

*** REVISED 7/17/23**

**BOARD OF DIRECTORS
REGULAR MEETING AGENDA
Monday, July 17, 2023
5:30 p.m. Regular Meeting
Eastmont Administration Office**

The Eastmont School District is governed by a board of five directors. The Eastmont Board of Directors sets the direction of the District by establishing goals, objectives, and policies to guide the superintendent who supervises all programs and staff. The Board of Directors is responsible for ensuring that the Eastmont School District is adequately financed to meet those goals, objectives, and policies; for monitoring the progress of the District; and for evaluating the performance of the superintendent. Each board member has a fiduciary role to the District and, as such is responsible for using his or her best judgment in conducting the affairs of the District.

The Board generally meets at 5:30 p.m. on the second and fourth Monday of each month at either a school site or the Administration Office Board Room at 800 Eastmont Avenue, East Wenatchee. On holidays, or when a conflict occurs, a meeting may be held at an alternate time and/or date with proper notification given to the media.

The complete 2022-23 Board Meeting Schedule is available at www.eastmont206.org under the About Us/School Board tab.

NOTICE is hereby given that the Eastmont School District No. 206 Board of Directors, Douglas County, Washington will hold a regular meeting on Monday, July 17, 2023 beginning at 5:30 p.m. at Eastmont Administration Office Board Room, 800 Eastmont Avenue, East Wenatchee for the purpose of considering and acting upon the following agenda items:

I. CALL TO ORDER & PLEDGE OF ALLEGIANCE

II. APPROVE AGENDA/MODIFICATIONS

III. PUBLIC COMMENT

Comments critical of personnel, students, or volunteers will not be allowed given privacy concerns. Instead, they will be referred to the Superintendent for further inquiry and possible action. Comments are limited to 3 minutes per person and 10 minutes per topic. The Board asks those offering comment to recognize that as a K-12 public school system, we are modeling civil discourse and the democratic process for the youth in our community.

Written comments may be sent by regular mail to Eastmont School District or emailed to schoolboard@eastmont206.org

IV. BOARD & SUPERINTENDENT INFORMATION

A. Board News

B. Superintendent News

1. Staff Recognition - Transportation Department

V. CONSENT AGENDA

(All items on the Consent Agenda have been distributed to all board members for study and are considered routine. ALL items appearing in this section are adopted by one single motion, unless a member of the board or the superintendent requests that an item be removed and voted on separately.)

- A. Approval of the minutes from the regular meeting held on June 12, 2023.
- B. Approval of the payment of the bills and/or payroll dated July 17, 2023.
- C. Approval of the Personnel Action Items dated July 17, 2023.
- D. Approval of a donation from the Wenatchee Valley Medical Corporation.
- E. Approval of a donation from the Wildcat Booster Club.
- F. Approval of an additional summer athletic program activity.
- G. Approval of Resolution No. 2023-05 Resolution for Final Acceptance of Construction Completion for the Cascade Elementary School Addition.
- H. Approval of Resolution No. 2023-06 Resolution for Final Acceptance of Construction Completion for the Grant Elementary School Addition.
- I. Approval of Resolution No. 2023-07 Resolution for Final Acceptance of Construction Completion for the Kenroy Elementary School Addition.
- J. Approval of Resolution No. 2023-08 Resolution for Final Acceptance of Construction Completion for the Lee Elementary School Addition.
- K. Approval of Resolution No. 2023-09 Resolution for Final Acceptance of Construction Completion for the Rock Island Elementary School Addition.
- L. Approval of Resolution No. 2023-11 Resolution for a Capital Project Fund Budget Extension for Fiscal Year 2022-2023.
- M. Review of the 2023-2024 Budget Summary and the 2023-24 Four-Year Budget Plan (F195F).
- N. Approval of Resolution No. 2023-12 Resolution Adopting the Budget for Fiscal Year 2023-2024.
- O. Review of the following policies for a First Reading:

<i>Section</i>	<i>Number</i>	<i>Title</i>
1000 Board of Directors	Policy No. 1400	Meetings, Public Notice, Quorum, Meeting Conduct, Order of Business, and Public Comment
1000 Board of Directors	Policy No. 1410	Executive or Closed Sessions
1000 Board of Directors	Policy No. 1420	Proposed Agenda and Consent Agenda
1000 Board of Directors	Policy No. 1610	Conflicts of Interest
1000 Board of Directors	Policy No. 1822	Training and Professional Development for Board Members
6000 Management Support	Policy No. 6220	Bid Requirements

- P. Review of the Monthly Budget Status Update.
- Q. *Approval of surplus technology equipment.

VI. BOARD SELF-ASSESSMENT

A. Conducting the Board’s annual self-assessment

1. Evaluation Summary for Board Operating Protocol Procedure No. 1620-P.
2. Review Board Self-Assessment Procedure No. 1820-P.
3. Agenda format, Meeting locations/site visits, and meeting set-up.

B. WSSDA Annual Conference Attendance – November 17-18, 2023 in Bellevue, WA.

VII. EXECUTIVE SESSION

An executive session will be held for the purpose of reviewing the performance of an employee. The executive session will last 10 minutes. Action on the following item is anticipated after the session.

VIII. ACTION ITEM

A. Action regarding Superintendent’s End-of-Year Evaluation for 2022-23

IX. FUTURE AGENDA ITEMS

X. ADJOURNMENT

FUTURE TOPICS – Previously identified by the Board for further review.

- 1) Spanish at elementary schools.
- 2) Student Liaisons to the School Board.
- 3) Bond information.

UPCOMING BOARD MEETINGS

- | | |
|---------------------|--|
| August 21 | Regular Meeting at Eastmont Administration Office at 5:30 p.m. |
| September 11 | Regular Meeting at Eastmont Administration Office at 5:30 p.m. |
| September 25 | Regular Meeting at Eastmont Administration Office at 5:30 p.m. |

BOARD OF DIRECTORS
REGULAR MEETING MINUTES
June 12, 2023

CALL TO ORDER & PLEDGE OF ALLEGIANCE

On Monday, June 12, 2023, the regular meeting of the Eastmont School District Board of Directors was called to order by Board President Cindy Wright at 5:30 p.m. in the Eastmont Administration Office, 800 Eastmont Avenue, East Wenatchee.

ATTENDANCE

Present:

Cindy Wright, Board President
Meaghan Vibbert, Board Vice President
Jason Heinz, Board Director
Steve Piccirillo, Board Director
Whitney Smith, Board Director
Becky Berg, Board Secretary/Superintendent
Brandy Fields, Superintendent's Secretary

Also Participating In-person:

District staff and community members

APPROVE AGENDA/MODIFICATIONS

Superintendent Becky Berg reported an additional field trip request was added to the Consent Agenda this morning.

MOVED by Director Piccirillo and SECONDED by Director Heinz to approve the revised Agenda for June 12, 2023. The motion CARRIED unanimously.

PUBLIC COMMENT

Instructions for public comment were provided on the Agenda. Public Comments could be made to the Board in three ways: 1) In-person by signing up; 2) By writing and sending regular mail to the Administration Office; and 3) By email: schoolboard@eastmont206.org. There was no public comment.

PRESENTATION OF THE WASA COMMUNITY LEADERSHIP AWARD

Superintendent Berg presented Zach Williams with the WASA Community Leadership Award for his involvement with Project SEARCH at Stemilt Growers. EHS staff members Michelle Sadewasser and Tina Gorman shared their experience with Project SEARCH as well. Mr. Williams family was also in attendance.

PROGRAM REPORTS

A. District Music Department Report.

District Music Coordinator Brittany Stevens presented the District Music Department Report and answered questions from the Board.

B. District Technology Services Report.

Director of Technology Mike Brown presented the District Technology Services Report and answered questions from the Board.

PRESENTATION ON STUDENT REPRESENTATIVES

WSSDA's Director of Strategic Advocacy Marissa Rathbone presented information regarding student representatives and answered questions from the Board.

PUBLIC BUDGET HEARING ON 2023-2024 BUDGET

A Public Budget Hearing was held with Executive Director Caryn Metsker presenting a 2023-2024 Budget overview. There was no public comment on the 2023-2024 Budget.

BOARD & SUPERINTENDENT INFORMATION

A. Board News.

Director Smith provided an update regarding the Board's Position Proposal to WSSDA and that it did not pass through the Legislative Committee, but it will go before the General Assembly in September. Director Heinz shared he attended EHS Softball competing at the state tournament. He also mentioned this year's team has the most wins in Columbia Basin Big 9 Conference history. Director Vibbert was complimentary of the recent EHS Graduation ceremony and how rewarding it was to participate in it, as did the other directors as well.

B. Superintendent News and Superintendent's Report on Annual Goals.

Superintendent Berg shared her appreciation for how well run the EHS Graduation Ceremony was, along with how much student participation there was. She also provided the Board with her Superintendent's Report on Annual Goals.

CONSENT AGENDA

A. Approval of minutes. The Board of Directors approved the minutes from the regular meeting held on May 22, 2023.

B. Payment of bills and/or payroll. The Board of Directors approved the following checks, direct deposits, or wire transfers listed on check summaries dated June 12, 2023:

Warrant Numbers	Total Dollar Amount
7132131-7132164	
900144682-900145600	\$7,422,150.37
7132165-7132187	\$1,170,749.78
4132188-7132353	\$408,262.17
7132354-7132354	\$468.72
7132355-7132355	\$346.06
7132356-7132387	\$637.26
7132388-7132391	\$5,335.44
7132392-7132409	\$13,882.92
7132410-7132410	\$200.33
202200082-202200083	\$1,007.06

C. Approval of personnel action. The Board of Directors approved the Personnel Action Items dated June 12, 2023.

D. Approval of surplus requests. The Board of Directors approved the following requests for surplus:

1. Cascade Elementary curriculum, furniture, and equipment items.
2. Clovis Point Elementary School curriculum, furniture, and equipment items.
3. Grant Elementary curriculum, furniture and equipment items.
4. Kenroy Elementary curriculum, furniture, and equipment items.
5. Lee Elementary curriculum, furniture, and equipment items.
6. Rock Island Elementary curriculum, furniture, and equipment items.
7. Sterling Junior School curriculum, furniture and equipment items.
8. Eastmont Junior High School curriculum, furniture and equipment items.
9. Eastmont High School curriculum, furniture and equipment items.
10. Cascade Elementary, Grant Elementary, Kenroy Elementary, Lee Elementary, Eastmont Junior High, and Eastmont High School library books
11. Eastmont Special Education Department Items.
12. Eastmont High School Softball items.

E. Approval of field trip request. The Board of Directors approved the following field trip request:

1. Migrant students to attend Dare to Dream Academy at University of WA.

F. Approval of handbook. The Board of Directors approved the District Elementary Student Handbook for 2023-24.

G. Approval of handbook. The Board of Directors approved the Eastmont High School Student Handbook for 2023-24.

H. Approval of donation. The Board of Directors approved the donation from Grant Elementary PTO.

I. Approval of donation. The Board of Directors approved the donation from the Greater Wenatchee Sunrise Lions Club.

- J. Approval of action plan. The Board of Directors approved the Eastmont Career & Technical Education (CTE) District Wide Action Plan.
- K. Review of student enrollment report. The Board of Directors reviewed the Monthly Student Enrollment Report.
- L. Approval of field trip request. The Board of Directors approved the additional field trip request for EHS Girls Basketball.

MOVED by Director Heinz and SECONDED by Director Piccirillo to approve Consent Agenda Items #A-L. The motion CARRIED unanimously.

DISCUSSION & POSSIBLE ACTION ITEMS

A. Immediate Facilities Needs.

Superintendent Berg presented the information on the immediate facilities needs and answered questions from the Board.

MOVED by Director Piccirillo and SECONDED by Director Vibbert to approve and implement the immediate facilities needs plan and authorize expenditures. The motion CARRIED unanimously.

B. Emergency Response Crisis Management Plan (ERCM).

and Assistant Superintendent Secondary Ed. Matt Charlton shared a quick safety video and presented information about the Emergency Response Crisis Management Plan (ERCM).

MOVED by Director Piccirillo and SECONDED by Director Heinz to approve the Emergency Response Crisis Management Plan (ERCM). The motion CARRIED unanimously.

FUTURE AGENDA ITEMS

Updated information on a bond.

ADJOURNMENT

MOVED by Director Piccirillo and SECONDED by Director Heinz to adjourn the meeting. The motion CARRIED unanimously.

The meeting adjourned at 7:31 p.m.

TO: Board of Directors
 FROM: Kayla Brown, Executive Director of Human Resources
 SUBJECT: Personnel Action Items
 DATE: July 17, 2023

CATEGORY

Informational Discussion Only Discussion & Action Action

BACKGROUND INFORMATION AND ADMINISTRATIVE CONSIDERATION

New Hires

The following people have been offered tentative employment for the 23-24 school year:

Last Name	First Name	School	Position
Culbertson	Doug	EHS	Teacher
DeWitz	Stephan	Technology	Helpdesk Support Specialist
Evans	Marla	District Office	Assistant Director of SpEd

Resignations/Separation

The following people have notified us of their plans to resign for the 22-23 school year:

Last Name	First Name	School	Position
Asmussen	Lauren	EHS	Paraeducator/1 year
Carpio	Horeb	Rock Island	Paraeducator/2 years
Daniels	Emma	SJHS	Paraeducator/4 years
Gonzalez	Domingo	Rock Island	Teacher/.5 years
Goodwin	Ryan	EHS	Teacher/5 years
McDonnell	Tracy	EHS	Paraeducator/8.9 years
Reierson	Janet	Rock Island	Paraeducator/6 years
Rice	Jillian	Grant	Secretary/3 years
Riley	Tanner	Transportation	Bus Driver/1.18 years
Shipman	Jonathan	Rock Island	Teacher/5.6 years

Retirement

The following person has notified us of their plans to retire: 22-23 school year

Last Name	First Name	School	Position/Years
Yonaka	Jerry	Transportation	Dispatch/20 years

ATTACHMENTS

None

FISCAL IMPACT

Personnel Expenditure

RECOMMENDATION

The administration recommends approval of the Personnel Action Items listed above.



EASTMONT SCHOOL DISTRICT

Relationships, Relevance, Rigor, Results

509.884.7169 • FAX: 509.884.4210 • WWW.EASTMONT206.ORG

800 EASTMONT AVE. • EAST WENATCHEE, WA 98802

TO: Board of Directors

FROM: Becky Berg, Superintendent

SUBJECT: Donation from the Wenatchee Valley Medical Corporation

DATE: July 17, 2023

CATEGORY

Informational Discussion Only Discussion & Action Action

BACKGROUND INFORMATION AND ADMINISTRATIVE CONSIDERATION

Board Policy 6114 states that *“Any gift or donation to the District or to an individual school or department of money, materials, or equipment having a value of \$1,500 or greater shall be subject to Board approval.”*

EHS Staff report the Wenatchee Valley Medical Corporation would like to donate \$1,500 to Project SEARCH. This donation will go towards expenses incurred during student trips and their community based activities on Fridays.

ATTACHMENTS

None

FISCAL IMPACT

Donations

RECOMMENDATION

The administration recommends that the Board accept this donation from the Wenatchee Valley Medical Corporation for Project SEARCH.



EASTMONT SCHOOL DISTRICT

Relationships, Relevance, Rigor, Results

509.884.7169 • FAX: 509.884.4210 • WWW.EASTMONT206.ORG
800 EASTMONT AVE. • EAST WENATCHEE, WA 98802

TO: Board of Directors
FROM: Becky Berg, Superintendent
SUBJECT: Donation from the Wildcat Booster Club
DATE: July 17, 2023

CATEGORY

Informational Discussion Only Discussion & Action Action

BACKGROUND INFORMATION AND ADMINISTRATIVE CONSIDERATION

Board Policy 6114 states that *“Any gift or donation to the District or to an individual school or department of money, materials, or equipment having a value of \$1,500 or greater shall be subject to Board approval.”*

Athletic Director Russ Waterman reports the Wildcat Booster Club would like to donate \$10,000 to EHS Football. This donation will go towards expenses incurred to attend the CWU Football Camp.

