144.00
				FIELD TRIP TO			
				NORTHWEST MUSEUM			
				OF ARTS AND			
				CULTURE STUDENT			
				TICKETS, ADULT			
				TICKETS			
40 E 530 1060 00 0000 1100 0000 0000 0			Associated Student Body	Fund/EXPENDITURES/FIELD TRIP		144.00	
125065	PATTISON'S NORTH SKATING	06/14/2024	00513	PATTISON'S NORTH	8100006248	490.45	1,402.10
				SKATING CENTER			
				POLLY COOLEY 3RD			
				GRADE CLASS			
40 E 530 1060 00 0000 1100 0000 0000 0			Associated Student Body	Fund/EXPENDITURES/FIELD TRIP		490.45	
			00516	SKATING READING	8100006256	911.65	
				REWARD FOR END OF			
				YEAR 100 PT			
40 E 530 1060 00 0000 1100 0000 0000 0			Associated Student Body	Fund/EXPENDITURES/FIELD TRIP		911.65	
125066	SAUTTER, JULIE A	06/14/2024	060324	YEAR END LITERACY	0	67.64	67.64
				ASSEMBLY			
				DECORATIONS			
40 E 530 1030 00 0000 1100 0000 0000 0			Associated Student Body	Fund/EXPENDITURES/ASSEMBLIES		67.64	
125067	SETY, MARGARET M	06/14/2024	060424	REIMBURSE FOR	0	59.95	59.95

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
ASSEMBLY SUPPLIES							
40 E 530 1030 00 0000 1100 0000 0000 0			Associated Student Body	Fund/EXPENDITURES/ASSEMBLIES		59.95	
125068	SIGNS FOR SUCCESS	06/14/2024	INV-67620	Banners for	8300007220	852.02	852.02
				Baseball		852.02	
40 E 530 2040 00 0000 4300 0000 0000 0			Associated Student Body	Fund/EXPENDITURES/BASEBALL			
125069	SILVERWOOD THEME PARK	06/14/2024	061024	Silverwood	8300007251	1,555.66	1,555.66
				Tickets 8th		1,555.66	
40 E 530 1070 00 0000 2200 0000 0000 0			Associated Student Body	Fund/EXPENDITURES/JR HIGH FUND			
125070	WASHINGTON FLORAL SERVICE	06/14/2024	20213192CR	Floral supplies,	8300007127	-42.18	199.56
				cellophane, tape,			
				wire, bowels,			
				foam, ribbon-PREV			
				PD WITH CREDIT			
				CARD			
40 E 530 4310 00 0000 4300 0000 0000 0			Associated Student Body	Fund/EXPENDITURES/FFA		-42.18	
				20220050	Floral supplies,	8300007127	219.62
				cellophane, tape,			
				wire, bowels,			
				foam, ribbon			
40 E 530 4310 00 0000 4300 0000 0000 0			Associated Student Body	Fund/EXPENDITURES/FFA		219.62	
				20220120	Floral supplies,	8300007127	22.12
				cellophane, tape,			
				wire, bowels,			
				foam, ribbon			
40 E 530 4310 00 0000 4300 0000 0000 0			Associated Student Body	Fund/EXPENDITURES/FFA		22.12	
125071	WILDROSE GRAPHICS	06/14/2024	124104	Team Award	8300007264	159.57	159.57
				Plaques-Baseball/S			
				oftball			
40 E 530 2040 00 0000 4300 0000 0000 0			Associated Student Body	Fund/EXPENDITURES/BASEBALL		79.79	
40 E 530 2340 00 0000 4300 0000 0000 0			Associated Student Body	Fund/EXPENDITURES/SOFTBALL		79.78	
				72 Computer	Check(s) For a Total of		189,189.09

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	72	Computer	Checks For a Total of	189,189.09
Total For	72	Manual, Wire Tran, ACH & Computer	Checks	189,189.09
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	189,189.09

## FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	General Fund	-1.04	-300.00	117,331.30	117,030.26
20	Capital Projects	0.00	0.00	58,981.75	58,981.75
40	Associated Student Body Fund	0.00	166.04	13,011.04	13,177.08



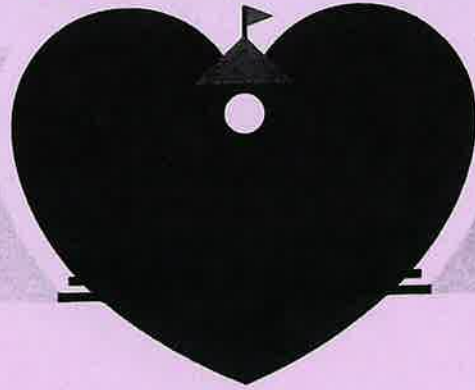
## MEMORANDUM

**To:** Board of Directors  
**From:** Superintendent Perrins  
**Date:** June 18, 2024  
**Re:** Quarterly Public Records Transparency Report per Policy 6030


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No public records requests were received between March 11, 2024 – June 10, 2024.

# HEART SAFE SCHOOL



INLAND NORTHWEST  
**Project ADAM®**  
SAVES LIVES

 Sacred Heart  
Children's Hospital  
A member of PROVIDENCE Health & Services

Hello,

It is with pleasure that Project ADAM Inland Northwest and Sacred Heart Children's Hospital recognize **Gess Elementary** as a "Designated Heart Safe School".

This two-year designation highlights champion schools who have shown extraordinary spirit and dedication to increasing sudden cardiac arrest survivability in their community. The purpose of this designation is to honor schools that have played a critical role in raising awareness, educating, and preparing staff to respond to cardiac emergencies on their campus.

It is proven that schools who participate in activities focused on immediate recognition and early intervention offer victims of cardiac arrest the best chance of survival. We applaud your commitment.

As a member of the Project ADAM's Heart Safe School network you will be honored with a "Heart Safe Designation" banner and connected with other schools across the nation that have shown exemplary work in protecting the hearts of students, staff, and visitors against cardiac arrest.

Thank you for your efforts!



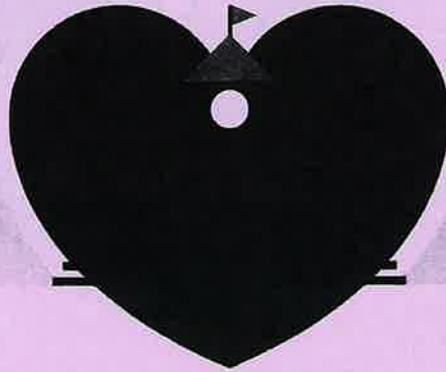
Chris Anderson, MD  
Program Director, Project ADAM Inland NW  
509-368-6885  
[charles.anderson@wsu.edu](mailto:charles.anderson@wsu.edu)



Ryan Schaefer, RN  
Program Coordinator, Project ADAM Inland NW  
509-474-3664  
[ryan.schaefer@providence.org](mailto:ryan.schaefer@providence.org)



# HEART SAFE SCHOOL



INLAND NORTHWEST  
**Project ADAM®**  
WE CARE

 Sacred Heart  
Children's Hospital  
a member of PROVIDENCE Health & Services

Hello,

It is with pleasure that Project ADAM Inland Northwest and Sacred Heart Children's Hospital recognize **Quartzite Learning** as a "Designated Heart Safe School".

This two-year designation highlights champion schools who have shown extraordinary spirit and dedication to increasing sudden cardiac arrest survivability in their community. The purpose of this designation is to honor schools that have played a critical role in raising awareness, educating, and preparing staff to respond to cardiac emergencies on their campus.

It is proven that schools who participate in activities focused on immediate recognition and early intervention offer victims of cardiac arrest the best chance of survival. We applaud your commitment.

As a member of the Project ADAM's Heart Safe School network you will be honored with a "Heart Safe Designation" banner and connected with other schools across the nation that have shown exemplary work in protecting the hearts of students, staff, and visitors against cardiac arrest.

Thank you for your efforts!

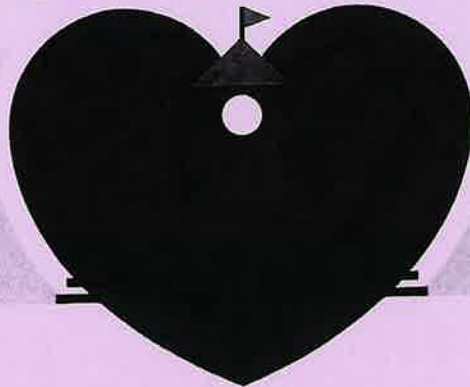


Chris Anderson, MD  
Program Director, Project ADAM Inland NW  
509-368-6885  
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Ryan Schaefer, RN  
Program Coordinator, Project ADAM Inland NW  
509-474-3664  
[ryan.schaefer@providence.org](mailto:ryan.schaefer@providence.org)

# HEART SAFE SCHOOL



INLAND NORTHWEST  
**Project ADAM**<sup>®</sup>  
SAVES LIVES

 Sacred Heart  
Children's Hospital  
A MEMBER OF PROVIDENCE HEALTH SERVICES

Hello,

It is with pleasure that Project ADAM Inland Northwest and Sacred Heart Children's Hospital recognize **Jenkins Jr/Sr High School** as a "Designated Heart Safe School".

This two-year designation highlights champion schools who have shown extraordinary spirit and dedication to increasing sudden cardiac arrest survivability in their community. The purpose of this designation is to honor schools that have played a critical role in raising awareness, educating, and preparing staff to respond to cardiac emergencies on their campus.

It is proven that schools who participate in activities focused on immediate recognition and early intervention offer victims of cardiac arrest the best chance of survival. We applaud your commitment.

As a member of the Project ADAM's Heart Safe School network you will be honored with a "Heart Safe Designation" banner and connected with other schools across the nation that have shown exemplary work in protecting the hearts of students, staff, and visitors against cardiac arrest.

Thank you for your efforts!



Chris Anderson, MD  
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[ryan.schaefer@providence.org](mailto:ryan.schaefer@providence.org)



## **Course Design, Selection and Adoption of Instructional Materials & Instructional Materials Committee**

Chewelah School Board recognizes its responsibility for the improvement and growth of the educational program of the schools in the district. RCW 28A.320.230 provides the statutory authority for the school board in the adoption of instructional materials.

The primary objective in selecting instructional materials is to implement, enrich, and support the educational program of Chewelah schools. Instructional materials will be selected to ensure alignment with learning standards and enable all students to master the foundational skills and knowledge needed to be prepared for college, career and citizenship. As applicable to a given course, adopted instructional materials will be used by teachers for instruction. Approved supplementary instructional materials may be used to enhance and support adopted instructional materials.

### **Definitions**

For this policy and procedure, the following definitions will apply:

1. Course is defined as the program of instruction for kindergarten through 12th grade students.
2. Curriculum is defined as the learning standards that teachers teach; adopted instructional materials, courses, scope and sequence, presentations, activities, assignments, projects provided for students, and assessments and other methods to evaluate learning.
3. Instructional Materials are all materials designed for use by students and their teachers as learning resources to support the curriculum and help students acquire facts, skills, concepts, and to develop cognitive processes. These instructional materials, used to help students meet State or District learning standards, may be printed or digital, and may include textbooks, technology-based materials, other educational media, and assessments. Materials may carry different licensing types from open to all rights reserved. For the purposes of this policy, the school board recognizes the following categories of instructional materials:

**Adopted Instructional Materials:** These are recommended by the Instructional Materials Committee based on the work of an adoption recommendation/committee and adopted by the School Board.

Materials will be identified as Core; Alternative Core; Intervention; Supplementary; and/or Approved.

**Core Instructional Materials** are the primary instructional resources for a given course. They are provided to all students to help meet learning standards and provide instruction toward course requirements.

**Alternative Core Instructional Materials** are used in conjunction with the core instructional materials to provide instruction in established learning standards or statutory requirements that are not fully addressed by, or absent from, the core instructional materials.

**Approved Instructional Materials:** These are identified by certificated instructional staff and approved for use by a principal and/or the Superintendent or Superintendent's designee, and do not require Board approval.

**Supplementary Instructional Materials** are supplementary to Core or Extended Core Instructional Materials and can be used in conjunction with adopted instructional materials of a course to enhance and support instruction. Supplementary instructional materials contain additional content or present content at a different level of difficulty or in a different medium.

District course design and core instructional materials will be regularly standards, and research-based best practices. All students will receive high quality core instruction and, as appropriate, strategic and intensive intervention supports matched to student needs and free from

### **Course Design:**

**Existing Courses** The superintendent or designee will establish a regular cycle of course design review and development that includes examination by curriculum committees composed of district subject area teachers, administrators, parent and student reps as appropriate, and if needed external content area experts.

This review cycle should be based on a district review cycle, state updates to standards, and changing demographics or changing student needs for updated curriculum/courses.

The curriculum review cycle will cover each content area to ensure current course relevance.

The course design process should review and include:

- Relevance, rigor, and alignment to state learning standards;
- Efficacy of core, alternative core, and intervention instructional materials that support student learning; and
- Processes and resources used to assess student progress and address teacher professional learning needs.

Recommendations of a review may lead to:

- Affirmation of continued use of current courses and instructional materials;
- Establishment of a goal or timeline for examining new course proposals;
- Creation and assignment of tasks to curriculum content committees to propose, write, select, or revise the course design;
- Recommendation of new instructional materials selection to the Instructional Materials Committee;
- Design of course implementation and professional learning needs;
- Identification of projected budget needs in accordance with established timelines.

### **New Courses or Major Modifications to Existing Courses**

New course offerings or major course modifications that propose significant changes to course objectives or scope will be reviewed by the content curriculum committee, the building administrator, and the Superintendent/designee prior to being scheduled for review by the district Instructional Materials Committee with a recommendation to the Board. To ensure that the course is aligned with state/national standards; is aligned with student needs; is rigorous; utilizes appropriate instructional materials, and is carefully considered part of the school's college and career pathways. When the



adoption/implementation of new or modified courses requires the adoption of new instructional resources, those recommendations will be forwarded to the **Instructional Materials Committee** for consideration by the procedures outlined below.

### **Instructional Material Types**

Materials will be identified as Core; Alternative Core; Intervention; Supplementary and/or Approved. Instructional materials may be delivered in many formats, and may include textbooks, technology-based materials, or other educational media.

Open Educational Resources (OER) are teaching and learning resources that reside in the public domain or have been released under an intellectual property license that permits their free use and re-purposing by others. A wide variety of free, high quality instructional content is available from supplemental to core instructional materials. District staff may consider OER when selecting instructional materials. OER are subject to the same selection and adoption procedures as other instructional materials outlined in this document. When Technology-based resources /instructional materials are being considered, district educational technology staff should be consulted regarding the technological impacts of the suggested program. Equity of access for students and teachers must be considered for all core materials delivered in digital formats.

Roles and responsibilities of district staff are outlined in procedures as are the criteria for selection of materials, and review procedures from stereotyping, and propaganda in historical or contemporary contexts. The Washington Models for the Evaluation of Bias Content in Instructional Materials, published by the Office of Superintendent of Public Instruction (OSPI) should be consulted in the selection process to further to the goal of eliminating content bias: Core material will be reviewed according to procedures and ensure compliance with the selection criteria and by using instructional material evaluation tools listed on the OSPI website.

### **Instructional Materials Committee**

The Instructional Materials Committee (IMC) is established to review and monitor procedures for the evaluation and recommendation of core materials used by the district in conformance to stated criteria. The committee will act upon requests for core material approval and will evaluate and act upon citizens' requests for reconsideration of core materials.

## **Course Design, Selection and Adoption of Instructional Materials Procedures & Instructional Materials Committee Procedures**

**Selection and Adoption of Instructional Materials** For the purposes of this procedure, instructional materials used in the school district will be classified as core, alternative core, intervention, supplemental, and temporary supplemental and will be selected according to the procedures that follow.

The principal is responsible for ensuring the continuing familiarity of his/her certificated staff with the requirement of this policy and procedure.

The district office will provide technical assistance/oversight as may be necessary to accomplish this process.

Roles and Responsibilities in the Selection and Adoption of Instructional Materials & Instructional Material types are:

Superintendent – providing leadership and oversight of the curricular/course design process and review, including timelines/schedules of review; designation of curricular committees & review/development processes;

Certificated Teaching Staff -serving on curricular content review committees and IMC as appointed;  
Principal - ensuring staff membership appointments to curricular committees and staff/parent/student appointment to the IMC committee;

Instructional Materials Committee (IMC) – review/consideration of all curriculum approval requests;  
School Board - approval of IMC committee members and consideration/approval of recommended curriculum materials by the IMC.

### **Instructional Materials Committee**

The Instructional Materials Committee (IMC) is established to review and monitor procedures for the evaluation and recommendation of core materials used by the district in conformance to stated criteria. The committee will act upon requests for core material approval and will evaluate and act upon citizens' requests for reconsideration of core materials.

Committee meetings will be held on a monthly schedule determined by the district. Special meetings may be called by the committee chairperson if necessary.

The superintendent or designee will provide teachers, principals, student and parent reps, and content committee chairs with copies of the committee meeting schedule and copies of materials to be considered a week prior to the scheduled meeting.



Composition of the Instructional Materials Committee will include the curriculum content representative(s); at least one elementary and one secondary teacher; at least one principal; at least two parents (state law provides that parents must make up less than one-half the committee) and a technology representative if the material requires the implementation of technology resources. Member appointees will be forwarded to the superintendent from building administrators. Membership must be approved by the Board of Directors. The chairperson and the secretary will be permanent members of the committee. Other members will serve three-year terms. Temporary appointments of one year or less may be made to fill vacancies.

### **Criteria for Selection of Core Instructional Materials**

Core instructional materials will be selected based upon the degree to which they:

- A. Demonstrate likelihood of impact as shown by scientific or evidence-based research;
- B. Enable implementation of the district's developed curriculum and meet state standards and College Readiness requirements;
- C. Provide sufficient flexibility to meet the varied needs and abilities of the students served;
- D. Provide clear and appropriate differentiation components for English Language Learners, special education students, students with academic opportunity gaps, and highly capable students;
- E. Where appropriate, present balanced but differing views of issues, controversial or otherwise, in order that students may develop critical analysis and informed decision-making skills;
- F. Demonstrate consideration of appropriate format(s) (including technological, visual, and/or auditory components);
- G. Support an equitable access to learning and learning materials for all students; including the provision of appropriate, high-quality accessible instructional materials to all students with disabilities who require them; and
- H. Are free of stereotyping and gender, race, class, and other forms of bias, recognizing that under certain circumstances biased materials may serve as appropriate resources to present contrasting and differing points of view, and biased materials may be employed in order to teach students about bias.

To prevent stereotyping, and propaganda in historical or contemporary contexts, the Washington Models for the Evaluation of Bias Content in Instructional Materials, published by the Office of Superintendent of Public Instruction (OSPI) should be consulted in the selection process to further to the goal of eliminating content bias: Core material will be reviewed to ensure compliance with the above selection criteria and by using instructional material evaluation tools listed on the OSPI website: <https://www.k12.wa.us/CurriculumInstruct/InstructionalMaterialsReview.aspx>.

Based on their evaluation, the IMC will recommend instructional materials to the board for adoption. Adoption of Core Instructional Materials will be approved by the board prior to their use in classrooms. Texts selected previous to this policy are exempt from this requirement.

**Exceptional Needs or Rapidly Changing Circumstances** authorizes the superintendent or designee to approve the acquisition of alternative core instructional materials to meet exceptional needs or

rapidly changing circumstances. Expanded use of core instructional materials selected for exceptional needs will require adoption through the formal process. College in the High School, Advanced Placement (AP), and/or International Baccalaureate (IB) College in the High School, AP, and/or IB courses may have varying course designs as necessitated by their course credit transfer requirements.

### **Implementation of Core Instructional Materials Adoptions**

To implement core instructional materials, the Superintendent will develop a plan to train all teachers who will utilize the adopted core instructional materials. Teachers are required to receive the identified professional learning. The professional learning will provide instruction on the proper use and best instructional practice to implement the adopted instructional materials. Additionally, a program evaluation plan will include a measure core instructional materials impact on student learning.

### **Pilot Testing**

The Superintendent or designee may authorize the use of pilot testing for a period of one year prior to adoption through the formal process. Pilot testing can provide a flexible opportunity to investigate the effectiveness of curricular approaches, instructional materials, and/or assessment resources through careful experimentation for an identified purpose based on student needs.

### **Citizen Access to View Core Materials**

Members of the community are invited to review any core instructional materials in current or proposed use. Such review may be accomplished at the school, in the district office, or online. The review and examination process should be arranged in a way to avoid disrupting the educational program. The review of core materials should be undertaken with the knowledge of district course objectives in mind.

**Intervention Instructional Materials** are designed to support strategic or intensive intervention for students who are at risk of not meeting established learning standards. Intervention instructional materials will be approved by the superintendent or designee based upon evidence from reputable sources (e.g., National Center on Response to Intervention, Johns Hopkins Best Evidence Encyclopedia).

### **Alternative Core Instructional Material**

The superintendent, or designee, will establish procedures through which schools will be approved to use alternative core materials for specialized course offerings or flexible learning environments. In many cases, the superintendent may decide that selection of these alternative core materials be made by certificated staff designated by the building principal.

### **Protest Procedure for Instructional Materials**

When a parent/guardian or employee challenges any instructional materials used or restricted from use in the schools, the following steps should be taken:



1. Concerns should first be discussed with the certificated teacher and/or the school principal. All parties are urged to resolve the concern at this level.

2. If the concerns cannot be resolved through discussion at the school level, the following steps will be taken and the challenged instructional material will continue to be used until a decision is rendered:

a. If the challenged instructional material is supplemental in nature, at a parent's written request to the principal, the supplemental material may be asked to be withdrawn from their student. The principal will facilitate a meeting of the complainant(s) and appropriate school staff. Following the meeting, the principal will respond with a written decision. If warranted by the scope of the supplemental material, an appeal may be submitted to the Superintendent, or designee requesting review by the Instructional Materials Committee and a written decision. B. If the instructional material is core, alternative core, or intervention material, the parent/guardian or employee may register a request for reconsideration with the Superintendent or designee. This request will be forwarded to the Instructional Materials Review committee. The IMC will review the complaint and establish a timely process for public consideration of the complaint, if appropriate. All instructional material reconsideration decisions will be by majority vote of the IMC and are final. Decisions of the committee will be delivered in writing to the Superintendent, complainant, and affected staff within ten (10) school business days.

IMC Procedures RCW 28A. 320.230

**Core Instructional Material Selection**

## Form 2020 A Criteria/checklist to Instructional Materials Committee

Material Recommended by: \_\_\_\_\_  
Title of Material: \_\_\_\_\_ Publisher: \_\_\_\_\_  
Date of Publication: \_\_\_\_\_ Type of Material \_\_\_\_\_  
Copies Needed: \_\_\_\_\_ Unit Cost: \_\_\_\_\_ No. of Units \_\_\_\_\_  
For use with: \_\_\_\_\_ Grade /Course \_\_\_\_\_

- A. Demonstrate likelihood of impact as shown by scientific or evidence-based research.  
\_\_\_\_\_
- B. Enable implementation of the district's developed curriculum and meet state standards and College Readiness requirements by: \_\_\_\_\_
- C. Provide sufficient flexibility to meet the varied needs and abilities of the students served:  
\_\_\_\_\_
- D. Provide clear and appropriate differentiation components for English Language Learners, special education students, students with academic opportunity gaps, and highly capable students: \_\_\_\_\_  
\_\_\_\_\_
- E. Where appropriate, present balanced but differing views of issues, controversial or otherwise, in order that students may develop critical analysis and informed decision-making skills: \_\_\_\_\_
- F. Demonstrate consideration of appropriate format(s) (including technological, visual, and/or auditory components): \_\_\_\_\_
- G. Support an equitable access to learning and learning materials for all students; including the provision of appropriate, high-quality accessible instructional materials to all students with disabilities who require them: \_\_\_\_\_
- H. Are free of stereotyping and gender, race, class, and other forms of bias: \_\_\_\_\_  
\_\_\_\_\_

Recommended by: \_\_\_\_\_  
Approved by: (Principal) \_\_\_\_\_  
Approved by IMC: \_\_\_\_\_ Date \_\_\_\_\_  
Approved by Board: \_\_\_\_\_ Date \_\_\_\_\_



Industrial, Structural & Mechanical  
Design, Drafting & Fabrication  
8304 N. Regal St  
Spokane, WA 99217  
Phone: 509-385-4325  
Email: [davidrobinette@finnoedesign.com](mailto:davidrobinette@finnoedesign.com)

Date: 06/10/2024

Attn: Estimation Department

Re: Steel Supply: Finnoe Design, LLC Proposal #FD24-102 Chewelah Press Box

### **Bid Letter R1**

Finnoe Design LLC proposes, subject to the terms and conditions stated herein, to Furnish Materials, Detail, Fabricate, Prime Paint and Deliver FOB Chewelah, WA area, the materials as follows:

#### **A. DRAWINGS AND SPECIFICATIONS**

1. 00 COMBINED Chewelah Press Box - IFP

**LUMP SUM PRICING:** ..... **\$71,195.00**

#### **B. Scope of Work:**

1. Columns per foundation plan HSS4x4x3/8 per architect email response
2. Baseplates, templates, and anchors per details page S5
3. Steel framing per S3
4. Angle welded to steel framing for CLT per detail callouts on S3.1
5. Diagonal HSS bracing and connections per S4
6. Stair per A.501
7. Rail for stair per details on A.701 excluding chain link
8. Grating shown in 02/A.701 quoted as 1-1/4" 19-W-4 Smooth
9. All steel quoted as galvanized
10. Delivery FOB to the Jobsite in Chewelah, WA

#### **C. Exclusions:**

1. Screws
2. Chain-link fencing
3. Gauged materials
4. Gutters or downspouts
5. Helical Piles
6. Simpson straps
7. Wood
8. Hardware for other trades
9. Anything not listed in above scope of work
10. Field installation
11. All field measuring, allowance for existing conditions and scanning



## Surplus Disposal Request

Surplus/Disposal Requestor:

4/29/24

509- 936-2550

JTapia@MSN.com

Maintenance Dept

~~⊗~~ - Surplus

~~Disposal~~

### List of Surplus or Disposal Items

Approved

Employee Supervisor

Date \_\_\_\_\_

## Business Manager

Superintendent as Secretary to the Board

4.29.24

4/25/24

# Chewelah School District

## Surplus Disposal Request

Supervisor approval and Business Manager review are required for all Surplus and/or Disposal Requests. Approval of the School Board is required to surplus and/or dispose of all items valued over \$1,000 for a single item or \$5,000 total for multiple items.

Surplus/Disposal Requestor:

Date:

Athena Bornstein

4/30/24

Best Contact: Phone # or Email:

Building / Location of Item(s):

(509) 685-6800, 4002

Gess 110

Request for (Please check one):

☒ - Surplus

☐ - Disposal

\*Please use a separate form for each type

## List of Surplus or Disposal Items

District Inventory #, Serial #, Publication Date	QTY	Description (Make/Model/Color, etc)	Size	Condition (Poor/Fair/Good)	Reason for removal	Location Bldg/Rm #
?	1	Brother P-touch XL 30 label maker	Med	Fair	no longer needed / replaced	Gess office

Additional Information:

Approved

Employee Supervisor

Business Manager

Superintendent as Secretary to the Board

Date

4/30/24

4-30-24



# Chewelah School District

## Surplus Disposal Request

Supervisor approval and Business Manager review are required for all Surplus and/or Disposal Requests. Approval of the School Board is required to surplus and/or dispose of all items valued over \$1,000 for a single item or \$5,000 total for multiple items.

Surplus/Disposal Requestor:

Kassi Breiter

Date:

4/26/24

Best Contact: Phone # or Email:

Building / Location of Item(s):

509 685 6800 ext 4015

Gess

Request for (Please check one):



Surplus



Disposal

\*Please use a separate form for each type

### List of Surplus or Disposal Items

District Inventory #, Serial #, Publication Date	QTY	Description (Make/Model/Color, etc)	Size	Condition (Poor/Fair/Good)	Reason for removal	Location Bldg/Rm #
	1	blue, red, yellow green 3 drawer moveable plastic cabinet		Fair	no longer needed	Gress Health room

Additional Information:

Approved

Employee Supervisor

Julie Price

Date

4/29/24

Business Manager

4.30.24

Superintendent as Secretary to the Board

# Chewelah School District

## Surplus Disposal Request

Supervisor approval and Business Manager review are required for all Surplus and/or Disposal Requests. Approval of the School Board is required to surplus and/or dispose of all items valued over \$1,000 for a single item or \$5,000 total for multiple items.

Surplus/Disposal Requestor:

Julie Sautter

Date:

5/30/24

Best Contact: Phone # or Email:

jsautter@chewelah.k12.us

Building / Location of Item(s):

Gess / Room 19

Request for (Please check one):

☒ Surplus

☐ Disposal

\*Please use a separate form for each type

## List of Surplus or Disposal Items

District Inventory #, Serial #, Publication Date	QTY	Description (Make/Model/Color, etc)	Size	Condition (Poor/Fair/Good)	Reason for removal	Location Bldg/Rm #
2010	32	Houghton Mifflin Harcourt Hardcover Social Studies		Fair	No Longer using curriculum materials	19
	1	Teaching Manual	Large	fair	"	19
	1	Homework & Practice Book		good	"	19
	1	" "		good	"	19
	1	Teacher Edition		good	"	19
	1	Binder of Vocab Cards and Intervention		good	"	19
	1	Assessment Program		good	"	19
	1	Student Edition CD ROM		good	"	19

Additional Information:

All Harcourt Social Studies

The United States: Making a New Nation

Approved	Date
Employee Supervisor Julie Price	5/30/24
Business Manager M. Schindler	6-11-24
Superintendent as Secretary to the Board	



# Chewelah School District

## Surplus Disposal Request

Supervisor approval and Business Manager review are required for all Surplus and/or Disposal Requests. Approval of the School Board is required to surplus and/or dispose of all items valued over \$1,000 for a single item or \$5,000 total for multiple items.

Surplus/Disposal Requestor:

Keri Ecklund

Date:

5/21/2024

Best Contact: Phone # or Email:

Kecklund@chewelah.k12.us

Building / Location of Item(s):

Quartzite K-6 classroom

Request for (Please check one):



Surplus



Disposal

\*Please use a separate form for each type

### List of Surplus or Disposal Items

District Inventory #, Serial #, Publication Date	QTY	Description (Make/Model/Color, etc)	Size	Condition (Poor/Fair/Good)	Reason for removal	Location Bldg/Rm #
2005	25	"North American Indian" Books		Good	They belong @ Gess - old S.S. Curriculum	Quartz. K-6
1996	2	Encyclopedia of the N. American Indian		Good	" "	" "
1996	2	Scholastic Encyclo. of the N. American Indian		Good	" "	" "
1992	2	Childrens Atlas of Native Americans		Good	" "	" "

Additional Information: They are in a cardboard box inside the South door - marked "Surplus."

Approved

Employee Supervisor



Date

5/21/24

Business Manager

Superintendent as Secretary to the Board

6.11.24



## Chewelah School District

### Surplus Disposal Request

Supervisor approval and Business Manager review are required for all Surplus and/or Disposal Requests. Approval of the School Board is required to surplus and/or dispose of all items valued over \$1,000 for a single item or \$5,000 total for multiple items.

Surplus/Disposal Requestor:

MikhailaSchulz

Date:

5/30/24

Best Contact: Phone # or Email:  
mschulz@chewelahk12.us

Building / Location of Item(s):  
Jenkins/ RM 14

Request for (Please check one):



Surplus



Disposal



\*Please use a separate form for each type

### List of Surplus or Disposal Items

District Inventory #, Serial #, Publication Date	QTY	Description (Make/Model/Color, etc)	Size	Condition (Poor/Fair/Good)	Reason for removal	Location Bldg/Rm #
2011	53	Prentice Hall America History of Our Nation	Textbook	Poor	Outdated/Unused Curriculum	Jenkins/14
2011	29	History Alive! The Medieval World	Textbook	Fair	Outdated standards/course not taught	Jenkins/14

#### Additional Information:

These textbooks are not usable for any course taught in Chewelah. The History Alive Medieval World covers a time period that is no longer taught state-wide and the Prentice Hall books are in terrible condition and are being replaced by our new TCI textbooks that we need to make room for.

Approved	Date
Employee Supervisor 	5/30/24
Business Manager 	6-11-24
Superintendent as Secretary to the Board	

## Chewelah School District

### Surplus Disposal Request

Supervisor approval and Business Manager review are required for all Surplus and/or Disposal Requests. Approval of the School Board is required to surplus and/or dispose of all items valued over \$1,000 for a single item or \$5,000 total for multiple items.

Surplus/Disposal Requestor:

Katy Gaffney

Date:

5/30/2024

Best Contact: Phone # or Email:  
509-685-6800 ext 1002

Building / Location of Item(s):  
District Office

Request for (Please check one):



Surplus



Disposal

\*Please use a separate form for each type

### List of Surplus or Disposal Items

District Inventory #, Serial #, Publication Date	QTY	Description (Make/Model/Color, etc)	Size	Condition (Poor/Fair/Good)	Reason for removal	Location Bldg/Rm #
	1	VHS Video Series	17 VHS tapes	Fair	Obsolete	District Office
		"The Seven Habits				
		of Highly Effective				
		People"				

Additional Information:

Approved	Date
Employee Supervisor	5/30/24
Business Manager	6/11/24
Superintendent as Secretary to the Board	6/7/24

04.2023



**RESOLUTION OF INTERFUND LOAN**  
**CHEWELAH SCHOOL DISTRICT NO. 36**  
**Resolution No. 2023/2024-08**

A Resolution to provide for an Interfund Loan from the General Fund to the Capital Projects Fund.

WHEREAS, WAC 392-123-140 allows school districts to make interfund loans; and

WHEREAS, the General Fund has sufficient funds to make such a loan without detriment of any function or project for which the fund was established; and

WHEREAS, the Chewelah School District No. 36 has a need for a temporary loan to the Capital Projects Fund for the purpose of covering the cost of several projects before the 2024 Capital Projects Levy Collections; and

THEREFORE BE IT RESOLVED that the Board of Directors of Chewelah School District No. 36, Stevens County, State of Washington make an Interfund Loan from the General Fund to the Capital Projects Fund in an amount up to \$200,000.00, effective as of the date of this resolution. Said loan to be repaid within one year from the date of this resolution as levy funds are received and available with repayment to include interest based on the prevailing interest rate in Stevens County as of the date of repayment.

DATED this 18<sup>th</sup> day of JUNE, 2024.

\_\_\_\_\_  
Secretary, Board of Directors

\_\_\_\_\_  
Chairman, Board of Directors

\_\_\_\_\_  
Director

\_\_\_\_\_  
Director

\_\_\_\_\_  
Director

\_\_\_\_\_  
Director



## Extra Curricular Programs and Positions 2024-2025

Bldg		Activity	
High School Programs		Junior High School Programs	
High School	ASB Advisor	Junior High School	Baseball, Head Coach
Junior High	ASB Advisor	Junior High School	Basketball, Boys Head Coach
High School	Band Teacher	Junior High School	Basketball, Girls Head Coach
High School	Baseball, Head Coach	Junior High School	Football, Head Coach
High School	Baseball, Assistant Coach	Junior High School	Science Olympiad Advisor
High School	Basketball, Boys Head Coach	Junior High School	Softball, Head Coach
High School	Basketball, Girls Head Coach	Junior High School	Track, Head Coach
Junior/High School	CCREW Advisor	Junior High School	Track, Assistant Coach
High School	Cheerleading Advisor	Junior High School	Volleyball, Head Coach
High School	Class Advisor	Junior High School	Wrestling, Head Coach
Junior/High School	Cross-Country, Head Coach	Junior High School	Yearbook Advisor
Junior/High School	Cross-Country, Assistant Coach	Positions contingent upon student participation	
High School	Drama Director	Junior High School	Baseball, Assistant Coach
High School	Esports Advisor	Junior High School	Basketball, Boys Assistant Coach
High School	Football, Assistant Coach	Junior High School	Basketball, Girls Assistant Coach
High School	Football, Assistant Coach	Junior High School	Football, Assistant Coach
High School	Football, Assistant Coach	Junior High School	Softball, Assistant Coach
High School	Football, Head Coach	Junior High School	Volleyball, Assistant Coach
High School	Golf Head Coach	Junior High School	Wrestling, Assistant Coach
High School	Knowledge Bowl Advisor		
High School	National Honor Society		
High School	Senior Class Advisor		
High School	Softball, Head Coach	Bldg	
High School	Softball, Assistant Coach	Elementary Programs	
High School	Tennis - Head Coach	Elementary School	Art Club Advisor
High School	Track, Assistant Coach	Elementary School	Advisor Club Advisor
High School	Track, Head Coach	Elementary School	Chess Club Advisor
High School	Volleyball, Head Coach	Elementary School	Choir Club Advisor
Junior/High School	Webmaster	Elementary School	Gaming Club Advisor
High School	Wrestling, Boys Head Coach	Elementary School	Guitar Club Advisor
High School	Wrestling, Girls Head Coach	Elementary School	Leadership Club Advisor
High School	Yearbook Advisor	Elementary School	Literacy Club Advisor
Positions contingent upon student participation		Elementary School	Math Club Advisor
High School	Basketball, Boys Assistant Coach	Elementary School	STEAM Club Advisor
High School	Basketball, Boys C Squad Coach	Elementary School	Webmaster
High School	Basketball, Girls Assistant Coach		
High School	Basketball, Girls C Squad Coach		
High School	Cheerleading, Assistant Advisor		
High School	Football, Assistant Coach		
High School	Tennis, Assistant Coach		
High School	Volleyball, Assistant Coach		
High School	Volleyball, C Squad Coach		
High School	Wrestling, Assistant Coach		



# **Gess Elementary School Student Handbook 2024-2025**

Gess Elementary School  
Home of the Gators  
405 E Lincoln Street  
PO Box 7  
Chewelah, WA 99109  
(509) 685-6800

Julie Price, Principal  
jprice@chewelahr12.us

Eli Holm, Vice Principal  
eholm@chewelahr12.us

Chewelah School District Website:  
[www.chewelahr12.wa.us](http://www.chewelahr12.wa.us)

**Chewelah School  
District Promise**

**“We teach to  
ready our younger  
generations.”**

## **Gess Elementary Mission Statement**

Together, the Gess Community fosters a joyful growth experience for all by modeling high expectations in a purposeful, secure environment

**Follow us on Facebook**

School Year Calendar added as last page

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## **Staff Directory**

Gess Phone Number 509.685.6800

Main office extension 4002

### **Principal - Julie Price ext. 4001**

**Paraeducators** – Alicia Adelsperger, Jill Chalmers, Brianne Chartrey, Hailey Crise, Lynette Crise, Dennis Ehlert, Elizabeth Harris, Kim Hartill, Clover Joyce, Hailey Lentz, Cara McCanna, Caroline Kistenmacher, Susie Timm, Rosa Turner

**Custodial Team** – Darrel Proszek, Caleb McCoy

**Kitchen Team** – Pam Hergesheimer,

**Office** – Athena Bornstein ext. 4002

Renee Whitley ext. 4103

**Transitional Kindergarten** – Sara Riley ext. 4132

**Kindergarten** – Alyssa Carlson ext. 4134, Becky

Gregerson ext. 4113, Miranda Eaton, ext. 4129

**First Grade** – Kaylee Hopper ext. 4116, Kristin

Paulson ext.4131

**Second Grade** – Aimee' Bergman ext. 4128

Christine Chalmers ext. 4109, Jennifer Drake ext. 4125

**Third Grade** – Polly Cooley ext. 4106

Margo Sety ext. 4120

**Fourth Grade** – Lisa Sweat ext. 4122

Kailee Morris ext. 4104

**Fifth Grade** – Rachael Griep ext.4104

Julie Sautter ext. 4111

**Sixth Grade** – LeAnn Jones ext. 4119

Kallie Tilla ext. 4108

**Special Education** – Sarah Gregory ext. 4121

Karen McKinnis ext. 4112

Sherry McDonald ext. 4124

### **Specialists**

Emily Smith - Music/Beyond ext. 4133

Leah Oman-Health & Fitness ext. 4105

### **New Beginnings Program**

Micah Holmes ext. 4123

### **Certificated Support Staff**

Bethany Bennetch ext. 4012

Sheila Krouse ext. 4011

Daphne Scranton ext. 4101

**Library** – Brianne Chartrey ext. 4130

**Nurse** - Kassi Breiter; ext. 4015 & 2015

**Counselor** – Renee' Jungblom ext. 4010

### **Superintendent**

Jason Perrins

### **Board of Directors**

Judy Bean-Chair

T. O. Bakken

Dan Krouse

Steve Phillips

Donna Eastabrooks

### **Principal**

Julie Price

[jprice@chewelahk12.us](mailto:jprice@chewelahk12.us)

### **Vice Principal**

Eli Holm

[eholm@chewelahk12.us](mailto:eholm@chewelahk12.us)

Chewelah School District Website

[www.chewelah.k12.wa.us](http://www.chewelah.k12.wa.us)

Follow us on Facebook

# Welcome to Gess Elementary!

## STAFF BELIEFS

1. Every student can learn.
2. Each student should have a foundation on which to build his or her learning in reading, writing, math, science, and social studies.
3. Students will learn to make appropriate decisions and take responsibility for their own actions.
4. Students will learn to apply skills to real world situations, making learning meaningful.

## SCHEDULE INFORMATION

**Daily Office Hours**  
8:00 AM – 3:30 PM

**Daily Bell Schedule**  
Monday 9:30-2:50  
Tuesday through Friday - 8:30 to 2:50

**Late Start Mondays:** School begins 1 hour late on Mondays throughout the school year. This allows staff to work together to ensure that curriculum and assessments are aligned to the state standards.

**Early Dismissal Days: 8:30 – 12 p.m.** Early dismissal days are scheduled for parent conferences (November and April) and report card preparation days. (See calendar for specific dates).

## GENERAL INFORMATION

### Attendance Matters at Gess Elementary

Regular, on-time attendance at school is a necessary ingredient for your child's success as a learner. Good attendance and punctuality at school improves learning. State law (RCW 28A.225.010) requires regular and punctual attendance in school. **Your child should arrive at school no earlier than 8:00 AM and must be in class at 8:30 AM.** Students are tardy when they arrive after 8:30 and must check in at the office before going to class.

Please make every effort to schedule appointments outside of the school day. Should you need to take your student out of class early, you (or someone you have authorized in writing) must request the early release from the office, present valid identification, and sign out your student. Early releases are documented daily and will appear as a tardy/early dismissal on your student's attendance history.

Absences due to illness or a health condition, a religious observance (when requested by a student's parent or guardian), school-approved activities, family emergencies, and, as required by law, disciplinary actions or short-term suspensions shall be excused. A doctor's note may be required if your child accumulates excessive absences.

### Assessment

The Common Core Standards require a practical, real-life application of knowledge that prepares Washington students for success in college, work, and life.

### State Assessments

Each spring, all third through eighth grade students in Washington State will take an assessment called the Smarter Balanced Assessment. These assessments measure a student's progress toward college and career readiness in Mathematics and English language arts. In addition, fifth and eighth grade students will take the Washington Comprehensive Assessment of Science (WCAS). These assessments are important because teachers and administrators use the results to make decisions regarding curriculum and instruction. In addition, these assessments determine whether or not public elementary and middle schools in Washington meet federal requirements.



### **iReady Diagnostic**

iReady is used by our educational staff for K-5 grade students to determine student strengths and areas of need, as well as individual student growth over time, in the areas of reading and mathematics. The MAP diagnostic is utilized for benchmarking of science and for 6-12 grade students Mathematics and Language Arts knowledge. iReady and MAP testing takes place up to three times a year and results are shared with parents at parent-teacher conferences.

**Students and teachers work hard to prepare for success on the state assessments.**

**Parents and guardians can help their children be successful in the following ways:**

Look for an announcement of testing days for your school, and make sure your child attends school on these days.

Make sure your child gets plenty of sleep the night before testing, and that he or she eats a nutritious breakfast on testing days.

Visit the Chewelah School District website and look under Parent Resources to find information that will help you prepare your child for the state assessments.

### **ATTENDANCE & CHECK IN/OUT**

Children are required to check-in at the blue desk if they are late and must be signed out by a parent or guardian if they leave early. If a relative or friend will be picking up your child, please send a note or notify our office.

If your student is absent for an extended period of time, please contact your student's teacher and work together to complete missing assignments.

Attendance is monitored daily, and calls are made to absent students. Please contact the office at 685-6800 Ext 4002 when your child is absent or send a note stating the date of absence and the reason.

Parents of chronically tardy students may be asked to meet with school staff in an effort to solve this problem. Unexcused absences are processed according to state law. Notification letters may be sent home after 3 or more unexcused absences. If necessary, a juvenile court petition will be submitted.

### **Changing After-School Plans**

If there is a need for any deviation from the normal routine, or if any person other than a parent or guardian is taking a student off campus, **a note** to that effect must be sent to the office. A call to the office by a parent/guardian can be made directly, as well. For safety reasons, students without notes/calls will follow their normal after-school plan. District procedure does not allow students to ride home with another student on the bus without prior arrangement. **Calls home for confirmation are not possible without serious schedule delays for departing buses. Please notify our office of any change in plans before 2:00 p.m.**

### **COMPUTERS AND THE INTERNET**

Technology is an important part of today's society. Using technology during school is a critical component of your student's learning. Computers and the Internet are both tools your student will use while attending Gess. Students must not:

1. Use any computer, network, control center or teacher workstation without permission.
2. Modify or alter the network operating system.
3. Bring up inappropriate or unauthorized websites.
4. Vandalize equipment.
5. Use software or passwords illegally.
6. Install or store illegal hardware or software on any network, server, or workstation.

### **COUNSELOR**

A school counselor is available to work with students individually or in groups as well as in the classroom to address concerns. Brief individual counseling at school may be provided. For students interested in ongoing individual counseling outside of school, referrals, assistance, and support are provided through the counseling process.

At Gess Elementary the counselor teaches social emotional learning through the Second Step program to Grades Pre-K to 5<sup>th</sup> grade. The sixth-grade class focuses on bullying, harassment, career, and substance abuse education.

Every attempt will be made to get permission from parent/guardian before seeing a child individually, however, it is not always possible. In certain instances, the counselor may make counseling decisions on the student's behalf. If you feel your child would benefit by seeing the school counselor or you have questions about the Gess counseling program, please call the counselor at 509.685.6800 Ext 4010.

## **DRESS CODE**

Children are expected to dress in an appropriate manner that does not interfere with the educational process. Typically, the major clothing problem is children not dressing warmly during cold weather and wearing clothing that is too revealing.

### **The specific Gess dress and grooming code:**

1. Proper personal hygiene is required of all students and will reduce problems with peers. Wearing clean clothes and regular bathing is essential. Marks, drawings, and letters on the skin are not allowed.
2. Hats are not allowed to be worn in the building during school.
3. Masks are not allowed to be worn at Gess Elementary.
4. Face coverings are not allowed of any kind unless they meet the legal definition of religion.
5. Masks are not allowed to be worn on the tops of heads at Gess Elementary.
6. The only potential exceptions to rules regarding dress code will be explained for any Spirit Days.
7. See-through apparel, bare back tops, strapless dresses, spaghetti strap clothing, low, revealing necklines and "muscle shirts" with large armholes are prohibited.
8. Undergarments should be always worn but may not be visible at any time.
9. Shorts and skirts are to be longer than the student's fingertips when arms are at sides and fully extended.
10. Bare skin must not be visible between shirt bottom and pants/skirt top at any time.
11. The waist of pants, shorts, and skirts may be no lower than the top of the hipbone. (boys & girls)
12. Footwear with soles must be worn in school facilities and on school grounds.
13. Reference to tobacco, weapons, drug and/or alcohol on clothing is not allowed. Inappropriate pictures and/or words on clothing of an obscene and /or sexual nature are also prohibited.
14. Clothing that promotes gang involvement or wannabe gang association is prohibited. This includes but is not limited to "showing colors" and wearing chains.
15. Sunglasses are not to be worn in school unless prescribed by a physician and cleared through the office.
16. Dress code violations will be handled through school discipline, including but not limited to 1) immediate correction of problem, which may mean a call home for a change of clothing; 2) immediate correction of problem with parent conference required; 3) immediate correction of problem, disciplinary action & parent notification.

## **DRESS FOR THE WEATHER**

**Recess is rarely cancelled.** Please be sure your child's clothing is appropriate for the weather conditions each day. A note from a parent will allow a student to stay in for up to three days. Beyond this, a note from a physician is required.

## **Dropping off/Picking Up by Car**

If you are bringing your child to school in the morning and/or picking your child up at the end of the day, please use the parking in front of the school. For additional safety, the back of our school is for buses only during student arrival and dismissal.

## **EMERGENCY PROCEDURES**

In order to be prepared in the event of an emergency or crisis situation, students and staff members regularly practice fire, evacuation, and lock-down drills. All crises, whether major or minor, require a common sense of purpose and cooperation. Our primary responsibility during any crisis or emergency situation is to keep students safe. In the event of an emergency or crisis situation at school, information will be communicated through the Global Connect system that will call your home.

Please ensure your contact information is current. In the event of an emergency, this will ensure that you receive the most up-to-date information possible.

## **FIELD TRIPS**

Children are given the opportunity to go on walking and bus field trips throughout the year. Parents will be asked to sign a permission slip for their child to participate when transportation by bus is required. If space permits, parents are welcome as chaperones on field trips to help with supervision. Chaperones are asked not to bring other children.

## **FOOD SERVICE**

### **Information for September – June 2024**

Chewelah School District is able to offer free meals to all children 0-18 through June 2024. Please continue to fill out the free/reduced meal applications as this waiver may change.

The meal service application also provides information for school grant opportunities as well as additional resources for students that qualify for the program.

## **National School Lunch program**

The National School Lunch Act makes free or reduced breakfast and lunches available to children of families who qualify. An application for free or reduced priced meals is available at the office and online through Skyward Family Access registration. Please complete one application per household, listing all Chewelah School District students.

A new application can be filled out at any time if there is a change in household income or a change in household size.

If you have questions regarding completion of your application, please call 509-685-6800.

## **LUNCHROOM PROCEDURES & EXPECTATIONS:**

1. The lunch line should be orderly with no crowding in front of others.
2. No money will be taken in the lunch line.
3. All food is to remain in the cafeteria.
4. Food is not to be thrown.
5. Students receiving free or reduced lunches are not to give their food away.
6. No student is allowed to give his or her tray to a non-paying student to try to get seconds.
7. Students who cannot follow rules and regulations relative to the cafeteria may be denied the privilege of eating in the cafeteria.

## **SPECIAL DIETARY NEEDS**

If your child has a special dietary need, please inform the School Nurse. She will provide you with a Health History Form identifying a food allergy or any other impairment that may affect their child's diet. In order to facilitate the special dietary need, the school must receive a completed Special Dietary Needs Form signed by a recognized medical authority.

When a family returns the Special Dietary Request Form, the child's dietary need will be accommodated immediately. If the family does not return the form, the school will not accommodate the special dietary need.

### **ENERGY DRINKS**

In effort to maintain student wellness, energy drinks are not allowed on school campus during the school instructional day. Energy drinks contain high amounts of caffeine along with other stimulants which have serious health consequences such as increased heart rate, sleep disturbances, increased blood pressure, seizures, stroke, increased anxiety, and increased risk for arrhythmias (irregular heart).

### **FOOD/SNACKS IN CLASSROOM**

Due to the increased number of students with food allergies, only store-bought food items are accepted for classroom parties. These items need to have the nutritional information and ingredients listed.

**FUNDRAISER** Gess Elementary has a spring fundraiser. Students may sell to friends and family to help raise money for the Associated Student Body to help pay for student activities, special programs, and awards. A prize may be earned by students depending on the number of sales made. Students are not to go door to door to make sales.

**INJURIES AND INSURANCE** The Chewelah School District and Gess Elementary does everything in its power to keep your student safe and secure while attending school. We are unable to guarantee your student will not be hurt or injured while attending school. Our district's insurance **does not** provide medical insurance coverage for school accidents. This means that you are responsible for the medical bills if your student gets hurt during the school day or at school activities.

Student accident insurance is available for you to purchase. Contact the school office or visit the school website for more information.

**LOST AND FOUND** Please mark all clothing, lunchbox, and other belongings with your child's name. Properly identified items can be returned to students.

Unclaimed lost and found items are donated to local charities prior to Winter Break, Spring Break, and Summer Break.

Please check the lost and found area when you come to Gess and claim your child's clothing.

**PERSONAL PROPERTY** Personal electronic devices such as music players, gaming systems, and cameras **are not allowed at school**. Such items disrupt the learning environment and also are at risk of being lost or stolen. The school will not be responsible for replacing items that have become missing or stolen.

Toys, cell phones, mp3 players, skateboards, etc., are best left at home, and the district assumes no responsibility if they are brought to school. Play equipment is provided for recess. Too often, toys become lost, damaged, or stolen.

**PROBLEMS/CONCERNS** Should you experience or hear of something that does not make sense, please visit immediately with your child's teacher. If, after talking to the teacher, you have unanswered questions, then visit with the principal. Our goal is to find solutions to problems that are in the best interest of all children.

### **Riding the Bus**

Please review bus expectations with your child and remind your child he/she is expected to maintain good self-discipline. Students riding the bus are expected to respect and obey the bus driver and follow the safety rules.

**School Bus Behavior Expectations (The bus driver's directions are to be followed at all times!)**

**R.I.D.E.**

**R. RESPECT AND SUPPORT** (Driver - Others - Bus)

**I. IN YOUR SEAT SAFELY** (Facing Forward - Sitting on Your Pockets - Hands to Yourself)

**D. DEFINITELY KEEP AISLES CLEAR** (Keep Belongings in Your Lap or on the Floor - Aisle is for Entering and Exiting Only - Keep Your Area Clean)

**E. EXTRA ATTENTION TO SAFETY** (Inside Voices - Voices Off at Railroad Tracks - Wait for Driver's Signal to Cross the Road)

If a student is having **behavioral issues while waiting for the bus**, they will be asked to go to the office and call a family member to come and pick them up.

**SKYWARD FAMILY ACCESS** Skyward family access allows parents and guardians to play a more involved role in the child's educational progress and improved communication with the school. Parents and guardians use Family Access via the internet using a secure login that the school district assigns. Annual verification of student enrollment information is done at the beginning of each school year through family access. This area also allows parents and guardians to update phone numbers and address changes throughout the school year.

Skyward gradebook is available for grades 3-6. This module allows parents/guardians to view class assignments and grades. Other information available through Skyward includes attendance, and food service.

Contact the school office if you do not have a Family Access login and password.

**SNOW CLOSURE** Occasionally, bad weather requires that school be closed or delayed. This decision is made with children's safety in mind. Announcements are given on several Spokane radio stations, television stations, and the Global Connect system will call your home. This information is usually available by 6 A.M.

**TELEPHONE USE** Parents are encouraged to call Gess whenever they have a question or concern. However, please realize that there are over 300 students and adults working in our school every day and many phone calls are received. You are encouraged to decide with your children before school rather than calling during the day to have the school relay information.

Emergency situations do arise, and the office will do everything possible to assist parents. Children are not allowed to make phone calls except with the permission of their teacher. Children are not allowed to use their cell phones during the school day except at the office.

Cell phones may be taken from the student if they are out in the classroom, in the halls or on the playground. Phones may either be returned to the student at the end of the day, or a parent will be called to pick the phone up.

**UPDATE STUDENT RECORDS**

Please help us keep our student records up to date. If information about your child has changed, please contact the office for a Change of Information Form (this cannot be done over the phone). Such information might include a change in employment, phone number, a different person to contact in case of an emergency, or a new baby-sitter.

**STUDENT HEALTH INFORMATION**



Where should parents draw the line when it is time to decide how sick is too sick to go to school or day care?

***Northeast Tri County Health advise keeping children home if they show any of these symptoms:***

- **Appearance, behavior:** Unusually tired, pale, lack of appetite, difficult to wake, confused or irritable. This is enough reason to keep a student home.
- **COVID-19:** If symptoms are consistent with COVID-19, call your healthcare provider. Possible symptoms include: Fever, cough, sore throat, congestion, headache, shortness of breath, nausea, vomiting, diarrhea, and alteration in smell and/or taste. Students' will need to remain at home for 10 days from symptom onset or receive a negative confirmatory test for COVID-19; AND be fever free for 24 hours without the use of medication.
- **Eyes:** Red, thick mucus or pus draining from the eye or pink eye. Itching with a crust on the eyelids after sleep -- this condition may be "pink eye" and needs medical evaluation.
- **Fever:** Temperature of 100 degrees or higher. Keep students' home until they are fever free for 24 hours without use of medication and follow your school's policy for return to school.
- **Persistent nasal drainage or chronic cough:** Should be seen by a health care provider. These conditions may be contagious and require treatment.
- **Sore throat:** Especially with fever or swollen glands in the neck. A student with a confirmed diagnosis of strep throat can return to school after 24 hours of appropriate treatment.
- **Cold-like symptoms and trouble breathing:** See your health care provider.
- **Diarrhea:** Three or more liquid stools in a 24-hour period, especially if the student acts or looks ill.
- **Vomiting:** Vomiting two or more times within the past 24 hours.
- **Rash:** Body rash, especially with fever or itching.
- **Chicken pox:** Students are infectious one to two days before the rash appears until the last blisters (sores) are dry and crusted. This is usually five to six days after the rash appears. Students are to remain home while infectious.
- **Ear pain with fever:** A health care provider should evaluate this. Untreated ear infections can cause permanent hearing loss.
- **Lice:** Students with suspected infestations will be screened. Parents will be notified of treatment needs. Please notify the school if you find head lice on your student.
- **Scabies:** Students with scabies can return to school 24 hours after treatment has begun.

***Please remember as we approach flu season, all school age and childcare students need an influenza vaccination to reduce their risk of getting and spreading influenza in the classroom.***

***Students, please practice the following to reduce your risk of any infection:***

- *Cover your nose and mouth with a tissue when sneezing, coughing, or blowing your nose.*
- *Wash your hands after sneezing, blowing your nose, coughing, or after touching used tissues or handkerchiefs.*
- *Wash your hands after touching anyone else who is sneezing, coughing, blowing their nose, or whose nose is running.*
- *Throw used tissues into the trash as soon as possible.*
- *Wash your hands often when sick.*
- *Use warm water and soap or alcohol-based hand sanitizers to wash hands.*
- *Social distance whenever possible.*
- *Wear a face covering in public places or when around others from outside your household.*
- *Stay home when you are sick.*

## Prepare for Your Student's Health at School

**Health issues:** Please report any health issues your child has that could impact safety and learning at school to the school nurse. It is important you update your student's health registration form once a year, so the school nurse is aware of any new or ongoing health concerns.

### Life Threatening Health Conditions

**Emergency Care Plans for School:** Washington state law (RCW 28A.210, Section 1) requires that school staff and parents/ guardians plan together for the safe care of their child throughout the school day. When there is a student with a known life-threatening health condition, schools must be prepared for a life-threatening event on the day the student starts school. Please complete the appropriate Emergency Care Plan (ECP) forms and take needed medication(s) to the school before your child's first day of attendance. If you have questions, please call the school nurse. These documents need to be completed EVERY year prior to the start of school. ECP's contain the most current information and need to be submitted along with needed medication(s) and supplies before the first day of school. Examples of ECP's include: Anaphylactic allergies, asthma, diabetes, seizure disorders, blood disorders, and heart disorders.

**Medications: Prescription and Over the Counter** If a student needs to take any type of medication during the school day, even if it is temporary, a "Medication Authorization for School" form must be completed by the child's health care provider and signed by the parent/ guardian. Examples include over the counter medications such as Ibuprofen, Tylenol, cough drops, vitamins, topical ointments, OR prescription medications like rescue inhalers, antibiotics, ear drops, eye drops, Epi-pens, ADHD medications, tube feedings, etc. This form is available at your child's school, from the School Nurse, or on the school website. A new medication authorization is required each school year. It does not carry over to the next school year. The completed form must accompany the medication and will be kept in the school office. Parent/guardians are responsible for providing the medication. Prescription medication must be in the original container labeled by a pharmacist or physician with the correct name of the medication, dosage, route given, and time for school administration. Please obtain a second bottle to be kept at school for this purpose. Over-the-counter medication must be in its original container, labeled with your student's name. Medication sent to school in a baggie or lunch box will not be accepted.

**Self-Carry Students:** Students who have been approved to "self-carry" by their health provider and parent must also demonstrate ability to properly manage self-administration to the School Nurse. The following requirements must be met if medication is to be carried by a student:

- Only one day's dose may be carried unless, as in the case of, inhalers, such a request is impossible.
- A student must be able to self-administer without any assistance or reminders.
- The student is not to share their medication with anyone else.

It is always recommended to keep a "back up" supply of the ordered medication in the health office in case your self-carrying student forgets their needed medication(s). Students must have their medication accessible for ALL field trips, and school activities. If they do not, the student will not be allowed to participate. Parent/ guardian will be notified of need to provide medication.

**Hearing and Vision Screening** State required visual and hearing screenings are coordinated by the district nurse each year. Parents are informed if screening information shows their child should receive further examination.

**Immunization Information and Compliance** All Chewelah School District students must be up to date on their childhood immunizations, in accordance with Washington State Law on or before their first day of attendance. In addition, starting on August 1, 2020, the revised rule requires medically verified immunization records for school

and preschool entry as well as any new immunizations given. Medically verified records include one or more of the following:

- A Certificate of Immunization Status (CIS) filled out by the parent or guardian and signed by a health care practitioner.
- A CIS filled out by a parent or guardian WITH medical records attached. Examples include:
  - Lifetime immunization record completed by a health provider
  - Immunization record printed from another state's immunization registry
  - Immunization record printed from a health provider's office
- A CIS printed from the Washington State Immunization System by a health care provider or school.
- Official immigration immunization record
- A CIS printed from MyIR.net. You can obtain a copy of your own or your child's (under age 18) immunization record located in the Washington Information System (WAIS).
- Health provider documentation of a blood titer showing immunity for a disease for which full immunization is required.
- A Completed Certificate of Exemption (COE) signed by a health care practitioner in the state of Washington.