ATTACHMENTS

None

FISCAL IMPACT

Donations

RECOMMENDATION

The administration recommends that the Board accept this donation from the Wildcat Booster Club for EHS Football.



EASTMONT SCHOOL DISTRICT

Relationships, Relevance, Rigor, Results

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800 EASTMONT AVE. • EAST WENATCHEE, WA 98802

TO: Board of Directors
FROM: Becky Berg, Superintendent
SUBJECT: Additional Athletic Program for Summer 2023
DATE: July 17, 2023

CATEGORY

Informational Discussion Only Discussion & Action Action

BACKGROUND INFORMATION AND ADMINISTRATIVE CONSIDERATION

The District's insurance/risk management, Washington Schools Risk Management Pool (WSRMP), has provided us with guidelines to help insure the safety of any summer programs the District may choose to run. As long as the programs meet these requirements, and are approved by the Board, they are covered under our existing policy.

Enclosed is a completed form for an additional Athletic Summer Program for Boys and Girls Wrestling for Summer 2023.

ATTACHMENTS

Application

FISCAL IMPACT

None

RECOMMENDATION

The administration recommends approval of this additional application for Athletic Program scheduled for Summer 2023.

Athletic Summer Programs for 2023-24 Application for School Board Approval

Today's Date:	June 13, 2023	Sport:	Boys and Girls Wrestling
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Contact Person(s):	Hugh Chang
Contact Phone Number(s):	
Name of Activity:	Summer Open Gym Workouts
Date(s) of Activity:	July 6th July 11th & 13th July 18th & 20th July 25th & 27th Aug 8th & 10th Aug 15th & 17th Aug 21st & 24th From 6pm-7:30pm
Describe the Activity:	Open gyms for player development and team cohesion and culture building
School facilities being used and times:	Eastmont High School Wrestling Room
Grade level of students:	9-12
Identify the supervisor(s):	Hugh Chang Juan Trujillo Shyanne Chang Ricardo Colunga Tyler McGee
At least one coach will be first aid and CPR trained:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Emergency response plan will be in place:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Coaches and youth athletes will be trained in required concussion awareness guidelines:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Participants will be made aware of Inherent Dangers for this activity and parent permission will be received:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Transportation Needs:	
Is this a fundraiser? If yes, attach paperwork	No <input checked="" type="checkbox"/>

TO: Board of Directors

FROM: Becky Berg, Superintendent

SUBJECT: Resolutions for Final Acceptance of Construction Completion on Elementary School Additions

DATE: July 17, 2023

CATEGORY

Informational Discussion Only Discussion & Action Action

BACKGROUND INFORMATION AND ADMINISTRATIVE CONSIDERATION

At this time, we are now ready to present these draft resolutions regarding our Phase I Construction projects:

- Resolution No. 2023-05 Resolution for Final Acceptance of Construction Completion for the Cascade Elementary School Addition.
- Resolution No. 2023-06 Resolution for Final Acceptance of Construction Completion for the Grant Elementary School Addition
- Resolution No. 2023-07 Resolution for Final Acceptance of Construction Completion for the Kenroy Elementary School Addition
- Resolution No. 2023-08 Resolution for Final Acceptance of Construction Completion for the Lee Elementary School Addition
- Resolution No. 2023-09 Resolution for Final Acceptance of Construction Completion for the Rock Island Elementary School Addition.

Eastmont administrators involved in these projects recommend approving these resolutions. NAC Architect Brent Harding has also stated that MH Construction, Inc. has satisfied their contractual obligations for each of our five elementary schools' modernizations projects.

ATTACHMENTS

Draft Resolutions

FISCAL IMPACT

CPF

RECOMMENDATION

The administration recommends that the Board approve all five Resolutions for Final Acceptance of Construction Completion on Elementary School Additions.

RESOLUTION NO. 2023-05

**RESOLUTION OF FINAL ACCEPTANCE OF CONSTRUCTION COMPLETION
FOR THE CASCADE ELEMENTARY SCHOOL ADDITION**

A RESOLUTION of the Board of Directors of Eastmont School District No. 206, Douglas County, Washington certifying the Cascade Elementary School Addition project as complete.

WHEREAS, the Board of Directors of Eastmont School District No. 206 has received notification from MH Construction, Inc. that the Cascade Elementary School Addition project is complete in accordance with the contract specifications and documents; and

WHEREAS, the Superintendent and Board have walked through the Cascade Elementary School Addition project and concur; and

THEREFORE, BE IT RESOLVED, by the Board of Directors of Eastmont School District No. 206, that the Work of the Contractor, MH Construction, Inc. for the Cascade Elementary School Addition is now complete.

ADOPTED by the Board of Directors of Eastmont School District No. 206, Douglas County, Washington, at a regular open public meeting thereof, held this 17th day of July 2023, notice of which was given as required by law, the following Directors being present and voting in favor of the resolution.

EASTMONT SCHOOL DISTRICT NO. 206
DOUGLAS COUNTY, WASHINGTON

ATTEST:

BOARD OF DIRECTORS

Dr. Becky Berg, Superintendent/Secretary

Cindy Wright, Board President

Date

Meaghan Vibbert, Board Vice President

Jason Heinz, Board Member

Steve Piccirillo, Board Member

Whitney Smith, Board Member

RESOLUTION NO. 2023-06

**RESOLUTION OF FINAL ACCEPTANCE OF CONSTRUCTION COMPLETION
FOR THE GRANT ELEMENTARY SCHOOL ADDITION**

A RESOLUTION of the Board of Directors of Eastmont School District No. 206, Douglas County, Washington certifying the Grant Elementary School Addition project as complete.

WHEREAS, the Board of Directors of Eastmont School District No. 206 has received notification from MH Construction, Inc. that the Grant Elementary School Addition project is complete in accordance with the contract specifications and documents; and

WHEREAS, the Superintendent and Board have walked through the Grant Elementary School Addition project and concur; and

THEREFORE, BE IT RESOLVED, by the Board of Directors of Eastmont School District No. 206, that the Work of the Contractor, MH Construction, Inc. for the Grant Elementary School Addition is now complete.

ADOPTED by the Board of Directors of Eastmont School District No. 206, Douglas County, Washington, at a regular open public meeting thereof, held this 17th day of July 2023, notice of which was given as required by law, the following Directors being present and voting in favor of the resolution.

EASTMONT SCHOOL DISTRICT NO. 206
DOUGLAS COUNTY, WASHINGTON

ATTEST:

BOARD OF DIRECTORS

Dr. Becky Berg, Superintendent/Secretary

Cindy Wright, Board President

Date

Meaghan Vibbert, Board Vice President

Jason Heinz, Board Member

Steve Piccirillo, Board Member

Whitney Smith, Board Member

RESOLUTION NO. 2023-07

**RESOLUTION OF FINAL ACCEPTANCE OF CONSTRUCTION COMPLETION
FOR THE KENROY ELEMENTARY SCHOOL ADDITION**

A RESOLUTION of the Board of Directors of Eastmont School District No. 206, Douglas County, Washington certifying the Kenroy Elementary School Addition project as complete.

WHEREAS, the Board of Directors of Eastmont School District No. 206 has received notification from MH Construction, Inc. that the Kenroy Elementary School Addition project is complete in accordance with the contract specifications and documents; and

WHEREAS, the Superintendent and Board have walked through the Kenroy Elementary School Addition project and concur; and

THEREFORE, BE IT RESOLVED, by the Board of Directors of Eastmont School District No. 206, that the Work of the Contractor, MH Construction, Inc. for the Kenroy Elementary School Addition is now complete.

ADOPTED by the Board of Directors of Eastmont School District No. 206, Douglas County, Washington, at a regular open public meeting thereof, held this 17th day of July 2023, notice of which was given as required by law, the following Directors being present and voting in favor of the resolution.

EASTMONT SCHOOL DISTRICT NO. 206
DOUGLAS COUNTY, WASHINGTON

ATTEST:

BOARD OF DIRECTORS

Dr. Becky Berg, Superintendent/Secretary

Cindy Wright, Board President

Date

Meaghan Vibbert, Board Vice President

Jason Heinz, Board Member

Steve Piccirillo, Board Member

Whitney Smith, Board Member

RESOLUTION NO. 2023-08

**RESOLUTION OF FINAL ACCEPTANCE OF CONSTRUCTION COMPLETION
FOR THE LEE ELEMENTARY SCHOOL ADDITION**

A RESOLUTION of the Board of Directors of Eastmont School District No. 206, Douglas County, Washington certifying the Lee Elementary School Addition project as complete.

WHEREAS, the Board of Directors of Eastmont School District No. 206 has received notification from MH Construction, Inc. that the Lee Elementary School Addition project is complete in accordance with the contract specifications and documents; and

WHEREAS, the Superintendent and Board have walked through the Lee Elementary School Addition project and concur; and

THEREFORE, BE IT RESOLVED, by the Board of Directors of Eastmont School District No. 206, that the Work of the Contractor, MH Construction, Inc. for the Lee Elementary School Addition is now complete.

ADOPTED by the Board of Directors of Eastmont School District No. 206, Douglas County, Washington, at a regular open public meeting thereof, held this 17th day of July 2023, notice of which was given as required by law, the following Directors being present and voting in favor of the resolution.

EASTMONT SCHOOL DISTRICT NO. 206
DOUGLAS COUNTY, WASHINGTON

ATTEST:

BOARD OF DIRECTORS

Dr. Becky Berg, Superintendent/Secretary

Cindy Wright, Board President

Date

Meaghan Vibbert, Board Vice President

Jason Heinz, Board Member

Steve Piccirillo, Board Member

Whitney Smith, Board Member

RESOLUTION NO. 2023-09

**RESOLUTION OF FINAL ACCEPTANCE OF CONSTRUCTION COMPLETION
FOR THE ROCK ISLAND ELEMENTARY SCHOOL ADDITION**

A RESOLUTION of the Board of Directors of Eastmont School District No. 206, Douglas County, Washington certifying the Rock Island Elementary School Addition project as complete.

WHEREAS, the Board of Directors of Eastmont School District No. 206 has received notification from MH Construction, Inc. that the Rock Island Elementary School Addition project is complete in accordance with the contract specifications and documents; and

WHEREAS, the Superintendent and Board have walked through the Rock Island Elementary School Addition project and concur; and

THEREFORE, BE IT RESOLVED, by the Board of Directors of Eastmont School District No. 206, that the Work of the Contractor, MH Construction, Inc. for the Rock Island Elementary School Addition is now complete.

ADOPTED by the Board of Directors of Eastmont School District No. 206, Douglas County, Washington, at a regular open public meeting thereof, held this 17th day of July 2023, notice of which was given as required by law, the following Directors being present and voting in favor of the resolution.

EASTMONT SCHOOL DISTRICT NO. 206
DOUGLAS COUNTY, WASHINGTON

ATTEST:

BOARD OF DIRECTORS

Dr. Becky Berg, Superintendent/Secretary

Cindy Wright, Board President

Date

Meaghan Vibbert, Board Vice President

Jason Heinz, Board Member

Steve Piccirillo, Board Member

Whitney Smith, Board Member



EASTMONT SCHOOL DISTRICT

Relationships, Relevance, Rigor, Results

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800 EASTMONT AVE. • EAST WENATCHEE, WA 98802

TO: Board of Directors

FROM: Caryn Metsker, Executive Director of Financial Services

SUBJECT: Resolution No. 2023-11 FY 2022-2023 Capital Project Fund Budget Extension

DATE: July 17, 2023

CATEGORY

Informational Discussion Only Discussion & Action Action

BACKGROUND INFORMATION AND ADMINISTRATIVE CONSIDERATION

Attached is the resolution for approval of the Capital Project Fund Budget Extension. The Board of Directors approved the technology upgrades of intercom systems and bus cameras. While we have the cash/fund balance to do these upgrades, Eastmont School District will be over appropriation (expenditures) and needs to request an increase to OSPI.

ATTACHMENTS

Draft resolution

FISCAL IMPACT

Revenue and Expenditures

RECOMMENDATION

The administration recommends approval of Resolution No. 2023-11 FY 2022-2023 Capital Project Fund Budget Extension.



RESOLUTION NO. 2023-11

RESOLUTION OF BUDGET EXTENSION – CAPITAL PROJECT FUND

WHEREAS, WAC 392-123-071 and WAC 392-123-078 permits a first-class district board of directors to petition OSPI to increase the amount of appropriation from any fund, and allows a first-class district to file an increase of the amount of appropriation from any fund, and

WHEREAS, the Capital Project Fund of Eastmont School District No. 206 incurred unexpected expenditures in the 2022-2023 school year as a result of technology upgrades for bus cameras, building intercom systems and a track resurface project which will require an increase in appropriation of one million five hundred thousand dollars (\$1,500,000); and

WHEREAS, the Capital Project Fund beginning cash/fund balance plus anticipated revenues is sufficient to provide for the additional expenditure amount.

THEREFORE, BE IT RESOLVED, the Board of Directors of Eastmont School District No. 206, Douglas County, Washington, hereby petition OSPI to increase the 2022-23 Capital Project Fund appropriation amounts from \$1,500,000 TO \$3,000,000.

ADOPTED by the Board of Directors of Eastmont School District No. 206, Douglas County, Washington, at a regular open public meeting thereof, held this 17th day of July 2023, notice of which was given as required by law, the following Directors being present and voting in favor of the resolution.

EASTMONT SCHOOL DISTRICT NO. 206
 DOUGLAS COUNTY, WASHINGTON

ATTEST:

BOARD OF DIRECTORS

 Dr. Becky Berg, Superintendent/Secretary

 Cindy Wright, Board President

 Date

 Meaghan Vibbert, Board Vice President

 Jason Heinz, Board Member

 Steve Piccirillo, Board Member

 Whitney Smith, Board Member



TO: Board of Directors
FROM: Caryn Metsker, Executive Director of Financial Services
DATE: July 17, 2023
SUBJECT: 2023-2024 Budget Summary

Below is a summary of the 2023-2024 proposed operating budget for each of the five funds in Eastmont School District.