### **Meningococcal and HPV Information**

As a parent, there is nothing more important than safeguarding your child's health. The Washington State Legislature requires us to make information available to you about meningococcal disease and human papillomavirus (HPV). Know the facts about these diseases and the vaccines available to protect your child. For more information see the Chewelah School District web page, Services tab, Health services.

## **DISCIPLINE AND RULES FOR STUDENT BEHAVIOR**

Setting rules for children's behavior and disciplining is done as an act of care for all children's academic and social development. Children are expected to be safe and not disruptive to the learning process. The BI Program is under the direction of the principal. It provides students with instruction in school rules, appropriate play activities, and how to respond to disagreements and conflict. Students involved in especially disruptive and unsafe behavior, or those whose actions do not change, are referred directly to the principal.

## **TRANSPORTATION**

One of our primary concerns is your child's safety. Please be very cautious going to and from school. Children who ride the bus need to be at designated bus stops and follow their bus driver's instructions for loading and unloading. Children who walk need to cross busy streets at crossings and do not arrive until 8:00 A.M. The first bell for school rings at 8:25 with classes beginning at 8:30. If children who walk eat breakfast at school, they should be at school by 8:00 A.M.

If you are transporting your children to and from school, please go slowly and use caution. Our crossing guards are on duty from 7:50 - 8:15 AM and again from 2:45 - 3 PM.

**BICYCLES AND WHEELED DEVICES** Students are welcome to ride bicycles to school. They may be secured at the bike rack, located near the bus loop area. Storage is not available for any other wheeled items – such as skateboards and scooters. The school is not responsible for lost, stolen, or damaged items.

Wheeled items are not to be ridden on school grounds.

**BUS PASSES** If students need to ride a bus they usually do not ride, or if they are to get off at a different bus stop, a note of explanation signed by a parent must be received in the office. A bus pass will be issued that allows the child



to board. For the safety of our students, drivers are directed not to let children on or off at stops other than the one assigned.

## **BUS RULES**

1. Pupils being transported are under the authority of the bus driver. All students shall follow the driver's instructions the first time they are given.
2. Students shall maintain order at all times; no fighting, wrestling, pushing, yelling, throwing things, or any boisterous activity will be permitted. Student expectations are the same for behavior on the bus as well as in the regular classroom.
3. Students will remain seated with feet on the floor while the bus is in motion and will not move from seat to seat once aboard the bus. The driver may assign students to seats.
4. Students shall converse in normal tones; loud or vulgar language (including all swearing) is prohibited.
5. Students shall keep their hands, legs, arms, and other objects to themselves and in no case will anything be extended through the windows of the bus.
6. Windows will be opened or closed with the permission of the driver.
7. Students will not litter, write on, or damage the bus in any way and will do what is reasonable to keep the bus clean.
8. Students shall not bring animals, firearms, weapons or other potentially dangerous or hazardous material on the bus.
9. Students shall use the emergency door only in case of an emergency.
10. Students will be on time for the bus both morning and afternoon. All students shall maintain a safe distance (at least 6 ft.) from the bus when awaiting loading. They should enter and leave the bus in an orderly fashion.
11. When it is necessary to cross the road, students shall cross only in front of the bus as directed by the driver.
12. Students shall at all times be courteous to the driver, fellow students, and others.
13. Students shall have written permission to leave the bus other than at the regular stop or at school.
14. Students who refuse to promptly obey the directions of the driver or refuse to obey regulations may forfeit the privilege to ride on the buses.
15. Eating and drinking only with the permission of the bus driver.
16. Use and possession of tobacco, alcohol, or drugs are prohibited.
17. Skis, ski poles, and snowboards are not allowed in the bus passenger area.
18. Skateboards and scooters must be in a backpack, or attached to a backpack, held on the student's lap or the driver may safely secure the items in the bus.

## **Academic Information**

**HOMEWORK** The purpose of homework is to practice and develop skills and independent study habits. Completing homework assignments on time is expected. The teachers at Gess Elementary appreciate any assistance parents provide their children with homework assignments.

1. Schedule time to do homework every day.
2. Provide a quiet area for your child to work.
3. Make sure good lighting and materials (pencils, paper) are available.
4. Let your child work on his/her own but be available to help.
5. Check to see that all assignments are complete and done well.
6. Be encouraging and supportive.

**ACADEMIC SERVICES** - Special Education, Title I, Learning Assistance Programs and Highly Capable services are available for children who possess exceptional needs. If you feel your child has special needs and may benefit from these services, please talk to your child's teacher.

Gess also provides special education services for pre-school children aged three to five. Any child, through age 21, who resides within the school district boundaries and who is suspected of having a disability, may be referred for possible screening and/or evaluation to determine the need for special education services. Anyone wishing to make a referral may contact the building principal at 658-6800 Ext 4002. If you need information about special education services presented in your native language, or require accommodation to access this information, please contact the district office at 685-6800 Ext 1002.

**INSTRUCTION & CURRICULUM** Instructional techniques vary at Gess depending on the teacher and grade level. However, all instruction focuses on the areas of reading, writing, math, science, social studies, health, and the arts.

**LIBRARY** - All children are given the opportunity to check out library books each week. Please assist us by ensuring that books are properly taken care of and returned in a timely manner. Damaged and lost books must be paid for before your child receives their last report card. Students who do not return books or pay for loss and damages will lose library checkout privileges.

**PHYSICAL EDUCATION** - All students attend PE and are required to wear athletic shoes. If a student does not wear appropriate clothing and shoes, they may not be allowed to participate and may not receive credit for that day.

**REPORT CARDS** A report on each child's progress is sent home at the end of each quarter. Parents should call their child's teacher immediately any time they have concerns or questions about general progress or grades.

**RESOURCES** The following links to platforms, learning apps and other resources may be found on the Chewelah School District website.

- COVID 19 Resources
- Learning Platforms
  - Seesaw Login
  - Canvas Login - First login to Office365, then either use the Canvas app shortcut in the waffle or the following link
- Microsoft Office365 - Use for access to student email, Office365 apps, etc.
- Skyward Family Access
- Accelerated Reading List: Elementary School
  - Renaissance Reading quiz list
  - Renaissance for Accelerated Reader
  - Stemscopes
- Application for Free and Reduced-Price meals
- Choice application
- Threat Assessment webpage
- Chewelah School Districts Prohibition of Harassment, intimidation
- Smithsonian Museums
- Microsoft Office365 Information | Students
- Safeschools alert
- Digital History
- NetzSmartzKids

Chewelah School District is not responsible for the contents, information or services which may appear on any off-site pages, web sites or links referenced. The presence of a hyper-link from a District webpage is for convenience

only and does not imply any kind of endorsement by the District of those pages or links, or any endorsement of the contents or material on them.

**RETENTION** There are important things you can do if your child is having trouble in school and you fear that he/she may be asked to repeat a grade.

- Make an appointment to talk with your child's teacher. Find out exactly what the problems are.
- Ask for suggestions of things you can do at home that will help.
- Have the child's eyesight and hearing checked.
- See that your child attends school regularly.

**TESTING** State required tests are taken by third, fourth, fifth and sixth graders each year. Additional testing occurs in classrooms through the year as teachers constantly assess children's progress. Please visit with your child's teacher if you have any questions regarding testing or test results.

### **Walking to School**

Obey traffic signals and/or the crossing guards.

Walk your bike through intersections.

Always walk with a buddy whenever possible.

Wear reflective material. It makes you more visible to street traffic.

### **Safe Walking Routes**

If you are a walker, plan with your family the best route to take to and from school. Elementary students who have after school events at Jenkins Jr/Sr High School are to ride the first bus to the high school with a note.

### **Walking Recommendations**

Students are asked to leave immediately after school while the crossing guards are available to provide safe crossing. Crossing guards are available in the morning from 7:45-8:10 am and in the afternoon from 2:55-3:15pm.

## ***CHEWELAH SCHOOL DISTRICT***

### ***Parent-Student-Teacher Compact***

The Gess Elementary School Mission: Together, the Gess Community fosters a joyful growth experience for all by modeling high expectations in a purposeful, secure environment.

**Chewelah School District and Gess Elementary are committed to:**

- Providing high quality curriculum and instruction in a supportive and effective learning environment.
- Ensuring regular two-way communication between family members and school staff, in a family's primary language, when possible.
- Offering Parent-Teacher Conferences at least annually.
- Providing reasonable access to staff.
- Providing opportunities for parents to volunteer and participate in their child's class and observe classroom activities (advance arrangement is appreciated).
- Focusing equally on providing developmental responsiveness and academic excellence for students because each child is unique.

**As a Gess Student, I will:**

- Always try to complete my assigned work and do my best in my behavior.
- Believe that I can and will learn.
- Work cooperatively with my classmates.
- Show respect for myself, my classmates, my teacher, my school, and other people.
- Obey school and classroom rules.
- Take pride in my school.
- Come to school regularly and on time with my homework and my supplies.
- Engage in school by participating in clubs or extracurricular activities, when possible.

**As my Child's Parent/Guardian I will:**

- Show respect and support for my child, the staff, and the school.
- See that my child attends school regularly and arrives on time.
- Establish a time for homework and review homework regularly.
- Encourage my child by giving attention, showing interest, and participating in his/her learning process.
- Talk and read with my child and let him/her read to me.
- Communicate regularly with my child's teacher.
- Attend Parent-Teacher conferences when possible.
- Support the school in developing positive behaviors.
- Volunteer time at my child's school or school activities.
- Be involved and support my child in events such as Parent-Family Engagement Nights and the Science Fair.

**As a Gess teacher, I will:**

- Believe that each student can learn.
- Provide instructional supports for individual learning needs.
- Provide an environment that is conducive to learning.
- Identify a student's strengths and build on his/her successes.
- Provide meaningful and appropriate homework activities.
- Enforce school and classroom rules and expectations fairly and consistently.
- Show respect for each child and his/her family.
- Seek ways to involve parents in the school program.
- Communicate regularly with parents/guardians

**Child Safety - General Information**

**Please take time to review the following safety guidelines with your child:**

- Go directly to and from school.
- Cross at crosswalks with the crossing guards.
- Walk on the side of the road facing on-coming traffic or use the sidewalk.
- Do not accept rides, candy, or anything from strangers.
- Do not talk to or provide directions to a stranger.
- Make sure the way to school is the safest way.
- Look up and down the street to check for cars before crossing.
- Never walk between cars parked on the street.
- Always line up at your designated bus stop.
- Notify the office if you are being bothered on the way to school.

**FIREARMS** It is unlawful for any student to carry onto any school premises, school provided transportation, or areas with facilities being used exclusively by public school any firearm or weapon. The law defines weapons as, but

not limited to, guns of any type, knives, box cutters, any sharpened objects, shocking and laser devices. Law enforcement may intervene if such items are brought on school property. Students who violate the firearm policy will be expelled from school in accordance with RCW 28A.600.420.

**HARASSMENT** Harassment, including intimidation, sexual innuendoes, and other attacking words and actions are those most common in a school setting. If you believe your child is being harassed in any way, please visit immediately with the principal.

For concerns about discrimination or discriminatory harassment based on gender identity or gender expression, please see the information at the back of this handbook pages 19-22.

## **VANDALISM**

**HELP PROTECT OUR SCHOOL.** If you see individuals in the act of committing vandalism at school, please call 911 and do not attempt to confront the individual(s) on your own. If you suspect someone of having committed vandalism at the school or have any information about a vandalism incident, please call the office at 509-685-6800.

**COMMUNITY RESOURCES** The Chewelah School District cooperates with county and state agencies in meeting student and family needs. Some of the agencies in our area include:

Alcohol & Drug Help	800-572-0947
Child & Family Services	800-544-0543
Stevens County Counseling	935-4808
Poison Control	800-222-1222
Domestic Violence	800-562-6025
County Health Department	684-5048
Chewelah Food Bank	935-5204

## **THE MCKINNEY VENTO ACT**

Addresses the issue of homeless children and youth and defines them as those who lack a fixed, regular, and adequate nighttime residence. This includes children and youth living in:

- Emergency or transitional shelters
- Motels, hotels, trailer parks, or camping grounds
- Shared housing due to loss of housing or economic hardship
- Hospitals secondary to abandonment or waiting foster care placement
- Cars, parks, public spaces, abandoned buildings, substandard housing, or similar situations
- Public or private places not ordinarily used as sleeping accommodations for human beings

The intent of this act is to ensure that homeless children and youth have equal access to the same free and appropriate public education as housed children. Those who are in any of the above situations should contact the Chewelah School District at 685-6800

## **FERPA – Family Educational Rights & Privacy act**

Gess complies with the 1974 Family Educational Rights and Privacy Act. This act states that parents and eligible students have the right to: inspect and review their student's education records; request the review of the student's education records to ensure that they are not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights; consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that the Family Education Rights and Privacy Act and regulations authorize disclosure without consent; file with the U. S. Department of Education a complaint concerning alleged failures by the school district to comply with the requirements of the act and this part; and obtain a copy of the district's policy regarding implementation of the Family Education Rights and Privacy Act of 1974 at the Chewelah School District Administration.

The following student directory information may be released by the district unless a student's parent requests in writing that such information not be released: student's name, address and telephone number; date and place of birth; major field of study; participation in officially recognized activities and sports; weight and height of members of athletic teams; dates of attendance; degrees and awards received; the most recent previous educational agency or institution attended by the students; and photographs and other similar information.

## **NONDISCRIMINATION STATEMENT**

The Chewelah School District will provide equal access to all programs and activities without discrimination based on race, religion, creed, color, national origin, age, honorably discharged veteran or military status, sex, sexual orientation, gender expression or identity, marital status, the presence of any sensory, mental, or physical disability, or the use of a trained dog guide or service animal by a person with a disability and provides equal access to the Boy Scouts and other designated youth groups. The following employees have been designated to handle questions and complaints of alleged discrimination:

### **Title IX Coordinator**

Erin Dell  
PO Box 47  
Chewelah, WA 99109  
509-685-6800, Ext. 1005  
[edell@chewelahk12.us](mailto:edell@chewelahk12.us)

### **Section 504/ADA Coordinator**

Sarah Gregory  
PO Box 47  
Chewelah, WA 99109  
509-685-6800, Ext. 4121  
[sgregory@chewelahk12.us](mailto:sgregory@chewelahk12.us)

### **Civil Rights Compliance Coordinator**

Jason Perrins  
PO Box 47  
Chewelah, WA 99109  
509-685-6800, Ext. 1001  
[jperrins@chewelahk12.us](mailto:jperrins@chewelahk12.us)



## Our Schools Protect Students from Harassment, Intimidation, and Bullying (HIB)

Schools are meant to be safe and inclusive environments where all students are protected from Harassment, Intimidation, and Bullying (HIB), including in the classroom, on the school bus, in school sports, and during other school activities. This section defines HIB, explains what to do when you see or experience it, and our school's process for responding to it.

### What is HIB?

HIB is any intentional electronic, written, verbal, or physical act of a student that:

- Physically harms another student or damages their property;
- Has the effect of greatly interfering with another student's education; or,
- Is so severe, persistent, or significant that it creates an intimidating or threatening education environment for other students.

HIB generally involves an observed or perceived power imbalance and is repeated multiple times or is highly likely to be repeated. HIB is not allowed, by law, in our schools.

### How can I make a report or complaint about HIB?

**Talk to any school staff member** (consider starting with whoever you are most comfortable with!). You may use our district's reporting form to share concerns about HIB that is available on the district website Policies and Procedures page but reports about HIB can be made in writing or verbally. Your report can be made anonymously, if you are uncomfortable revealing your identity, or confidentially if you prefer it not be shared with other students involved with the report. No disciplinary action will be taken against another student based **solely** on an anonymous or confidential report.

If a staff member is notified of, observes, overhears, or otherwise witnesses HIB, they must take prompt and appropriate action to stop the HIB behavior and to prevent it from happening again. Our district also has a HIB Compliance Officer who supports prevention and response to HIB. HIB Compliance Officer Jason Perrins may be contacted at 509-685-6800 ext. 1001, [jperrins@chewelakhk12.us](mailto:jperrins@chewelakhk12.us), or PO Box 47, Chewelah, WA 99109,

### What happens after I make a report about HIB?

If you report HIB, school staff must attempt to resolve the concerns. If the concerns are resolved, then no further action may be necessary. However, if you feel that you or someone you know is the victim of unresolved, severe, or persistent HIB that requires further investigation and action, then you should request an official HIB investigation.

Also, the school must take actions to ensure that those who report HIB don't experience retaliation.

### What is the investigation process?

When you report a complaint, the HIB Compliance Officer or staff member leading the investigation must notify the families of the students involved with the complaint and must make sure a prompt and thorough investigation takes place. The investigation must be completed within 5 school days unless you agree on a different timeline. If your complaint involves circumstances that require a longer investigation, the district will notify you with the anticipated date for their response.

When the investigation is complete, the HIB Compliance Officer or the staff member leading the investigation must provide you with the outcomes of the investigation within 2 school days. This response should include:

- A summary of the results of the investigation
- A determination of whether the HIB is substantiated
- Any corrective measures or remedies needed
- Clear information about how you can appeal the decision

### What are the next steps if I disagree with the outcome?

**For the student designated as the “targeted student” in a complaint:**

If you do not agree with the school district’s decision, you may appeal the decision and include any additional information regarding the complaint to the superintendent, or the person assigned to lead the appeal, and then to the school board.

**For the student designated as the “aggressor” in a complaint:**

A student found to be an “aggressor” in a HIB complaint may not appeal the decision of a HIB investigation. They can, however, appeal corrective actions that result from the findings of the HIB investigation.

For more information about the HIB complaint process, including important timelines, please see the district’s Policies and Procedures page or the district’s HIB Policy 3207 and Procedure 3207P.

## Our School Stands Against Discrimination

Discrimination can happen when someone is treated differently or unfairly because they are part of a **protected class**, including their race, color, national origin, sex, gender identity, gender expression, sexual orientation, religion, creed, disability, use of a service animal, or veteran or military status.

### What is discriminatory harassment?

Discriminatory harassment can include teasing and name-calling; graphic and written statements; or other conduct that may be physically threatening, harmful, or humiliating. Discriminatory harassment happens when the conduct is based on a student’s protected class and is serious enough to create a hostile environment. A **hostile environment** is created when conduct is so severe, pervasive, or persistent that it limits a student’s ability to participate in, or benefit from, the school’s services, activities, or opportunities.

*To review the district’s Nondiscrimination Policy 3210 and Procedure 3210P visit the Policies and Procedures page of the district website [chewelah.k12.wa.us](http://chewelah.k12.wa.us).*

### What is sexual harassment?

**Sexual harassment** is any unwelcome conduct or communication that is sexual in nature and substantially interferes with a student’s educational performance or creates an intimidating or hostile environment. Sexual harassment can also occur when a student is led to believe they must submit to unwelcome sexual conduct or communication to gain something in return, such as a grade or a place on a sports team.

Examples of sexual harassment can include pressuring a person for sexual actions or favors; unwelcome touching of a sexual nature; graphic or written statements of a sexual nature; distributing sexually explicit texts, e-mails, or pictures; making sexual jokes, rumors, or suggestive remarks; and physical violence, including rape and sexual assault.

Our schools do not discriminate based on sex and prohibit sex discrimination in all of our education programs and employment, as required by Title IX and state law.

*To review the district’s Sexual Harassment Policy 3205 and Procedure 3205P, visit the Policies and Procedures page of the district website [chewelah.k12.wa.us](http://chewelah.k12.wa.us).*

### What should my school do about discriminatory and sexual harassment?

When a school becomes aware of possible discriminatory or sexual harassment, it must investigate and stop the harassment. The school must address any effects the harassment had on the student at school, including eliminating the hostile environment, and make sure that the harassment does not happen again.

### What can I do if I’m concerned about discrimination or harassment?

**Talk to a Coordinator or submit a written complaint.** You may contact the following school district staff members to report your concerns, ask questions, or learn more about how to resolve your concerns.

Concerns about discrimination, including discrimination based on gender identity:

Civil Rights Coordinator: JASON PERRINS, PO Box 47, Chewelah, WA 99109; jperrins@chewelahrk12.us, 509-685-6800 ext. 1001

Concerns about sex discrimination, including sexual harassment:

Title IX Coordinator: ERIN DELL, PO Box 47, Chewelah, WA 99109; edell@chewelahrk12.us, 509-685-6800 ext. 1005

Concerns about disability discrimination:

Section 504 Coordinator: SARAH GREGORY, PO Box 47, Chewelah, WA 99109; sgregory@chewelahrk12.us, 509-685-6800 ext. 4121

To **submit a written complaint**, describe the conduct or incident that may be discriminatory and send it by mail, fax, email, or hand delivery to the school principal, district superintendent, or civil rights coordinator. Submit the complaint as soon as possible for a prompt investigation, and within one year of the conduct or incident.

What happens after I file a discrimination complaint?

The Civil Rights Coordinator will give you a copy of the school district's discrimination complaint procedure. The Civil Rights Coordinator must make sure a prompt and thorough investigation takes place. The investigation must be completed within 30 calendar days unless you agree to a different timeline. If your complaint involves exceptional circumstances that require a longer investigation, the Civil Rights Coordinator will notify you in writing with the anticipated date for their response.

When the investigation is complete, the school district superintendent or the staff member leading the investigation will send you a written response. This response will include:

- A summary of the results of the investigation
- A determination of whether the school district failed to comply with civil rights laws
- Any corrective measures or remedies needed
- Notice about how you can appeal the decision

What are the next steps if I disagree with the outcome?

If you do not agree with the outcome of your complaint, you may appeal the decision to the District Board of Directors and then to the Office of Superintendent of Public Instruction (OSPI). More information about this process, including important timelines, is included in the district's Nondiscrimination Procedure 3210P and Sexual Harassment Procedure 3205P.

I already submitted an HIB complaint – what will my school do?

Harassment, intimidation, or bullying (HIB) can also be discrimination if it's related to a protected class. If you give your school a written report of HIB that involves discrimination or sexual harassment, your school will notify the Civil Rights Coordinator. The school district will investigate the complaint using both the Nondiscrimination Procedure 3210P and the HIB Procedure 3207P to **fully resolve your complaint**.

Who else can help with HIB or Discrimination Concerns?

#### **Office of Superintendent of Public Instruction (OSPI)**

All reports must start locally at the school or district level. However, OSPI can assist students, families, communities, and school staff with questions about state law, the HIB complaint process, and the discrimination and sexual harassment complaint processes.

OSPI School Safety Center (For questions about harassment, intimidation, and bullying)

- Website: [ospi.k12.wa.us/student-success/health-safety/school-safety-center](http://ospi.k12.wa.us/student-success/health-safety/school-safety-center)
- Email: [schoolsafety@k12.wa.us](mailto:schoolsafety@k12.wa.us)
- Phone: 360-725-6068

OSPI Equity and Civil Rights Office (For questions about discrimination and sexual harassment)

- Website: [ospi.k12.wa.us/policy-funding/equity-and-civil-rights](http://ospi.k12.wa.us/policy-funding/equity-and-civil-rights)
- Email: [equity@k12.wa.us](mailto:equity@k12.wa.us)
- Phone: 360-725-6162

### **Washington State Governor's Office of the Education Ombuds (OEO)**

The Washington State Governor's Office of the Education Ombuds works with families, communities, and schools to address problems together so every student can fully participate and thrive in Washington's K-12 public schools. OEO provides informal conflict resolution tools, coaching, facilitation, and training about family, community engagement, and systems advocacy.

- Website: [www.oeo.wa.gov](http://www.oeo.wa.gov)
- Email: [oeoinfo@gov.wa.gov](mailto:oeoinfo@gov.wa.gov)
- Phone: 1-866-297-2597

### **U.S. Department of Education, Office for Civil Rights (OCR)**

The U.S. Department of Education, Office for Civil Rights (OCR) enforces federal nondiscrimination laws in public schools, including those that prohibit discrimination based on sex, race, color, national origin, disability, and age. OCR also has a discrimination complaint process.

- Website: <https://www2.ed.gov/about/offices/list/ocr/index.html>
- Email: [ocr@ed.gov](mailto:ocr@ed.gov)
- Phone: 800-421-3481

## **Our School is Gender-Inclusive**

In Washington, all students have the right to be treated consistent with their gender identity at school. Our school will:

- Address students by their requested name and pronouns, with or without a legal name change
- Change a student's gender designation and have their gender accurately reflected in school records
- Allow students to use restrooms and locker rooms that align with their gender identity
- Allow students to participate in sports, physical education courses, field trips, and overnight trips in accordance with their gender identity
- Keep health and education information confidential and private
- Allow students to wear clothing that reflects their gender identity and apply dress codes without regard to a student's gender or perceived gender
- Protect students from teasing, bullying, or harassment based on their gender or gender identity

To review the district's Gender-Inclusive Schools Policy 3211 and Procedure 3211P, visit the Policies and Procedures page of the district website [chewelah.k12.wa.us](http://chewelah.k12.wa.us). If you have questions or concerns, please contact the Civil Rights Compliance Coordinator:

JASON PERRINS, PO Box 47, Chewelah, WA 99109; [jperrins@chewelahk12.us](mailto:jperrins@chewelahk12.us), 509-685-6800 ext. 1001

Jenkins Jr./Sr. High School

Student Handbook Updates

June 11, 2024

(Page 8 + 9) Attendance Expectations for remote learning struck.

(Page 11) Cell Phone: Strick throughs to remove old language and yellow highlights for the new proposed updates to the cell phone procedures and rules.

(Page 11) Dance: Updates for legal age of potential special education students in rare situations per law.

(Page 12) Dress Code: Last bullet stuck and re-written for clarity.

(Page 15) Charging for meals struck as they currently do not apply.

(Page 18) Tardiness: Strike "for both live and distance learning courses" as this no longer applies.,

# ***Jenkins***

Jr/Sr High School



2024-2025

## **Parent/Student Handbook**

Principal  
Assistant Principal  
Athletic Director  
CTE Director  
Counselor  
Jr/Sr High School Web Site  
Jr/Sr High School Office Phone  
Office Fax number

Shawn Anderson, ext. 2001  
Tom Skok, ext. 2003  
Tom Skok, ext. 2003  
Erin Dell, ext. 2129  
Vanessa Bigler, ext. 2010  
<http://www.chewelak.k12.wa.us>  
(509) 685-6802, ext. 2025  
(509) 935-9206



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## BOARD OF DIRECTORS

Donna Eastabrooks, TO Bakken, Judy Bean, Dan Krouse

### SUPERINTENDENT

Jason Perrins

### JENKINS JR/SR/ HIGH STAFF

#### ADMINISTRATION

Anderson, Shawn	Principal	2001	sanderson@chewelahk12.us
Skok, Tom	Assistant Principal/ Athletic Director	2003	tskok@chewelahk12.us

#### FACULTY/STAFF

FACULTY/STAFF	Position	Phone Ext.	E-Mail
Baker, Shirley	Language Arts	3110	sbaker@chewelahk12.us
Bennetch, Bethany	Speech	4012	bbennetch@chewelahk12.us
Bigler, Vanessa	Counselor	2010	vbigler@chewelahk12.us
Boswell, Chelsi	Math	2114	cboswell@chewelahk12.us
Breiter, Kassi	Nurse	4015	kbreiter@chewelahk12.us
Burnell, Lisa	Custodian		lburnell@chewelahk12.us
Campbell, Paige	History	2104	pcampbell@chewelahk12.us
Carter, KC	Science	2123	ccarter@chewelahk12.us
Christian, Rhonda	Librarian	2200	<a href="mailto:rchristian@chewelahk12.us">rchristian@chewelahk12.us</a>
Cook, Nick	Technology Director	1010	ncook@chewelahk12.us
Forsberg, Ryan	Science	3103	<a href="mailto:rforsberg@chewelahk12.us">rforsberg@chewelahk12.us</a>
French, Kirsten	Language Arts	2108	kfrench@chewelahk12.us
Gilreath, Ann	Para-Educator		agilreath@chewelahk12.us
Hartill, Marne	Science	2115	mhartill@chewelahk12.us
Hilpert, Tracy	Registrar	2009	thilpert@chewelahk12.us
Johnson, Sheri	English	3128	sjohnson@chewelahk12.us
Johnstone, David	Math	3106	<a href="mailto:djohnstone@chewelahk12.us">djohnstone@chewelahk12.us</a>
King, Kevin	Custodian	3020 VM	kking@chewelahk12.us
Lee, Jacob	Math	2113	jlee@chewelahk12.us
Lehman, Alan	Para-Educator		alehman@chewelahk12.us
Lehrbas, Rosa	Special Education	3125	rlehrbas@chewelahk12.us
Markel, Aubrey	Agriculture/FFA	2102	amarkel@chewelahk12.us
Oltman, Ryan	Special Education	2101	roltman@chewelahk12.us
Pettigrew, Lindsey	Cook		lpettigrew@chewelahk12.us
Sawyer, Cheryl	Office Secretary	2002	csawyer@chewelahk12.us
Schulz, Mikhaila	History	2113	mschulz@chewelahk12.us
Sheppard, Carrie	ASB Bookkeeper	2006	cshppard@chewelahk12.us
Shoemaker, Jerome	CTE/Shop Teacher	2121	jshoemaker@chewelahk12.us
Smith, LaVonne	Art	2111	lsmith@chewelahk12.us
Gregory, Sarah	Special Education Director	4121	sgregory@chewelahk12.us
Trudeau, Geri	Para-Educator		gtrudeau@chewelahk12.us
Trudeau, Joe	Band/History	2100	jtrudeau@chewelahk12.us
Watts, Jennifer	Math	2117	jwatts@chewelahk12.us
Youngblood, Jenny	Science	2103	jyoungblood@chewelahk12.us

## STUDENT ASB OFFICERS

### **Senior High School:**

President:

Vice President:

Treasurer:

Secretary:

Sergeant at Arms:

School Board Representative:

ASB Advisor:

### **Junior High School:**

President:

Vice President:

Secretary:

Treasurer:

## STUDENT HANDBOOK REVIEW COMMITTEE

Parents: JSHS Parent Advisory Committee

Staff: Shawn Anderson, Shirley Baker, Tom Skok, & Carrie Sheppard

Chewelah School District #36 Board Members: Judy Bean, TO Bakken, Dan Krouse, Donna Eastabrooks and Steve Phillips

## NONDISCRIMINATION FOR SCHOOL PUBLICATIONS AND PUBLIC ANNOUNCEMENTS

The Chewelah School District does not discriminate in any programs or activities on the basis of race, religion, creed, color, national origin, age, honorably discharged veteran or military status, sex, sexual orientation, gender expression or identify, disability, marital status, or the use of a trained dog guide or service animal by a person with a disability and provides equal access to the Boy Scouts and other designated youth groups. The following employees have been designated to handle questions and complaints of alleged discrimination:

### **Title IX Coordinator**

Erin Dell  
PO Box 47  
Chewelah, WA 99109  
509-685-6800, Ext. 8-1005  
edell@chewelahr12.us

### **Section 504/ADA Coordinator**

Sarah Gregory  
PO Box 47  
Chewelah, WA 99109  
509-685-6800, Ext. 8-4121  
sgregory@chewelahr12.us

### **Compliance Coordinator for State Law (RCW 28A.640/28A.642)**

Jason Perrins  
PO Box 47  
Chewelah, WA 99109  
509-685-6800, Ext. 8-2001  
jperrins@chewelahr12.us

*The Chewelah School District will also take steps to assure that national origin persons who lack English language skills can participate in all education programs, services and activities. For information regarding translation services or transitional bilingual education programs, contact Renee Jungblom 685-6800*

## **CHEWELAH SCHOOL DISTRICT #36 MISSION STATEMENT**

**“We teach to ready our younger generations.”**

In partnership with parents and community, the Chewelah School District provides a well-rounded education in a safe and secure environment, through focused quality programs and collaborative teaching and learning experiences for all learners, to maximize personal achievement as productive members of society.