1. GENERAL FUND: 2023-2024 PROPOSED BUDGET

- a. District Strategic Plan Goals met as part of budget process:
- i. Compensation – Certificated and Classified salaries and benefits account for the largest part of increase - \$85.4 million (85% of total operational expenditures)
 - a. This includes a 3.7% mandatory IPD (Implicit Price Deflator) for inflation, plus additional salary increases if agreed upon during negotiations.
 - Personnel plan includes capacity for additional staff if needed due to enrollment or other unforeseen factors.
 - ii. Non-Employee Costs (MSOC) – \$17.1 million for all programs.
 - Food Service – 6% price increase
 - Utilities, fuel, supplies we anticipate an increase in costs.
 - iii. Maximize State and Federal revenue opportunities:
 - The proposed budget continues to project a certificated staffing allocation for reduced class sizes at K-3 to meet State’s requirement to receive the enhanced funding.
 - Assumes \$4 million from the Elementary and Secondary Schools Emergency Relief (ESSER) III allocation for operational costs and learning recovery associated with COVID 19 pandemic.
 - iv. Strategic Plan Goals for Technology, Facility infrastructure maintenance and Transportation fleet maintenance total \$2.8 million (3.0% of proposed expenditures):
 - Operating Transfer to CPF = \$768,025
 - Facility Maintenance = \$185,000 for infrastructure and/or equipment needs
 - Fleet = \$40,000 for replacement/upgrade of Motor Pool fleet
 - Safety/Security = \$330,000 for district facility safety and/or security improvements
 - Technology Replacement & Infrastructure = \$420,000
 - Curriculum Adoption = \$600,000 set aside for upcoming Math Adoption

- v. Continues allocation of funding for Board Initiatives:
 - \$290,000 - Spanish Language Initiative – funds 1 teacher at each junior high school
 - \$100,000 – STEM program
 - \$290,000 – Kindergarten through 6th grade Art - funds 2 teachers
 - \$52,000 – District Music
- b. 2023-2024 Revenue Proposal = \$102.8 million
- i. Proposed revenue estimate is:
 - \$4 million more than the 2022-23 Budget
 - ii. Enrollment – K-12 estimate is 5,645. This is 85 FTE less than average for 22/23 (5,731)
 - iii. Maintenance & Operation Levy: 2023 is the third year of the EP&O levy approved by voters in November 2020.
 - Estimated amount for 23-24 is \$11.7 million
 - iv. Local Effort Assistance: State funding for Districts that have an EP&O Levy. This estimate is developed using the OSPI forecast tool.
 - 2023-24 estimate is \$625,000
 - v. State Apportionment: Prototypical staffing allocations increased as follows:
 - CIS (Certificated Instructional Staff) Salary Allocation increased from \$72,728 to \$75,419 (District average is \$89,000)
 - CLS (Classified Staff) Salary Allocation increased from \$52,173 to \$54,103
 - CAS (Certificated Administrative Staff) Salary Allocation increased from \$107,955 to \$111,950 (District average is \$165,000)
 - vi. Federal Categorical Revenues: Estimate assumes similar allocations/awards as previous year. There is about \$4 million in ESSER funding to spend by 8/31/2024.
- c. 2023-2024 Expenditure Proposal = \$102.5 million
- i. Proposed expenditure estimate is the same as the 2022-2023 Budget
 - ii. Estimated payroll costs account for the largest component of expenditure increase (\$85 million). Personnel plan includes:
 - IPD (Implicit Price Deflator) requires a 3.7% increase and an anticipated 3.9% for the next year 24-25.
 - Capacity for additional positions, only for special circumstances approved by the Superintendent.
 - Capacity for mandatory payroll benefits (Retirement, Healthcare (SEBB) and Paid Family Medical Leave) as established by the Legislature.
 - iii. Materials, Supplies and Non-Operating Costs (MSOC) – Legislature continues to require that Districts must disclose, as part of their budget process, the amount of MSOC funding in the budget; the amount the District plans to spend on MSOC; and the difference between the two amounts.

- MSOC spending is estimated at \$11 million and does not exceed the anticipated allocation of \$9 million for 2023-24. However, if the amount of MSOC funding exceeds the proposed spending, the District must report use of this difference and how it will improve student achievement.
- iv. Proposed budget maintains the following Board initiatives:
- 3.0 Certificated – Long Term substitutes
 - 7.0 Certificated – unfilled for any K-12 position
 - 9 Classified – substitutes funded with ESSER allocations for staffing shortages as a result of pandemic
- d. Local Sub-Fund Sources and Uses:
- i. State law requires separate accounting for local revenues and expenditures within the General Fund. This is referred to as Local Sub-Fund accounting. Local revenues consist of enrichment (EP&O) levy, donations, fees, fines, etc.
- ii. The budget includes \$12.3 million in revenue (\$11.7 million from the EP&O levy and \$625,000 from the Local Effort Assistance funding)
- iii. Costs that are charged to these revenues are:
- Board directed initiatives (Elementary Art, Spanish, District Music, STEM, School Resource Officer)
 - All costs of athletics and other District sponsored extra-curricular programs
 - Strategic Plan requirements for Technology, Maintenance, Transportation, Facility Improvements
 - Preschool program costs that exceed available funding from other programs
 - Student & Staff Safety & Security costs
- e. 2023-2024 Ending Fund Balance Projection = \$12.5 million
- i. Proposed use of fund balance = none
- ii. Commitment to Minimum Fund Balance is met as required by Board Policy: \$8.2 million (8% of \$102.5 million budgeted expenditures)
- iii. Restricted for Carryover = \$1.2 million
- iv. Other Assigned Fund Balance = \$3.1 million

2. CAPITAL PROJECTS FUND: 2023-2024 PROPOSED BUDGET

- a. Revenue proposal = \$3.2 million
- i. Estimate \$2.4 million from Capital Levy. Capital Levy collection expires December 2023.
- ii. Interfund transfer from General Fund for \$68,025 for LGO Interest payments due in December 23 & June 24.
- iii. Operating transfer for Board approved facility upgrades of \$700,000

- b. Expenditure proposal = \$5.6 million
 - i. \$1 million – Costs associated with land/building improvements
 - ii. 4,603,025 – Transfer out to Debt Service Fund for LGO Bond principal & interest payment (\$4,535,000 principal payment due in December 23 & \$68,025 for December 23 interest payment)

3. DEBT SERVICE FUND: 2023-2024 PROPOSED BUDGET

- a. Revenue proposal = \$2.5 million
 - i. 2024 proposed Debt service levy is \$1,756,000. Analysis of levy was verified by Ryan Swanson at Piper Sandler
 - ii. Property Tax collection estimate is \$1.7 million.
 - iii. Proposed budget assumes Federal payment for QSCB tax subsidy of \$750,000. Cash reserves in Debt Service are sufficient to cover principal & interest due if this doesn't materialize.
 - iv. Proposed budget assumes transfer from CPF for non-voted debt \$4,603,025. This is to pay principal & interest due on the 2019 LGO Bond. Bond will be paid in full in December 2023.
- b. Expenditure proposal = \$7.1 million
 - i. Principal and interest payments according to Long Term Debt Schedule
 - Voted Principal payment = \$1.56 million; Voted Interest payment = \$989,100
 - a. QSCB – District sends deposit to “Sinking Fund” for payment of principal in full 12/2025
 - b. 2019 LGO – Principal payment of \$4.5 million; Interest of \$68,025

4. ASSOCIATED STUDENT BODY FUND: 2023-2024 PROPOSED BUDGET

- a. Revenue proposal for all sites = \$939,352
- b. Expenditure proposal for all sites = \$939,630
 - i. Proposed expenditure estimates done by the student body

5. TRANSPORTATION VEHICLE FUND: 2023-2024 PROPOSED BUDGET

- a. Revenue proposal = \$302,000
 - i. Proposed budget assumes \$300,000 Depreciation funding from OSPI
- b. Expenditure proposal = \$550,000
 - i. Proposed budget assumes \$550,000 total appropriation to purchase 2-3 buses
 - a. Assumes capacity in the event bus prices increase. There is enough fund balance to support additional buses purchased.

Eastmont School District No.206

GENERAL FUND FINANCIAL SUMMARY

	(1) Actual 2021-2022	(2) % of Total	(3) Budget 2022-2023	(4) % of Total	(5) Budget 2023-2024	(6) % of Total
ENROLLMENT AND STAFFING SUMMARY						
Total K-12 FTE Enrollment Counts			5,767.80		5,895.70	
FTE Certificated Employees	450.627		457.650		438.200	
FTE Classified Employees	246.474		258.275		257.111	
FINANCIAL SUMMARY						
Total Revenues and Other Financing Sources	90,942,660		98,833,751		102,854,234	
Total Expenditures	93,057,057		101,943,920		102,008,224	
Total Beginning Fund Balance	18,571,001		16,440,995		12,294,732	
Total Ending Fund Balance	14,512,953		12,900,276		12,372,717	
EXPENDITURE SUMMARY BY PROGRAM GROUPS						
Regular Instruction	48,021,989	51.60	55,419,654	54.36	55,835,634	54.74
Federal Special Purpose Funding	XXXXX	XXXXX	XXXXX	XXXXX	3,242,609	3.18
Special Education Instruction	10,341,860	11.11	11,131,139	10.92	11,831,443	11.60
Vocational Instruction	4,119,897	4.43	4,170,203	4.09	4,247,504	4.16
Skill Center Instruction	0	0.00	0	0.00	0	0.00
Compensatory Education	8,145,669	8.75	9,424,314	9.24	7,463,737	7.32
Other Instructional Programs	386,118	0.41	407,505	0.40	444,849	0.44
Community Services	290,204	0.31	409,438	0.40	474,549	0.47
Support Services	15,757,387	16.93	18,932,581	18.57	18,467,899	18.10
Total - Program Groups	93,057,057	100.00	101,943,920	100.00	102,008,224	100.00
EXPENDITURE SUMMARY BY ACTIVITY GROUPS						
Teaching Activities	56,165,266	60.36	60,474,212	59.32	58,129,410	56.99
Teaching Support	12,960,582	13.93	14,145,423	13.88	16,541,680	16.22
Other Supportive Activities	12,651,587	13.60	15,077,438	14.79	14,671,923	14.38
Building Administration	5,400,866	5.80	6,068,707	5.95	6,356,039	6.23
Central Administration	5,323,615	5.72	6,178,140	6.06	6,309,172	6.18
Total - Activity Groups	93,057,057	100.00	101,943,920	100.00	102,008,224	100.00

Eastmont School District No.206

GENERAL FUND FINANCIAL SUMMARY

	(1) Actual 2021-2022	(2) % of Total	(3) Budget 2022-2023	(4) % of Total	(5) Budget 2023-2024	(6) % of Total
EXPENDITURE SUMMARY BY OBJECTS						
Certificated Salaries	42,668,084	45.85	45,487,564	44.62	45,205,805	44.32
Classified Salaries	15,607,482	16.77	16,923,105	16.60	17,638,309	17.29
Employee Benefits and Payroll Taxes	22,330,077	24.00	24,445,957	23.98	22,622,553	22.18
Supplies, Instructional Resources and Noncapitalized Items	5,981,977	6.43	6,374,879	6.25	9,162,990	8.98
Purchased Services	5,829,475	6.26	7,578,058	7.43	6,856,974	6.72
Travel	235,389	0.25	96,065	0.09	68,028	0.07
Capital Outlay	404,573	0.43	1,038,292	1.02	453,565	0.44
Total - Objects	93,057,057	100.00	101,943,920	100.00	102,008,224	100.00

TO: Board of Directors
FROM: Caryn Metsker, Executive Director of Financial Services
SUBJECT: 2023-2024 Four-Year Budget Plan (F195F)
DATE: July 17, 2023

CATEGORY

Informational Discussion Only Discussion & Action Action

BACKGROUND INFORMATION AND ADMINISTRATIVE CONSIDERATION

School districts are required to submit a four-year budget plan (F195F) as part of the annual budget to the Office of Superintendent of Public Instruction. The plan consists of the current year budget (2023-2024) plus three future years (2024-2025, 2025-2026 and 2026-2027) and is attached for your review.

Assumptions used in each fund to project the next three years are as follows:

- General Fund
 - Enrollment Projection – Assumed a decrease over the next few years with kindergarten enrollment being lower than anticipated from live birth data.
 - Revenues – Assumed a decrease with enrollment projection lower. Federal revenue declines to pre-pandemic levels after 2023-2024.
 - Expenditures – Assumed a 1-2% decrease for non-employee related costs. Staffing reductions through attrition and due to projected enrollment decline.
 - Fund Balance – Assumed that expenditures will be no more than anticipated revenues which results in no projected use of Fund Balance.
- ASB Fund
 - Revenues and Expenditures averaged for previous history with assumption they balance
- Debt Service Fund
 - Revenues and Expenditures are amounts projected to meet principal and interest payment obligations
- Capital Projects Fund
 - Revenues – assume drop off of the Capital Levy in 2023
 - Expenditures – assume expenditures to complete projects as funds are available
 - Fund Balance – assume 1% of General Fund appropriations to maintain a balance
- Transportation Vehicle Fund
 - Revenues – assume Depreciation funding continues
 - Expenditures – assume the replacement of buses as needed to maintain fleet

Eastmont School District No.206

F-195F

ENROLLMENT AND STAFF COUNTS

	2023-2024 Current	2024-2025 Forecast	2025-2026 Forecast	2026-2027 Forecast
A. FTE ENROLLMENT COUNTS (calculate to two decimal places)				
1. Kindergarten /2	389.00	395.00	382.00	401.00
2. Grade 1	391.90	344.00	350.00	337.00
3. Grade 2	401.60	388.30	344.00	350.00
4. Grade 3	398.26	396.50	388.20	344.00
5. Grade 4	446.80	391.10	401.50	393.30
6. Grade 5	414.00	439.00	391.10	401.50
7. Grade 6	413.44	407.20	439.00	396.10
8. Grade 7	473.80	409.10	407.20	443.00
9. Grade 8	457.30	468.40	409.10	417.20
10. Grade 9	457.00	455.80	468.40	409.10
11. Grade 10	553.25	452.90	453.60	466.10
12. Grade 11 (excluding Running Start)	439.00	480.80	400.80	391.60
13. Grade 12 (excluding Running Start)	409.65	382.10	458.50	378.90
14. SUBTOTAL	5,645.00	5,410.20	5,293.40	5,128.80
15. Running Start	147.00	147.00	147.00	147.00
16. Dropout Reengagement Enrollment	0.00	0.00	0.00	0.00
17. ALE Enrollment	148.70	148.70	150.00	150.00
18. TOTAL K-12	5,940.70	5,705.90	5,590.40	5,425.80
B. STAFF COUNTS (calculate to three decimal places)				
1. General Fund FTE Certificated Employees /4	438.200	430.000	420.000	410.000
2. General Fund FTE Classified Employees /4	257.111	250.000	240.000	230.000

Eastmont School District No.206

F-195F

SUMMARY OF GENERAL FUND BUDGET

	2023-2024 Current	2024-2025 Forecast	2025-2026 Forecast	2026-2027 Forecast
REVENUES AND OTHER FINANCING SOURCES				
1000 Local Taxes	11,700,560	11,934,571	12,173,263	12,416,728
2000 Local Nontax Support	1,013,000	1,033,260	1,043,593	1,054,029
3000 State, General Purpose	61,245,000	62,469,900	63,094,599	63,725,545
4000 State, Special Purpose	17,243,629	17,588,502	17,764,387	17,942,030
5000 Federal, General Purpose	1,801	1,800	1,800	1,800
6000 Federal, Special Purpose	11,630,244	6,500,000	6,630,000	6,762,600
7000 Revenues from Other School Districts	0	0	0	0
8000 Revenues from Other Entities	0	0	0	0
9000 Other Financing Sources	20,000	20,000	20,000	20,000
A. TOTAL REVENUES AND OTHER FINANCING SOURCES	102,854,234	99,548,033	100,727,642	101,922,732
EXPENDITURES				
00 Regular Instruction	55,835,634	56,393,990	56,957,930	57,527,510
10 Federal Special Purpose Funding	3,242,609	1,155,824	1,144,266	1,132,823
20 Special Education Instruction	11,831,443	11,949,757	12,069,255	12,189,948
30 Vocational Education Instruction	4,247,504	4,289,979	4,332,879	4,376,208
40 Skill Center Instruction	0	0	0	0
50 and 60 Compensatory Education Instruction	7,463,737	7,090,550	6,736,023	6,399,222
70 Other Instructional Programs	444,849	422,607	401,476	381,402
80 Community Services	474,549	450,822	428,280	406,866
90 Support Services	18,467,899	17,544,504	18,407,533	19,258,753
B. TOTAL EXPENDITURES	102,008,224	99,298,033	100,477,642	101,672,732
C. OTHER FINANCING USES--TRANSFERS OUT (G.L.536) 1/	768,025	250,000	250,000	250,000
D. OTHER FINANCING USES (G.L.535) 2/	0	0	0	0
E. EXCESS OF REVENUES/OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES (A-B-C-D)	77,985	0	0	0
BEGINNING FUND BALANCE				
G.L.810 Restricted for Other Items	0	0	0	0
G.L.815 Restricted for Unequalized Deductible Revenue	0	0	0	0
G.L.821 Restricted for Carryover of Restricted Revenues	1,035,000	1,200,000	1,500,000	1,400,000

Eastmont School District No.206

F-195F

SUMMARY OF GENERAL FUND BUDGET

	2023-2024 Current	2024-2025 Forecast	2025-2026 Forecast	2026-2027 Forecast
G.L.823 Restricted for Carryover of Transition To Kindergerten	0	0	0	0
G.L.825 Restricted for Skill Center	0	0	0	0
G.L.828 Restricted for Carryover of Food Service Revenue	450,000	300,000	275,000	260,000
G.L.830 Restricted for Debt Service	0	0	0	0
G.L.835 Restricted for Arbitrage Rebate	0	0	0	0
G.L.840 Nonspendable Fund Balance-Inventory & Prepaid Items	12,000	12,000	12,000	12,000
G.L.845 Restricted for Self-Insurance	0	0	0	0
G.L.850 Restricted for Uninsured Risks	40,000	40,000	40,000	40,000
G.L.870 Committed to Other Purposes	0	0	0	0
G.L.872 Committed to Economic Stabilization	0	0	0	0
G.L.873 Committed to Depreciation Sub-Fund for Facility Maintenance	0	0	0	0
G.L.875 Assigned to Contingencies	50,000	50,000	50,000	50,000
G.L.884 Assigned to Other Capital Projects	0	0	0	0
G.L.888 Assigned to Other Purposes	2,462,272	2,500,000	2,500,000	2,500,000
G.L.890 Unassigned Fund Balance	40,000	65,257	51,874	72,505
G.L.891 Unassigned to Minimum Fund Balance Policy	8,205,460	8,205,460	7,943,843	8,038,212
F. TOTAL BEGINNING FUND BALANCE	12,294,732	12,372,717	12,372,717	12,372,717
ENDING FUND BALANCE				
G.L.810 Restricted for Other Items	0	0	0	0
G.L.815 Restricted for Unequalized Deductible Revenue	0	0	0	0
G.L.821 Restricted for Carryover of Restricted Revenues	1,200,000	1,500,000	1,400,000	1,300,000
G.L.823 Restricted for Carryover of Transition To Kindergerten	0	0	0	0
G.L.825 Restricted for Skill Center	0	0	0	0
G.L.828 Restricted for Carryover of Food Service Revenue	300,000	275,000	260,000	250,000
G.L.830 Restricted for Debt Service	0	0	0	0
G.L.835 Restricted for Arbitrage Rebate	0	0	0	0
G.L.840 Nonspendable Fund Balance-Inventory & Prepaid Items	12,000	12,000	12,000	12,000
G.L.845 Restricted for Self-Insurance	0	0	0	0
G.L.850 Restricted for Uninsured Risks	40,000	40,000	40,000	40,000
G.L.870 Committed to Other Purposes	0	0	0	0
G.L.872 Committed to Economic Stabilization	0	0	0	0

Eastmont School District No.206

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SUMMARY OF GENERAL FUND BUDGET

	2023-2024 Current	2024-2025 Forecast	2025-2026 Forecast	2026-2027 Forecast
G.L.873 Committed to Depreciation Sub-Fund for Facility Maintenance	0	0	0	0
G.L.875 Assigned to Contingencies	50,000	50,000	50,000	50,000
G.L.884 Assigned to Other Capital Projects	0	0	0	0
G.L.888 Assigned to Other Purposes	2,500,000	2,500,000	2,500,000	2,500,000
G.L.890 Unassigned Fund Balance	65,257	51,874	72,505	86,898
G.L.891 Unassigned to Minimum Fund Balance Policy	8,205,460	7,943,843	8,038,211	8,133,819
H. TOTAL ENDING FUND BALANCE (E+F, +OR-G) 3/	12,372,717	12,372,717	12,372,717	12,372,717

1/ G.L. 536 is an account that is used to summarize actions for other financing uses transfers out.

2/ G.L. 535 is an account that is used to summarize actions for other financing uses such as long-term financing and debt extinguishments. Nonvoted debts may be serviced in the Debt Service Fund (DSF) rather than in the fund that received the debt proceeds. In order to provide the resources to retire the debt, a transfer is used by the General Fund, Capital Projects Fund, or Transportation Vehicle Fund to transfer resources to the DSF. Refer to Page DS3 for detail of estimated outstanding nonvoted bond detail information.

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SUMMARY OF ASSOCIATED STUDENT BODY FUND BUDGET

	2023-2024 Current	2024-2025 Forecast	2025-2026 Forecast	2026-2027 Forecast
REVENUES				
100 General Student Body	468,800	430,944	433,099	435,264
200 Athletics	202,648	216,726	217,810	218,899
300 Classes	0	0	0	0
400 Clubs	246,004	234,169	235,340	236,517
600 Private Moneys	21,900	22,010	22,120	22,230
A. TOTAL REVENUES	939,352	903,849	908,369	912,910
EXPENDITURES				
100 General Student Body	420,050	297,935	357,522	429,026
200 Athletics	253,521	262,043	314,452	377,342
300 Classes	0	0	0	0
400 Clubs	224,659	222,765	267,318	320,782
600 Private Moneys	41,400	19,800	23,760	28,512
B. TOTAL EXPENDITURES	939,630	802,543	963,052	1,155,662
C. EXCESS OF REVENUES OVER (UNDER) EXPENDITURES (A-B)	-278	101,306	-54,683	-242,752
BEGINNING FUND BALANCE				
G.L.810 Restricted for Other Items	0	0	0	0
G.L.819 Restricted for Fund Purposes	705,851	705,573	806,879	752,196
G.L.840 Nonspendable Fund Balance-Inventory & Prepaid Items	0	0	0	0
G.L.850 Restricted for Uninsured Risks	0	0	0	0
G.L.870 Committed to Other Purposes	0	0	0	0
G.L.889 Assigned to Fund Purposes	0	0	0	0
G.L.890 Unassigned Fund Balance	0	0	0	0
D. TOTAL BEGINNING FUND BALANCE	705,851	705,573	806,879	752,196
ENDING FUND BALANCE				
G.L.810 Restricted for Other Items	0	0	0	0
G.L.819 Restricted for Fund Purposes	705,573	806,879	752,196	509,444
G.L.840 Nonspendable Fund Balance-Inventory & Prepaid Items	0	0	0	0
G.L.850 Restricted for Uninsured Risks	0	0	0	0

Eastmont School District No.206

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SUMMARY OF ASSOCIATED STUDENT BODY FUND BUDGET

	2023-2024 Current	2024-2025 Forecast	2025-2026 Forecast	2026-2027 Forecast
G.L.870 Committed to Other Purposes	0	0	0	0
G.L.889 Assigned to Fund Purposes	0	0	0	0
G.L.890 Unassigned Fund Balance	0	0	0	0
F. TOTAL ENDING FUND BALANCE (C+D) 1/	705,573	806,879	752,196	509,444

Eastmont School District No.206

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SUMMARY OF DEBT SERVICE FUND BUDGET

	2023-2024 Current	2024-2025 Forecast	2025-2026 Forecast	2026-2027 Forecast
REVENUES AND OTHER FINANCING SOURCES				
1000 Local Taxes	1,756,690	1,745,580	943,340	625,820
2000 Local Nontax Support	20,000	20,000	20,000	20,000
3000 State, General Purpose	0	0	0	0
5000 Federal, General Purpose	750,000	750,000	750,000	750,000
9000 Other Financing Sources	4,603,025	0	0	0
A. TOTAL REVENUES AND OTHER FINANCING SOURCES	7,129,715	2,515,580	1,713,340	1,395,820
EXPENDITURES				
Matured Bond Expenditures	6,100,000	1,590,000	1,620,000	0
Interest on Bonds	1,057,125	989,100	577,850	166,600
Interfund Loan Interest	0	0	0	0
Bond Transfer Fees	5,000	5,000	5,000	5,000
Arbitrage Rebate	0	0	0	0
UnderWriter's Fees	0	0	0	0
B. TOTAL EXPENDITURES	7,162,125	2,584,100	2,202,850	171,600
C. OTHER FINANCING USES--TRANSFERS OUT (G.L.536)	0	0	0	0
D. OTHER FINANCING USES (G.L.535)	0	0	0	0
E. EXCESS OF REVENUES/OTHER FINANCING SOURCES OVER / (UNDER) EXPENDITURES AND OTHER FINANCING USES (A-B-C-D)	-32,410	-68,520	-489,510	1,224,220
BEGINNING FUND BALANCE				
G.L.810 Restricted for Other Items	0	0	0	0
G.L.830 Restricted for Debt Service	16,650,000	16,617,590	16,549,070	16,059,560
G.L.835 Restricted for Arbitrage Rebate	0	0	0	0
G.L.870 Committed to Other Purposes	0	0	0	0
G.L.889 Assigned to Fund Purposes	0	0	0	0
G.L.890 Unassigned Fund Balance	0	0	0	0
F. TOTAL BEGINNING FUND BALANCE	16,650,000	16,617,590	16,549,070	16,059,560
ENDING FUND BALANCE				
G.L.810 Restricted for Other Items	0	0	0	0

Eastmont School District No.206

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SUMMARY OF DEBT SERVICE FUND BUDGET

	2023-2024 Current	2024-2025 Forecast	2025-2026 Forecast	2026-2027 Forecast
G.L.830 Restricted for Debt Service	-32,410	16,549,070	16,059,560	17,283,780
G.L.835 Restricted for Arbitrage Rebate	0	0	0	0
G.L.870 Committed to Other Purposes	0	0	0	0
G.L.889 Assigned to Fund Purposes	16,650,000	0	0	0
G.L.890 Unassigned Fund Balance	0	0	0	0
H. TOTAL ENDING FUND BALANCE (E+F, +OR-G)	16,617,590	16,549,070	16,059,560	17,283,780

1/ G.L. 536 is an account that is used to summarize actions for other financing uses-transfers out.

2/ G.L. 535 is an account that is used to summarize actions for other financing uses such as long-term financing and debt extinguishments. Nonvoted debts may be serviced in the Debt Service Fund (DSF) rather than in the fund that received the debt proceeds. In order to provide the resources to retire the debt, a transfer is used by the General Fund, Capital Projects Fund, or Transportation Vehicle Fund to transfer resources to the DSF. Refer to Page DS4 for detail of estimated outstanding nonvoted bond detail information.

Eastmont School District No.206

F-195F

SUMMARY OF CAPITAL PROJECTS FUND BUDGET

	2023-2024 Current	2024-2025 Forecast	2025-2026 Forecast	2026-2027 Forecast
REVENUES AND OTHER FINANCING SOURCES				
1000 Local Taxes	2,428,020	0	0	0
2000 Local Nontax Support	37,500	37,500	37,500	37,500
3000 State, General Purpose	0	0	0	0
4000 State, Special Purpose	0	0	0	0
5000 Federal, General Purpose	0	0	0	0
6000 Federal, Special Purpose	0	0	0	0
7000 Revenues from Other School Districts	0	0	0	0
8000 Revenues from Other Entities	0	0	0	0
9000 Other Financing Sources	768,025	250,000	250,000	250,000
A. TOTAL REVENUES AND OTHER FINANCING SOURCES	3,233,545	287,500	287,500	287,500
EXPENDITURES				
10 Sites	750,000	350,000	280,000	290,000
20 Buildings	0	0	0	0
30 Equipment	250,000	0	0	0
40 Energy	0	0	0	0
50 Sales and Lease Expenditures	0	0	0	0
60 Bond Issuance Expenditures	0	0	0	0
90 Debt Expenditures	0	0	0	0
B. TOTAL EXPENDITURES	1,000,000	350,000	280,000	290,000
C. OTHER FINANCING USES--TRANSFERS OUT (G.L.536) 1/	4,603,025	0	0	0
D. OTHER FINANCING USES (G.L.535) 2/	0	0	0	0
E. EXCESS OF REVENUES/OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES (A-B-C-D)	-2,369,480	-62,500	7,500	-2,500
BEGINNING FUND BALANCE				
G.L.810 Restricted for Other Items	0	0	0	0
G.L.825 Restricted for Skill Center	0	0	0	0
G.L.830 Restricted for Debt Service	0	0	0	0
G.L.835 Restricted for Arbitrage Rebate	0	0	0	0
G.L.840 Nonspendable Fund Balance-Inventory & Prepaid Items	0	0	0	0

Eastmont School District No.206

F-195F

SUMMARY OF CAPITAL PROJECTS FUND BUDGET

	2023-2024 Current	2024-2025 Forecast	2025-2026 Forecast	2026-2027 Forecast
G.L.850 Restricted for Uninsured Risks	0	0	0	0
G.L.861 Restricted from Bond Proceeds	0	0	0	0
G.L.862 Committed from Levy Proceeds	3,226,379	821,899	796,199	803,699
G.L.863 Restricted from State Proceeds	0	0	0	0
G.L.864 Restricted from Federal Proceeds	0	0	0	0
G.L.865 Restricted from Other Proceeds	175,000	210,000	175,000	175,000
G.L.866 Restricted from Impact Fee Proceeds	0	0	0	0
G.L.867 Restricted from Mitigation Fee Proceeds	0	0	0	0
G.L.869 Restricted from Undistributed Proceeds	0	0	0	0
G.L.870 Committed to Other Purposes	0	0	0	0
G.L.889 Assigned to Fund Purposes	26,800	26,800	25,000	25,000
G.L.890 Unassigned Fund Balance	0	0	0	0
F. TOTAL BEGINNING FUND BALANCE	3,428,179	1,058,699	996,199	1,003,699
ENDING FUND BALANCE				
G.L.810 Restricted for Other Items	0	0	0	0
G.L.825 Restricted for Skill Center	0	0	0	0
G.L.830 Restricted for Debt Service	0	0	0	0
G.L.840 Nonspendable Fund Balance-Inventory & Prepaid Items	0	0	0	0
G.L.835 Restricted for Arbitrage Rebate	0	0	0	0
G.L.850 Restricted for Uninsured Risks	0	0	0	0
G.L.861 Restricted from Bond Proceeds	0	0	0	0
G.L.862 Committed from Levy Proceeds	821,899	796,199	803,699	801,199
G.L.863 Restricted from State Proceeds	0	0	0	0
G.L.864 Restricted from Federal Proceeds	0	0	0	0
G.L.865 Restricted from Other Proceeds	210,000	175,000	175,000	175,000
G.L.866 Restricted from Impact Fee Proceeds	0	0	0	0
G.L.867 Restricted from Mitigation Fee Proceeds	0	0	0	0
G.L.869 Restricted from Undistributed Proceeds	0	0	0	0
G.L.870 Committed to Other Purposes	0	0	0	0
G.L.889 Assigned to Fund Purposes	26,800	25,000	25,000	25,000
G.L.890 Unassigned Fund Balance	0	0	0	0

Eastmont School District No.206

F-195F

SUMMARY OF CAPITAL PROJECTS FUND BUDGET

	2023-2024 Current	2024-2025 Forecast	2025-2026 Forecast	2026-2027 Forecast
H. TOTAL ENDING FUND BALANCE (E+F, +OR-G) 3/	1,058,699	996,199	1,003,699	1,001,199

1/ G.L. 536 is an account that is used to summarize actions for other financing uses--transfers out.

2/ G.L. 535 is an account that is used to summarize actions for other financing uses such as long-term financing and debt extinguishments. Nonvoted debts may be serviced in the Debt Service Fund (DSF) rather than in the fund that received the debt proceeds. In order to provide the resources to retire the debt, a transfer is used by the General Fund, Capital Projects Fund, or Transportation Vehicle Fund to transfer resources to the DSF.