## **HISTORY OF JENKINS JR/SR HIGH SCHOOL**

Before the year 1879, a school was not known to the settlers of what is now, Chewelah (derived from a Native American word). A small log building served the area's residents until growth demanded a larger building in 1885. By 1910 the high school was where the old middle school gym now stands. A



newer high school was constructed in the 1930s with additions in the 1950s. This school served high school students until the current high school housed its first classes in 1977. Photographs of past graduating classes from 1939 to present line the halls of our school.

## JENKINS JR/SR HIGH SCHOOL MISSION STATEMENT

"Create a safe, positive learning community to prepare productive, responsible citizens."

## STUDENT INFORMATION

### ABSENCES

Good attendance is essential for the maximum education benefit and mastery of the programs provided for students. Continuity of instruction and student participation are principles which underlie and give purpose to the requirement of compulsory school attendance.

Students and parents are responsible for complying with District policy and the compulsory attendance laws of Washington State (Board Policy 3121 and Procedure 3122). To that end, students must be in attendance and on time for their assigned classes when school is in session. In addition, students must check out with the office if they are leaving campus with parent permission prior to the end of the school day. Students will not be granted permission to leave early without the approval of parent/guardian by phone or verifiable note. Failure to follow proper checkout procedures will result in disciplinary action.

#### Attendance Expectations

Attendance will be taken daily for all students each period. Students are expected to stay in their scheduled class for the class period. Attendance is extremely important. Our district is planning to be in a full-year of in-person learning.

~~If the Chewelah School District or Jenkins is participating in remote learning, due to state or local requirements, a remote learning absence is defined as a student not participating in planned instructional activities on a scheduled remote learning day. Student participation, to be counted as present, may include, but not be limited to:-~~

- ~~• Daily logins to Canvas~~
- ~~• Daily interactions with teacher to acknowledge attendance (including messages, emails, phone calls, or Zoom meetings)~~
- ~~• Evidence of participation in a task or assignment.~~

~~If a student does not engage or demonstrate participation in required work, the student would be marked absent. For our non-internet connected students, if assignments are not turned in as outlined in the individual remote learning plan, their attendance for the week would be marked as unexcused.~~

~~Parents or guardians will still need to notify the school office if their student is sick, has an appointment, etc.~~

~~If your student is sick, or shows symptoms of Covid-19, please do not send your student to school.~~

1. \_\_\_\_\_ Do they have any of the following symptoms that are not caused by another condition?
  - ~~• Fever (100.4 F) or chills~~
  - ~~• Cough~~
  - ~~• Shortness of breath or difficulty breathing~~
  - ~~• Unusual fatigue~~



- ~~Muscle or body aches~~
  - ~~Headache~~
  - ~~Unusual fatigue~~
  - ~~Muscle or body aches~~
  - ~~Headache~~
  - ~~Recent loss of taste or smell~~
  - ~~Sore throat~~
  - ~~Congestion or runny nose~~
  - ~~Nauseas or vomiting~~
  - ~~Diarrhea~~
2. ~~Have they been in close contact with anyone with confirmed Covid-19?~~
  3. ~~Have they had a positive Covid-19 test for active virus in the past 10 days?~~
  4. ~~Within the past 14 days, has a public health or medical professional told you to self monitor, self isolate, or self quarantine because of concerns about Covid infection?~~
  5. ~~If you answered yes to any of the above questions in 1-4 your student will need to stay home for student and staff health and safety, this includes attending partial school or any entry to the buildings. Please contact the office attendance secretary Renee Whitley if this situation arises.~~

## **EXCESSIVE EXCUSED ABSENCES**

In certain circumstances, a student's excessive absences will negatively impact their grades and possible course failure. Students with chronic excused absences may be required to attend a Community Engagement Board hearing and abide by the board's recommendations for improved attendance.

## **TRUANCY/UNEXCUSED ABSENCES**

Truancy/unexcused absence is a violation of law and district rules and will result in disciplinary action and possible court actions. Some examples of truancy are skipping class, being absent without parental and school permission, and failure to attend required scheduled assemblies.

Along with disciplinary action that will be imposed as a result of truancy, students will not be allowed credit for any work missed during the period of truancy. Unexcused absences are those not defined by law or policy or those without an excuse statement provided by the parent.

## **ACCIDENTS**

When an accident occurs, it must be reported at once to the teacher or staff member in charge, who will then report it to the office and any other necessary authorities within 24 hours. Proper medical referrals are made when necessary. First-Aid kits are in the office, physical education department, and vocational building.

## **ADMINISTRATIVE OFFICE/BUSINESS HOURS**

The office at JSHS is open from 7:45 a.m. – 4:00 p.m. every day school is in session. It is important that students and visitors use the window provided for matters needed in the office. The Principal, Assistant Principal and Athletic Director offices are in the main office. The main part of the school is closed at 4:00 p.m. daily and is not accessible to students unless under the direct supervision of a teacher or advisor.

## **ANIMALS AT SCHOOL**

Students are not allowed to bring pets or other animals to school without permission from the principal. This includes leaving pets in vehicles during the day.

## **ASSOCIATED STUDENT BODY (ASB)**

The Associated Student Body (ASB) is comprised of all Jenkins Jr/Sr High School students. Student Council includes all elected officers of classes, clubs, activities and the ASB officers. High School (9-12) and Junior High (7-8) have separate student council officers and separate student council meetings.

### **ASB CARDS**

Students may purchase an ASB card for \$35.00 for high school and \$30.00 for junior high. The ASB card is required to participate in all sports, band, theater, and clubs. The ASB card allows students to attend all varsity home events (except playoffs) for free and attend dances at a reduced cost. Pictures for cards will be taken shortly after the start of the school year. All students must have their picture taken. If you are a Free or Reduced Meal participant there is no charge for your ASB Card this year. Jenkins received a state grant which will pay for the fee.

### **ATHLETIC PARTICIPATION WAIVERS**

Waivers for Physical Education graduation requirements will be granted for each student athlete who completes a sport season in good standing.

### **BACKPACKS**

Students cannot bring backpacks into their classrooms. They may take them into the main building, but they must be stored in their lockers.

### **BUS REGULATIONS**

Riding the school bus is a privilege. Improper conduct on the bus is addressed in CSD Policy and Procedure 3241. Only students who are regularly assigned to a bus may ride that bus. Others must have a note of permission signed by a JSHS office staff member. Students are to go immediately to their bus as soon as they are dismissed from school in the afternoon. JSHS bus riders may not leave campus after arriving at school.

### **CAMERAS**

Jenkins Jr/Sr High School is equipped with video only security cameras throughout the school. These cameras are intended to help provide a safe environment for students and staff at our school.

### **CAMPUS POLICY**

Students who have all their classes in the junior/senior high school building are to remain on campus for the entire school day. Students must stay on campus once they arrive in the morning. Exceptions to this policy are for pre-arranged appointments, using the proper checkout procedure, and during lunchtime when the campus is open **to students in grades 10-12**. This lunch privilege is afforded to students as a measure of trust and responsibility. Individual students may lose open campus privileges or campus may be closed to all students if there are concerns from staff or community members regarding student safety or behavior. Sophomores will need to have written permission from parents in order to have an open campus.

It is the policy of Jenkins Jr/Sr High School to offer equal access to Running Start and Chewelah Quartzite Learning students in all areas. Students scheduled for less than six periods per day must avoid loitering on campus during non-scheduled time. This includes the halls, gym, shop, or other areas. If a student is enrolled in a class and has teacher permission, they may stay in that class to work on a school project under their supervision. Violators will be disciplined and/or placed in a full class schedule. Students dependent on bus transportation to and from school should be enrolled full time. Running Start students with one period in between two classes at Jenkins will be allowed to stay on campus with arrangements from the principal.

### **CAREER AND TECHNICAL EDUCATION (CTE) PROGRAM**

CTE courses are required for graduation. These classes include areas where safety is of prime concern. Due to liability and safety concerns, facilities are only available for use by students enrolled in specific CTE classes. Work in these shop areas is for the purpose of educational use only. Work can be done for others by an enrolled student, during their scheduled class time, and only with the CTE instructor's approval.

## CELL PHONES/ELECTRONIC DEVICES

- Cell phones will be silenced and out of sight during class periods unless specifically allowed by the classroom teacher for educational purposes. Educational purposes may include but not be limited to using the phone to upload or download assignments, etc.
- All student cell phones will be placed in their personal locker or in an approved classroom charging station before the tardy bell for first period. Students will have access to their cell phones at lunch time.
- If a student's cell phone becomes a disruption to the learning environment cell phone is out in class, the teacher will hold a conference with the student and parent/guardian. If the behavior continues, the second step will be a disciplinary referral. If a student is using an electronic device or cell phone to disrupt the learning environment, or to harm others, their cell phone privileges may be revoked by administration. There will be a behavior plan developed which will be signed by the offending student and parent/guardian.
- Students may use their cell phones before and after school, during passing time (for grades 9-12) and during lunch.
- A telephone is available in the office for students with permission from office staff.
- Students are not allowed to have any earbud devices in their ears or around their ears during class and passing time.

## CHANGE OF ADDRESS PROCEDURES

Parents/students must contact the registration secretary as soon as possible if an address or telephone number change occurs during the school year. Parents may make changes on their Family Access Skyward account.

## DANCES/SOCIAL EVENTS

### High School Dances:

- Jenkins High School students (grades 9-12) may attend dances with a guest of high school age who attends another school after completion of the Guest Approval Form.
- 7<sup>th</sup> and 8<sup>th</sup> grade school students are not admitted to high school dances.
- If a student briefly leaves the dance, he/she must be accompanied by staff, or he/she will not be allowed to return to the dance.
- Student dance styles will avoid lewd, sexually suggestive, or potentially dangerous movements.
- Tickets are pre-sold and will also be available for purchase at the door.
- No one will be admitted over 20, except for specific students with specially designed instruction; ID is required for admittance.
- A Breathalyzer test may be given if there is reasonable suspicion.
- Dances will be from 8:00 PM – 11:00 PM.

### Junior High Dances:

- To attend a school dance, a student must have attended all day at school on that day of the dance/activity, unless special arrangements have been made.
- Dances are for Jenkins Jr. High School students only unless another Jr. High School has been invited by the student council.
- When a student briefly leaves the dance, he/she must be accompanied by staff, or he/she will not be allowed to return to the dance.
- High school students and other guests are not allowed on campus in the Jenkins Jr. High School areas while the activity is taking place.
- Parents/guardians are always encouraged to volunteer as chaperones after a background check.

## DRESS CODE/APPAREL – See Discipline Policy 3241P, pa

Students have a responsibility to dress and appear on school campuses according to standards of propriety, safety, and health.

Dress/Apparel. A student's dress and appearance may be regulated when, in the judgment of school administrators, there are reasonable expectations that:

- A health or safety hazard shall be presented by the student's dress or appearance.



- Damage to school property shall result from student's dress; or
- A disruption to the learning environment may occur.

The following guidelines will uniformly be applied to dress and grooming for all students.

- Shorts and skirts are to be longer than the student's fingertips when arms are at sides and fully extended. Holes and frayed material in pants/shorts/skirts should not be above the fingertips.
- Footwear with soles must be worn in school facilities and on school grounds.
- Reference to tobacco, marijuana, weapons, violence, drug and/or alcohol on clothing is not allowed. Colors or clothing for gang identification and inappropriate pictures and/or words on clothing of an obscene and/or sexual nature are also prohibited.
- Clothing should adequately cover the body. See-through apparel, clothing with holes in the seat or crotch, bare stomachs or midriffs, bareback shirts (halter/tank tops/racerback), low cut shirts or dresses, and strapless dresses are prohibited. Shirts should cover the midriff to the beltline. All undergarments should be covered.
- Proper personal hygiene is encouraged of all students and will reduce problems with peers. Wearing clean clothes and regular bathing is essential.
- Sunglasses are not to be worn in school unless prescribed by a physician and cleared through the office.
- Junior high students may not wear hats in class or assemblies.
- Non-distracting hats are allowed in the high school setting; however, hoodies should remain off of a student's head at all times while in the building.
- No hoodies are allowed on heads in the school building or outside during a school activity.

Where such violations or disruptions occur, the student shall be subject to disciplinary action.

### **EMERGENCY DRILLS: EVACUATIONS (FIRE DRILL – BOMB THREAT – EARTHQUAKE)**

Drills at regular intervals are required by law and are an important safety precaution. Fire drills are one of the evacuation drills at JSHS. It is essential that when the first signal is given for a fire drill, everyone obeys the verbal orders for evacuation by the building administrator or designee. If directed to exit the building, students will promptly clear the building by the prescribed route as quickly as possible. The teacher in each classroom will give the students instructions. Students/teachers shall stand at least 50 feet away from the building until signaled to reenter.

Intentional pulling of a false fire alarm will result in police notification and criminal charges will be pursued by the school district.

During an earthquake, students should move under desks or tables and away from unsecured objects.

### **EMERGENCY SCHOOL CLOSURES**

Since Chewelah Schools can start late or remain closed sometimes, it is important to listen to local radio or TV stations for this information. Local TV stations are: Channel 6-KHQ, Channel 2-KREM, and Channel 4-KXLY. Local radio stations are 98.1 FM KISC, 92.1 FM KCVL, 1240 AM and 920 AM and Chewelah KCHW 102.7 FM. Chewelah School District also uses a mass telephone, text message, and e-mail system to notify families. It is important for families to keep contact information up to date in Skyward.

### **FEES**

Some elective classes at JSHS include fees. A fee may be collected for any program in which the resultant product exceeds minimum requirements and, at the student's options, becomes the student's personal property. These fees shall be described in class registration literature and are school board approved. A waiver or reduction may be requested through qualification for free and reduced lunches. The USDA Child Nutrition Program guidelines shall be used to determine qualification for a fee waiver or reduction.

#### **FEES A STUDENT MAY BE LIABLE FOR:**

Fees are by term and are not refundable after the first two weeks of the term. Courses such as art, pottery, CTE, and band may have fees associated with them. These fees can vary by year and term. Please see the individual course syllabus to determine any necessary fees.

**District charges/fines**

- Lost or damaged textbooks or library book(s) (replacement cost), P.E. locks, etc. \$5.00 - \$120.00 per item.
- Destructive writing or damaging desks - \$5.00 - \$125.00
- Damage to equipment or school facilities – repair or replacement costs possibly including labor.

## **FIELD TRIPS**

Field trips are used to enhance the educational process and recognize positive behavior. A signed permission form must be turned in prior to participating. Consistent failure to respond to classroom/school discipline may result in losing the field trip privilege or may make it necessary for a parent to attend.

### **8<sup>th</sup> GRADE TRIP**

This will be determined annually. Each class will need to raise money for their trip by doing fundraisers throughout the year. Fundraisers need to be voted for by the class, approved by the principal and ASB. Parents may sponsor fundraisers and donate proceeds to 8<sup>th</sup> grade trip fund. Students may attend the 8<sup>th</sup> grade trip if they have earned less than three office referrals throughout the year, and no F's during the 3rd/4th quarter.

### **JUNIOR HIGH 100% CLUB**

Students in good standing (no missing assignments with a passing grade and no office referrals/detentions) may attend the 100% club field trip. There will be one activity per semester.

## **FOOD AND DRINK**

To keep our school clean, safe, and well maintained, food and drink are only allowed with teacher permission. Lunch food may be allowed in carpeted areas of hallways or classrooms. Water is acceptable in class at any time and is the only drink allowed in the junior high carpeted hallway.

## **GUIDANCE & COUNSELING**

The guidance counseling service helps students with their social, educational, career, and personal development. Conferences with students are scheduled whenever necessary. Students wishing to see their counselor should make an appointment. The counselor will assist the student:

- In making curriculum selections as aligned to their High School and Beyond Plans.
- In providing standardized test interpretation.
- In offering occupational and career information.
- In providing confidential assistance with personal conflicts and challenges, including referral for drug/alcohol assessment and intervention services.

## **GYM USE**

The gym is used for classes, athletics, assemblies, recreation, and other activities. Keeping the gym both clean and safe is very important.

**Gym rules:**

- An adult must supervise activities.
- Shoes should be clean of dirt and rocks that can damage the gym floor. Rubber-soled athletic shoes are expected of all PE students and athletic participants.
- Reckless and dangerous behavior is prohibited.
- Drinking water containers should have a lid.
- Often the gym is used as a classroom, therefore, respect the space if in use.

## **HALL PASSES**

Students who need to leave class must carry with them a JJSHS DESIGNATED HALL PASS that must be authorized by the teacher. Students are to remain in class for the first 10 and last 10 minutes of class. Junior high students are not allowed to linger in the halls during high school lunch. High school students are not allowed to linger in the junior high hallway during lunch.

## **HOMEWORK MAKEUP**

If a student is absent for an extended time, the office will try to get homework assignments upon parental request. Students are encouraged to contact their teacher directly through e-mail or other established procedures in the syllabi. The office will try to get homework assignments; however, we cannot guarantee success in only one day. Teachers allow reasonable time for makeup work for excused absences. The general rule is one day for each day of excused absence.

## **ILLNESS AT SCHOOL**

If a student becomes ill at school, they will go to the office. Parents and or guardians will be immediately contacted and will receive information regarding the safe return of students to the school. If the student has any COVID-19 related symptoms, they will remain in the office until parents or guardians can pick them up from school. The parent or guardian will receive a letter with information about COVID-19 testing locations and explaining how the student will be encouraged to have a COVID-19 test or a letter from their physician stating that the symptoms are not COVID-19 related. The letter will state the conditions for the student's return to school.

School staff members are not permitted to issue non-prescription medication unless as specified by a medical professional as part of a student's Emergency Care Plan. An ill student must call his/her parent/guardian for permission to leave school, checking out through the office before leaving, and will not **be** allowed to remain in bathrooms or other unsupervised areas. Students who need to take any medication at school must have a completed medical form signed by the parents and physician (forms available at the office). This includes all prescribed and over-the-counter medications. Prescribed medication must be checked into the office and will be dispensed per doctor orders. A student can carry a one-day supply of over-the-counter analgesics such as (Tylenol, Ibuprofen, Aspirin) once the form is completed and submitted to the office. All medications must be in the original containers and for his/her consumption. Students are prohibited from dispensing these medications to other students.

## **LEAVING DURING SCHOOL HOURS/CAMPUS POLICY**

Students are not allowed to leave the school grounds at any time during the school day without following checkout procedures, except during lunch when campus is open to students in grades 10-12. In an emergency or illness, the student shall notify their teacher and report to the office. Parent or guardian notification will be required for the student to leave the school grounds. Failure to follow this procedure when leaving school is a campus policy violation and will result in an unexcused absence or truancy.

## **LIBRARY/MEDIA CENTER**

The building library will remain open from 7:45 AM to 4:00 PM for the general population of students. The JJSHS Library is considered a classroom space, used for various purposes by students and teachers throughout the school year. Please be respectful of others in this environment.

## **LOCK DOWN**

In case of an armed intruder, JJSHS will implement a lock down procedure. Staff and students will be instructed on lockdown procedures, when possible, over the intercom and be given specific directions and information. It is essential that procedures are followed promptly to ensure the safety of everyone. There are times when it is not the best choice for a classroom or individual to remain in a lockdown but to flee. Again, it is necessary to follow the directions of the adults in the classroom or setting. If you find yourself alone, you must make a choice as to how to react as an individual to keep yourself safe while listening to information from the administrator or adult on the intercom.



## **LOCKERS**

Hallway and gym lockers are school property assigned to the student for use during the school year. Students may not switch lockers without the permission of the Principal or Assistant Principal. Lockers are the possession of the school and may be inspected without notice. Students are not to jam their lockers so that the lock will not function. Tampering or modifying the lock or lock mechanism holds the student responsible for items lost or stolen. Students should avoid placing stickers or other adhesive backed papers on the lockers. Students are responsible to leave lockers in the condition in which they were issued. All PE, Weight Training students and athletic participants will be issued a lock and a locker. Students are required to use the locker and should not leave personal items unsecured.

## **LOST & FOUND**

Lost & found will be in the Jock City hallway. Some small and/or valuable personal items will be kept in the office. The box will be emptied periodically, and all unclaimed items will be donated to charity. If you find something that does not belong to you, turn it into the office.

## **LUNCH AND CAFETERIA GUIDELINES**

- Breakfast and lunch are provided free of charge to all Chewelah School District students for the 2023-24 school year. Students may also bring their own lunch to school.
- No food or open drink containers are to be taken into the school's carpeted areas unless permitted by the principal.
- There will be designated areas that students will be assigned to eat in high school. The designated areas are the cafeteria, the library and the gym bleachers. If more space is needed for safety, additional classrooms will be opened. Junior high students will all eat in the cafeteria during the hybrid model. Both JH and HS will have assigned seating and will use social distancing.
- ~~Charging for breakfast, lunches and/or ala carte can create a debt that is hard to pay. It is best to try to pay for your meals in advance of eating to avoid charging a lunch.~~
- Students may sit in their own car on school property during lunch time.
- Students are allowed outside at lunch in designated, supervised areas, such as the front of the school outside the main office and gym entrances.

## **THE MCKINNEY VENTO ACT (TMVA)**

TMVA addresses the issue of homeless children and youth and defines them as those who lack a fixed, regular, and adequate nighttime residence. This includes children and youth living in:

- Emergency or transitional shelters
- Motels, hotels, trailer parks, or camping grounds
- Shared housing due to loss of housing or economic hardship (doubled-up)
- Hospitals secondary to abandonment or awaiting foster care placement
- Cars, parks, public spaces, abandoned buildings, substandard housing, or similar situations
- Public or private places not ordinarily used as sleeping accommodations for human beings

This act's intent is to ensure homeless children and youth have equal access to the same free and appropriate public education as housed children. Those who are in any of the above situations should contact Vanessa Bigler in the Jenkins Junior/Senior High School Counselling Office at 685-6800, extension 2011.

## **MOMENT OF SILENCE**

A moment of silence shall be prior to the Pledge of Allegiance on September 11, or the school day prior to this date. This moment of silence is in recognition of the loss of life that occurred in 2001 on that day in New York City due to a hostile attack on the World Trade Centers, The Pentagon in Washington, D.C., and a commercial airliner that was intentionally destroyed in Pennsylvania. To encourage students to reflect on our heritage as a country and community, a second moment of silence shall be prior to the Pledge of Allegiance on the school day before the Veteran's Day Holiday in recognition of efforts to support human rights around the world. A third moment of

silence shall be prior to the Pledge of Allegiance on the school day before Martin Luther King Holiday in recognition of efforts to support human rights within the United States of America.

### **PARENTAL ACCESS TO STUDENT RECORDS (FERPA)**

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. They are:

- The right to inspect and review the student's education records within 45 days of the day the district receives a request for access. Parents or eligible students should submit to the district records custodian a written request that identifies the record(s) they wish to inspect. The records custodian will arrange for access and notify the parent or eligible student of the time and place where the records may be inspected.
- The right to request the amendment of the student's education records that the parent or eligible student believes is inaccurate or misleading. Parents or eligible students may ask the district to amend a record that they believe is inaccurate or misleading. They should write to the school principal; clearly identify the part of the record they want changed and specify why it is inaccurate or misleading. If the District decides not to amend the record as requested by the parent or eligible student, the district will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
- The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the District has contracted to perform a special task (such as an attorney, hearing officer, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if they need to review an education record to fulfill their professional responsibility.

Upon request, the district discloses educational records without consent to officials of another school district in which a student seeks or intends to enroll.

- The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA.
- The name and address of the Office that administers FERPA is:  
Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue S.W.  
Washington, D.C. 20202-4605

State Law Qualification: Although FERPA allows 45 days to honor a request, the state policy records law requires an appropriate response to a "public records" request within five business days. RCW 42.17.320

NOTE: In addition, a school may want to include its directory information public notice, as required by section 99.37 of the regulations, with its annual notification or rights under FERPA.

### **PARKING LOT**

Use of the school parking lot is a privilege. Students are expected to enter and leave school property in a safe and orderly fashion. Students must have a valid driver's license and proof of insurance. There are three parking lots at JSHS. Students may park in the two lots in front of the school during the school day. Parking in the rear of the school is prohibited until after 3:00 PM or school is dismissed. When using the paved lot, students must park within the lines in designated spaces. Students may not park in staff, visitor, or handicapped parking spaces (without a valid handicapped permit). Driving in excess of 10-mph is subject to discipline for reckless or dangerous driving. Students may not sit in cars during school except at lunch time.

## **PERSONAL PROPERTY/VALUABLES**

Students are advised not to bring large amounts of money or valuables to school. Students are also advised to secure their belongings in their locked school or gym lockers. The office will occasionally hold money or items of value upon request. The Chewelah School District is not responsible for items lost or stolen at school or at school activities. If valuables are taken from a secure locker, contact the office to make a written report. The school is not obligated to investigate theft when students leave belongings unsecured. If students bring personal items to school, they do so at their own risk. The school is not responsible for reimbursement of any kind to students or their families.

## **PUBLIC DISPLAY OF AFFECTION (PDA)**

Students shall refrain from inappropriate behaviors on campus and at school related events. Inappropriate public display of affection, such as: lewd or inappropriate touching, fondling, lap sitting, etc., are not allowed and will result in discipline being applied.

## **SKATEBOARD OR ROLLERBLADES, BIKES AND SCOOTERS**

Students shall not rollerblade, roller-skate, skateboard or ride bikes or scooters on school grounds for recreational purposes, including all outdoor and indoor non-instructional periods. For this policy, school grounds shall include all school buildings, parking lots, paths, playgrounds, and stairwells leading to school entrances. Students may ride skateboards, rollerblades and bikes or scooters to school. This is considered non-recreational and will be allowed. Students on skateboards and scooters shall dismount before entering school grounds. Students choosing to carry rollerblades, roller skates, skateboards or scooters onto school grounds shall promptly store such equipment in lockers or other approved storage areas like the office.

## **STUDENT COUNCIL**

The Student Council has a highly active role. Its purpose is not to govern the students, but to serve as a meeting place between the student body and the administration, where the students can assume much of the responsibility of organizing their high school activities. It is the place where the problems or questions arising from either the students or the administration can be presented for discussion and consideration.

The Student Council's main purposes are as follows:

- To unify student activities under one control and promote the general activities of the school;
- To promote the safety and positive climate of the school;
- To aid in the internal administration of the school;
- To teach students the values of working in a democracy.

Officers of the Student Council (ASB) are elected in school-wide balloting in the spring of each school year. Each class, club, and activity elects representatives to the council. The council holds regular meetings. Council members are encouraged to take the JH or HS leadership class.

For Junior High students: The Associated Student Body (ASB) comprises 7th and 8th grade students enrolled full-time at Jenkins Junior/Senior High School. Officers are elected in the spring from the current 7<sup>th</sup> grade class. Student Council representatives are elected from 1<sup>st</sup> period classes and may change each semester. Participation in Student Council provides opportunities for student leadership and management of activities and finances.

## **TARDINESS**

Students are expected to be on time to class ~~for both live and distance learning courses~~. Students who have excessive tardiness are subject to discipline. Students who arrive 10 or more minutes after the start of class are considered absent. Students who are tardy should be marked tardy in our Skyward attendance program.

## **VISITORS/GUESTS**

Visitors must check in at the office. If a visitor is not a parent, guardian or listed on Skyward as an emergency contact, they may not visit a student.



## **WEAPONS AND DANGEROUS INSTRUMENTS**

A student may not possess or transmit any object that can be reasonably considered to be a firearm, air gun or dangerous weapon on school property or in vehicles. Violation of this rule with a firearm will result in a minimum one-year expulsion unless modified by the Superintendent. Any violation of this policy by secondary students constitutes grounds for expulsion from the state's public schools. School officials will promptly notify law enforcement and the student's parent or guardian regarding any allegation or indication of such violation.

Examples of dangerous weapons are throwing stars, nun-chu-ka sticks, and BB or pellet guns. Other dangerous weapons are defined in chapter RCW 9.41 including 9.41.280.

## **ACADEMIC INFORMATION**

### **COURSE SELECTION/SCHEDULE CHANGES**

- If the classes requested cannot be assigned to a student's class schedule, alternates will be assigned in the order of preference and availability to fill the student's schedule.
- Students may only initiate schedule changes during the first week of the term. No changes will be considered without a compelling educational reason.
- Students are required to attend their assigned class until their schedule change is approved and completed.

### **DROPPING COURSES**

Students have seven (7) school days to change courses during the semesters. After seven days the students who drop a course will receive an F or an incomplete on their transcripts.

### **FINAL EXAMS**

Comprehensive final exams or projects may be given each term to students at JJSHS. Exams will be scheduled toward the end of the semester.

### **GRADES: (Grading scale and GPA)**

The numerical values assigned for grade point averages are in parenthesis. All JJSHS teachers follow this scale.

93-100	A (4.0)	83-86	B (3.0)	73-76	C (2.0)	60-66	D (1.0)
90-92	A- (3.7)	80-82	B- (2.7)	70-72	C- (1.7)	0-59	F (0.0)
87-89	B+ (3.3)	77-79	C+ (2.3)	67-69	D+ (1.3)		

- Note: A Pass (P) does not figure in the student GPA.

### **GRADES: (Progress Reports)**

Progress reports are issued at approximately the nine-week mark of each semester. Progress reports show the student's grades to the midpoint of the semester and are also used to determine eligibility for participation in extracurricular activities. Two mid-term reports are completed per school year. Students or parents who would like more frequent reports should initiate these reports. Parent access via Skyward data management is available through the Chewelah School District website ([www.chewelak.k12.wa.us](http://www.chewelak.k12.wa.us)). Passwords are available through the JJSHS Counselling Office. Junior high students with a D or F at mid-quarter will receive a printed progress report sent home via the student.

### **GRADES: (Report Cards)**

Report cards are issued at the end of each 18-week grading term. Letter grades are used to designate a student's achievement. Semester II assignments and assessments must be complete on the last day of school. If there are

extenuating circumstances, the student should contact their teacher and/or counselor immediately. Students receiving an incomplete at the end of a semester will have two weeks from the last day of the term to complete work unless the state allows for changes in the procedure.

### **HONORS AT COMMENCEMENT FOR THE GRADUATING SENIORS**

The following system will be used to determine class rank including Valedictorian and Salutatorian. In addition to the current GPA system, at the end of the senior year's first semester, the following formula will be applied. An internal GPA will be figured in a weighted system. Advanced courses will be given one additional GPA point per course. The student with the highest weighted GPA is the top ranked student and is named Valedictorian. The student with the second highest weighted GPA is the #2 ranked student and is named Salutatorian.

The student's internal GPA will be determined by an internal weighting system:

Advanced Courses: A=5, B=4, C=3, D=2, and F=0

Regular Courses: A=4, B=3, C=2, D=1, and F=0

Each year the administrative team, counselor, and with feedback from teachers, will determine which courses will be considered advanced courses. This information will be communicated to students and parents on or before the second day of the school year.

### **RUNNING START**

This is a program designed to allow students to earn College and High School credit simultaneously. For information see the Counselor. Seniors in Running Start must finish High School graduation requirements by the second college quarter to be eligible for a JJSHS diploma.

### **TECHNOLOGY/INTERNET**

Chewelah School District continues to strive to provide technical tools that enhance skills and opportunities for student learning. The use of computer workstation and laptop tools is a privilege that can be lost if not appropriately used. The uses of games, posting or viewing inappropriate materials, or hardware sabotage are some of the actions that could result in disciplinary action. Students will be permitted access to the internet unless a form is on file that states it is the wish of the parent or guardian that the student does not access the internet at school (See Policy 2022 & 2022P) Electronic Information System (Networks). Students shall keep passwords confidential from other students. Students who share passwords, or use another person's computer password, shall be subject to disciplinary action and possible loss of computer/network privileges.

### **TEXTBOOKS**

Textbooks are issued to students in some classes. Textbooks, workbooks, and all other materials issued for student use will be examined at the completion of the course. Students will be charged fees for loss or negligent damage to these materials.

### **TESTING**

#### **PSAT**

All Juniors should take this test. There are fees associated with the PSAT. Please contact the counseling office for fee and schedule information. PSAT is given in October.

SAT: On-site twice yearly. Go to [Collegeboard.org](http://Collegeboard.org) for more information.

ACT: Go to [actstudent.org](http://actstudent.org) for more information.

Testing information will be presented to you by our Counseling Department; however, don't hesitate to contact the office for any assessment information you might need.

## **EXTRA-CURRICULAR ACTIVITIES AND CLUBS**

Each student is encouraged to participate in extracurricular activities. Club descriptions are available from the club advisors. Commonly offered activities are listed below, however, they are subject to change:

HIGH SCHOOL (9 <sup>th</sup> -12 <sup>th</sup> )	JUNIOR HIGH SCHOOL (6 <sup>th</sup> -8 <sup>th</sup> )
<b>FALL:</b>	<b>FALL:</b>
-Football (boys/girls)	-Football (7 <sup>th</sup> & 8 <sup>th</sup> boys)
-Volleyball (girls)	-Volleyball (girls)
-Cross Country (boys/girls)	-Cross Country (boys/girls)
-Marching Band/Pep Band	
	<b>EARLY WINTER:</b>
<b>WINTER:</b>	-Wrestling (boys/girls)
-Wrestling (boys/girls)	-Girls Basketball
-Basketball (boys/girls)	
	<b>WINTER:</b>
<b>SPRING:</b>	-Science Olympiad
-Baseball (boys - including 8th)	
-Track (boys/girls)	<b>LATE WINTER:</b>
-Tennis (boys/girls - including 8th)	-Boys Basketball
-Golf (boys/girls - including 8th)	
-Softball (girls)	<b>SPRING:</b>
	-Track (boys/girls)
	-Softball (girls)

## YEAR-AROUND ACTIVITIES

Color Guard, National Honor Society, FFA, Cheerleading, Student Council (ASB), CCREW Club, Drama, Unified Sports, Knowledge Bowl, Pep Band and possibly Esports Club are offered at Jenkins yearly.

## FFA

The FFA Organization is a national youth organization that positively affects young people's lives by developing their potential for leadership, personal growth and career success through agriculture education. FFA functions within the three-circle model of agricultural education as a student leadership organization that complements a student's classroom/laboratory instruction and Supervised Agricultural Experience program. FFA members can compete in Career Development Events (CDEs) that cover job skills in everything from communications to mechanics. Some events allow students to compete as individuals, while others allow them to compete in teams. Check out [www.ffa.org](http://www.ffa.org) for more info! FFA Dues for High School per year are \$25.00 and \$5 for Junior High.

## NATIONAL HONOR SOCIETY

To be eligible for election to membership in this chapter, you must be a full-time student at the Chewelah School District (grades 9-12) for a minimum of three semesters and maintain a minimum cumulative GPA of 3.5. After returning the membership form, your eligibility shall then be considered on your service, leadership, scholarship, and character by the Jenkins High School faculty. Service is defined by voluntary contributions made by you to your school or community, done without compensation and with a positive, courteous, and enthusiastic spirit. Leadership is demonstrated by students who are resourceful, good problem solvers, promoters of school activities, idea-contributors, dependable, and people who exemplify positive attitudes about life. A student of good character upholds principles of morality and ethics, is cooperative, demonstrates high standards of honesty and reliability, shows courtesy, concern and respect for others and generally maintains a good clean lifestyle.

NHS is a national service organization designed to recognize students who have excelled in the four areas: of service, leadership, scholarship and character. This membership is recognized by College and



Universities, scholarship committees, and prospective employers. Membership in NHS is something to be proud of and respected. A \$15 one-time induction fee is required.

### **FEES, STUDENT BODY**

- ASB Card are \$35.00 for high school and \$30.00 for junior high school (Required for all sports, clubs, Pep Band Members, Class Officers, Science Olympiad Members, Knowledge Bowl Members, National Honor Society, ASB Officers, and Cheerleaders). Students who qualify for free/reduced lunch may have the ASB card waived.

### **SPORTS**

Any student involved in extracurricular activities must have a signed extracurricular code, accident insurance, medical release form, sport safety guidelines submitted to the Athletic Director via the athletic eligibility website, FamilyID.com. and other paperwork on file with the Athletic Director. Students involved in these activities must also abide by specific academic standards to be eligible. Athletes and Cheerleaders are expected to follow dress guidelines outlined by their coach or advisor. These may be stricter than the regular school dress code expectations. See the Athletic Director or Head Coach for more information.

### **SPORTSMANSHIP**

JJSHS has always had the reputation of displaying excellent sportsmanship at interscholastic contests. Our goal is to ensure that this continues. Our student body and our fans need to be aware of our rules of good conduct and sportsmanship. Our athletic league and JJSHS promote fair play and good sportsmanship by all. Some areas of focus are:

- Be positive examples of good sportsmanship for others.
- All yelling, screaming, or cheering should be FOR our own team – not AGAINST the opposition or officials.
- No taunting of opponents or opposing fans is allowed.
- Only authorized school personnel should be on the playing field/floor.
- Refrain from throwing objects of any kind onto the playing surface or field.
- Avoid booing or making vulgar gestures.

We urge everyone to go to the games and cheer our teams to victory and abide by the sportsmanship rules listed above. Any spectator in violation of these rules may be advised to leave the sporting event. Continuous and/or serious violation may result in suspension from participating in or attendance at extra-curricular activities.

## **DISCIPLINE PHILOSOPHY AND PLAN**

**“A safe orderly school only happens when everyone is involved in discipline”**

**At JJSHS there are six general behaviors all students and staff should adhere to:**

**COURTESY** – All students and staff at JJSHS will be courteous to all others.

**RESPECT** – All students and staff at JJSHS will respect self, others, individual differences, and property.

**COOPERATION** – All students and staff at JJSHS will actively work to cooperate with others.

**HONESTY** – All students and staff at JJSHS will observe the belief that honesty is the best policy.

**RESPONSIBILITY** - All students and staff at JJSHS will accept responsibility for their actions and know the school rules and expectations.

**SELF-DISCIPLINE/WORK ETHIC** - All students and staff at JJSHS will strive toward self-discipline and a strong work ethic.

#### **STATEMENT REGARDING JENKINS JR/SR HIGH SCHOOL DISCIPLINE POLICY**

It is the policy of Chewelah School District No. 36 to encourage student conduct that shall promote good health, reasonable standards of behavior, effective citizenship, and a positive environment for learning. Students on school grounds or in places under school jurisdiction are expected to abide by the rules which are established to achieve these objectives.

Admission to the schools of Chewelah carries with it the presumption that the student shall conduct him/herself as a responsible member of the school community. This includes the expectation that the student shall obey the law, adhere to the policies of the School District, and comply with rules and regulations implementing these policies. In addition, the student is expected to safeguard the property of the school and to respect the rights and privileges of others in the school community.

In accordance with his/her level of maturity, each student is expected to accept responsibility for his/her own conduct. In order to accomplish the educational purposes of the Chewelah School District in an effective school environment, the Board of Directors has approved a standardized student discipline model developed with input by parents/guardians/custodians, students, and staff. When violations of these rules occur, the school is authorized to take appropriate action designed to ensure more responsible behavior on the part of the student. When considering the level of disciplinary action, staff shall consider several factors including, but not limited to, the student's attitude, the severity of conduct, the student's intent, the effect on other students and/or staff, mitigating circumstances, and the student's discipline history. When violations of the laws of the United States, the State of Washington, and/or its subdivisions are also involved, the school should refer such matters to parents, legal guardians, or appropriate authorities.

Students are reminded that they should adhere to a code of good behavior, not only for their benefit, but for the benefit of others as well. Students are responsible for their actions and will be held accountable for the rules and regulations concerning student behavior.

#### **STUDENT DISCIPLINE**

##### **Student Conduct Rules**

Students who are the victim of bullying or harassment or who observe such occurring are to promptly report the problem to their teacher or to the principal so the problem can be addressed. Students who make reports of bullying activity should not be retaliated against for making the report.

##### **Reporting Student Law Violations:**

(1) Cases of law violations or suspected law violations by students will be reported to the police and to the student's parents or guardian as soon as possible.

(2) When a Principal or other school official releases a minor student to a peace officer (e.g., police officer, sheriff, and all other persons with similar authority to make arrests) for the purpose of

removing the minor from the school premises, the principal or other school official will take immediate steps to notify the parent, guardian, or responsible relative of the minor regarding the release of the minor to the officer and regarding the place to which the minor is reportedly being taken. An exception applies when a minor has been taken into custody as a victim of suspected child abuse: in that event the principal or other school official shall provide the peace officer with the address and telephone number of the minor's parents or guardian.

(3) To demonstrate that student behavior is always subject to possible legal sanctions regardless of where the behavior occurs it shall be the policy of the Chewelah Public Schools to notify the proper legal authorities when a student engages in any of the following behaviors on school grounds or at a school sponsored event:

- (a) Knowingly possessing illegal drugs or alcohol.
- (b) Aggravated or felonious assault.
- (c) Vandalism resulting in significant property damage.
- (d) Theft of school or personal property of a significant nature.
- (e) Automobile accident.
- (f) Any other behavior which significantly threatens the health or safety of students or other persons, and such other offenses which are required to be reported by law. When appropriate, it shall be the referring administrator's responsibility to contact the student's parent that the referral to legal authorities has been or will be made.

#### Police Questioning of Student

It is the philosophy and belief of the administration at Chewelah Public Schools that the responsibility for dealing with student discipline violations rests with us. Thus, we will make every effort to handle such problems in-house, according to the policies and procedures established by the district and the school. However, when violations of state laws or city ordinances occur, or when students or parents refuse to work within the established policies of the district and school, or where security of persons or property appears to be in jeopardy, the district will not hesitate to call the police. In the event the police desire to talk to a student during school time the administration will follow new state law in coordination with our local police department.

#### Corrective and Disciplinary Techniques

These discipline guidelines will be followed for the 2021-2022 school year. If the School Board adopts a new Discipline Policy/Procedures, the Disciplinary Procedures in the Student Handbook will be subject to change and an Addendum will be sent to parents and communicated with students.

##### Level 1:

Teacher and student resolve the problem. Teachers will use a variety of strategies to resolve minor issues when managing their classrooms, including brief exclusions from the classroom. Students will not be excluded from their classroom unless they are causing a substantial disruption to the learning environment. Teachers will use three corrective teaching techniques before a staff-supervised detention is assigned. Though a staff-supervised detention may be issued any time a teacher deems it appropriate, teachers are encouraged to require the student to serve a classroom detention before issuing a staff-supervised detention. Staff-supervised detention(s)/consequences. Only 3 behavior related detentions will be allowed before moving to the next level.

##### Level 2: 30-minute detention

##### Level 3: One-hour detention



Level 4: Two-hour detention

Level 5: Suspensions are a reasonable consequence as per Policy 3241P-Refusal to cease prohibited behavior.

Level 2, 3 & 4 referrals are the accumulation of all teachers, not just one individual teacher. The severity of the incident or the accumulations of several incidents may cause several steps to be bypassed. This The decision is left to the discretion of the principal or designee.

The following is representative of the types of corrective disciplinary measures available but is not all inclusive:

### **Detention**

The detention period is a time when the student is assigned to stay after school for school rule violations or an infraction of acceptable behavior. Detention periods are scheduled Monday-Thursday from 3:15-3:45 PM. If a student misses an assigned detention due to absence from school, it will automatically be moved to the next available night. It is the student's responsibility to attend the next evening unless other arrangements are made with the principal. Students should understand that any certified or support staff member in the building has the authority to correct misconduct at any time. Therefore, it is conceivable that any staff member may assign a detention to a student who is violating school rules. Before assigning after-school detention, the staff member will inform the student of the specific behavior prompting the detention and provide the student with an opportunity to explain or justify the behavior. Students and parents may challenge the administration of other forms of discipline, including the imposition of after-school detention using the grievance process outlined below and in Policy 3241(P).

Once a student has been assigned three behavior-based detentions, they will automatically move to a one-hour detention.

### **Detention Period Rules:**

1. Detentions will be held in the classroom of the assigned teacher for the assigned time or with the detention supervisor in the designated detention room.
2. If a student shows up after 3:15 PM without approval, he/she may be requested to stay for the entire assigned time and may be assigned additional detention day(s).
3. Detention time should be used to work on academic work or reading.
4. Students will work independently and quietly.
5. Students will not be allowed to leave the room without the monitor's permission.
6. Failure to attend an assigned detention without prior approval of the principal will generally result in the assignment of an additional detention according to the detention schedule.
7. Failure to report for a doubled detention will result in assignment of additional time.
8. Bus riders shall not be exempt from detention periods. They shall, however, be allowed sufficient time to plan for a ride home before they serve their detention periods.

### **CONDUCT AND DISCIPLINE**

The infractions of school discipline listed below and on the following pages are grouped in categories

according to the seriousness of the offense. The list has been drawn from past records and from known situations. It is not intended to cover all situations, and therefore, all types of infractions may not be included. Modifications will be made, if necessary, at the discretion of the building Principals. In all instances, interpretation is left to the individual Principal to modify penalties suggested whenever extenuating circumstances seem to be present in order that both the student and the educational interests are dealt with in a fair manner. Any student placed on out-of-school suspension or expelled will not be allowed to attend any school activities on or off campus during his/her suspension or expulsion.

#### **A) Acts of Misconduct: Group I - Misbehavior**

Group I include those student behaviors which interfere with the orderly educational process in the classroom. These include, but are not limited to such behavior as:

- being in restricted areas of building or grounds without permission
- littering school grounds or building
- improper care or deliberate damage to books or school property
- traffic or parking violations related to school rules
- violation of dress code
- inappropriate display of affection
- eating or drinking outside of the cafeteria
- failure to cooperate with teachers and school officials
- out of classroom without a pass

Penalties: Disciplinary actions consistent with Group I infractions include but are not limited to:

- teacher-student conference
- in-class disciplinary action
- counselor/student conference
- administrator/student conference
- detention(s)
- task assignments
- loss of privileges

#### **B) Acts of Misconduct: Group II Discipline Infractions**

Group II include those student discipline infractions, which interfere with the orderly educational process in the school. These include, but are not limited to such behaviors as:

- any repeated or chronic misbehavior as defined in Group I
- defacing school property
- tampering with and/or misusing computer programs, equipment and/or
- student report cards, passes or any other school records
- verbal assault or verbal/written threats
- disturbance of class, study hall, cafeteria, or any other school function
- Inappropriate language or gestures, not directed at specific individuals
- defiance and/or display of disrespect of staff/personnel authority
- failure to abide by rules and regulations regarding field trips
- inciting conflict between others



Penalties: Disciplinary actions consistent with Group II infractions include, but are not limited to:

- administrator/teacher/student conference
- detention
- task assignment
- loss of privileges
- parent conference
- disciplinary reassignment (short term)
- modification of schedule and/or privileges
- suspension
- home-based instruction

### **C) Acts of Misconduct: Group III - Disruptive Behavior**

Group III includes those student behaviors which seriously disrupt the orderly educational process in the classroom and/or the school. These include, but are not limited to, such behaviors as:

- any chronic disciplinary infraction as defined in Group II
- fighting which is defined as a physical conflict between two or more students
- gambling which is defined as participating in games of chance for money and/or other things of value
- display of nude or obscene pictures or being in possession of adult literature or magazines.
- stealing which is defined as the act of taking and carrying away the personal property of another without the consent of the owner, including school property
- slander and/or defamation of character
- use of profane, obscene, immoral or offensive language and/or gestures directed at other individuals and especially school personnel
- persisting in serious acts of disobedience or disorderly behavior which may prove detrimental to the school, harmful to health and safety, and inhibiting the rights of others
- possession of fireworks
- harassment/intimidation/bullying of students or school employees
- any type of interference with the educational process and/or the operation of school or interference with any school personnel's responsibilities and duties.

Penalties: Disciplinary actions consistent with Group III infractions include, but are not limited to:

- administrator/teacher/parent conference
- administrator/student/parent conference (Possible restorative justice parent mtg.)
- disciplinary reassignment (short term)
- restitution or restoration, as applicable
- detention(s)
- home-based instruction (six days or less)
- modification of schedule and/or privileges
- suspension
- referral to legal authorities/law enforcement agencies
- disciplinary reassignment (long term)
- expulsion

#### **D) Acts of Misconduct: Group IV - Serious Discipline Infraction**

Group IV acts of misconduct include those serious misbehaviors which threaten to impair the educational efficiency of the school, seriously disrupt the orderly educational process in the classroom and/or the school, and for which there are no reasonable alternative discipline management techniques other than those specified. Included, but not limited to, are such behaviors as:

- arson which is defined as the willful or malicious burning of a building or its contents and/or the personal property of others
- assault which is defined as an offer or attempt to do bodily harm to another without physical contact. This includes threats and verbal assaults.
- assault and battery which is defined as a physical contact with another without that person's consent
- aggravated assault which is defined as assault with a deadly weapon
- robbery which is defined as the taking of personal property in the possession of another against his/her will, accomplished by means of force or fear
- burglary of a District facility
- sex violations that are defined to include offenses against chastity, common decency, morals, sexual harassment and the like, indecent exposure is included here
- extortion which is defined as obtaining money or information from another by coercion or intimidation
- vandalism, which is defined as the willful or malicious destruction of school property or the property of others
- any assault or battery on school district personnel (expulsion)
- possession, use, and/or concealment of a weapon. A weapon is any instrument, which may produce bodily harm or death. Weapons include, but are not limited to, any knife, firearm, air gun, screwdriver, home-made weapon, fireworks, throwing instrument, firearm ammunition, or any other device which may produce bodily harm or death.
- possession, and/or use of narcotics, dangerous drugs, or alcohol as outlined in Board Policy.
- prohibited items are not allowed on school premises including vehicles in parking lots, city streets, private parking lots, or other areas not so designated while in attendance at school or school sponsored functions.

Penalties: Disciplinary actions consistent with Group IV infractions include, but are not limited to:

- referral to the legal authorities for legal action as appropriate
- modification of schedule and/or privileges
- disciplinary reassignment (short term)
- disciplinary reassignment (long term)
- suspension
- home-based instruction
- expulsion
- restitution or restoration, as applicable

The following policy will be used to administer student discipline.

**Please refer to Chewelah School District Policies for the following:**

Sexual Harassment – Policy 5011

Prohibition of Harassment, Intimidation and Bullying – Policy 3207

Prohibition of Harassment, Intimidation and Bullying procedure – Policy 3207P

Student Discipline – Policy 3241P

Excused and Unexcused Absences Procedure – Policy 3122P

Policies are found on the Chewelah School District Web Site:

- <http://www.Chewelah.k12.wa.us>
- District drop down
- CSD Policies and Procedures
- School Board Policies

## Our Schools Protect Students from Harassment, Intimidation, and Bullying (HIB)

Schools are meant to be safe and inclusive environments where all students are protected from Harassment, Intimidation, and Bullying (HIB), including in the classroom, on the school bus, in school sports, and during other school activities. This section defines HIB, explains what to do when you see or experience it, and our school's process for responding to it.

### What is HIB?

HIB is any intentional electronic, written, verbal, or physical act of a student that:

- Physically harms another student or damages their property;
- Has the effect of greatly interfering with another student's education; or,
- Is so severe, persistent, or significant that it creates an intimidating or threatening education environment for other students.

HIB generally involves an observed or perceived power imbalance and is repeated multiple times or is highly likely to be repeated. HIB is not allowed, by law, in our schools.

### How can I make a report or complaint about HIB?

**Talk to any school staff member** (consider starting with whoever you are most comfortable with!). You may use our district's reporting form to share concerns about HIB that is available on the district website Policies and Procedures page but reports about HIB can be made in writing or verbally. Your report can be made anonymously, if you are uncomfortable revealing your identity, or confidentially if you prefer it not be shared with other students involved with the report. No disciplinary action will be taken against another student based **solely** on an anonymous or confidential report.

If a staff member is notified of, observes, overhears, or otherwise witnesses HIB, they must take prompt and appropriate action to stop the HIB behavior and to prevent it from happening again. Our district also has a HIB Compliance Officer who supports prevention and response to HIB. HIB Compliance Officer Jason Perrins may be contacted at 509-685-6800 ext. 1001, [jperrins@chewelahk12.us](mailto:jperrins@chewelahk12.us), or PO Box 47, Chewelah, WA 99109,

### What happens after I make a report about HIB?

If you report HIB, school staff must attempt to resolve the concerns. If the concerns are resolved, then no further action may be necessary. However, if you feel that you or someone you know is the victim of unresolved, severe, or persistent HIB that requires further investigation and action, then you should request an official HIB investigation.

Also, the school must take actions to ensure that those who report HIB don't experience retaliation.

### What is the investigation process?

When you report a complaint, the HIB Compliance Officer or staff member leading the investigation must notify the families of the students involved with the complaint and must make sure a prompt and thorough investigation takes place. The investigation must be completed within 5 school days unless you agree on a different timeline. If your complaint involves circumstances that require a longer investigation, the district will notify you with the anticipated date for their response.

When the investigation is complete, the HIB Compliance Officer or the staff member leading the investigation must provide you with the outcomes of the investigation within 2 school days. This response should include:

- A summary of the results of the investigation
- A determination of whether the HIB is substantiated
- Any corrective measures or remedies needed
- Clear information about how you can appeal the decision

### What are the next steps if I disagree with the outcome?

#### For the student designated as the "targeted student" in a complaint:

If you do not agree with the school district's decision, you may appeal the decision and include any additional information regarding the complaint to the superintendent, or the person assigned to lead the appeal, and then to the school board.

#### For the student designated as the "aggressor" in a complaint:

A student found to be an "aggressor" in a HIB complaint may not appeal the decision of a HIB investigation. They can, however, appeal corrective actions that result from the findings of the HIB investigation.

For more information about the HIB complaint process, including important timelines, please see the district's Policies and Procedures page or the district's HIB Policy 3207 and Procedure 3207P.

## Our School Stands Against Discrimination

Discrimination can happen when someone is treated differently or unfairly because they are part of a **protected class**, including their race, color, national origin, sex, gender identity, gender expression, sexual orientation, religion, creed, disability, use of a service animal, or veteran or military status.

### What is discriminatory harassment?

Discriminatory harassment can include teasing and name-calling; graphic and written statements; or other conduct that may be physically threatening, harmful, or humiliating. Discriminatory harassment happens when the conduct is based on a student's protected class and is serious enough to create a hostile environment. A **hostile environment** is created when conduct is so severe, pervasive, or persistent that it limits a student's ability to participate in, or benefit from, the school's services, activities, or opportunities.



To review the district's Nondiscrimination Policy 3210 and Procedure 3210P visit the Policies and Procedures page of the district website [chewelah.k12.wa.us](http://chewelah.k12.wa.us).

### What is sexual harassment?

**Sexual harassment** is any unwelcome conduct or communication that is sexual in nature and substantially interferes with a student's educational performance or creates an intimidating or hostile environment. Sexual harassment can also occur when a student is led to believe they must submit to unwelcome sexual conduct or communication to gain something in return, such as a grade or a place on a sports team.

Examples of sexual harassment can include pressuring a person for sexual actions or favors; unwelcome touching of a sexual nature; graphic or written statements of a sexual nature; distributing sexually explicit texts, e-mails, or pictures; making sexual jokes, rumors, or suggestive remarks; and physical violence, including rape and sexual assault.

Our schools do not discriminate based on sex and prohibit sex discrimination in all of our education programs and employment, as required by Title IX and state law.

To review the district's Sexual Harassment Policy 3205 and Procedure 3205P, visit the Policies and Procedures page of the district website [chewelah.k12.wa.us](http://chewelah.k12.wa.us).

### What should my school do about discriminatory and sexual harassment?

When a school becomes aware of possible discriminatory or sexual harassment, it must investigate and stop the harassment. The school must address any effects the harassment had on the student at school, including eliminating the hostile environment, and make sure that the harassment does not happen again.

### What can I do if I'm concerned about discrimination or harassment?

**Talk to a Coordinator or submit a written complaint.** You may contact the following school district staff members to report your concerns, ask questions, or learn more about how to resolve your concerns.

Concerns about discrimination, including discrimination based on gender identity:

Civil Rights Coordinator: JASON PERRINS, PO Box 47, Chewelah, WA 99109; [jperrins@chewelahk12.us](mailto:jperrins@chewelahk12.us), 509-685-6800 ext. 1001

Concerns about sex discrimination, including sexual harassment:

Title IX Coordinator: ERIN DELL, PO Box 47, Chewelah, WA 99109; [edell@chewelahk12.us](mailto:edell@chewelahk12.us), 509-685-6800 ext. 1005

Concerns about disability discrimination:

Section 504 Coordinator: SARAH GREGORY, PO Box 47, Chewelah, WA 99109; [sgregory@chewelahk12.us](mailto:sgregory@chewelahk12.us), 509-685-6800 ext. 4121

To **submit a written complaint**, describe the conduct or incident that may be discriminatory and send it by mail, fax, email, or hand delivery to the school principal, district superintendent, or civil rights coordinator. Submit the complaint as soon as possible for a prompt investigation, and within one year of the conduct or incident.



### What happens after I file a discrimination complaint?

The Civil Rights Coordinator will give you a copy of the school district's discrimination complaint procedure. The Civil Rights Coordinator must make sure a prompt and thorough investigation takes place. The investigation must be completed within 30 calendar days unless you agree to a different timeline. If your complaint involves exceptional circumstances that require a longer investigation, the Civil Rights Coordinator will notify you in writing with the anticipated date for their response.

When the investigation is complete, the school district superintendent or the staff member leading the investigation will send you a written response. This response will include:

- A summary of the results of the investigation
- A determination of whether the school district failed to comply with civil rights laws
- Any corrective measures or remedies needed
- Notice about how you can appeal the decision

### What are the next steps if I disagree with the outcome?

If you do not agree with the outcome of your complaint, you may appeal the decision to the District Board of Directors and then to the Office of Superintendent of Public Instruction (OSPI). More information about this process, including important timelines, is included in the district's Nondiscrimination Procedure 3210P and Sexual Harassment Procedure 3205P.

### I already submitted an HIB complaint – what will my school do?

Harassment, intimidation, or bullying (HIB) can also be discrimination if it's related to a protected class. If you give your school a written report of HIB that involves discrimination or sexual harassment, your school will notify the Civil Rights Coordinator. The school district will investigate the complaint using both the Nondiscrimination Procedure 3210P and the HIB Procedure 3207P to **fully resolve your complaint**.

### Who else can help with HIB or Discrimination Concerns?

#### **Office of Superintendent of Public Instruction (OSPI)**

All reports must start locally at the school or district level. However, OSPI can assist students, families, communities, and school staff with questions about state law, the HIB complaint process, and the discrimination and sexual harassment complaint processes.

OSPI School Safety Center (For questions about harassment, intimidation, and bullying)

- Website: [ospi.k12.wa.us/student-success/health-safety/school-safety-center](https://ospi.k12.wa.us/student-success/health-safety/school-safety-center)
- Email: [schoolsafety@k12.wa.us](mailto:schoolsafety@k12.wa.us)
- Phone: 360-725-6068

OSPI Equity and Civil Rights Office (For questions about discrimination and sexual harassment)

- Website: [ospi.k12.wa.us/policy-funding/equity-and-civil-rights](https://ospi.k12.wa.us/policy-funding/equity-and-civil-rights)
- Email: [equity@k12.wa.us](mailto:equity@k12.wa.us)
- Phone: 360-725-6162

#### **Washington State Governor's Office of the Education Ombuds (OEO)**

The Washington State Governor's Office of the Education Ombuds works with families, communities, and schools to address problems together so every student can fully participate and thrive in Washington's K-12 public schools. OEO provides informal conflict resolution tools, coaching, facilitation, and training about family, community engagement, and systems advocacy.

- Website: [www.oec.wa.gov](http://www.oec.wa.gov)
- Email: [oeoinfo@gov.wa.gov](mailto:oeoinfo@gov.wa.gov)
- Phone: 1-866-297-2597

### **U.S. Department of Education, Office for Civil Rights (OCR)**

The U.S. Department of Education, Office for Civil Rights (OCR) enforces federal nondiscrimination laws in public schools, including those that prohibit discrimination based on sex, race, color, national origin, disability, and age. OCR also has a discrimination complaint process.