Eastmont School District No.206

F-195F

SUMMARY OF TRANSPORTATION VEHICLE FUND BUDGET

	2023-2024 Current	2024-2025 Forecast	2025-2026 Forecast	2026-2027 Forecast
REVENUES AND OTHER FINANCING SOURCES				
1100 Local Property Tax	0	0	0	0
1300 Sale of Tax Title Property	0	0	0	0
1400 Local in lieu of Taxes	0	0	0	0
1500 Timber Excise Tax	0	0	0	0
1600 County-Administered Forests	0	0	0	0
1900 Other Local Taxes	0	0	0	0
2200 Sales of Goods, Supplies, and Services, Unassigned	0	0	0	0
2300 Investment Earnings	2,000	2,000	2,000	2,000
2500 Gifts and Donations	0	0	0	0
2600 Fines and Damages	0	0	0	0
2700 Rentals and Leases	0	0	0	0
2800 Insurance Recoveries	0	0	0	0
2900 Local Support Nontax, Unassigned	0	0	0	0
3600 State Forests	0	0	0	0
4100 Special Purpose-Unassigned	0	0	0	0
4300 Other State Agencies-Unassigned	0	0	0	0
4499 Transportation Reimbursement Depreciation	300,000	300,000	300,000	300,000
5200 General Purposes Direct Federal Grants-Unassigned	0	0	0	0
5300 Impact Aid, Maintenance and Operation	0	0	0	0
5400 Federal in lieu of Taxes	0	0	0	0
5600 Qualified Bond Interest Credit-Federal	0	0	0	0
6100 Special Purpose-OSPI Unassigned	0	0	0	0
6200 Direct Special Purpose Grants	0	0	0	0
6300 Federal Grants Through Other Entities-Unassigned	0	0	0	0
8100 Governmental Entities	0	0	0	0
8500 NonFederal ESD	0	0	0	0
9100 Sale of Bonds	0	0	0	0
9300 Sale of Equipment	0	0	0	0

Eastmont School District No.206

F-195F

SUMMARY OF TRANSPORTATION VEHICLE FUND BUDGET

	2023-2024 Current	2024-2025 Forecast	2025-2026 Forecast	2026-2027 Forecast
9400 Compensated Loss of Fixed Assets	0	0	0	0
9500 Long-Term Financing	0	0	0	0
A. TOTAL REVENUES, OTHER FINANCING SOURCES (less transfers)				
B. 9900 TRANSFERS IN (from the General Fund)	0	0	0	0
C. TOTAL REVENUES AND OTHER FINANCING SOURCES	302,000	302,000	302,000	302,000
EXPENDITURES				
33 Transportation Equipment Purchases	550,000	575,000	600,000	625,000
34 Transportation Equipmment Major Repair	0	0	0	0
43 Transportation Vehicle Energy Audits	0	0	0	0
44 Transportation Equipment Capital Improvement	0	0	0	0
61 Bond/Levy Issuance and/or Election	0	0	0	0
91 Principal	0	0	0	0
92 Interest 1/	0	0	0	0
93 Arbitrage Rebate	0	0	0	0
D. TOTAL EXPENDITURES	550,000	575,000	600,000	625,000
E. OTHER FINANCING USES--TRANSFERS OUT (G.L.536) 2/	0	0	0	0
F. OTHER FINANCING USES (G.L.535) 3/	0	0	0	0
G. EXCESS OF REVENUES/OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES (C-D-E-F)	-248,000	-273,000	-298,000	-323,000
BEGINNING FUND BALANCE				
G.L.810 Restricted for Other Items	0	0	0	0
G.L.819 Restricted for Fund Purposes	1,969,706	1,721,706	1,448,706	1,150,706
G.L.830 Restricted for Debt Service	0	0	0	0
G.L.835 Restricted for Arbitrage Rebate	0	0	0	0
G.L.850 Restricted for Uninsured Risks	0	0	0	0
G.L.870 Committed to Other Purposes	0	0	0	0
G.L.889 Assigned to Fund Purposes	0	0	0	0
G.L.890 Unassigned Fund Balance	0	0	0	0
H. TOTAL BEGINNING FUND BALANCE	1,969,706	1,721,706	1,448,706	1,150,706
ENDING FUND BALANCE				
G.L.810 Restricted for Other Items	0	0	0	0
G.L.819 Restricted for Fund Purposes	1,721,706	1,448,706	1,150,706	827,706

Eastmont School District No.206

F-195F

SUMMARY OF TRANSPORTATION VEHICLE FUND BUDGET

	2023-2024 Current	2024-2025 Forecast	2025-2026 Forecast	2026-2027 Forecast
G.L.830 Restricted for Debt Service	0	0	0	0
G.L.835 Restricted for Arbitrage Rebate	0	0	0	0
G.L.850 Restricted for Uninsured Risks	0	0	0	0
G.L.870 Committed to Other Purposes	0	0	0	0
G.L.889 Assigned to Fund Purposes	0	0	0	0
G.L.890 Unassigned Fund Balance	0	0	0	0
J. TOTAL ENDING FUND BALANCE (G+H, +OR-I) 4/	1,721,706	1,448,706	1,150,706	827,706

1/ Includes interest portion of purchase contracts.

2/ G.L. 536 is an account that is used to summarize actions for other financing uses--transfers out.

3/ G.L. 535 is an account that is used to summarize actions for other financing uses such as long-term financing and debt extinguishments. Nonvoted debts may be serviced in the Debt Service Fund (DSF) rather than in the fund that received the debt proceeds. In order to provide the resources to retire the debt, a transfer is used by the General Fund, Capital Projects Fund, or Transportation Vehicle Fund to transfer out resources to the DSF.



EASTMONT SCHOOL DISTRICT

Relationships, Relevance, Rigor, Results

509.884.7169 • FAX: 509.884.4210 • WWW.EASTMONT206.ORG
800 EASTMONT AVE. • EAST WENATCHEE, WA 98802

TO: Board of Directors

FROM: Becky Berg, Superintendent
Caryn Metsker, Executive Director of Financial Services

SUBJECT: Resolution No. 2023-12 A Resolution Adopting the Budget for Fiscal Year 2023-2024

DATE: July 17, 2023

CATEGORY

Informational Discussion Only Discussion & Action Action

BACKGROUND INFORMATION AND ADMINISTRATIVE CONSIDERATION

Attached is the resolution adopting appropriation (spending) levels for each fund, as well as operating transfers and respective property tax levies for the 2023-2024 fiscal year. There are no changes to revenues or expenditures from the amounts presented at the Public Hearing during the Board Meeting on June 12, 2023.

ATTACHMENTS

Draft resolution

FISCAL IMPACT

Revenue and Expenditures

RECOMMENDATION

The administration recommends approval of Resolution No. 2023-12 A Resolution Adopting the Budget for Fiscal Year 2023-2024.

RESOLUTION NO. 2023-12

A RESOLUTION ADOPTING THE BUDGET FOR FISCAL YEAR 2023-2024

A RESOLUTION of the Board of Directors of Eastmont School District No. 206, Douglas County, Washington, fixing and determining fund appropriations; adopting the 2023-2024 budget, the four-year budget plan summary and the four-year enrollment projection; and providing for related matters.

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF EASTMONT SCHOOL DISTRICT NO. 206, DOUGLAS COUNTY, WASHINGTON, AS FOLLOWS:

Section 1. Findings and Determinations. The Board of Directors (the "Board") of Eastmont School District No. 206, Douglas County, Washington (the "District"), takes note of the following facts and hereby makes the following findings and determinations:

- (a) Pursuant to RCW 28A.505.040, the District has completed the budget for the 2023-24 fiscal year. The 2023-2024 budget includes, among other things, a complete financial plan of the District for the ensuing 2023-2024 fiscal year and a summary of the four-year budget plan that includes a four-year enrollment projection.
- (b) Pursuant to RCW 28A.505.060, the Board shall adopt the 2023-2024 budget on or before August 31, 2023. Prior to adoption of the 2023-2024 budget, the Board shall meet and conduct a public hearing to allow any person to be heard for or against any part of the 2023-2024 budget, the four-year budget plan, or any proposed changes to uses of enrichment funding under RCW 28A.505.240 (a/k/a educational programs and operation levy).
- (c) Pursuant to RCW 28A.150.270 and WAC 392-121-445 the Board of Directors is authorizing approval for an operating transfer from the General Fund to the Capital Projects Fund in the amount of \$768,025 for the month of November 2023.
- (d) The Board, following notice thereof being published in a newspaper of general circulation within the District, conducted a public hearing on June 12, 2023, in accordance with the requirements of RCW 28A.505.060 for the purpose of adopting the 2023-2024 budget.

Section 2. Fixing and Determining Fund Appropriations; Adoption of 2023-2024 Budget, Four-Year Budget Summary and Four-Year Enrollment Projection.

- (a) The Board hereby fixes and determines the appropriation from each fund contained in the 2023-2024 budget, as follows:

General Fund	\$102,008,224
Capital Projects Fund	\$1,000,000
Transportation Vehicle Fund	\$550,000
Debt Service Fund	\$7,169,125
Associated Student Body Fund	\$939,630

- (b) The Board hereby adopts the 2023-2024 budget, the four-year budget plan summary, and the four-year enrollment projection and the appropriations as fixed and determined above, all of which are on file with the District and incorporated herein by this reference.

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

ADOPTED by the Board of Directors of Eastmont School District No. 206, Douglas County, Washington, at a regular open public meeting thereof, held this 17th day of April 2023, notice of which was given as required by law, the following Directors being present and voting in favor of the resolution.

EASTMONT SCHOOL DISTRICT NO. 206
DOUGLAS COUNTY, WASHINGTON

ATTEST:

BOARD OF DIRECTORS

Dr. Becky Berg, Superintendent/Secretary

Cindy Wright, Board President

Date

Meaghan Vibbert, Board Vice President

Jason Heinz, Board Member

Steve Piccirillo, Board Member

Whitney Smith, Board Member



EASTMONT SCHOOL DISTRICT

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800 EASTMONT AVE. • EAST WENATCHEE, WA 98802

TO: Board of Directors

FROM: Becky Berg, Superintendent

SUBJECT: Review of the following policies for first reading:

Section	Number	Title
1000 Board of Directors	Policy No. 1400	Meetings, Public Notice, Quorum, Meeting Conduct, Order of Business, and Public Comment
1000 Board of Directors	Policy No. 1410	Executive or Closed Sessions
1000 Board of Directors	Policy No. 1420	Proposed Agenda and Consent Agenda
1000 Board of Directors	Policy No. 1610	Conflicts of Interest
1000 Board of Directors	Policy No. 1822	Training and Professional Development for Board Members

DATE: July 17, 2023

CATEGORY

Informational

Discussion Only

Discussion & Action

Action

BACKGROUND INFORMATION AND ADMINISTRATIVE CONSIDERATION

We are in the process of reviewing the entire 1000 Board of Directors policy series and including any of WSSDA's suggested updates. Attached are draft policies for a first reading.

ATTACHMENTS

Draft policies

FISCAL IMPACT

None

MEETINGS, PUBLIC NOTICE, QUORUM, MEETING CONDUCT, ORDER OF BUSINESS, AND PUBLIC COMMENT

Board meetings will be scheduled in compliance with the law and as deemed by the board to be in the best interests of the ~~district~~ [Eastmont School District](#) and community. The Board will function through (1) regular meetings, (2) special meetings, ~~(3) virtual and phone conference meetings,~~ and ~~(4)~~[\(3\)](#) emergency meetings.

Meetings

A. Regular Meetings

Regular meetings will be held at 5:30 p.m. and are commonly on the second and fourth Mondays of each month. ~~The~~ [Generally, the](#) first regular meeting of the month will be held at selected District sites. ~~The and the~~ second regular meeting of the month will be held in the board room at the District administration office.

[An agenda of the business that the Board will transact will be posted on the District's website not less than twenty-four \(24\) hours in advance of the published start time of the meeting.](#)

If regular meetings are to be held at places other than the location listed on the approved annual Board meeting calendar or adjourned to times other than a regular meeting time, notice of the meeting will be made in the same manner as provided for special meetings. All regular meetings of the Board will be held within District boundaries. When a regular meeting date falls on a legal holiday, the meeting will be held on the next business day or a day previously agreed to by the Board.

[The District will hold remote or physical attendance limited meetings only in cases of emergency declared by federal, state or local government, or in cases of local emergency, fire, flood, earthquake or other emergency, and at such meetings will provide real-time telephonic, electronic, internet or other readily available means of remote access that do not require an additional cost to access the meeting.](#)

B. Special Meetings

Special meetings may be called by the *chair/president* or at the request of a majority of the board members. A written notice of a special meeting, stating the time and place of the special meeting and the business to be transacted, will be delivered to each board member. Written notice will also be delivered to each newspaper and radio or television station that has filed a written request for such notices. Written notice may be delivered personally or by mail, ~~facsimile~~ or ~~electronic mail~~ [email](#). The notice must be posted on the district's website unless the district 1) does not have a website, 2) employs ~~fewer than ten~~ [no](#) full-time equivalent employees; or, 3) does not have an employee whose job description or employment contract provides a duty to maintain or update the website.

The District must also prominently display the notice at the main entrance of the District's headquarters as well as at the location of the meeting if the meeting is held

at a location other than the headquarters and is not held as a remote meeting.
During a declared emergency that prevents a meeting from being held in-person with reasonable safety, the District may post notice of a remote meeting without a physical location on the District website.

All required notices must be delivered or posted not less than twenty-four (24) hours prior to the meeting.

~~The written notice requirement will be deemed waived if a member~~ A board member waives the written notice requirement if that board member:

1. Submits a written waiver of notice to the board secretary at or prior to the time the meeting convenes. The waiver may be given by ~~telegram, fax, or electronic mail~~ email; or
2. Is actually present at the time the meeting convenes.

The Board will not take ~~Final disposition will not be taken~~ on any matter other than those items stated in the meeting notice.

If the District calls a special meeting of the Board to deal with an emergency involving injury or damage to persons or property or the likelihood of such injury or damage, when time requirements of such notice would make notice impractical and increase the likelihood of such injury or damage, or when the required notice cannot be posted or displayed with reasonable safety, including but not limited to declared emergencies in which travel to physically post notice is barred or advised against, the Board may meet immediately with no prior notice.

C. ~~Virtual and Phone Conference Meetings~~

~~A virtual and phone conference meeting may be used in place of in-person meetings. Board Members will be asked to attest and identify themselves as prepared and ready to participate in an official Board of Directors Meeting.~~

D. Emergency Meetings

~~In the event of an emergency involving fire, flood, earthquake, possible personal injury or property damage, the board may meet immediately and take official action without prior notification.~~

If the District determines, by reason of fire, flood, earthquake, or other emergency, that there is a need for expedited action by the Board to meet the emergency, the chair/president may provide for a meeting site other than the regular meeting site, for a remote meeting without a physical location, or for a meeting at which the physical attendance by some or all members of the public is limited due to a declared emergency. The chair/president may provide for an emergency meeting without providing notice.

If, after the declaration of an emergency by a local or state government or agency, or by the federal government, the District determines that it cannot hold a Board meeting with its members or with public attendance in person with reasonable safety because of the emergency, the District will either:

1. Hold a remote meeting without a physical location, or
2. Hold a meeting at which the physical attendance by some or all members of the public is limited due to the declared emergency.

Members of the Board may appear at a remote meeting telephonically or by other electronic means that allows for real-time, remote communication.

For a remote meeting or a meeting at which the physical attendance by some or all members of the public is limited due to a declared emergency, the District must provide an option for the public to listen to the proceedings telephonically or by using a readily available alternative in real-time that does not require any additional cost for participation. Free readily available options include, but are not limited to, broadcast by the public agency on a locally available cable television station that is available throughout the jurisdiction or other electronic, internet, or other means of remote access that does not require any additional cost for access to the program. The District may also permit the other electronic means of remote access.

The District will provide notice for remote meetings or meetings at which the physical attendance by some or all members of the public is limited due to a declared emergency according to this Policy. The notice for meetings pursuant to a declared emergency must include instructions on how the public may listen live to proceedings and how the public may access any other electronic means of remote access offered by the District.

The District will not take final disposition on any matter during a remote meeting or a meeting at which the physical attendance by some or all members of the public is limited due to a declared emergency unless the District has provided an option for the public to listen to the proceedings, except for an executive session, pursuant to this Policy 1400.

Public Notice

Public notice will be properly given for any special meeting; whenever a regular meeting is adjourned to another time; ~~or, when a regular meeting is to be held at a place other than the board room.~~ The Board may provide notice for an emergency meeting in accordance with this Policy.

All meetings will be open to the public with the exception of executive sessions authorized by law. ~~Final action will be taken~~ The Board will take final action resulting

from executive session discussions during a meeting open to the public as required by law.

Individuals with disabilities who may need a modification to participate in a meeting and those who may have difficulty physically attending a meeting should contact the superintendent's office no later than three days before a regular meeting and as soon as possible in advance of a special meeting so that special arrangements can be made.

During the interim between meetings, the office of the superintendent, as board secretary, will be the office of the Board. The District's public records will be open for inspection in the manner provided by and subject to the limitation of the law.

Meeting Recess and Continuation

The Board may recess a regular, special, or recessed meeting to a specific future time. The District must post notice of such a recess and continuation at or near the door of the meeting room. Notification to the press is not required.

Quorum and Voting

~~Three board members will be considered as constituting a quorum for the transaction of business.~~ A quorum consists of the majority of all board members. For school boards with five members, three board members constitute a quorum. A quorum is required for the transaction of business, including voting. Board members are not required to be physically present to attend a board meeting. Any or all board members may attend a board meeting and vote via any communication platform that provides real-time verbal communication without being in the same physical location with those in attendance.

Additionally, any meeting held via a communication platform must: 1) include proper notice with any required passwords or authorization codes; 2) be known and accessible to the public; and 3) accommodate any member of the public who wishes to participate.

The Board will take no action by secret ballot at any meeting required to be open to the public. Generally, the Board votes on motions and resolutions by "voice" vote, unless a board member requests to vote by oral roll call, in which case the Board will do so. A motion passes when a majority of those board members present and voting vote in favor. However, a majority vote of *all* board members is required to elect or select a superintendent or board officer and the board must vote on these matters by an oral roll call. The Board will vote by an oral roll call whenever required by law.

Meeting Conduct and Order Of Business

The Board will conduct all All board meetings ~~will be conducted~~ in an a civil, orderly, and business-like manner. The Board uses using-Roberts Rules of Order (Revised) as a guide, except when ~~such rules are superseded by board bylaws or policies~~ Board bylaws or policies supersede such rules. During Board meetings, Board members will

refrain from communicating electronically (e.g., by email, text, social media) with their fellow board members.

~~The order of business will be that indicated in the agenda. Any additions or changes in the prepared agenda may be requested by the superintendent or a board member and must be approved by majority vote of the board members present.~~ The Board will use the agenda to establish its regular order of business. However, either the superintendent or a board member may request additions or changes to the prepared agenda, and the board may adopt a revised agenda or order of business by a majority vote of the board members present. At a special meeting, final action may be taken only on that business contained in the notice of the special meeting.

~~The board will establish its regular order of business, but may elect to change the order by a majority vote of the members. All votes on motions and resolutions will be by "voice" vote unless an oral roll call vote is requested by a member of the board. No action will be taken by secret ballot at any meeting required to be open to the public.~~

~~An oral roll call vote of all the members of the board is required for the election of board officers, filling a vacancy on the board, or for the selection of the school district superintendent, and a majority vote of all the members of the board is required for any person to be elected or selected for such positions.~~

Public Attendance and Comment

Any member of the public may attend Board meetings, including individuals who do not live within District boundaries. The Board will not require people to sign in, complete questionnaires, or establish other conditions for attendance.

The Board recognizes the value of public comment on educational issues and the importance of involving members of the public in its meetings. In order to permit fair and orderly expression of such comment, with the exception of emergency situations, the Board will provide a period at ~~the beginning of the~~ or before every regular meeting during which visitors may present to the board at which final action is to take place for public comment. ~~If possible, such presentations should be scheduled in advance.~~

During public comment period, visitors may address the Board on any topic within the scope of the Board's responsibility. Public comment may occur orally or through written comments submitted before the meeting. Written comments must adhere to the standards of civility discussed below and must be received within 24 hours before the board meeting. All written public comments timely submitted will be distributed to each board member.

The Board may structure the oral public comment period, including determining the total time allotted for public comment and equally apportioning the minutes for each speaker. The Board is not obligated to provide additional public comment time to accommodate

everyone in attendance who wishes to speak. Any structure the Board imposes will be content neutral.

The Board may require those who wish to speak (but not all attendees) to sign in so that the Board has a tally of individuals who wish to speak and can call them forward. When called forward, individuals will identify themselves and proceed to make comments within the time limits established by the Board.

The Board is not obligated to respond to questions or challenges made during the public comment period and the Board's silence will not signal agreement or endorsement of the speaker's remarks. The Board may control the time, place, and manner of public comment. The *chair/president* may terminate an individual's statement when the allotted time has passed and may interrupt a speaker to require the same standard of civility that the Board imposes on itself.

Examples of uncivil comments include comments that:

- Are libelous or slanderous under a legal standard;
- Are an unwarranted invasion of privacy;
- Are obscene or indecent pursuant to the Federal Communications Act or any rule or regulation of the Federal Communications Commission;
- Violate school district policy or procedure related to harassment, intimidation, bullying, or discrimination;
- Incite an unlawful act on school premises or violate a lawful school regulation; or
- Create a material and substantial disruption of the orderly operation of the Board meeting.

The Board as a whole has the final decision in determining the appropriateness of all such rulings and can maintain order by removing those who are disruptive. However, the Board recognizes the distinction between uncivil discourse, which it will not tolerate, and comments about the board, district, and/or staff that are negative yet still civil in nature. The Board will exercise its authority to maintain order in a content neutral manner.

In addition to the public comment period at the beginning of the meeting, the Board may identify the agenda items that require or would benefit from opportunity for public comment and provide those opportunities as part of the meeting agenda before taking final action. Individuals or groups who wish to present to the Board on an agenda item are encouraged to request and schedule such presentations in advance. Opportunity for public comment—both oral and written—is required before the Board adopts or amends a policy that is not expressly or by implication authorized under state or federal law, but which will promote the education of K-12 students, or will promote the effective, efficient, or safe management and operation of the District.

~~The board will also allow individuals to express an opinion prior to board action on agenda items that the board determines require or will benefit from public comment. Written and oral comment will be accepted by the board before the adoption or amendment of policies not expressly or by implication authorized by state or federal law, but which will promote the education of kindergarten through twelfth grade students in public schools or will promote the effective, efficient or safe management and operation of the district. Individuals wishing to be heard by the board will first be recognized by the chair/president.~~

~~Individuals, after identifying themselves, will proceed to make comments within the time limits established by the board. Any representative of a firm eligible to bid on materials or services solicited by the board will also be entitled to express an opinion. The chair/president may interrupt or terminate an individual's statement when it is too lengthy, personally directed, abusive, obscene, or irrelevant. The board as a whole has the final decision in determining the appropriateness of all such rulings.~~

Cross References:

Board Policy 1220	Board Officers and Duties of Board Members
Board Policy 1410	Executive or Closed Sessions
Board Policy 1420	Proposed Agenda and Consent Agenda

Legal References:

RCW 28A.330.020	Certain board elections, manner and vote required — Selection of personnel, manner
RCW 28A.320.040	Bylaws for board and school government
RCW 28A.330.070	Office of board — Records available for public inspection
RCW 28A.343.370	Vacancies
RCW 28A.343.380	Meetings
RCW 28A.343.390	Quorum — Failure to attend meetings
RCW 42.30.030	Meetings declared open and public
RCW 42.30.050	Interruptions — Procedure
RCW 42.30.060	Ordinances, rules, resolutions, regulations, etc., adopted at public meetings — Notice — Secret voting prohibited
RCW 42.30.070	Times and places for meetings — Emergencies — Exception
RCW 42.30.080	Special meetings
RCW 9.41.280	Possessing dangerous weapons on school facilities — Penalty — Exceptions
42 U.S.C. §§ 12101-12213	Americans with Disabilities Act

Management Resources:

Policy & Legal News, June 2022

Policy & Legal News, April 2013

Policy News, June 2012

Policy News, June 2005

EXECUTIVE OR CLOSED SESSIONS

Before convening in executive session, the *chair/president* will publicly announce the general purpose for excluding the public from the meeting ~~place~~ and also announce the time when the executive session will be concluded. The executive session may be extended to a stated later time by announcement of the *chair/president*.

An executive session may be conducted for one or more of the following purposes:

A. To consider, if in compliance with any required data breach disclosure under RCW 19.255.010 and 42.56.590, and with legal counsel available, information regarding the infrastructure and security of computer and telecommunications networks, security and service recovery plans, security risk assessments, and security test results to the extent that they identify specific system vulnerabilities, and other information that, if made public, may increase risk to the confidentiality, integrity, or availability of agency security or to information technology infrastructure or assets;

~~A.B.~~ To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price;

~~B.C.~~ To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. However, discussion of the factors comprising the minimum value of the property and the final action of selling or leasing public property will be taken in a meeting open to the public;

~~C.D.~~ To review negotiations on the performance of publicly-bid contracts when public knowledge regarding such consideration would cause a likelihood of increased costs;

~~D.E.~~ To receive and evaluate complaints or charges brought against a director or staff member; however, upon the request of such director or staff member, a public hearing or a meeting open to the public will be conducted on such complaint or charge;

~~E.F.~~ To evaluate the qualifications of an applicant for public employment or to review the performance of a staff member; however, discussion of salaries, wages, and other conditions of employment to be generally applied within the district will occur in a meeting open to the public, and when the board elects to take the final action of hiring, setting the salary of an individual staff member or class of staff members, or discharging or disciplining an employee, that action will be taken in a meeting open to the public;

~~F.G.~~ To evaluate the qualifications of a candidate for appointment to the board; however, any interview of such candidate and final action appointing a candidate to the board will be in a meeting open to the public; or

G.H. To discuss with legal counsel representing the district matters relating to district enforcement actions, or litigation or potential litigation to which the district, the board, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the district.

Potential litigation means matters protected by attorney-client privilege related to litigation that has been specifically threatened; litigation that the district reasonably believes may be commenced; or the litigation or legal risks of a proposed action or current practice of the district, if public discussion is likely to result in an adverse or financial consequence to the district.

The announced purpose of the executive session will be entered into the minutes of the meeting. No formal actions will take place during an executive or closed session.

Closed Sessions/Private Meetings

The Open Public Meetings Act does not apply to certain board activities and public notice is not required prior to holding a closed session for any of the following purposes:

- A. Consideration of a quasi-judicial matter between named parties as distinguished from a matter having a general effect on the public or a class or group; or
- B. Collective bargaining sessions with employee organizations or professional negotiations with an employee, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement, or ~~when~~ that portion of a meeting in which the board is planning or adopting the strategy or position to be taken during the course of collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress while in progress.

Legal References:

RCW 19.255.010	Disclosure, notice — Definitions — Rights, remedies
RCW 42.30.110	Executive sessions
RCW 42.30.140	Chapter controlling — Application
<u>RCW 42.56.590</u>	<u>Personal information — Notice of security breaches</u>

Management Resources:

Policy & Legal News, June 2022
Policy & Legal News, June 2017
Policy News, June 2001

PROPOSED AGENDA AND CONSENT AGENDA

The Eastmont Board secretary will be responsible for preparing the proposed agenda for each meeting, in accordance with the *chair/president* and one other board member. Copies of the proposed agenda, minutes of the previous meeting, and relevant supplementary information will be delivered to each board member at least three (3) days in advance of the meeting and will be available to any interested citizen at the superintendent's office twenty-four (24) hours prior to the meeting. [The proposed agenda for regular and special meetings will be posted to the District's website not less than twenty-four \(24\) hours prior to the start time of the meeting.](#)

At a special meeting final action may be taken only on that business contained in the [original](#) notice of the special meeting [and agenda](#).

Consent Agenda

To expedite business at a Board meeting, the Board approves the use of a consent agenda, which includes those items considered to be routine in nature. The consent agenda will appear on the regular agenda and include the minutes from the previous meeting(s).

Any item ~~which that~~ appears on the consent agenda may be removed ~~from the consent agenda by a member of the board~~ [on request by a member of the board and placed on the regular agenda](#). The remaining items [on the consent agenda](#) will be voted on by a single motion. The approved motion will be recorded in the minutes, including a listing of all items appearing on the consent agenda.

Cross References:

Board Policy 1400	Meetings, Public Notice, Quorum, Meeting Conduct, Order of Business, and Public Comment
Board Policy 6020	System of Funds and Accounts
Board Policy 6215	Voucher Certification and Approval

Legal Reference:

RCW 42.30.080	Special Meetings
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Management Resources:

Policy & Legal News, June 2022
Policy News, June 2012
Policy News, June 2012

CONFLICTS OF INTEREST

~~No school director or the superintendent may benefit, directly or indirectly, in any contract made by, through or under the supervision of the director or superintendent, except as provided below:~~

Neither a school director nor a district officer (such as the superintendent) may benefit, directly or indirectly, in any contract made by, through, or under the director's or officer's supervision, except as permitted below:

- A. ~~Any contract, purchase of materials or activity paid for from school funds if the total volume received by the district officer or his or her business does not exceed \$1,500.00 in any calendar month.~~ A director or officer may enter into a contract with the District to offer goods or services (except legal services) if the director or officer does not receive more than \$1,500 in any calendar month under the contract. The District will maintain a list of all contracts covered under this paragraph and the list will be available for the public inspection and copying to inspect and copy.;
- B. ~~An individual director may be designated as clerk and/or purchasing agent at the prevailing hourly wage;~~ A director may be designated as clerk and/or purchasing agent of the district.
- C. The spouse of a director or ~~the superintendent~~ officer may be employed as a substitute teacher on the same terms and at the same compensation as other substitute teachers in the Eastmont School District. ~~The~~ For a director's or officer's spouse to be employed as a substitute teacher, the superintendent must find that the number of qualified substitute teachers in the District is insufficient to meet the District's anticipated needs ~~for short-term and one-day substitute teachers;~~ and the superintendent must ensure that substitute teachers are fairly and impartially assigned to available positions ~~in a fair and impartial manner;~~
- ~~D. Prior to approval of the employment of a director or spouse of a school director or superintendent, the board of directors will be advised of the number of other individuals who are qualified for and interested in the position(s) to be filled. The district will not discriminate in any way against any applicant for a certified position or any certificated employee on the basis of a family relationship with a school director or the superintendent. All employment decisions will be made on the basis of choosing the applicant which furthers the best interest of the school district;~~
- ~~E.D. If a person is employed by the district under contract as a classified or certificated employee before his or her spouse becomes a director or superintendent, the contract can be renewed for further employment, provided that the terms of the contract are commensurate with the pay plan or collective bargaining agreement operating in the district for that position.~~ If a director's or officer's spouse was employed by the District as a classified or certificated employee before the director

or officer took office, the spouse's employment contract can be renewed. The terms of the contract must be commensurate with the pay plan or collective bargaining agreement operating in the District for that position.

~~F. A director may not vote on the authorization, approval or ratification of a contract in which he or she is beneficially interested and to which one of the exemptions described above applies.~~

~~G.E. The director or officer has only a remote interest in a contract and the interest is disclosed prior to board action and recorded in the official minutes~~ A director or officer may have a remote interest in a contract. The interest, though, must be disclosed prior to Board action and must be recorded in the official minutes.

A director may not vote on the authorization, approval, or ratification of a contract in which he or she is beneficially interested and to which one of the exemptions described above applies. Before the Board approves a contract in which a director is beneficially interested, the director must disclose his or her interest to the Board, and the director's interest must be noted in the official minutes.

Before the Board approves the employment of a director or a director's or an officer's spouse, the superintendent or designee will inform the Board of other individuals who are qualified for and interested in the position(s) to be filled. The District will not discriminate in any way against any applicant for a position or employee based on a family relationship with a director or officer. All employment decisions will be made by choosing the applicant that furthers the best interests of the school district.

Whenever a director, or his/her spouse ~~or dependent~~ is employed by the District, the director will refrain from participating in or attempting to influence any Board action affecting the employment status of the director, or his/her spouse, ~~or dependent~~. Actions affecting employment status include, but are not limited to, hiring, establishing compensation and fringe benefits, setting working conditions, conducting performance evaluations, considering or imposing discipline, and termination.