- Website: <https://www2.ed.gov/about/offices/list/ocr/index.html>
- Email: [orc@ed.gov](mailto:orc@ed.gov)
- Phone: 800-421-3481


## **Our School is Gender-Inclusive**

In Washington, all students have the right to be treated consistent with their gender identity at school. Our school will:

- Address students by their requested name and pronouns, with or without a legal name change
- Change a student's gender designation and have their gender accurately reflected in school records
- Allow students to use restrooms and locker rooms that align with their gender identity
- Allow students to participate in sports, physical education courses, field trips, and overnight trips in accordance with their gender identity
- Keep health and education information confidential and private
- Allow students to wear clothing that reflects their gender identity and apply dress codes without regard to a student's gender or perceived gender
- Protect students from teasing, bullying, or harassment based on their gender or gender identity

To review the district's Gender-Inclusive Schools Policy 3211 and Procedure 3211P, visit the Policies and Procedures page of the district website [chewelak.k12.wa.us](http://chewelak.k12.wa.us). If you have questions or concerns, please contact the Civil Rights Compliance Coordinator:

JASON PERRINS, PO Box 47, Chewelah, WA 99109; [jperrins@chewelak12.us](mailto:jperrins@chewelak12.us), 509-685-6800 ext. 1001

For concerns about discrimination or discriminatory harassment based on gender identity or gender expression, please see the information above on page  32

**Please sign below and return to the school.**

I have read and discussed the Student Handbook information with my student.

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Parent/Guardian

I understand I am responsible to follow the rules and policies listed in this handbook.

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Student

# Quartzite Learning Student Handbook 2024-2025

## Summary of Changes

Pages 3 and 4: School calendar was updated and staffing will be updated prior to school starting. Athletic Director was added as suggested last year.

Page 11, Extra Curricular Activities: Entire section was updated to reflect current practices for athletics and dances.

Page 11, Grading and Credits: Grading scale was added.

Page 12, Testing: Performance-based pathway was added to the list of graduation pathways at the bottom of the page.

Pages 16-20, Our Schools Protect Students: Entire section was added as required by House Bill 1207.

# **Quartzite Learning**

## **2024-2025**

### **Parent / Student Handbook**



***Options, Opportunities, and Endless Possibilities***



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*Chewelah School District #36, 106 W. Lincoln Ave., P.O Box 47, Chewelah, WA 99109*

Website: [www.chewelah.k12.wa.us](http://www.chewelah.k12.wa.us) Telephone: (509) 685-6803

# School Calendar

## Chewelah School District

### 2024-2025 School Calendar

August 2024						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September 2024						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2024						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 2024						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December 2024						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January 2025						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2025						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	




March 2025						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					



April 2025						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			



May 2025						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June 2025						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July 2025						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

	School Closed
	Early Release Day
	Staff Professional Development

	Monday - 1 hour late start
	End of Term

	Waiver Days, No students, Parent Conference Days
	First and Last Day of School

8/21-22	Staff Professional Development (set by district)
8/22	Open House
8/27	First Day of School for students
9/2	Labor Day - No school
9/23	Teacher Learning Day (LID) (no students)
10/11-14	Fall Break
11/1	Early Release - Teacher grading
11/11	Veterans Day - No school
11/25-26	Conferences (no students)
11/27-29	Thanksgiving Break - no school
12/23-1/3	Winter Break - no school

1/20	Martin Luther King Jr. Day - no school
1/31	Early Release - teacher grading
2/17	Presidents' Day - no school
3/14	Snow makeup day
4/2	Early Release - teacher grading
4/3-4/4	Conferences (no students)
4/7-4/11	Spring Break - no school
4/25	Snow makeup day
5/23-26	Memorial Day - no school
6/7	Graduation - 11:00 AM
6/13	Last day of school - 2 hr day

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## Staff Contact Information

Quartzite Learning

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<b>Erin Dell</b> Principal	ext. 2129	<a href="mailto:edell@chewelahk12.us">edell@chewelahk12.us</a>
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<b>Kurt Hanson</b> 7-12 Teacher, Student Learning Coordinator	ext. 3115	<a href="mailto:khanson@chewelahk12.us">khanson@chewelahk12.us</a>
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<b>Laura Watson</b> Open Doors Instructor, Student Learning Coordinator	ext. 3117	<a href="mailto:lwatson@chewelahk12.us">lwatson@chewelahk12.us</a>
<b>Kellie Tanner</b> K-12 School Counselor	ext. 2012	<a href="mailto:ktanner@chewelahk12.us">ktanner@chewelahk12.us</a>
<b>Chenea Foster</b> K-12 Special Education Teacher	ext. 3119	<a href="mailto:cheneafoster@chewelahk12.us">cheneafoster@chewelahk12.us</a>
<b>TBD</b> Para-educator & Food Service	ext. 3113	<a href="mailto:*****@chewelahk12.us">*****@chewelahk12.us</a>
<b>Athletic Director - Jenkins</b> Tom Skok	ext. 2003	<a href="mailto:tskok@chewelahk12.us">tskok@chewelahk12.us</a>

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# Quartzite Learning

*Options, Opportunities, and Endless Possibilities*

## **Mission Statement**

At Quartzite Learning, our mission is to educate all students by providing a safe and productive learning environment where students are respected, empowered to take ownership of their learning, and acquire the skills necessary to lead successful lives. We feel that serving the students and families of this community is our top priority. We value the opportunity to serve the students in the Chewelah area and provide them with quality programs, innovative curriculum, and flexible scheduling to accommodate their changing needs.

## **Our Belief**

At Quartzite Learning, we believe that all students can achieve excellence in a positive, challenging educational environment that stimulates their interests, channels their energies, and develops their skills and abilities.

## **Commitments**

At Quartzite Learning, we are committed to:

- Serving as a resource for parents and students to access quality educational curriculum and tools that will facilitate learning;
- Creating programs that support the diverse needs of students and families;
- Providing integrated, hands-on, and project-based learning opportunities that explore real-world problems and challenges;
- Facilitating a safe environment to engage learners in dynamic, meaningful, and challenging curricula;
- Equipping students with college and career ready skills enabling them to meet the challenges of the 21st Century.

## **Our Programs**

Quartzite Learning operates under the Washington State Alternative Learning Experience (ALE) requirements. The graduation requirements for a high school diploma are consistent with Chewelah School District Policy 2410. Quartzite Learning recognizes and allows for different paths to accomplish those educational requirements. Currently a variety of classes in online, onsite, and remote course types are offered. Staff works with each student and family to determine the best type of program for the individual. For high school students, there are many options when structuring the course load of a student to help them be successful and achieve a high school diploma. An Open Doors Reengagement Program is also available for students who need options other than a high school diploma including working towards their GED.



- **Typical Elementary Student**

The elementary teacher will work with the parent/family to determine the instructional materials that will work best for the student. There are multiple options for materials that are textbook, workbook, and activity based. There are limited online offerings for elementary students. There is not currently a full online curriculum option for elementary students at Quartzite Learning, but this may be an option in the future. Instruction is then delivered primarily by the parent in a "homeschool" type setting. The elementary teacher will work with the family to guide progress, answer questions, and develop pacing and schedules.

- **Typical Junior High and High School Students**

The junior high and high school teachers will work with the student and family to determine the most appropriate materials for each class that the student needs to take. There are multiple options for materials that are textbook, workbook, online, and activity based. The choices for type of materials available vary depending on the course and content area. Students may work completing online, out of books, or a combination of these options for classes. For some students and families, instruction may be delivered primarily by the parent in a "homeschool" type setting. For other students and courses, instruction may be delivered through their online course or on a weekly basis by Quartzite Learning staff. Students can flex their course load and schedules as needed as long as they are still making satisfactory progress and completing the courses needed to graduate.

- **Open Doors Reengagement Program**

The Open Doors Reengagement program provides an opportunity for students to work towards earning their GED. Instruction for this program is delivered through online courses or a textbook/workbook format. The instructor will work with the student to pretest and design a course of study most appropriate for the student and their individual success.

## **Attendance**

Attendance is determined by academic progress, keeping a weekly calendar of hours spent on schoolwork, as well as making weekly contact. Academic progress will be evaluated every month during the monthly progress review as detailed in the Written Student Learning Plan (WSLP). Students are encouraged to keep regular hours at home. All students are expected to complete a minimum of 27.75 documented hours per week. Required hours per week will be prorated for students attending less than full-time. Weekly contact is attendance. Failure to make weekly contact may result in a truancy petition being filed and referral to the community truancy board. Compulsory attendance laws apply to all students and unexcused absences/truancies will be handled in alignment with WAC 392-550-040. No contact for 20 consecutive days may result in withdrawal from Quartzite Learning.

## **Truancy in ALE Programs (WAC 392-550-040)**

The steps below outline the truancy process for students enrolled in Alternative Learning Programs.

- Inform the parent by notice through direct personal contact whenever the child has failed to make weekly contact without valid justification.
  - Notice must inform the parent of the potential consequences of additional missed weekly contacts.
- After the second consecutive (in a row) week of missed contact without valid justification or the third cumulative (total) week of missed contact without valid justification, the school will

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schedule a conference with the parent and child to discuss the missed contact, administer a screener, and develop a data-based intervention plan to reduce the child's missed contact.

- The purpose of the conference is to understand the underlying reasons for the missed contact and to develop an intervention plan to address them.
- Middle school and high school students will be administered the WARNS or other screener to identify barriers to attendance.
- If the parent does not attend the conference, it may be conducted with the student and school official. The parent will then be notified of the steps to be taken to eliminate the child's missed weekly contact.
- If the above steps are not successful in substantially reducing the student's missed weekly contacts without valid justification, the school will file a truancy petition with the juvenile court system.
  - The petition will be filed no later than the fifth consecutive or sixth cumulative missed weekly contact without valid justification. The petition may be filed earlier and may include previous history of unexcused absences.
- The truancy petition will be stayed and the student and parent will be referred to a community engagement board or other coordinated means of intervention.

### **Weekly Contact**

Two-way contact between the student and teacher is required a minimum of once a week. Contact may occur in the following ways: in person, by phone, by email, or other approved synchronous communication. For elementary aged students, parents are expected to keep track of their student's academic progress at home and report it to their teacher on a weekly basis. For secondary students, this responsibility generally transitions to the student. This progress will be communicated weekly by parents/students in an online journal (or other agreed upon method) submitted to their teacher each week. Weekly contact logs and monthly progress reviews will be used to track academic progress during the school year.

### **Written Student Learning Plan (WSLP)**

Upon enrollment with Quartzite Learning, students and parents will meet with their teacher to establish a written student learning plan. This plan will outline the courses the student will be taking, instructional materials that will be used, timeline for course completion, and a syllabus detailing the objectives and standards that the course will cover. The WSLP will also summarize the requirements for weekly contact and monthly academic progress.

### **Monthly Progress Reviews**

Students and parents are required to meet with their teacher each month for the purpose of completing a monthly academic progress review. These meetings should be scheduled in advance with the teacher and must be completed no later than the first five days of the following month.

Student monthly progress will be determined as satisfactory or unsatisfactory and is at the discretion of the certificated teacher based on weekly evaluations and the student's ability to complete certificated teacher-initiated learning benchmarks for the month. Methods for determining satisfactory progress

may include: progress grades, assignment completion rates, and non-academic factors such as attendance, attitude, and behavior. If a student fails to make progress, then monthly progress is unsatisfactory, and an intervention plan will be put into place for the following month. If after no more than three consecutive calendar months in which it is determined the student is not making satisfactory progress despite documented intervention efforts, a course of study designed to more appropriately meet the student's educational needs must be developed and implemented by a certificated teacher in conjunction with the student and when possible, the student's parent. This may include removal of the student from the alternative learning experience and enrollment of the student in another educational program offered by the school district.

## **Registration / Enrollment**

Students between the ages of five and twenty-one are eligible to attend Quartzite Learning. Criteria considered when enrolling in the program are:

1. Resident district status;
2. Ability to work independently;
3. Parent's ability to commit and support the home education experience;
4. Life circumstances relative to attending school;
5. Prior attendance and discipline if transferring from other school programs;
6. Future goals of student.

### **Enrollment process:**

1. Student/parent completes a Quartzite Learning enrollment form and application materials.
2. Student and parent(s) meet and interview with principal to review participation guidelines.
3. Once the enrollment is approved, the student and parent will complete a written student learning plan (WSLP) with a certified staff member. That certified teacher will work with the student and parent in the development of the student's individual learning plan.
4. Teacher works with parent and student to implement and carry out the student's individual learning plan. (Receive curriculum, online classes, sign up for workshops, etc.)

When the superintendent or designee determines the program to be at capacity, students interested in participating in the Quartzite Learning will be placed on a waiting list until accommodations can be made to serve the interested student.

As a program operating under Washington State Alternative Learning Experience laws, students must demonstrate adequate progress equal to a year's progress in a traditional school. Failure to demonstrate progress shall result in the student losing enrollment privileges and he/she will be required to transfer to a traditional school or other alternative program. A student would not become eligible for re-application until after at least one complete semester following disenrollment. These days may span over two academic school years in the instance a student is declared ineligible in the second semester of a school year. Enrollment represents a signed learning contract between parents/students and certificated teacher from the Chewelah School District. Given the time and resources to develop a WSLP, a parent is expected to actively participate in the design and implementation of the Written Student Learning Plan (WSLP). Staff will monitor and adjust student learning plans as necessary for maximum student growth.

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Students in current violation of attendance requirements in a public or private school will need to continue to meet requirements of any plan in place upon enrollment in Quartzite Learning. Enrollment in Quartzite Learning requires a minimum commitment of one semester before the student will be eligible for transfer to another district program.

### **Tutoring**

The staff at Quartzite Learning is dedicated to ensuring student learning plans are met. If extra help is needed on a given course, parents and students are encouraged to contact their teacher and schedule a time when they can meet one-on-one for extra support. Staff will work with parents to accommodate their children's needs. One-on-one tutoring times are by appointment only.

### **Behavior Expectations**

Students are expected to behave in a safe and cooperative manner while participating in all program activities. Consequences for violations of these expectations will be consistent with school board policy 3241.

Students, who are disruptive, defiant, unsafe, rude, or offensive at any time, will be brought to the attention of their parents. If disruptive behavior continues, the student will be referred to the Principal and subject to school discipline. Behavior may cause the student to lose the privilege to attend Quartzite Learning.

### **On-Site Classes / Workshops**

Students may have the opportunity to participate in classes taught by a Quartzite Learning teacher. Students must have all required paperwork submitted to partake in these classes and the class must be part of the written student learning plan prior to the student attending. Enrollment for these classes will only be available at the beginning of each semester.

### **Cheating / Plagiarism**

Cheating shall be defined as giving or receiving information or help on a test; possession of any unauthorized material during a test; copying another student's assignment or knowingly allowing another unauthorized student to copy from his/her assignment; working with others on a project that is meant to be done individually; unauthorized possession of test or quiz questions and/or answer sheets; completing an assignment, test, or quiz on behalf of another student; submitting duplicate work; having someone else complete an assignment, test, or quiz on behalf of the student, or accessing a teacher edition. Plagiarism, the use of another's ideas or products as one's own, shall also be defined as cheating. Plagiarism is any failure to give credit for information found and used. It may involve word-for-word copying, paraphrasing, or simply using ideas and information. The penalty for cheating / plagiarism may result in a zero for work involved and the student may be subject to other appropriate disciplinary action that may include lowering the grade. The student may be allowed to resubmit the assignment using his or her own work for full or partial credit.

## Closed Campus

Students in K-8 attending classes, a scheduled tutoring time, or working on-site, must be accompanied by a parent/guardian in order to leave the facility. Once the class is complete students in grades K-8 may leave campus with a parent or may walk if a parent has provided a note or phone call to staff stating that they give permission for their child to walk home. In the event that a friend of the family or a relative will be picking up the student, a note must be provided to staff granting permission. Students in grades 9-12 are permitted to leave campus after the class or work time has ended or during lunch unless the parent/guardian requests differently. Students may not come and go as they please during the day and if they leave they may not come back to ride the bus home. Once they are at school they are expected to stay there until they leave for the day.

## Graduation Requirements

Graduation requirements will follow school board policy 2410 and procedure 2410P.

The table below outlines the credits and subject areas of study that are required of each graduation candidate seeking a Chewelah School District diploma through Quartzite Learning. Additional graduation requirements include: fulfilling a state recognized Graduation Pathway (see Testing section), completion of Washington State History, and completion of a high school and beyond plan.

### Quartzite Learning - Minimum Credit Requirements

SUBJECT AREA	CLASS OF 2022 +
ENGLISH	4.0
MATH *	3.0
SCIENCE	3.0
SOCIAL STUDIES **	3.0
CTE	1.0
HLTH & FITNESS ***	2.0
ARTS/PPR	2.0
LANGUAGE/PPR	2.0
ELECTIVES	4.0
TOTAL	24.0

\*Math – Must include 1.0 credit Algebra, 1.0 credit Geometry, 1.0 credit Additional Math

\*\*Social Studies – Must include 1 credit of US History, .5 credit of Contemporary World History, Geography and Problems, .5 credit of Civics, 1.0 credit Social Studies Elective, and successful completion of Washington State History, which meets the requirements in WAC 180-51-067.

\*\*\*Health/Fitness – Must include 0.5 credit in Health which meets the requirements in RCW 28A.230

PPR: Personalized Pathway Requirements are related courses that lead to a specific post high school career or educational outcome chosen by the student based on the student's interests and High School and Beyond Plan, which may include CTE, and are intended to provide a focus for the student's learning.

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## **Blended Program with Jenkins Jr/Sr High School**

Students can apply for Jenkins Jr/Sr High School classes to be blended/shared with their alternative program courses. Approval for a blended program will be handled on a case-by-case basis by the administrative team in both buildings. Quartzite Learning students are to only be on campus at Jenkins Jr/Sr High School during scheduled classes. Students visiting Jenkins when not attending a scheduled class must check in at the office. Failure to comply with these expectations may result in disciplinary action or in loss of privilege of participating in a blended program.

## **Special Education Services**

Students with disabilities or currently receiving special education services and attending Quartzite Learning will receive services in alignment with their Individualized Education Plan (IEP) and Written Student Learning Plan. They may receive services onsite from special education staff at Quartzite Learning, through a blended program with Jenkins Jr/Sr High School or Gess Elementary, or through their general education courses on their WSLP. These decisions will be made through the IEP process.

## **Extra-Curricular Activities**

Students attending Quartzite Learning and Chewelah Open Doors can participate in athletics through Jenkins Jr/Sr High School. Athletic registration must be done online through Final Forms at <https://chewelah-wa.finalforms.com> and are subject to athletic code regulations. Students wishing to attend dances put on by Jenkins Jr/Sr High School must complete guest approval forms in advance of the event.

## **Grading & Credits**

Credits in grades 9-12 will be granted based upon completion of courses as designed in the student learning plan. All credits granted will be based on the ability of the student to demonstrate competency in the assigned area as defined in the course description. Students are expected to make academic progress as evaluated by the monthly review process and district and state approved assessments. The following grading scale will be used for all classes.

93-100 A (4.0)	83-86 B ( 3.0)	73-76 C (2.0)	60-66 D (1.0)
90-92 A- (3. 7)	80-82 B- (2.7)	70-72 C- (1.7)	0-59 F (0.0)
87-89 B+ (3.3)	77-79 C+ (2.3)	67-69 D+ (1.3)	

Note: A Pass (P) does not figure in the student GPA.

## **Insurance**

Student accident and health insurance is available to all Chewelah School District students.

## **Lunch & Breakfast**

Students can eat lunch and breakfast at the Quartzite Learning building. Hot lunches will be served daily. Junior and High School students will be allowed to eat lunch or breakfast at Jenkins Jr/Sr High School if lunch and class periods coincide. Students need to notify Quartzite Learning staff if they need lunch by 9:00 a.m. for the kitchen to prepare a lunch for the student. All students receive free breakfast and lunch as part of the Community Eligibility Provisions (CEP).

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## Pictures

Students will participate in school picture day and may purchase photograph packages.

## Supervision of Students

Students are not to be dropped off at the building at times other than for a scheduled class, appointment, or conference except with the permission of the teacher and/or program administrator. Classroom and computer lab time will be available on a scheduled basis Monday through Thursday. When teachers are teaching on-site classes, classroom or computer lab supervision may be provided by a paraeducator. Classrooms will be closed on Friday to students unless arrangements are made for students that are on a blended schedule with Jenkins Jr/Sr High School.

## Testing WAC 392-121-182; RCW 28A.200

Students participate in school benchmark assessments in the fall, winter and spring. This testing can be used as a diagnostic to help provide students with grade appropriate curriculum and educational assistance.

All students enrolled must take the state assessments provided for 3<sup>rd</sup> – 8<sup>th</sup>, 10<sup>th</sup>, and 11<sup>th</sup> grade students. These tests measure the proficiency of students in Washington State and serve as the state's exit exam. Students must pass this assessment or access another pathway (see below) in Math and English Language Arts (ELA) in order to be eligible to graduate. Current assessments at each grade level are listed below.

- 3<sup>rd</sup> grade: Math and ELA
- 4<sup>th</sup> grade: Math and ELA
- 5<sup>th</sup> grade: Math, ELA, and Science
- 6<sup>th</sup> grade: Math and ELA
- 7<sup>th</sup> grade: Math and ELA
- 8<sup>th</sup> grade: Math, ELA, and Science
- 10<sup>th</sup> grade: Math and ELA
- 11<sup>th</sup> grade: Science and any assessment not previously passed
- 12<sup>th</sup> grade: any assessment not previously passed. **Please Note:** Students must successfully complete and pass all state required tests (or an approved pathway) in order to graduate from high school.

The graduation pathways currently available are:

- Graduation standard on Smarter Balanced or WA-AIM (ELA and math)
- Dual credit course
- Bridge to College course
- C+ in AP, IB, or Cambridge class or achieving certain score on AP, IB, or Cambridge tests
- ACT or SAT score
- Performance-Based Pathway

Students must demonstrate skills via a pathway for ELA and math. The above options can be used interchangeably to meet both requirements. Alternatively, the following two pathways are considered to meet both ELA and math:

- ASVAB;
- CTE Sequence.

## **Transportation**

Quartzite Learning students may use district transportation to attend school district functions as identified in their WSLP (i.e. classes, field trips, computer lab use, etc.). Please visit your assigned teacher for further information. Participation will be in accordance with school district transportation policy. Any student riding the school bus in the morning to school will be dropped off at Quartzite Learning. Students riding the bus home in the afternoon will be picked up at Quartzite Learning by the bus and are not allowed to walk to Gess or Jenkins to catch the bus.

## **Visiting & Loitering at Other Schools**

Students will need to check in at the office to be at other district schools unless attending a schedule class. Students will not "hang-out" on school property. Students who violate this will be subject to school disciplinary action.

## **Field Trips**

A parent or legal guardian is allowed to go on field trips with their student(s) as long as they have completed and passed the Washington State Criminal background check and completed the district volunteer packet. Students will need to meet qualifications to be able to attend field trips and extra activities. Volunteer packet is available at the Quartzite Learning building. There is no charge for a background check.

To participate in field trips and other extra activities, students are required to be making satisfactory progress and passing all classes. Students need to have a signed permission slip turned in for all field trips. If a student does not plan on attending, they need to let their teacher know as soon as possible.

## **Technology / Internet**

Chewelah School District continues to strive to provide technical tools that enhance skills and opportunities for student learning. The use of computer workstation tools is a privilege that can be lost if not appropriately used. The uses of games, posting or viewing inappropriate materials, or hardware sabotage are some of the actions that could result in disciplinary action. Students will be permitted access to the internet unless a form is on file that states it is the parent/guardian wishes that the student not access the internet at school (See Policy 2022 & 2022P) Electronic Information System (Networks). Students shall keep passwords confidential from other students. Students who share passwords or use another person's computer password shall be subject to disciplinary action and possible loss of computer/network privileges. Students will have a school district Microsoft Office 365 account including a school district email address. Junior high and high school students are expected to check their email regularly as a way of maintaining communication with their teacher.



## **The McKinney Vento Act**

This act addresses the issue of homeless children and youth and defines them as those who lack a fixed, regular, and adequate nighttime residence. This includes children and youth living in:

- Emergency or transitional shelters;
- Motels, hotels, trailer parks, or camping grounds;
- Shared housing due to loss of housing or economic hardship (doubled-up);
- Hospitals secondary to abandonment or awaiting foster care placement;
- Cars, parks, public spaces, abandoned buildings, substandard housing, or similar situations;
- Public or private places not ordinarily used as sleeping accommodations for human beings.

The intent of this act is to ensure that homeless children and youth have equal access to the same free and appropriate public education as housed children. Those who are in any of the above situations should contact the Chewelah School District at 685-6800.

## **Open Doors Reengagement Program**

The Open Doors Reengagement Program is a dropout reengagement system that provides education and services to older youth, ages 16-21, who have dropped out of school or are not expected to graduate from high school by the age of 21. Through this program, students can work towards attaining their GED or employability and job skills. Students also have an opportunity to pursue earning their high school diploma.

Open Doors reengages disconnected youth through programs that:

- Encourage community partnerships;
- Create multiple pathways for students to realize success;
- Provide an on-ramp to post-secondary achievement through a performance based, individualized support model.

## **Nondiscrimination for School Publications and Public Announcements**

The Chewelah School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups.

The Chewelah School District offers classes in many career and technical education program areas under its open admissions policy. For more information about particular course offerings, contact the admissions office at (509) 685-6800, extension 2009. Lack of English language proficiency will not be a barrier to admission and participation in career and technical education programs. The following people have been designated to handle inquiries regarding the nondiscrimination policies:

### **Title IX Coordinator**

Erin Dell  
PO Box 47  
Chewelah, WA 99109  
509-685-6800, ext. 1005  
edell@chewelahr12.us

### **Section 504/ADA Coordinator**

Sarah Gregory  
PO Box 47  
Chewelah, WA 99109  
509-685-6800, ext. 4121  
sgregory@chewelahr12.us

### **Compliance Coordinator for State Law (RCW 28A.640/28A.642)**

Jason Perrins  
PO Box 47  
Chewelah, WA 99109  
509-685-6800, Ext. 2001  
jperrins@chewelahr12.us

The Chewelah School District will also take steps to assure that national origin persons who lack English language skills can participate in all education programs, services and activities. For information regarding translation services or transitional bilingual education programs, contact Jason Perrins.

## **State Law Information**

A copy of the current Washington Administrative Code regarding Alternative Learning Education in digital or print form will be made available to parents at their request.

## **Our Schools Protect Students from Harassment, Intimidation, and Bullying (HIB)**

Schools are meant to be safe and inclusive environments where all students are protected from Harassment, Intimidation, and Bullying (HIB), including in the classroom, on the school bus, in school sports, and during other school activities. This section defines HIB, explains what to do when you see or experience it, and our school's process for responding to it.

### **What is HIB?**

HIB is any intentional electronic, written, verbal, or physical act of a student that:

- Physically harms another student or damages their property;
- Has the effect of greatly interfering with another student's education; or,
- Is so severe, persistent, or significant that it creates an intimidating or threatening education environment for other students.

HIB generally involves an observed or perceived power imbalance and is repeated multiple times or is highly likely to be repeated. HIB is not allowed, by law, in our schools.

### **How can I make a report or complaint about HIB?**

**Talk to any school staff member** (consider starting with whoever you are most comfortable with!).

You may use our district's reporting form to share concerns about HIB that is available on the district website Policies and Procedures page but reports about HIB can be made in writing or verbally. Your report can be made anonymously, if you are uncomfortable revealing your identity, or confidentially if you prefer it not be shared with other students involved with the report. No disciplinary action will be taken against another student based **solely** on an anonymous or confidential report.

If a staff member is notified of, observes, overhears, or otherwise witnesses HIB, they must take prompt and appropriate action to stop the HIB behavior and to prevent it from happening again. Our district also has a HIB Compliance Officer who supports prevention and response to HIB. HIB Compliance Officer Jason Perrins may be contacted at 509-685-6800 ext. 1001, jperrins@chewelakhk12.us, or PO Box 47, Chewelah, WA 99109,

### **What happens after I make a report about HIB?**

If you report HIB, school staff must attempt to resolve the concerns. If the concerns are resolved, then no further action may be necessary. However, if you feel that you or someone you know is the victim of unresolved, severe, or persistent HIB that requires further investigation and action, then you should request an official HIB investigation.

Also, the school must take actions to ensure that those who report HIB don't experience retaliation.

### **What is the investigation process?**

When you report a complaint, the HIB Compliance Officer or staff member leading the investigation must notify the families of the students involved with the complaint and must make sure a prompt and thorough investigation takes place. The investigation must be completed within 5 school days unless you agree on a different timeline. If your complaint involves circumstances that require a longer investigation, the district will notify you with the anticipated date for their response.



When the investigation is complete, the HIB Compliance Officer or the staff member leading the investigation must provide you with the outcomes of the investigation within 2 school days. This response should include:

- A summary of the results of the investigation
- A determination of whether the HIB is substantiated
- Any corrective measures or remedies needed
- Clear information about how you can appeal the decision

### **What are the next steps if I disagree with the outcome?**

#### **For the student designated as the “targeted student” in a complaint:**

If you do not agree with the school district’s decision, you may appeal the decision and include any additional information regarding the complaint to the superintendent, or the person assigned to lead the appeal, and then to the school board.

#### **For the student designated as the “aggressor” in a complaint:**

A student found to be an “aggressor” in a HIB complaint may not appeal the decision of a HIB investigation. They can, however, appeal corrective actions that result from the findings of the HIB investigation.

For more information about the HIB complaint process, including important timelines, please see the district’s Policies and Procedures page or the district’s HIB Policy 3207 and Procedure 3207P.

#### **Our School Stands Against Discrimination**

Discrimination can happen when someone is treated differently or unfairly because they are part of a **protected class**, including their race, color, national origin, sex, gender identity, gender expression, sexual orientation, religion, creed, disability, use of a service animal, or veteran or military status.

### **What is discriminatory harassment?**

Discriminatory harassment can include teasing and name-calling; graphic and written statements; or other conduct that may be physically threatening, harmful, or humiliating. Discriminatory harassment happens when the conduct is based on a student’s protected class and is serious enough to create a hostile environment. A **hostile environment** is created when conduct is so severe, pervasive, or persistent that it limits a student’s ability to participate in, or benefit from, the school’s services, activities, or opportunities.

*To review the district’s Nondiscrimination Policy 3210 and Procedure 3210P visit the Policies and Procedures page of the district website [chewelah.k12.wa.us](http://chewelah.k12.wa.us).*

### **What is sexual harassment?**

**Sexual harassment** is any unwelcome conduct or communication that is sexual in nature and substantially interferes with a student’s educational performance or creates an intimidating or hostile environment. Sexual harassment can also occur when a student is led to believe they must submit to unwelcome sexual conduct or communication to gain something in return, such as a grade or a place on a sports team.

Examples of sexual harassment can include pressuring a person for sexual actions or favors; unwelcome touching of a sexual nature; graphic or written statements of a sexual nature; distributing sexually explicit texts, e-mails, or pictures; making sexual jokes, rumors, or suggestive remarks; and physical violence, including rape and sexual assault.

Our schools do not discriminate based on sex and prohibit sex discrimination in all of our education programs and employment, as required by Title IX and state law.

*To review the district's Sexual Harassment Policy 3205 and Procedure 3205P, visit the Policies and Procedures page of the district website [chewelak12.wa.us](http://chewelak12.wa.us).*

### **What should my school do about discriminatory and sexual harassment?**

When a school becomes aware of possible discriminatory or sexual harassment, it must investigate and stop the harassment. The school must address any effects the harassment had on the student at school, including eliminating the hostile environment, and make sure that the harassment does not happen again.

### **What can I do if I'm concerned about discrimination or harassment?**

**Talk to a Coordinator or submit a written complaint.** You may contact the following school district staff members to report your concerns, ask questions, or learn more about how to resolve your concerns.

Concerns about discrimination, including discrimination based on gender identity:

Civil Rights Coordinator: JASON PERRINS, PO Box 47, Chewelah, WA 99109;  
[jperrins@chewelak12.us](mailto:jperrins@chewelak12.us), 509-685-6800 ext. 1001

Concerns about sex discrimination, including sexual harassment:

Title IX Coordinator: ERIN DELL, PO Box 47, Chewelah, WA 99109;  
[edell@chewelak12.us](mailto:edell@chewelak12.us), 509-685-6800 ext. 1005

Concerns about disability discrimination:

Section 504 Coordinator: SARAH GREGORY, PO Box 47, Chewelah, WA 99109;  
[sgregory@chewelak12.us](mailto:sgregory@chewelak12.us), 509-685-6800 ext. 4121

To **submit a written complaint**, describe the conduct or incident that may be discriminatory and send it by mail, fax, email, or hand delivery to the school principal, district superintendent, or civil rights coordinator. Submit the complaint as soon as possible for a prompt investigation, and within one year of the conduct or incident.

### **What happens after I file a discrimination complaint?**

The Civil Rights Coordinator will give you a copy of the school district's discrimination complaint procedure. The Civil Rights Coordinator must make sure a prompt and thorough investigation takes place. The investigation must be completed within 30 calendar days unless you agree to a different



timeline. If your complaint involves exceptional circumstances that require a longer investigation, the Civil Rights Coordinator will notify you in writing with the anticipated date for their response.

When the investigation is complete, the school district superintendent or the staff member leading the investigation will send you a written response. This response will include:

- A summary of the results of the investigation
- A determination of whether the school district failed to comply with civil rights laws
- Any corrective measures or remedies needed
- Notice about how you can appeal the decision

### **What are the next steps if I disagree with the outcome?**

If you do not agree with the outcome of your complaint, you may appeal the decision to the District Board of Directors and then to the Office of Superintendent of Public Instruction (OSPI). More information about this process, including important timelines, is included in the district's Nondiscrimination Procedure 3210P and Sexual Harassment Procedure 3205P.

### **I already submitted an HIB complaint – what will my school do?**

Harassment, intimidation, or bullying (HIB) can also be discrimination if it's related to a protected class. If you give your school a written report of HIB that involves discrimination or sexual harassment, your school will notify the Civil Rights Coordinator. The school district will investigate the complaint using both the Nondiscrimination Procedure 3210P and the HIB Procedure 3207P to **fully resolve your complaint**.

Who else can help with HIB or Discrimination Concerns?

#### **Office of Superintendent of Public Instruction (OSPI)**

All reports must start locally at the school or district level. However, OSPI can assist students, families, communities, and school staff with questions about state law, the HIB complaint process, and the discrimination and sexual harassment complaint processes.

OSPI School Safety Center (For questions about harassment, intimidation, and bullying)

- Website: [ospi.k12.wa.us/student-success/health-safety/school-safety-center](http://ospi.k12.wa.us/student-success/health-safety/school-safety-center)
- Email: [schoolsafety@k12.wa.us](mailto:schoolsafety@k12.wa.us)
- Phone: 360-725-6068

OSPI Equity and Civil Rights Office (For questions about discrimination and sexual harassment)

- Website: [ospi.k12.wa.us/policy-funding/equity-and-civil-rights](http://ospi.k12.wa.us/policy-funding/equity-and-civil-rights)
- Email: [equity@k12.wa.us](mailto:equity@k12.wa.us)
- Phone: 360-725-6162

#### **Washington State Governor's Office of the Education Ombuds (OEO)**

The Washington State Governor's Office of the Education Ombuds works with families, communities, and schools to address problems together so every student can fully participate and thrive in Washington's K-12 public schools. OEO provides informal conflict resolution tools, coaching, facilitation, and training about family, community engagement, and systems advocacy.

- Website: [www.oeo.wa.gov](http://www.oeo.wa.gov)

*Chewelah School District #36, 106 W. Lincoln Ave., P.O. Box 47, Chewelah, WA 99109*

*Website: [www.chewelah.k12.wa.us](http://www.chewelah.k12.wa.us) Telephone: (509) 685-6803*

- Email: [oeoinfo@gov.wa.gov](mailto:oeoinfo@gov.wa.gov)
- Phone: 1-866-297-2597

### **U.S. Department of Education, Office for Civil Rights (OCR)**

The U.S. Department of Education, Office for Civil Rights (OCR) enforces federal nondiscrimination laws in public schools, including those that prohibit discrimination based on sex, race, color, national origin, disability, and age. OCR also has a discrimination complaint process.

- Website: <https://www2.ed.gov/about/offices/list/ocr/index.html>
- Email: [orc@ed.gov](mailto:orc@ed.gov)
- Phone: 800-421-3481

### **Our School is Gender-Inclusive**

In Washington, all students have the right to be treated consistent with their gender identity at school. Our school will:

- Address students by their requested name and pronouns, with or without a legal name change
- Change a student's gender designation and have their gender accurately reflected in school records
- Allow students to use restrooms and locker rooms that align with their gender identity
- Allow students to participate in sports, physical education courses, field trips, and overnight trips in accordance with their gender identity
- Keep health and education information confidential and private
- Allow students to wear clothing that reflects their gender identity and apply dress codes without regard to a student's gender or perceived gender
- Protect students from teasing, bullying, or harassment based on their gender or gender identity

To review the district's Gender-Inclusive Schools Policy 3211 and Procedure 3211P, visit the Policies and Procedures page of the district website [chewelak12.wa.us](http://chewelak12.wa.us). If you have questions or concerns, please contact the Civil Rights Compliance Coordinator:  
JASON PERRINS, PO Box 47, Chewelah, WA 99109; [jperrins@chewelak12.us](mailto:jperrins@chewelak12.us), 509-685-6800 ext. 1001

For concerns about discrimination or discriminatory harassment based on gender identity or gender expression, please see the information above on page 16.



## **Chewelah School District Coaches Handbook**

Chewelah School District will use these standard operating procedures to guide our extracurricular programs. All school coaches will follow the philosophy and procedures listed below.

In alignment with the Chewelah School District Mission Statement, all of our extracurricular programs and activities are designed to teach and reinforce the knowledge, skills, and behavior goals of the district.

### **Mission Statement**

The Chewelah School District, in partnership with parents and the community, strives to provide a safe environment where all students learn and practice the knowledge, skills, and behaviors needed to be responsible citizens, productive members of society, and successful lifelong learners.

### **Chewelah School District Athletic Philosophy**

The Chewelah School District Interscholastic Athletic Programs support the district promise – “We teach to ready the younger generation.” – by:

- Recognizing the purpose of athletics is to promote the physical, mental, moral, social and emotional well being of the individual players;
- Teaching fundamentals and rules of the sport;
- Emphasizing the proper ideals of sportsmanship, ethical conduct and fair play;
- Encouraging leadership, use of initiative, and good judgment by the players of the team;
- Stressing the values derived from playing the game fairly;
- Showing cordial courtesy to visiting teams, fans and officials;
- Reminding all participants that an athletic contest is only a game
- Ensuring every eligible student including, but not limited to, alternative students and home school students, should be encouraged to turn out for a sport and supported in this endeavor.
- Encouraging a spirit of competitiveness and hard work, with the ultimate goal of winning each contest we participate in.
- Develop programs of continued excellence.



## **Chewelah School District Goals**

### **Knowledge**

It is the goal of the Chewelah School District, by providing a continuum of educational opportunities, to:

1. Ensure those students master basic academic knowledge in the areas of language arts, mathematics, social studies, science and technology.
2. Provide students with opportunities and instruction in the arts, physical education, health, and world languages.
3. Provide students with career exploration opportunities, vocational experiences and/or training in both the regular academic and applied vocational programs.

### **Skills**

It is the goal of the Chewelah School District, through its academic and extracurricular programs, to teach and assess students, as well as model the following skills:

1. Communication Skills
2. Interpersonal Skills
3. Goal-setting/Planning Skills
4. Problem-solving Skills
5. Research/Information Management Skills
6. Organizational Skills

### **Behaviors**

Acknowledging that parents are their children's first teachers, it is the goal of the Chewelah School District, through its policies, procedures, discipline plans, and extracurricular activity codes, to reinforce and continually develop and model the following positive behaviors:

1. Courtesy
2. Respect for self, others, individual differences, and property
3. Cooperation
4. Honesty
5. Self-discipline/work ethic
6. Responsibility

Contracted and volunteer coaches employed by the Chewelah School District are expected to uphold the tenets of knowledge, skills and behavior as outlined above in all aspects of sports, which include but are not limited to practice, contests, fundraising and service.

## **Coaches Expectations**

### **Inventory and Storage**

Coaches will electronically submit an annual inventory of uniforms and equipment within two weeks of the final athletic contest. Coaches are expected to properly and securely store all uniforms and equipment. Onsite storage will be provided for all athletic teams and cheer. The athletic director will ensure that proper storage is available. Coaches will inform the athletic director if storage options are inadequate to safeguard the longevity of uniforms and equipment.

### **Safety**

Athletic activities are inherently dangerous and students should be aware of the risks. Placing safety as a paramount priority can minimize these risks. We need to do everything possible to keep our students safe. It is the coach's responsibility to look for and rectify unsafe conditions, practices and equipment. Instances of concern must be brought to the immediate attention of the athletic director. Families have signed the Inherent Risk notifications as part of the athletic clearance process. It is the coach's responsibility to reinforce the safety guidelines of his/her sport as a part of each practice plan.

### **Participation**

The primary reason youth play a sport is to have fun. While consistent participation at the Junior Varsity and C Squad levels will be incorporated as team goals, actual playing time is ultimately the responsibility of the individual coach.

The level, or combination of levels (C, JV, V), at which an athlete participates will be determined by the Head Coach, after consultation with the assistants. Factors to be considered include:

- Readiness as determined by skill levels and attitude;
- The levels of competition that will challenge the athlete but also provide reasonable opportunities for success;
- Availability of practice attention and playing time;
- Athlete's work ethic and commitment;
- Academic eligibility and behavior expectations as outlined by the Chewelah School District Activities Code.

Under the oversight of the head coach, communication to athletes of their role on the team is the responsibility of the coach assigned to the team's level (varsity, junior varsity, C.)

Opportunities for athletes to participate vary from sport to sport, and perhaps from week to week within a sport. Example: A young varsity player may benefit more from playing primarily JV some nights against strong opponents,

rather than seeing little or no playing time at the varsity level. The same player may get meaningful varsity time the next week against a lesser opponent.

It is imperative that coaches inform athletes and parents if an athlete is "playing up" or "playing down" to facilitate communication regarding the athlete's status.

### **Expectations of Coaches**

1. Chewelah School District paid and volunteer coaches will embrace their roles as educators and they must observe the standards inherent in public trust positions.
2. Chewelah School District coaches will recognize their influence extends beyond athletics, touching all areas of school operations involving student morale and discipline.
3. Coaches will work to develop positive self-worth and good sportsmanship in the student athlete. As students represent their school, team, and community, the above-mentioned qualities are of equal importance to the development of physical skills and winning contests.
4. Every attempt will be made to involve as many participants as the coach feels can be supplied with meaningful practice attention and playing time. This may vary from sport to sport and year to year.
5. When cutting (elimination from the program) is deemed advisable, follow these guidelines:
  - a. Each individual must be given a sufficient opportunity to demonstrate his/her skills. This will amount to no less than five (5) team practices.
  - b. Attitude, skill level, and commitment will be considered in the retention and placement of individual participants.
6. Coaches will monitor student attendance.
  - a. Each student will be expected to have good attendance in school. Each student is expected to be in school for the full day of a contest, activity, and/or practice unless prior arrangements are made and approved by the Athletic Director. Penalty: student is ineligible to play or practice that day.
  - b. Each student is expected to be in attendance at all team practices unless excused for illness or by prior approval. Penalty: student is ineligible to participate in the next practice.
7. Dress Code expectations:
  - a. Coaches: Professional and conservative dress is expected of all coaches at home and away games.
  - b. Athletes: Players represent the Chewelah School District and the Chewelah community. Coaches will establish a dress code for all students in their programs.
8. If we are to obtain the goals in our athletes' behavior that we desire, it is necessary that the coach will follow these directions:
  - a. Coaches will not berate, demean or belittle players at any time.



- b. Coaches will ensure that inappropriate subject matter or language (profanity) will not be used or tolerated at practices or contests.
  - c. Visiting coaches and team members will be treated as guests. Coaches will ensure that visitors will not be berated, demeaned or belittled at any time.
  - d. Game officials shall be treated professionally. Coaches shall maintain proper decorum for themselves and their players in all relations with officials.
  - e. Coaches will collect uniforms after the last contest. An electronic inventory sheet will be emailed to the A.D. within two weeks of the season completion.
9. Required certifications
- a. Safe Schools coursework as specified by the Chewelah School District.
  - b. Annually complete the WIAA general rules clinic and the WIAA approved rule clinic for the sport being coached prior to the end of the third week of the sports season.
  - c. Hold a valid current First Aid Certification or be enrolled in a First Aid class.
  - d. Hold a valid current CPR Certification or be enrolled in an approved CPR Course.
  - e. Successfully completed Concussion recognition and management with Return to Play Protocols training as required by Washington State Law that must be renewed every three (3) years (This is part of the yearly WIAA rules clinic).
  - f. Successfully completed Sudden Cardiac Arrest Awareness and Training as required by Washington State Law that must be renewed every three (3) years (This is part of the yearly WIAA rules clinic).
  - g. Before the beginning of the third year of coaching, a member school coach (paid or volunteer) must complete a school district approved Coaching Principles training that requires a minimum of five (5) hours of instruction, or complete the NFHS Coaches Fundamentals Course, or attend all sessions of the WIAA Coaches School, or other Coaches School as approved by the WIAA or the local school district. After initial completion, coaches will be required to repeat this training every three (3) years. The training may include but is not limited to:
    - i. Medical aspects of coaching
    - ii. Legal Aspects of Coaching
    - iii. Psycho/Social Foundations
  - h. Sports-specific certifications
    - i. POLE VAULT - "Hands on" Pole Vault Coaches Training is required for pole vault coaches. Coaches must be recertified every three (3) years with "hands on" training to be required the first year and either the "hands on" training or completion of WIAA-approved online courses in subsequent years. Each

- team must have a certified pole vault coach on site during practice and competition for athlete(s) to be eligible to participate in pole vault.
- ii. CHEER - "Hands on" stunt Certification is required for cheer coaches and dance/drill coaches who intend to have their cheer or dance/drill squad(s) perform stunts. The certification program must be approved by the Washington State Cheer Coaches Association, the Washington State Dance/Drill Coaches Association, and the WIAA. Coaches must be recertified every three (3) years with "hands on" training. Each team must have a stunt certified coach on site during practice and competition for athlete(s) to be eligible to stunt.
- iii. FOOTBALL - All Middle School and High School football coaches must complete school-district approved technique specific safety training similar to "Heads Up Football". The training must include, but is not limited to, "hands on" Safer Tackling Techniques and Drills, Helmet and Shoulder Pad fitting, Concussion management with Return to Play Protocols following a concussion, Heat and Hydration training and Sudden Cardiac Arrest training. Football coaches will be required to repeat this training every three years

### Competitiveness

Our school and community expect our varsity teams to be at the highest possible competitive level. The coach is expected to exercise professional judgment to achieve this goal. In working toward that goal, the coach must ensure that honesty, integrity, dedication, hard work, fairness and sportsmanship are both demonstrated and demanded. The success of the season is a function of the effort put forth by the coach and the players.

### Standard Operating Procedures

1. The FamilyID.com athletic clearance process must be completed before an athlete is allowed to participate in any in-season team activities. The athletic director will distribute the Emergency Card for each cleared athlete before the first practice or as they become eligible. **Absolutely no player is allowed to practice in any way without an Emergency Card.**
2. Transportation guidelines are as follows (Policy 3700):
  - a. When transportation is provided by the school district, a participant shall travel to and from an activity in the vehicle provided. A student may drive to and from practice in his or her own vehicle. They may not drive other students to and from an off-campus location.
  - b. A student may be released from school district responsibility and supervision at an extra-curricular event directly to their parent or



- guardian, or Skyward emergency contact after the adult signs the attendance roster at the conclusion of the athletic contest.
  - c. Each athlete will remain with the team and under the supervision of the coaching staff when attending contests. Team members will not leave the building or the field when at away contests.
  - d. Each team member, while traveling to and from athletic contests, will obey all school bus regulations. It is required for student athletes to dress appropriately for home and away contests in accordance with the team dress code or the dress code outlined in the Jenkins Junior/Senior High School Student Handbook. Appropriate dress promotes pride in the team and in Jenkins Junior/Senior High School.
  - e. It is the philosophy of Jenkins Junior/Senior High School that academic learning time be maximized. It is the coach's responsibility to minimize the loss of academic learning time. The Athletic Director will set class dismissal time as fifteen minutes prior to the scheduled bus departure. For home contests, athletes will be dismissed 45-90 minutes prior to the start of the first contest for that team.
3. Busing procedures for athletic contests are as follows:
- a. Bus requests: With rare exception, bus requests will be made prior to the start of the athletic season and no later than two weeks prior to your trip. The Athletic Director will confer with coaches regarding the bus departure time to allow for adequate warm up prior to the earliest game/event. The Athletic Director will use the district Travel Time Matrix to help calculate bus departures, or an online map program, adding 15 minutes to the estimated time to account for bus travel as well as additional time in the event of inclement weather. Stops for food, either going or returning, must be made with no more than 60 minutes at the stop. The Athletic Director will make and confirm bus requests for athletic trips with the transportation supervisor.
  - b. Departure time: Ensure athletes are ready for departure at the designated "bus load" time.
  - c. Coach contact information (names and cell phone numbers) will be shared with the Chewelah School District transportation department.
  - d. The bus driver has ultimate control and responsibility for the bus. Athletes and coaches are expected to follow all Chewelah School District rules for bus rider safety.
  - e. Coaches are in charge of their athletes. Be considerate of the bus driver.
    - i. Control your team so the driver does not have to take action.
    - ii. Keep the noise down. Only personal music devices with headphones are permitted.
    - iii. Students will follow posted bus rules.
    - iv. Coaches may move on the bus to players for various reasons.
  - f. Food: Food will be allowed on bus trips; remind your athletes that this is a privilege. There shall be no glass containers allowed on the bus. There shall be no sunflower seeds eaten on the bus. Have bags on the bus for garbage. Take several minutes upon return to have athletes

- clean up the bus. This is to be supervised and inspected by at least one of the coaches involved.
- g. Stopping to eat after a contest may be appropriate in some cases. Coaches are expected to communicate his/her intention to stop for food prior to the event to allow athletes to prepare for post-contest nourishment. Good judgment should be used relative to return time. Winning or losing should not be a factor in determining whether or not you stop. **FOOD STOPS MAY BE SUSPENDED DUE TO COVID-19 PROTOCOLS.**
- h. You, as coach, are responsible for the student's safety to and from contests, which includes any stops along the way. Coaches must take attendance any time participants enter the bus, and re-check attendance at each entry and exit.
- i. At least one member of the coaching staff must carry a charged, functional cellular device any time a team travels in school district transportation (bus or van). Coaches are encouraged to utilize communication apps (e.g. Remind, Hudl), rather than group texts, to inform parents and guardians of transportation plans and estimated time of arrival. Coaches are advised to use "two deep" communication when contacting parents and athletes. Messages should never be sent between a member of the coaching staff to individual athletes and parents; always include another coach or the athletic director in your communication web
4. Each coach is to check inventory of his/her equipment for his/her sport before the start of the sport season and at the end of the season and report to the Athletic Director any discrepancies. A copy of uniform and equipment inventory is to be electronically submitted to the Athletic Director at the coaching evaluation meeting. Coaches are responsible for the care of the equipment. Keep equipment safe and secure.
5. **OFFICIAL UNIFORMS:** Coaches are expected to utilize our school colors (Navy Blue/White) as the predominant colors of official uniforms. When including logos in your uniform design, use the official Cougar and Raider logos on all garments to be worn within the contest venue (court, field, track, mat, etc.)
6. **ASB Budgeting and Purchasing**
  - a. Budgeting Process
    - i. ASB Secretary distributes the Budget Worksheet for the upcoming school year.
    - ii. Coaches fill in the Budget Worksheet with the following information:
      1. Projected revenues from fundraisers, donations, ASB transfer (including sources)
      2. Projected expense estimates (including description and potential vendor)
  - b. **Purchasing process**
    - i. Identify the necessary equipment or uniforms.
    - ii. Receive a quote from the vendor.



- iii. Obtain a Purchase Order (PO) Request Form from the Main Office.
  - iv. Fill out the PO Request form. Out of state vendors often do not include sales tax on their quotes. You must add sales tax and shipping (if not included on your quote). Adding 20% to your base price is a good estimate for tax and shipping charges.
  - v. Submit PO Request to the athletic director.
  - vi. After the AD signs the PO Request, it will be forwarded to the ASB Bookkeeper for consideration at the next ASB meeting.
  - vii. After ASB approval, the ASB Bookkeeper will submit the PO Request form to the business manager to obtain a purchase order number.
  - viii. When the purchase order number is received, the head coach forwards the PO number to the vendor for purchase of the necessary items.
  - ix. Do not pay for team related equipment or supplies and expect reimbursement. ASB finance rules require the purchasing process be followed.
- 7. After all practices and games, coaches will secure the practice space and locker room facility.
  - a. Pien-Lynch Gymnasium
    - i. Lights will extinguish on their own
    - ii. secure exit doors facing Barbour Complex
    - iii. lock interior doors connected to the gym hallway
    - iv. close storage room door
    - v. secure the door leading to the tennis courts
    - vi. secure the door leading to down the school hallway
    - vii. secure the door leading out toward the vocational buildings
  - b. Mat Room
    - i. Close blue gate
    - ii. Secure with chain and padlock
  - c. Snyder Field
    - i. Secure storage cabinets with padlocks
    - ii. Lock the exterior doors to all storage rooms
    - iii. Ask any community members parked inside to move their cars outside the stadium.
    - iv. Close and secure gate (if maintenance has left for the day)
  - d. Old Middle School
    - i. Secure all exterior doors to include the northfacing doors and the main entrance to the gym
- 8. Supervise the locker room and lock up after the last person is out (good judgment and common sense prevails when working with the opposite sex). After away games, at least one coach will remain at school until all players have been picked up or have left the school grounds.
- 9. The Athletic Director will provide a travel kit with basic first aid supplies at the start of each sports season.

- a. At all practices and contests, the coach must ensure that a well-stocked medical kit and adequate water are available.
  - b. Coaches are encouraged to keep an accessible source of ice in close proximity to the practice/contest location.
  - c. Coaches will maintain Emergency Cards in an accessible location known to all coaches and volunteers.
  - d. Coaches will return the team travel kit after the last contest of their season.
10. Communication with parents and athletes is a top priority.
  - a. A preseason meeting will be held on to explain team expectations and respond to parent questions and concerns.
  - b. The Athletic Director will convey district policies which apply to all sports (e.g. academic eligibility requirements, transportation policies)
  - c. Individual sport meetings will be conducted by the head coach which covers the rules, procedures and expectations adopted by the coaching staff.
11. Keep the Athletic Director informed if you are having problems with players, parents, etc. We believe strongly in the role athletics plays in our curriculum. We also believe in students being accountable for poor choices. Consequently, we view what you are doing as very important and encourage coaches to seek administrative advice and council.
12. First aid procedures are to be followed as follows:
  - a. The coach is to give first aid when it is necessary. Refer injury cases to a physician when there is a question of treatment rather than to diagnose the injury. The present procedure calls for an ambulance at each varsity high school football game. For other activities, an ambulance will be on call.
  - b. Coaches shall be alert to injuries as they occur. Be overly concerned. The welfare of the participant shall be uppermost in the mind of the coach at all times. Prompt attention is to be given to any injured player. Coaches shall have a current first aid card and insure that proper principles be followed in handling injured players.
  - c. Insist that participants report injuries, however slight.
  - d. Take care of cuts and abrasions immediately.
  - e. Have a well-stocked first aid kit on site for every practice and contest. Care should be taken to be sure to observe all necessary precautions when dealing with bodily fluids.
  - f. All injuries which remove an athlete from practice or a contest must be reported and a written report of the accident filed with the building administrator no later than the next working day.
  - g. Coaches are to immediately inform parents when an athlete is injured.
  - h. Athletes who seek out medical attention for an injury must submit a note from the medical practitioner verifying the athlete can return to full participation or outlining the degree to which the athlete can resume participation.



13. The most important relationship which exists in the athletic program is established between the coach and the team. The nature of this relationship will determine, to a great extent, the coach's success as an educator. To be most effective, the coach must be honest and impartial in all relationships with their athletes. The coach must be rigorous in their policies, and yet be kind and understanding in dealing with personal problems that arise. The coach must realize their position as an adult dealing with young people. Coaches must be a positive force in their team's development, offering encouragement and compliments as well as critiques of members of the team.

When a coach has to deal with violations of the Chewelah School District Activities Code in regard to one of his/her athletes, the following action may be taken. (NOTE: PARENTS MUST BE NOTIFIED)

- a. Disciplinary action. \*
- b. Suspension from the team for a specified time.
- c. Loss of athletic letter.
- d. Expulsion from the team.
- e. Any or all of the above.

\*Corrective action taken that does not include suspension or expulsion, such as verbal exhortation, running laps, physical exercises, demotion, etc., the degree or amount of corrective action should be consistent with the offense.

Incidents which may occur on any court, practice field or during athletic contests which require discipline, (but not to the extent of suspension or exclusion of the participant) are to be handled by the coach of that individual sport. Coaches are to inform the Athletic Director of these actions. The school administration may impose school discipline in addition to the team/coach discipline.

The following guidelines are to be used by the coach handling disciplinary action:

- a. Limit the disciplinary action to the sport in which the individual is involved.
- b. Talk to the individual and make sure he/she is aware of why the disciplinary action is being taken.
- c. Participants in the sports program shall not be held responsible or receive repercussions from the coaches because of the actions or conduct of the athlete's parent or guardian.

When a coach encounters a potential violation of law or a serious violation of school policy/athletic code, efforts must be made to preserve evidence, to contact a school administrator, and to document the incident.

14. Questions regarding team philosophy or concerns regarding individual athletes do arise over the course of the athletic season. The communication chain of command follows the progression listed below:
- a. Assistant Coach (if specific to a sub-varsity team)
  - b. Head Coach
  - c. Athletic Director
  - d. Building Principal



15. The Athletic Director is responsible for the coaches' evaluations. The assistant coaches are evaluated in collaboration with the head coach. Coaching evaluations will take place two weeks after the final contest of a given sports season.
16. COVID-19 protocols are mandates, not guidelines. These requirements change frequently, and require diligent attention. All Chewelah School District coaches – paid or volunteer – are expected to comply with state Department of Health mandates without exception. The Athletic Director will keep coaches apprised of the most recent requirements as they emerge.

The policies outlined in this Handbook are intended as specific guidelines for behavior and procedures to enhance the athletic programs sponsored by the Chewelah School District. When a situation arises which is not addressed here, using common sense, good judgment, and keeping the safety and needs of students first should be the formula to follow. If you have any concerns or questions, please contact the Athletic Director. Thanks for the great work you do with our students!

## **CHEWELAH SCHOOL DISTRICT #36**

### **JOB DESCRIPTION**

#### **TITLE: COACH**

**QUALIFICATIONS:** Demonstrated experience working with young people in organized activities. W.I.A.A. Coaches Certification and Washington State Teachers Certification preferred. Demonstrated ability to communicate and implement diverse inter-personal strategies is necessary. Must demonstrate knowledge and proficiency in the activity and of safety issues appropriate to the grade level being coached. Must model good sportsmanship and concern for the development of the physical, mental and emotional growth of student athletes.

**NATURE OF THE POSITION:** Provide a positive, safe and enthusiastic environment for the development of student athletes. Provide quality instruction in the fundamental skills related to the activity. Assist athletes in developing positive self-esteem, sportsmanship, confidence and athletic skills as is appropriate to their age level.

#### **REPORTS TO: ATHLETIC DIRECTOR AND/OR BUILDING PRINCIPAL**

**SUPERVISES:** Student athletes, trainers, managers, statisticians, adult volunteers and others as assigned or approved by athletic director or principal.

#### **PERFORMANCE RESPONSIBILITIES:**

1. Establishes and maintains a climate of concern and respect for all students.
2. Is actively involved in promoting student development by provided a caring, nurturing environment for students in pursuit of social, emotional and academic success.
3. Coaches individual participants in the skills necessary for excellent achievement in the sport involved.
4. Plans and schedules a regular program of practice in season.
5. Works closely with the athletic director in scheduling interscholastic contests and provides scorekeeper and clock operators for JV and C Squad games.
6. Inventories and recommends purchases of equipment, supplies and uniforms, as appropriate.

7. Maintains necessary attendance forms, insurance records, physicals and similar paperwork on athletes.
8. Makes sure no player participates in practice or games until all eligibility requirements have been met.
9. Oversees the safety conditions of the facility or area in which assigned sport is conducted at all times that students are present and reports concerns, unsafe conditions to the Athletic Director.
10. Establishes performance criteria for eligibility in interscholastic competition in his/her sport.
11. Establishes and enforces safety rules for the particular sport being coached, warns participants of dangers inherent in the sport and teaches correct techniques to minimize the possibility of injury.
12. Supervises students, enforces discipline and sportsmanlike behavior at all times. Establishes and oversees penalties for breach of such standards by individual students.
13. Maintains proper supervision of students in locker rooms before and at practice facilities, on buses, while at other school, after practice and games. To included never leaving a student alone in a vulnerable situation at anytime.
14. Responsible for leaving a clean, orderly and secure facility after games, practices, or bus trips.
15. Orders appropriate awards to be presented to athletes through the Athletic Director.
16. Inventories and maintains equipment, uniforms and storage areas.
17. Calls in scores and record to appropriate papers as required by league agreement and promotes team to local organizations and newspaper.
18. Performs other duties as assigned by the Athletic Director or principal.

**TERMS OF EMPLOYMENT:** Salary and contract to be determined by the Board.

**EVALUATION:** Annually following the sport season by the Athletic Director and/or the Principal.

Approved: \_\_\_\_\_ Date \_\_\_\_\_

Reviewed and Received  
by: \_\_\_\_\_ Date \_\_\_\_\_ (Em  
ployee)



## Our Schools Protect Students from Harassment, Intimidation, and Bullying (HIB)

Schools are meant to be safe and inclusive environments where all students are protected from Harassment, Intimidation, and Bullying (HIB), including in the classroom, on the school bus, in school sports, and during other school activities. This section defines HIB, explains what to do when you see or experience it, and our school's process for responding to it.