The superintendent will maintain a log of any contract subject to this policy and will annually or when a new director assumes office, ~~will~~ inform the board of the existence of ~~all such~~ those contracts.

Cross Reference:

Board Policy 6230

Relations with Vendors

Legal References:

RCW 28A.330.240

Employment contracts

RCW 28A.405.250	Certificated employees, applicants for certificated position, not to be discriminated against — Right to inspect personnel files
RCW 28A.635.050	Certain corrupt practices of school officials — Penalty
RCW 42.23.030	Interest in contracts prohibited — Exceptions
RCW 42.23.040	Remote interests

TRAINING AND PROFESSIONAL DEVELOPMENT FOR BOARD MEMBERS

In keeping with the need for continuing ~~training and~~ professional development to enhance effective ~~boardsmanship~~ governance, the board encourages the participation of its members at appropriate board conferences, workshops, and conventions. Additionally, board members will obtain the trainings required by the State of Washington. Funds for participation at such meetings Funds for board leadership training and professional development will be budgeted for on an annual basis.

Required Training for School Board Directors

There are two areas of training required by Washington state:

- Open Government training, and
- Cultural Competency, Equity, Diversity, and Inclusion training

Open Government Training

School board directors must receive Open Government training no later than 90 days after they take their oath of office or assume their duties. They can take the training before they are sworn in or assume their duties of office. School board directors must also receive “refresher” training at intervals of no more than four years, so long as they remain on the school board. Open Government training is available from the Washington Attorney General’s Office website at: (<https://www.atg.wa.gov/opengovernmenttraining.aspx>) and at the annual conference of the Washington State School Directors’ Association.

Cultural Competency, Equity, Diversity and Inclusion Training

Beginning with the 2022 calendar year, each member of a board of directors shall complete a governance training program once per term of elected office. If the director is appointed or elected to a first term of office, the director must complete governance training requirements within two years of appointment or certification of the election in which they were elected.

The governance training completed by directors must be aligned with the cultural competency, diversity, equity, and inclusion standards for school director governance developed and provided by the Washington State School Directors’ Association (WSSDA). Per Washington state law, the required training elements for both first and subsequent school director terms are defined by WSSDA.

Recommended Professional Development for School Directors

In addition to the required areas of training above, Eastmont School District is committed to ongoing professional development both for individual school board directors and the board as whole. Each school board director is a member of the Washington State School Directors’ Association, which provides professional

[development and resources at its annual conference and through year-round leadership development services for individual school board directors and boards.](#)

Cross References:

Board Policy 1005
Board Policy 1731
Board Policy 1805
Board Policy 1810
Board Policy 1820

Key Functions of the Board
Board Member Expenses
Open Government Trainings
Annual Governance Goals and Objectives
Board Self-Assessment

Legal Reference:

RCW 28A.345.120

Ordinances, rules, resolutions, regulations, etc.,
adopted at public meetings — Notice — Secret voting
prohibited



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TO: Board of Directors

FROM: Becky Berg, Superintendent

SUBJECT: Review of the following policy for first reading:

Section	Number	Title
6000 Management Support	Policy No. 6220	Bid Requirements

DATE: July 17, 2023

CATEGORY

Informational

Discussion Only

Discussion & Action

Action

BACKGROUND INFORMATION AND ADMINISTRATIVE CONSIDERATION

Attached is draft Policy No. 6220 Bid Requirements for a first reading. Our executive director of financial services has reviewed WSSDA's suggested policy language and recommends approval of these updates.

ATTACHMENTS

Draft Policy

FISCAL IMPACT

Required language for Federal funds

BID OR REQUEST FOR PROPOSAL REQUIREMENTS

The Eastmont School District Board of Directors recognizes the importance of:

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

I. Procurement and Public Works Using ~~State Funds~~ Non-Federal Funds

A. Furniture, Supplies, or Equipment

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

- less than \$40,000, no competitive bidding process is required to make the purchase;
- between \$40,000 and \$75,000, the Board will follow the informal competitive bidding process by requiring quotes from at least three different sources to be obtained in writing or by telephone and recorded for the public to review; and
- over \$75,000, the Board will follow the formal competitive bidding process by:
 1. preparing clear and definite plans and specifications for such ~~work or~~ purchases;
 2. providing notice of the call for formal bids by publication in at least one newspaper of general circulation in the District at least once each week for two consecutive weeks;
 3. ensuring that the District takes steps to assure that when possible, the District will use small and minority businesses, women's business enterprises and labor surplus firms
 - ~~3.~~4. providing the clear and definite plans and specifications to vendors interested in submitting a bid;
 - ~~4.~~5. requiring that bids be in writing;
 - ~~5.~~6. opening and reading bids in public on the date and in the place named in the notice; and
 - ~~6.~~7. file all bids for public inspection after opening.

B. Use of Non-Federal Funds for Improvements or Repairs

The Board may make improvements or repairs to District property through a District department without following the competitive bidding process if the total cost of improvements or repairs does not exceed \$75,000. If the Board estimates that the total cost of a building, improvement, repair, or other public works project is \$100,000 or more, the Board will follow the formal competitive bidding process outlined above, unless the contract is using the small works roster process authorized by RCW 39.04.155 or under any other procedure authorized for

school districts. There are no statutory bidding requirements for public works projects involving improvements or repairs that are within the \$75,000 to \$100,000 range. For projects in this range, the District may consider: using its small works roster process, under RCW 39.04.155; using an inter-local agreement or contract with a vendor of the District's choice, without any competitive process, under RCW 28A.335.190; or choosing to require quotes for the work to make the process more competitive.

C. Exemptions

The Board may waive bid requirements for purchases:

- clearly and legitimately limited to a single source of supply;
- involving special facilities or market conditions;
- in the event of an emergency;
- of insurance or bonds; and
- involving public works in the event of an emergency.

"Emergency" means unforeseen circumstances beyond the District's control that present a real, immediate threat to the proper performance of essential functions or will likely result in material loss or damage to property, bodily injury, or loss of life if immediate action is not taken.

~~Whenever bid requirements are waived, a document explaining the factual basis for the exception and the contract will be recorded and open for public inspection.~~
Whenever the Board waives bid requirements, the Board will issue a document explaining the factual basis for the exception and record the contract for open public inspection.

D. Rejection of Bids

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

E. Interlocal Cooperation Act

The Board reserves the right to enter into interlocal cooperative agreements for purchases and public works ~~through an inter-local cooperative agreement with another governmental agency provided such agency has complied with the bidding requirements that are applicable to school districts~~ with other governmental agencies pursuant to the Interlocal Cooperation Act, Chapter 39.34 RCW. The Board will ensure that the other governmental entities have followed their own procedures for procurement prior to making any purchases under this section.

F. Crimes against Children

~~The Board will include in each contract a proviso requiring the contractor to prohibit any of its employees who has ever been convicted of or pled guilty to any~~

~~of the child related felonies from working where he/she would have contact with public school students. The contract will also provide that failure to comply with this requirement is grounds for immediate termination of the contract. The Board will include in any contract for services with an entity or individual other than an employee of the District a provision requiring the contractor to prohibit any employee of the contractor from working at a public school who has contact with children at a public school during the course of his or her employment and who has pled guilty to or been convicted of any felony crime specified under RCW 28A.400.322. The contract shall also contain a provision that any failure to comply with this section shall be grounds for the District immediately terminating the contract.~~

Use of State Funds for Improvements or Repairs

~~The board may make improvements or repairs to district property through a district department without following the competitive bidding process if the total cost of improvements or repairs does not exceed \$75,000. If the board estimates that the total cost is \$75,000 or more, the board will follow the formal competitive bidding process outlined above unless the contract is let using the small works roster process authorized by RCW 39.04.155 or under any other procedure authorized for school districts.~~

II. Procurement Using Federal Funds

A. Goods

~~When federal funds are used for procurement of **goods** (furniture, supplies, equipment, and textbooks):~~

- ~~• Purchases of \$3,000 or less do not require quotes. However, must consider price to be reasonable, and, to the extent practical, distribute equitably among suppliers.~~
- ~~• Purchases between \$3,000 and \$75,000 must be procured using price or rate quotations from three or more qualified sources.~~
- ~~• Purchases of \$75,000 or more must be publicly solicited using sealed bids.~~

When the District uses federal funds for procurement of textbooks, the allowable self-certification is \$50,000. When the District uses federal funds for procurement of **goods**, including furniture, supplies, and equipment:

- Purchases of \$10,000 or less do not require quotes. However, the District must consider the price to be reasonable based on research, experience, purchase history, or other information and must document this determination. In addition, to the extent practical, purchases must be distributed equitably among suppliers.
- Purchases between \$10,000 and \$75,000 must be procured using price or rate quotations from three or more qualified sources.
- Purchases of \$75,000 or more must be publicly solicited using sealed bids or requests for proposals.

Self-Certification

If during a given fiscal year, the District qualifies as a low-risk auditee in accordance with criteria in 2 C.F.R. § 200.520, as determined by the auditor, or has documentation it received a low risk assessment after an annual internal institutional risk assessment to identify, mitigate, and manage financial risks, then the District may use the following Self Certification thresholds instead of the ones described above:

- Purchases of \$40,000 or less do not require quotes. However, the District must consider the price to be reasonable based on research, experience, purchase history or other information and must document this determination. In addition, to the extent practical, purchases must be distributed equitably among suppliers.
- Purchases between \$40,000 and \$75,000 must be procured using price or rate quotations from three or more qualified sources.
- Purchases of \$75,000 or more must be publicly solicited using sealed bids or requests for proposals.

If the District uses Self-Certification, the Superintendent will develop Self-Certification procedures to accompany this policy. Additionally, if the District qualifies for Self-Certification and wants to go above the \$40,000 or \$50,000 Self-Certification limits, the District reserves the right to seek approval for higher limits from OSPI.

B. Services

~~When federal funds are used for procurement of **services**:~~

- ~~• Purchases of \$3,000 or less do not require quotes. However, must consider price to be reasonable, and, to the extent practical, distribute equitably among suppliers.~~
- ~~• Purchases of \$150,000 or more must be publicly solicited using sealed bids.~~

~~Procurement by noncompetitive proposals may only be used when one of the following four circumstances applies. The district must maintain documentation supporting the applicable circumstance for noncompetitive proposals.~~

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

When the District uses federal funds for procurement of **services**:

- Purchases of \$10,000 or less do not require quotes. However, the District must consider price to be reasonable based on research, experience, purchase history, or other information and must document this determination. In addition, to the extent practical, purchases should be distributed equitably among suppliers.

- Purchases between \$10,000 and \$250,000 must be procured using price or rate quotations from a reasonable number of qualified sources.
- Purchases of \$250,000 or more must be publicly solicited using sealed bids or requests for proposals.

Self-Certification

If during a given fiscal year, the District qualifies as a low-risk auditee in accordance with criteria in 2 C.F.R. § 200.520, as determined by the auditor, or has documentation it received a low risk assessment after an annual internal institutional risk assessment to identify, mitigate, and manage financial risks, then the District may use the following Self-Certification thresholds instead of the ones described above:

- Purchases of \$50,000 or less do not require quotes. However, the District must consider the price to be reasonable based on research, experience, purchase history or other information and must document this determination. In addition, to the extent practical, purchases should be distributed equitably among suppliers.
- Purchases between \$50,000 and \$250,000 must be procured using price or rate quotations from a reasonable number of qualified sources.
- Purchases of \$250,000 or more must be publicly solicited using sealed bids or requests for proposals.

If the District uses Self-Certification, the Superintendent will develop Self-Certification procedures to accompany this policy. Additionally, if the District qualifies for Self-Certification and wants to go above the \$40,000 or \$50,000 Self-Certification limits, the District reserves the right to seek approval for higher limits from OSPI.

C. Noncompetitive Procurement

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

1. Acquiring property or services that do not exceed \$10,000 [or in the case of a school district who qualifies as a low-risk auditee in accordance with criteria in 2 C.F.R. § 200.520 or has documentation of an annual internal institutional risk assessment to identify, mitigate, and manage financial risks, \$40,000];
2. The item is only available from a single source;
3. The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
4. The awarding agency (e.g., OSPI) authorizes noncompetitive procurement in response to a written request from the District; or
5. After solicitation of a number of sources, competition is determined inadequate.

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

D. Cost/Price Analysis

The District will perform a cost or price analysis in connections with every procurement action in excess of the federal simplified acquisition threshold, currently set at \$250,000 or other limits identified in 48 CFR 2.101, including contract modifications. The method and degree of analysis is dependent on facts surrounding the procurement situation, but should include, as a starting point, independent estimates before receiving bids or proposals.

In cases where no price competition exists and in all cases where the District performs the cost analysis, profit must be negotiated as a separate element in the process. To ensure profit is fair and reasonable, consideration must be given to the complexity of the work performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of the contractor's past performances, and industry standard profit rates in the surrounding geographical area.

Costs or prices based on estimated costs for contracts are allowed only to the extent that the costs incurred or cost estimates would be allowable under 2 CFR 200.400 - .476.

E. Suspension and Debarment

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

F. Conflict of Interest

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

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

G. Interlocal Cooperation

The Board reserves the right to enter into interlocal cooperative agreements for purchases with other governmental agencies pursuant to 2 CFR 200.318(e) and the Interlocal Cooperation Act, Chapter 39.34 RCW. Prior to making any

[purchases through agreements entered into in this manner, the District will confirm the other governmental agency has followed its purchasing procedures.](#)

III. Procedures

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

Legal References:

RCW 28A.335.190	Advertising for bids — Competitive bid procedures — Purchases from inmate work programs — Telephone or written quotation solicitation, limitations — Emergencies
RCW 28A.400.330	Crimes against children — Contractor employees — Termination of contract
RCW 39.04.155	Small works roster contract procedures — Limited public works process Definition
RCW 39.04.280	Competitive bidding requirements — Exemptions
RCW 39.26.160	Bid Awards — Considerations - Requirements and criteria to be set forth — Negotiations — Use of enterprise vendor registrations and bid notification system
RCW 39.30.060	Bids on public works — Identification, substitution of contractors — Review, report of subcontractor listing requirements
Chapter. 39.34 RCW	Interlocal Cooperation Act
2 CFR Part 200—	Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
2 CFR 200.1	Simplified Acquisition Threshold
2 CFR 200.318 –	General Procurement Standards
2 CFR 200.320	Methods of Procurement to be Followed
2 CFR 200.324	Contract Cost and Price
2 CFR 200.520	Criteria for a low-risk auditee
2 CFR Part 3485	Nonprocurement Debarment and Suspension

Management Resources:

- Policy & Legal News*, December 2021
- Policy & Legal News*, December 2020
- Policy Alert*, January 2019
- Policy & Legal News*, August 2018
- Policy & Legal News*, July 2017
- Policy & Legal News*, March 2016

Policy & Legal News, October 2015
Policy & Legal News, June 2015
Policy & Legal News, June 2013
Policy & Legal News, April 2012
Policy News, October 2005



EASTMONT SCHOOL DISTRICT

Relationships, Relevance, Rigor, Results

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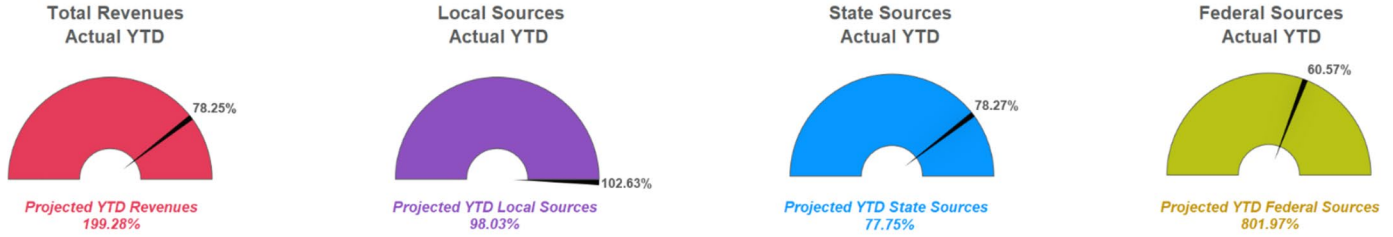
To: Board of Directors
From: Caryn Metsker, Executive Director of Financial Services
Date: July 17, 2023
Subject: Monthly Budget Status Report – June 2023