### What is HIB?

HIB is any intentional electronic, written, verbal, or physical act of a student that:

- Physically harms another student or damages their property;
- Has the effect of greatly interfering with another student's education; or,
- Is so severe, persistent, or significant that it creates an intimidating or threatening education environment for other students.

HIB generally involves an observed or perceived power imbalance and is repeated multiple times or is highly likely to be repeated. HIB is not allowed, by law, in our schools.

### How can I make a report or complaint about HIB?

Talk to any school staff member (consider starting with whoever you are most comfortable with!). You may use our district's reporting form to share concerns about HIB that is available on the district website Policies and Procedures page but reports about HIB can be made in writing or verbally. Your report can be made anonymously, if you are uncomfortable revealing your identity, or confidentially if you prefer it not be shared with other students involved with the report. No disciplinary action will be taken against another student based solely on an anonymous or confidential report.

If a staff member is notified of, observes, overhears, or otherwise witnesses HIB, they must take prompt and appropriate action to stop the HIB behavior and to prevent it from happening again. Our district also has a HIB Compliance Officer who supports prevention and response to HIB. HIB Compliance Officer Jason Perrins may be contacted at 509-685-6800 ext. 1001, [jperrins@chewelahk12.us](mailto:jperrins@chewelahk12.us), or PO Box 47, Chewelah, WA 99109,

### What happens after I make a report about HIB?

If you report HIB, school staff must attempt to resolve the concerns. If the concerns are resolved, then no further action may be necessary. However, if you feel that you or someone you know is the victim of unresolved, severe, or persistent HIB that requires further investigation and action, then you should request an official HIB investigation.

Also, the school must take actions to ensure that those who report HIB don't experience retaliation.

### What is the investigation process?

When you report a complaint, the HIB Compliance Officer or staff member leading the investigation must notify the families of the students involved with the complaint and must make sure a prompt and thorough



investigation takes place. The investigation must be completed within 5 school days unless you agree on a different timeline. If your complaint involves circumstances that require a longer investigation, the district will notify you with the anticipated date for their response.

When the investigation is complete, the HIB Compliance Officer or the staff member leading the investigation must provide you with the outcomes of the investigation within 2 school days. This response should include:

- A summary of the results of the investigation
- A determination of whether the HIB is substantiated
- Any corrective measures or remedies needed
- Clear information about how you can appeal the decision

What are the next steps if I disagree with the outcome?

For the student designated as the “targeted student” in a complaint:

If you do not agree with the school district’s decision, you may appeal the decision and include any additional information regarding the complaint to the superintendent, or the person assigned to lead the appeal, and then to the school board.

For the student designated as the “aggressor” in a complaint:

A student found to be an “aggressor” in a HIB complaint may not appeal the decision of a HIB investigation. They can, however, appeal corrective actions that result from the findings of the HIB investigation.

For more information about the HIB complaint process, including important timelines, please see the district’s Policies and Procedures page or the district’s HIB Policy 3207 and Procedure 3207P.

#### Our School Stands Against Discrimination

Discrimination can happen when someone is treated differently or unfairly because they are part of a protected class, including their race, color, national origin, sex, gender identity, gender expression, sexual orientation, religion, creed, disability, use of a service animal, or veteran or military status.

What is discriminatory harassment?

Discriminatory harassment can include teasing and name-calling; graphic and written statements; or other conduct that may be physically threatening, harmful, or humiliating. Discriminatory harassment happens when the conduct is based on a student’s protected class and is serious enough to create a hostile environment. A hostile environment is created when conduct is so severe, pervasive, or persistent that it limits a student’s ability to participate in, or benefit from, the school’s services, activities, or opportunities.

To review the district’s Nondiscrimination Policy 3210 and Procedure 3210P visit the Policies and Procedures page of the district website [chewelah.k12.wa.us](http://chewelah.k12.wa.us).

What is sexual harassment?

Sexual harassment is any unwelcome conduct or communication that is sexual in nature and substantially interferes with a student's educational performance or creates an intimidating or hostile environment. Sexual harassment can also occur when a student is led to believe they must submit to unwelcome sexual conduct or communication to gain something in return, such as a grade or a place on a sports team.

Examples of sexual harassment can include pressuring a person for sexual actions or favors; unwelcome touching of a sexual nature; graphic or written statements of a sexual nature; distributing sexually explicit texts, e-mails, or pictures; making sexual jokes, rumors, or suggestive remarks; and physical violence, including rape and sexual assault.

Our schools do not discriminate based on sex and prohibit sex discrimination in all of our education programs and employment, as required by Title IX and state law.

To review the district's Sexual Harassment Policy 3205 and Procedure 3205P, visit the Policies and Procedures page of the district website [chewelak12.wa.us](http://chewelak12.wa.us).

What should my school do about discriminatory and sexual harassment?

When a school becomes aware of possible discriminatory or sexual harassment, it must investigate and stop the harassment. The school must address any effects the harassment had on the student at school, including eliminating the hostile environment, and make sure that the harassment does not happen again.

What can I do if I'm concerned about discrimination or harassment?

Talk to a Coordinator or submit a written complaint. You may contact the following school district staff members to report your concerns, ask questions, or learn more about how to resolve your concerns.

Concerns about discrimination, including discrimination based on gender identity:

Civil Rights Coordinator: JASON PERRINS, PO Box 47, Chewelah, WA 99109;  
[jperrins@chewelak12.us](mailto:jperrins@chewelak12.us), 509-685-6800 ext. 1001

Concerns about sex discrimination, including sexual harassment: Title IX Coordinator: ERIN DELL, PO Box 47, Chewelah, WA 99109; [edell@chewelak12.us](mailto:edell@chewelak12.us), 509-685-6800 ext. 1005

Concerns about disability discrimination:

Section 504 Coordinator: SARAH GREGORY, PO Box 47, Chewelah, WA 99109;  
[sgregory@chewelak12.us](mailto:sgregory@chewelak12.us), 509-685-6800 ext. 4121

To submit a written complaint, describe the conduct or incident that may be discriminatory and send it by mail, fax, email, or hand delivery to the school principal, district superintendent, or civil rights coordinator. Submit the complaint as soon as possible for a prompt investigation, and within one year of the conduct or incident.

What happens after I file a discrimination complaint?

The Civil Rights Coordinator will give you a copy of the school district's discrimination complaint procedure. The Civil Rights Coordinator must make sure a prompt and thorough investigation takes place. The investigation must be completed within 30 calendar days unless you agree to a different timeline. If your complaint involves exceptional circumstances that require a longer investigation, the Civil Rights Coordinator will notify you in writing with the anticipated date for their response.

When the investigation is complete, the school district superintendent or the staff member leading the investigation will send you a written response. This response will include:

- A summary of the results of the investigation
- A determination of whether the school district failed to comply with civil rights laws
- Any corrective measures or remedies needed
- Notice about how you can appeal the decision

What are the next steps if I disagree with the outcome?

If you do not agree with the outcome of your complaint, you may appeal the decision to the District Board of Directors and then to the Office of Superintendent of Public Instruction (OSPI). More information about this process, including important timelines, is included in the district's Nondiscrimination Procedure 3210P and Sexual Harassment Procedure 3205P.

I already submitted an HIB complaint – what will my school do?

Harassment, intimidation, or bullying (HIB) can also be discrimination if it's related to a protected class. If you give your school a written report of HIB that involves discrimination or sexual harassment, your school will notify the Civil Rights Coordinator. The school district will investigate the complaint using both the Nondiscrimination Procedure 3210P and the HIB Procedure 3207P to fully resolve your complaint.

Who else can help with HIB or Discrimination Concerns?

Office of Superintendent of Public Instruction (OSPI)

All reports must start locally at the school or district level. However, OSPI can assist students, families, communities, and school staff with questions about state law, the HIB complaint process, and the discrimination and sexual harassment complaint processes.

OSPI School Safety Center (For questions about harassment, intimidation, and bullying)

· Website: [ospi.k12.wa.us/student-success/health-safety/school-safety-center](https://ospi.k12.wa.us/student-success/health-safety/school-safety-center) · Email: [schoolsafety@k12.wa.us](mailto:schoolsafety@k12.wa.us)

· Phone: 360-725-6068

OSPI Equity and Civil Rights Office (For questions about discrimination and sexual harassment) · Website: [ospi.k12.wa.us/policy-funding/equity-and-civil-rights](https://ospi.k12.wa.us/policy-funding/equity-and-civil-rights) · Email: [equity@k12.wa.us](mailto:equity@k12.wa.us)



· Phone: 360-725-6162

Washington State Governor's Office of the Education Ombuds (OEO)

The Washington State Governor's Office of the Education Ombuds works with families, communities, and schools to address problems together so every student can fully participate and thrive in Washington's K-

12 public schools. OEO provides informal conflict resolution tools, coaching, facilitation, and training about family, community engagement, and systems advocacy. · Website: [www.oeo.wa.gov](http://www.oeo.wa.gov) · Email: [oeoinfo@gov.wa.gov](mailto:oeoinfo@gov.wa.gov)

· Phone: 1-866-297-2597

U.S. Department of Education, Office for Civil Rights (OCR)

The U.S. Department of Education, Office for Civil Rights (OCR) enforces federal nondiscrimination laws in public schools, including those that prohibit discrimination based on sex, race, color, national origin, disability, and age. OCR also has a discrimination complaint process. · Website: <https://www2.ed.gov/about/offices/list/ocr/index.html> · Email: [orc@ed.gov](mailto:orc@ed.gov)

· Phone: 800-421-3481

Our School is Gender-Inclusive

In Washington, all students have the right to be treated consistent with their gender identity at school. Our school will:

- Address students by their requested name and pronouns, with or without a legal name change
- Change a student's gender designation and have their gender accurately reflected in school records
- Allow students to use restrooms and locker rooms that align with their gender identity
- Allow students to participate in sports, physical education courses, field trips, and overnight trips in accordance with their gender identity
- Keep health and education information confidential and private
- Allow students to wear clothing that reflects their gender identity and apply dress codes without regard to a student's gender or perceived gender
- Protect students from teasing, bullying, or harassment based on their gender or gender identity

To review the district's Gender-Inclusive Schools Policy 3211 and Procedure 3211P, visit the Policies and Procedures page of the district website [chewelah.k12.wa.us](http://chewelah.k12.wa.us). If you have questions or concerns, please contact the Civil Rights Compliance Coordinator: JASON PERRINS, PO Box 47, Chewelah, WA 99109; [jperrins@chewelahk12.us](mailto:jperrins@chewelahk12.us), 509-685-6800 ext. 1001



For concerns about discrimination or discriminatory harassment based on gender identity or gender expression, please see the information above on page ##. Add the page number for the “Our School

## DIGITAL CITIZENSHIP AND MEDIA LITERACY

### A. PURPOSE

In recognition of the fact that students use technology to play, learn, and communicate while at home and at school, it is important that they learn how to use that technology responsibly. The District is committed to educating every student on how to use technology in ways that augment their learning experience, leading to analysis, evaluation, reflection, and enhanced skills of expression. As the District's educators guide exploration of the digital landscape, they will encourage students to be critical and creative thinkers. Students, in turn, are expected to actively engage with and express their voices in the digital landscape.

### B. DEFINITIONS

The District is dedicated to promoting and instilling principles of digital citizenship and media literacy in each of its students.

#### Digital Citizenship

Digital citizenship includes the norms of appropriate, responsible, and healthy behavior related to current technology use, including artificial intelligence, digital and media literacy, ethics, etiquette, and security. Digital citizenship includes the ability to access, analyze, evaluate, develop, produce, and interpret media, as well as Internet safety and cyberbullying prevention and response.

Digital citizens recognize and value the rights, responsibilities, and opportunities of living, learning, and working in an interconnected digital world, and they engage in safe, legal, and ethical behaviors. Digital citizens cultivate and manage their digital identity and reputation, and are aware of the permanence of their actions in the digital world. They advocate for themselves and others in their behavior, action, and choices.

#### Media Literacy

Media literacy is the ability to access, analyze, evaluate, create, and act using a variety of forms of communication, including communications developed with artificial intelligence. Media literacy includes the ability to understand how and why media messages and images are constructed and for what purposes they are used.

Media literate citizens examine how individuals interpret messages differently based on their skills, beliefs, backgrounds, and experiences. They also consider how values and points of view are included or excluded in various media. Media literate citizens remain continually aware of the ways in which media can influence beliefs and behavior. In addition, media literate citizens are effective communicators, able to demonstrate critical and creative thinking as they utilize appropriate media creation tools. Further, they understand the conventions and characteristics of the tools they have selected.

Media literate citizens are able to adapt to changing technologies and develop the new skills required as they continue to engage in life-long learning. Media literacy empowers individuals to participate as informed and active citizens in a democracy.



### C. ELEMENTS OF SUCCESSFUL IMPLEMENTATION

The District aspires to implement the following practices to promote digital citizenship and media literacy for all students.

#### **Student instruction**

Customize the section regarding **Student Instruction** as appropriate and feasible for your district. The language offered below sets out items your district should seek to address, but the specific language modeled may not be suitable, accurate, or sufficient for all districts.

All students will be educated regarding appropriate digital citizenship, including appropriate use of artificial intelligence, and interacting with other individuals online. Students will receive digital citizenship training throughout the school year.

In recognition of the fact that students are consumers and creators of information and ideas, the District promotes cross-curricular integration of digital citizenship and media literacy and leadership instruction at all levels. The District recognizes the importance of students as active participants, role models, and peer mentors in addressing the following topics:

#### Online safety, responsibility, and security

Students will learn how to be safe and responsible digital citizens, and they will be encouraged to teach others about issues such as cyberbullying, social networking, online predators, and risky communications. Lessons on online safety issues including cyberbullying awareness/response will be provided according to Policy and Procedure 2022/2022P Electronic Resources and Internet Safety.

#### Media literacy

Students will learn how to produce their own media; how to examine the ways in which people experience or interact with media differently; how to identify embedded values and stereotypes; how to analyze words and images critically; and how to evaluate the various sources of information with which they are presented.

#### Law, fair use, copyright, and intellectual property

Students will learn about the importance of navigating the digital landscape in ways that are legal, including access to and use of copyrighted materials. Students will also learn how to access and create intellectual property legally.

#### Online identify and personal brand

Students will learn about their “digital footprint” and the persistence of their digital information, including on social media. Students will also learn about the creation and maintenance of their self-image, reputation, and online identity.

Ethics, digital communications, and collaboration

Students will learn about fairness and civil discourse in the digital environment, including the appropriate uses of artificial intelligence and the importance of collaborating and ethically interacting with others online.

**Professional Development**

The District endeavors to support teachers and instructional leaders in developing leadership skills and proficiency in the principles of digital citizenship and media literacy, both as an instructional imperative and as dynamic District policy and practice.

**Policy and Practices**

The District acknowledges the need for digital and online policies that are dynamic and responsive to diverse community standards and student learning outcomes. The District annually reviews its policies and procedures on electronic resources, Internet safety, digital citizenship, and media literacy. The District authorizes the Superintendent to develop further procedures and guidelines if appropriate.

**Communications and Engagement**

The District acknowledges that parents and community stakeholders are partners in developing students as digital citizens and life-long learners. The District encourages parents' active engagement in the process of educating students to become media-literate digital citizens.

Cross References:

2020 - Course Design, Selection and Adoption of Instructional Materials

2022 – Electronic Resources and Internet Safety

2025 - Copyright Compliance

3207 - Prohibition of Harassment, Intimidation, and Bullying

3231 - Student Records

3241 - Student Discipline

4040 - Public Access to District Records

4400 - Election Activities

5281 - Disciplinary Action and Discharge

Legal References:

RCW 28A.650.045 Digital citizenship, internet safety, and media literacy

RCW 28A.650.010 Definitions

Management Resources:

2017 - December Policy Issue

2024 – March Issue

Human-Centered AI Guidance for K-12 Public Schools.pdf



**Adoption Date: 12.20**  
**Chewelah School District #36**  
**Classification: Encouraged**  
**Revised Dates:**

## DISPOSAL OF SURPLUS EQUIPMENT AND/OR MATERIALS

The board has the authority to declare equipment, supplies, furniture and other district personal property obsolete and/or surplus. The superintendent ~~shall~~ will establish procedures for their sale, trade or disposal except that the board must approve of any sales where:

- A. A single unit item has a current value in excess of \$1,000; and/or
- B. Multiple items have a total unit value in excess of \$5,000. Board may select these amounts.

Surplus or obsolete books or other reading materials ~~shall~~ will be disposed of as follows:

- A. If the reading materials are estimated to have value as reading materials in excess of \$1,000, they ~~shall~~ will be sold at public auction to the person submitting the highest reasonable bid following publication of notice of the auction in a newspaper with a general circulation in the district;
- B. If no reasonable bids are submitted or if the reading materials are estimated to have value as reading materials of \$1,000 or less, the district may directly negotiate the sale of the reading materials to a public or private entity; or
- C. If the reading materials are determined to have no value as reading materials or if no purchaser is found, the reading materials may be recycled or destroyed.

Prior to disposing of any surplus texts, other books, equipment, materials or relocatable facilities, the superintendent ~~shall~~ will serve written notice in a newspaper of general circulation in the school district and to any public school district or private school in Washington State annually requesting such notice. All schools on the list ~~shall~~ will be notified in writing of the materials and equipment that is available. The material or equipment ~~shall~~ will be sold to any interested public or private school at its depreciated cost or fair market value, whichever is greater. Students ~~shall~~ will have priority in the purchase of texts. Disposition of such surplus property to parties other than public or private schools may take place thirty days after written notice is served.

The preceding notice requirements do not apply to the loan, lease, sale or transfer of assistive devices for the use or benefit of children with disabilities, their parents, or any public or private nonprofit agency providing education, health or rehabilitation services to individuals with disabilities. Such devices do not need to be declared surplus. The sale or transfer of such devices ~~shall~~ will be recorded and based on the item's depreciated value. The district ~~shall~~ will establish and maintain an inventory of assistive technology devices whose value exceeds \$100, and for each device ~~shall~~ will establish a value that ~~shall~~ will be adjusted annually to reflect depreciation.

"Assistive device" means any item, piece of equipment, or product system, whether acquired commercially off-the-shelf, modified or customized, that is used to increase, maintain, or improve functional capabilities of children with disabilities.

Funds derived from the rental, sale or lease of student transportation equipment ~~shall~~ will be placed into the transportation vehicle fund. Funds derived from the sale of personal property ~~shall~~ will be placed into the general fund.

Legal References: RCW 28A.155.160

Assistive devices — Interagency  
cooperative agreements — Definitions

RCW 28A.335.060	Surplus school property — Rental, lease or use of — Disposition of moneys received from
RCW 28A.335.090	Conveyance and acquisition of property — Management — Appraisal
RCW 28A.335.180	Surplus texts and other educational aids, notice of availability — Student priority as to texts
RCW 28A.335.205	Assistive devices — Transfer for benefit of children with disabilities — Record, inventory
RCW 39.33.070	School districts and libraries — Disposal of obsolete or surplus reading materials — Procedures
WAC 392-143-050	Resold School Buses

**Adoption Date: 4.23.97**

**Chewelah School District #36**

**Revised: 2.06, 9.17.08**

**Classification: Priority Encouraged**



## REGULATION OF DANGEROUS WEAPONS ON SCHOOL PREMISES

Unless authorized by this policy, it is a violation of district policy ~~and state law~~ for any person to knowingly carry a firearm or dangerous weapon on school premises, school-provided transportation, ~~or~~ areas of other facilities being used exclusively for school activities, or areas of facilities being used for official meetings of the school board. The term "school premises" includes, property, or portion(s) of property, owned rented or leased by the District when the property, or portion(s) of property, is being used exclusively for school district activities.

The superintendent is directed to see that all school facilities post "Gun-Free Zone" signs, and that all violations of this policy and RCW 9.41.280 are reported annually to the Superintendent of Public Instruction. The District superintendent will post signs providing notice of the restrictions on possessing dangerous weapons at each facility being used for official meetings of the board.

Note: The Board is not required to adopt the next paragraph with two enumerated provisions but has the option to add this stricter requirement.

It is the policy of this District that the presence of firearms and other dangerous weapons in the workplace or educational environment is to be minimized as much as possible. As such, the following activities are prohibited by this policy regardless of whether such possession would violate state law, and regardless of whether the weapon is secured in a vehicle or possessed by a person with a concealed weapons permit:

1. No District employee may bring any firearm or dangerous weapon onto any District property without prior authorization of the superintendent.
2. No person or entity renting, leasing, or otherwise being granted the right to temporary use of District property may possess, or allow its guests to possess, firearms or dangerous weapons on District premises. This provision does not extend to a property rented or leased as a personal domicile

### Dangerous Weapons

The term "dangerous weapons" under state law includes:

- Any firearm;
- Any device commonly known as "nun-chu-ka sticks," consisting of two or more length of wood, metal, plastic, or similar substance connected with wire, rope, or other means;
- Any device, commonly known as "throwing stars," which are multi-pointed, metal objects designed to embed upon impact from any aspect;
- Any air gun, including any air pistol or air rifle, designed to propel a BB, pellet, or other projectile by the discharge of compressed air, carbon dioxide, or other gas;



- Any portable device manufactured to function as a weapon and which is commonly known as a stun gun, including a projectile stun gun which projects wired probes that are attached to the device that emit an electrical charge designed to administer to a person or an animal an electric shock, charge, or impulse;
- Any device, object, or instrument which is used or intended to be used as a weapon with the intent to injure a person by an electric shock, charge, or impulse;
- The following instruments:
  - Any dirk or dagger;
  - Any knife with a blade longer than three inches;
  - Any knife with a blade which is automatically released by a spring mechanism or other mechanical device;
  - Any knife having a blade which opens, or falls or is ejected into position by the force of gravity, or by outward, downward, or centrifugal thrust or movement; and
  - Any razor with an unguarded blade;
- Any slung shot, sandbag, or sand club;
- Metal knuckles;
- A sling shot;
- Any metal pipe or bar used or intended to be used as a club;
- Any explosive;
- Any weapon containing poisonous or injurious gas;
- Any implement or instrument which has the capacity to inflict death and from the manner in which it is used, is likely to produce or may easily and readily produce death.

In addition, the District considers the following weapons in violation of this policy:

- Any knife or razor not listed above, except for instruments authorized or provided for specific school activities;
- Any object other than those listed above which is used in a manner to intimidate, threaten, or injure another person and is capable of easily and readily producing such injury.

### **Reporting Dangerous Weapons**

#### **Students**

If District staff believe that a student has violated this policy, an appropriate school authority will promptly notify the student's parents or guardians and the appropriate law enforcement agency of known or suspected violations of this policy.

Students who have possessed a firearm on any school premises, school-provided transportation, school-sponsored activities at any facility or in areas of facilities while being used for official school board meetings shall be expelled for not less than one year pursuant to RCW 28A.600.420. The superintendent may modify the one-year expulsion for a firearm on a case-by-case basis. Further, the district may also suspend or expel a student for up to one year if the student acts with malice (as defined under RCW 9A.04.110) and displays a device that appears to be a firearm.

All expulsion and/or suspension and all other discipline of students who violate this policy will be subject to District Policy 3241 – Student Discipline.

### Staff

If a District employee believes that another District employee has violated this policy, the employee will report his or her concerns to an appropriate school or District authority for further inquiry. Any disciplinary action of an employee who willfully violates this policy will be subject to District Policy 5281 – Disciplinary Action and Discharge.

### Exceptions

The following persons may carry firearms into school buildings, as necessary, although students engaged in these activities are restricted to the possession of rifles on school premises:

- A. Persons engaged in military, law enforcement, or school district security activities;
- B. Persons involved in a school authorized convention, showing, demonstration, lecture or firearm safety course authorized by the Superintendent;
- C. Persons competing in ~~school-authorized~~ firearm or air gun competitions authorized by the Superintendent; and
- D. Any federal, state or local law enforcement officer.

The following persons over eighteen years of age, not employed by the District, and not enrolled as students may have firearms in their possession on school property outside of school buildings only under the following limited circumstances:

- A. Persons with who have a concealed weapons permits issued pursuant to RCW 9.41.070 ~~who~~ and are (1) picking up or dropping off students at school or (2) attending official meetings of the school board held off District owned or leased property; and
- B. Persons conducting legitimate business at the school and in lawful possession of a firearm or dangerous weapon if the weapon is secured within an attended vehicle, is unloaded and secured in a vehicle, or is concealed from view in a locked, unattended vehicle. Under RCW 9.41.050, no one may lawfully possess a loaded handgun in a vehicle unless the person has a valid concealed pistol permit.



Persons may bring dangerous weapons, other than firearms, onto school premises if the weapons are lawfully within the person's possession and are to be used in a school-authorized martial arts class.

### Personal Protection Spray

Persons over eighteen years of age and persons between fourteen and eighteen years of age with written parental or guardian permission may possess personal protection spray devices on school property. No one under eighteen years of age may deliver such devices, nor may anyone eighteen years or older deliver a spray device to anyone under fourteen or to anyone between fourteen and eighteen who does not have parental permission.

Personal protection spray devices may not be used other than in self-defense as defined by state law. Possession, transmission or use of personal protection spray devices under any other circumstances is a violation of district policy.

~~School officials shall notify the student's parents or guardians and the appropriate law enforcement agency of known or suspected violations of this policy. Students who violate this policy shall be subject to discipline, including a one-year expulsion for a violation involving a firearm. However, the superintendent may modify the one-year expulsion on a case-by-case basis.~~

Cross References:	<del>Board Policy 3240</del>	<del>Student Conduct</del>
	Board Policy 3241	<u>Corrective Actions or Punishment</u>
		<u>Student Discipline</u>
	<u>Board Policy 5281</u>	<u>Disciplinary Action and Discharge</u>
	<u>Board Policy 4260</u>	<u>Use of School Facilities</u>
	<u>Board Policy 6112</u>	<u>Rental or Lease of District Real Property</u>

Legal References:	RCW 9.41.280	Dangerous weapons on school <del>grounds</del>
		<u>facilities – Penalty - Exceptions</u>
	RCW 9A.16.020	Use of force — when lawful
	RCW 9.91.160	Personal Protection Spray devices
	RCW 28A.600.420	Firearms on school premises,
		transportation, or facilities —
		Penalty — Exemptions
	<u>RCW 9.41.250</u>	<u>Dangerous weapons – Penalty</u>
	<u>RCW 9.94A.825</u>	<u>Deadly weapon special verdict -</u>
		<u>definition</u>

### Management Resources:

<u>2022 – June Issue</u>	
<u>2016 – July Issue</u>	
<u>Policy News, August 2006</u>	Weapons on School Premises

*Policy News*, August 1998

*Policy News*, October 1997

State Encourages Modification of  
Weapons Policy  
Legislature also addresses “look-alike”  
firearms

**Adoption Date: 02.19.97**  
**Chewelah School District #36**  
**Revised Date: 10.18.06**  
**Classification: Essential**



## TUITION

Tuition ~~shall~~ will be charged to all persons age 21 or older ~~who wish~~ after approval by the district to attend the regular educational program. The formula for determining the rate of tuition is ~~fixed by the state superintendent of public instruction.~~ Additionally, tuition and special fees may be charged to offset the maintenance and operation costs for summer school and/or other optional student vacation period programs.

Cross References: Board Policy 2240 Summer School (no CSD policy, WSSDA Encouraged)

Legal Reference:	RCW 28A.225.220	Adults, children from other districts, agreements for attending school — Tuition
	<u>RCW 28A.320.500</u>	<u>Summer and/or other student vacation period programs – Authorized – Tuition and fees</u>

**Adoption Date: 06.18.08**  
**Chewelah School District #36**  
**Revised:**  
**Classification: Optional Discretionary**

## SUMMER SCHOOL

The district's summer program of instructional offerings will be for the purposes of remediation and enrichment. Fees will be charged to cover costs for which revenues are not otherwise provided. To the extent that the district can absorb the cost, fees may be waived or reduced for students whose families would have difficulty paying the full fee. The USDA Child Nutrition Program guidelines will be used to determine qualifications for waivers or reductions. Priority in fee waivers and reductions will be given to remediation courses. Parents will be informed of the availability of any fee waivers or reductions in the notice of the summer school program.

Cross References:      Policy 6111      Tuition

Legal References:      RCW 28A.320.500      Summer and/or other student vacation period programs – Authorized – Tuition and fees  
                                 RCW 28A.320.510      Night schools, summer schools, meetings, use of facilities for

Adoption Date:  
Chewelah School District #36  
Revised:  
Classification: Encouraged

# Chewelah Schools – Where Dreams Begin

## Student Overnight Travel Proposal

All information applicable to the trip, as outlined in Procedure 2320P, is to be attached to this cover page (e.g., purpose, itinerary, supervision, etc).

School Jenkins High School Activity Girls Basketball  
NBC Camp

Trip Category Regular Co-Curricular or Extra-Curricular Trip \_\_\_\_\_  
Requires approval of Principal and/or Athletic Director  
This form is not required.

Regular Field Trip \_\_\_\_\_  
Requires approval of Principal and/or Athletic Director

Special Event Trip \_\_\_\_\_  
Requires approval of Principal and/or Athletic Director,  
and the Board of Directors for overnight trip approval

Academic Study Trip \_\_\_\_\_  
Requires approval of Principal and/or Athletic Director,  
and the Board of Directors for overnight trip approval

Value of Trip \_\_\_\_\_

Date(s) of Trip June 30<sup>th</sup> - July 3<sup>rd</sup>

Destination(s) Liberty Lake - HUB Sports Center

Funding Source(s) Building Funds \$ \_\_\_\_\_ District Funds \$ \_\_\_\_\_ ASB \$ X

Fundraising \$ \_\_\_\_\_ Student/Parent \$ \_\_\_\_\_ Other \$ \_\_\_\_\_

Per Student Cost \$1640.00

Person in Charge Jacob Lee Submission Date 6-7-2024

Approval signatures Principal [Signature] Athletic Director [Signature]

If Applicable: Superintendent/Board \_\_\_\_\_

**Sunday, June 30**

- 4:30-5:30pm Check-in, Shoot Around, Pizza/Salad dinner available
- 5:30-5:45pm Camp Welcome/Introductions
- 6:00-9:00pm Round of games (Two 25-minute games for each team)

**Monday, July 1**

- 9:00-10:20am Position and Skills Training session (coach meeting)
- 10:30-Noon Round of games
- Noon-1:00pm Lunch served on site
- 1:00-4:00pm Games
- 4:30-5:30pm Team Intensity Night
- 5:45-6:30pm Program (guest speaker) + Coaches Meeting

**Tuesday, July 2**

- 9:00-10:20am Position and Skills Training session (coach meeting/clinic)
- 10:30-Noon Round of games
- Noon-1:00pm Lunch served on site
- 1:00-4:00pm Games
- 4:15-5:30pm Situation Tournament
- 5:40-6:20pm Program (letter writing, honor code, etc.) + Coaches Meeting
- 6:20-6:30pm All-star announcements

**Wednesday, July 3**

- 9:00-9:15 Camp shirts
- 9:20-9:45 All-star game
- 10:00-Noon Tournament games
- Noon-1:00pm Lunch served onsite
- 1:00-3:00pm Final tournament games, if s