The information contained in this report is for the fiscal beginning September 1, 2022, through June 2023. A brief summary of key points in operating revenue and expenditures is provided below:

- **General Fund:**
 - YTD Revenue: \$77 million (78% of budget)
 - \$3.8 million more than June 2022
 - Property Tax Collections = \$11.2 million
 - State & Federal Apportionment = \$66 million
 - YTD Expenditures: \$82.4 million (80.8% of budget).
 - \$5.3 million more than June 2022
 - Labor costs make up most expenditures across all programs at approximately \$70.9 million (85% of expenditures), along with a mandatory IPD (cost of living) increase of 5.5% this year.
 - Salary & Benefits are \$4.2 million more than last year at this time
 - Fund balance is estimated to be \$11 million at the end of the year.
- **Capital Projects Fund:**
 - YTD Revenue: \$6.1 million
 - Property Tax Collections = \$5.8 million
 - YTD Expenditures: \$421,566
 - Transfer to Debt Service Fund: \$4,630,550
 - Fund Balance is \$4.5 million
- **Debt Service Fund:**
 - YTD Revenue: \$7.5 million
 - Property Tax Collections = \$1.7 million
 - Transfer from CPF for Non-Voted Bonds = \$4.6 million
 - YTD Expenditures: \$5.6 million
 - Bond Payments are processed in December and June
 - Fund Balance is \$16.8 million
- **ASB Fund:**
 - YTD Revenues: \$531,072
 - \$121,726 more than June 2022
 - YTD Expenditures: \$399,858
 - \$42,142 more than June 2022
 - Fund Balance is \$724,998
- **Transportation Fund:**
 - YTD Expenditures: \$496,040
 - Fund balance is \$1.4 million

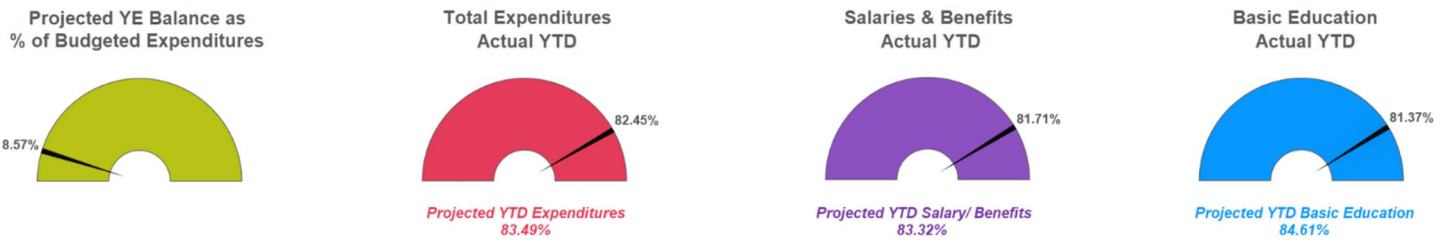
General Fund Revenues | Dashboard Summary

For the Period Ending June 30, 2023

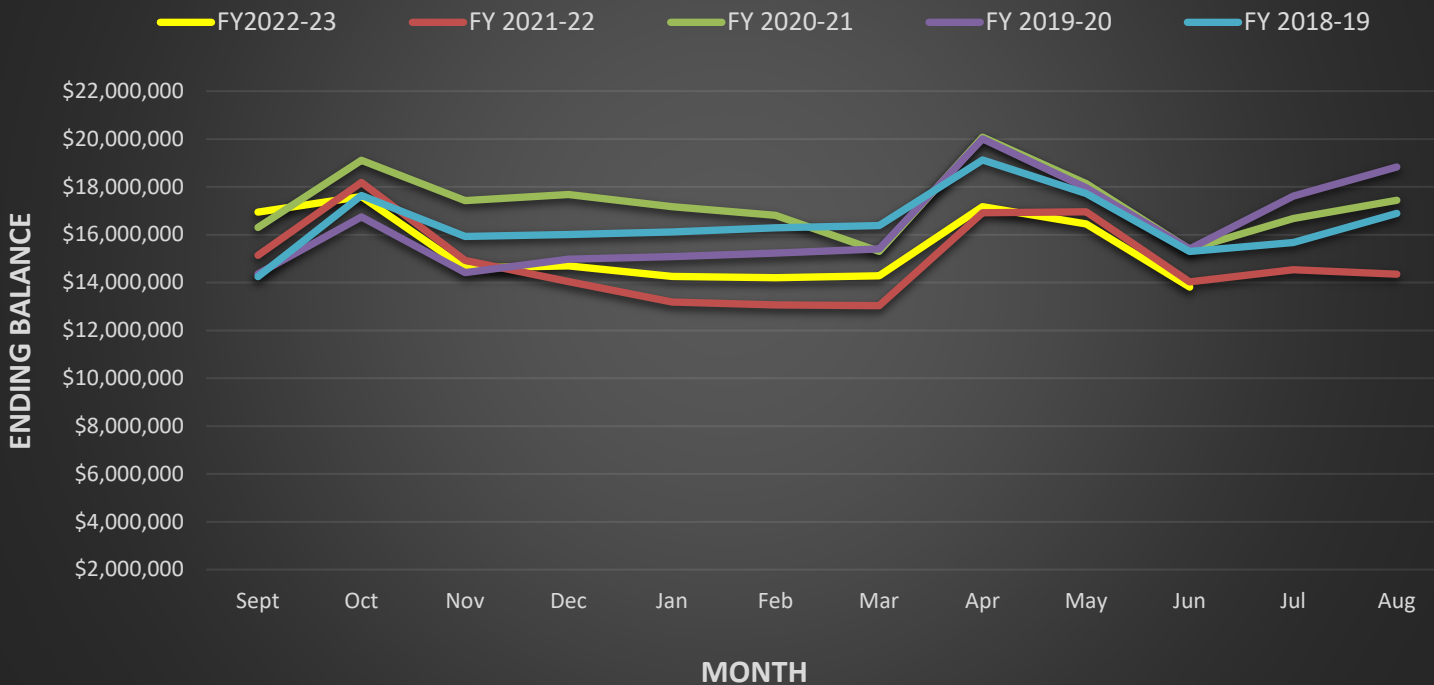


General Fund Expenditures | Dashboard Summary

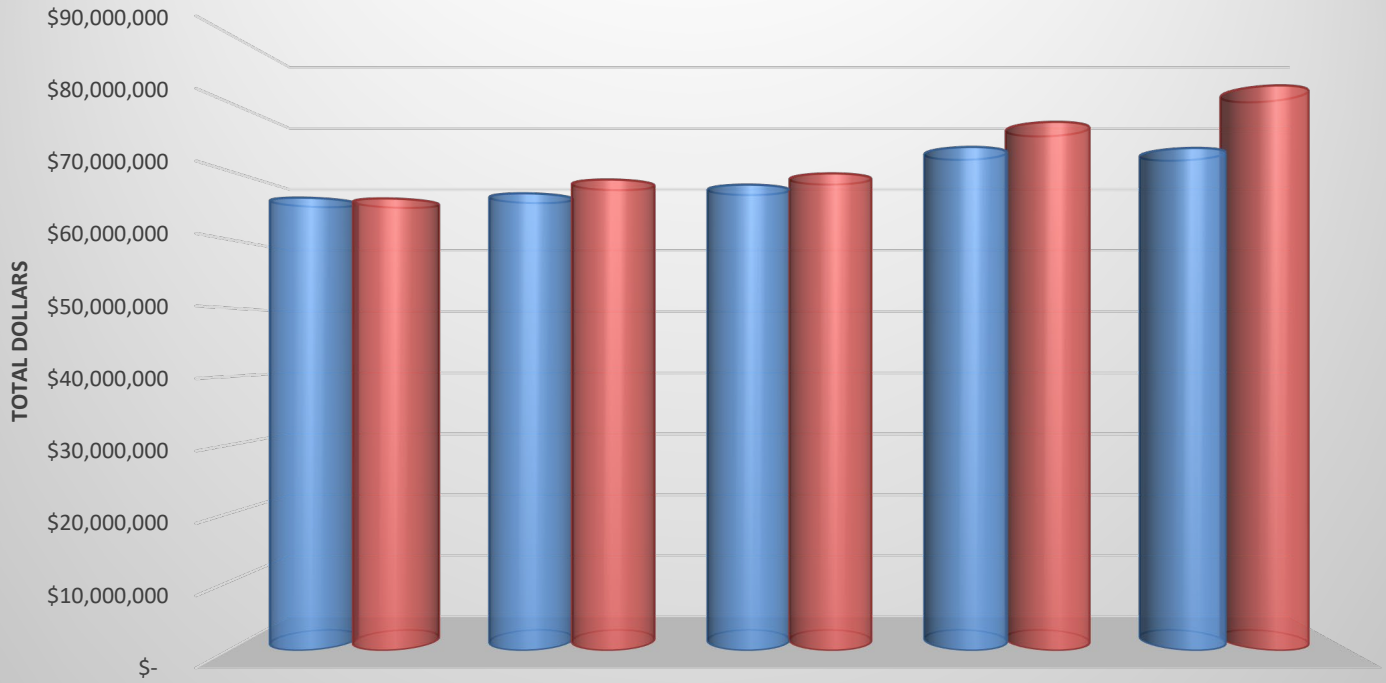
For the Period Ending June 30, 2023



GENERAL FUND MONTH END CASH & INVESTMENT PER COUNTY TREASURER

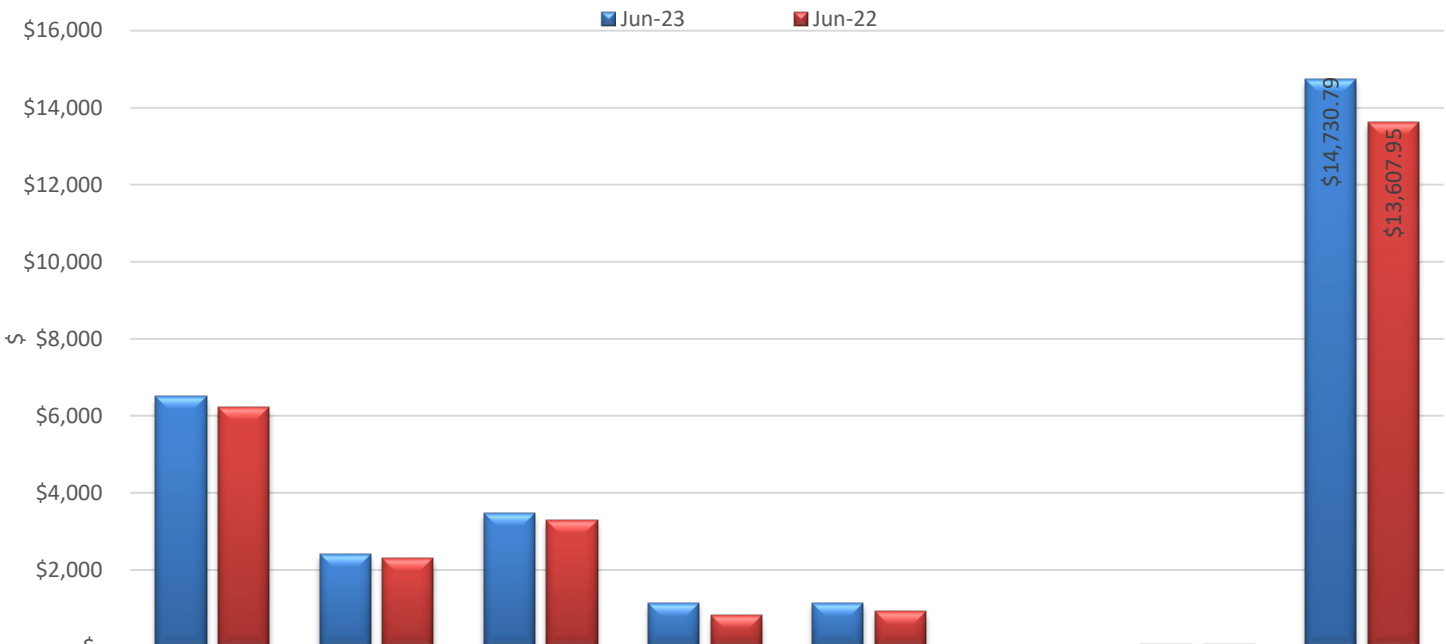


GENERAL FUND 5 YEAR COMPARISON OF REVENUE & EXPD



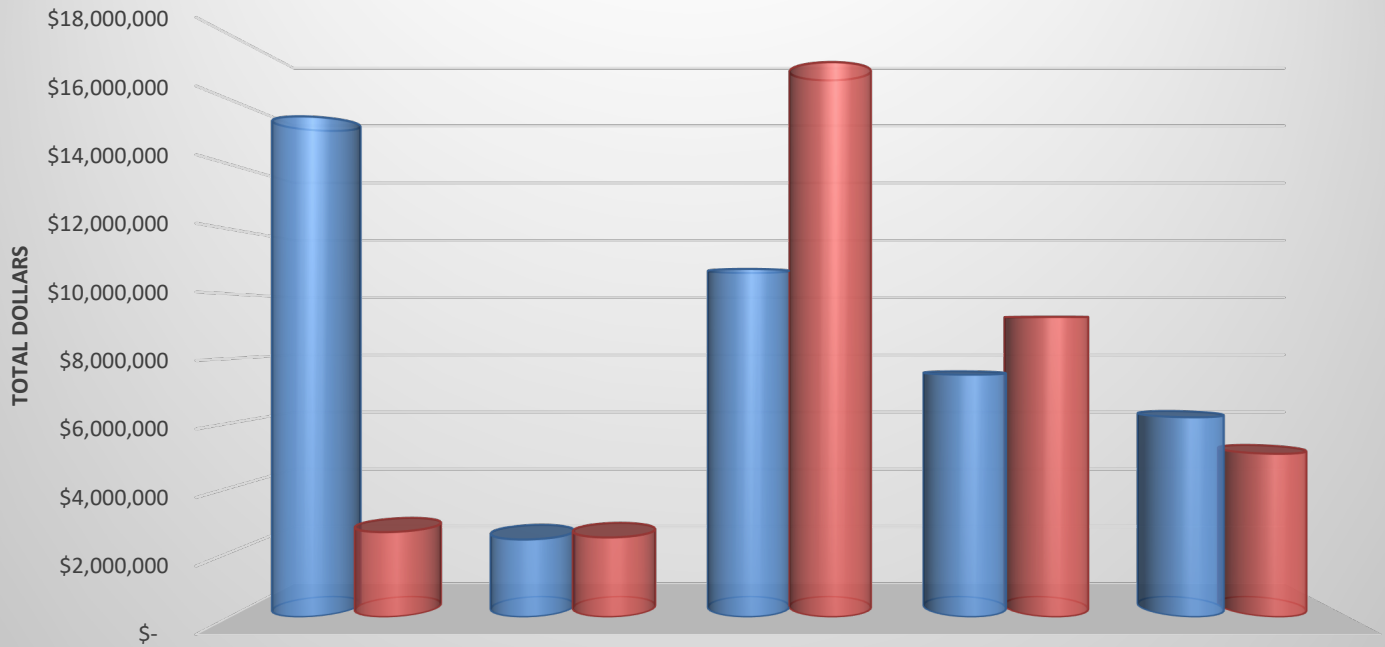
	Jun-19	Jun-20	Jun-21	Jun-22	Jun-23
Revenue	\$66,060,860	\$66,691,595	\$67,951,250	\$73,440,987	\$73,302,363
Expenditures	\$65,946,026	\$68,701,698	\$69,589,086	\$77,097,032	\$82,410,836

Monthly Comparison Per Pupil Expd Category



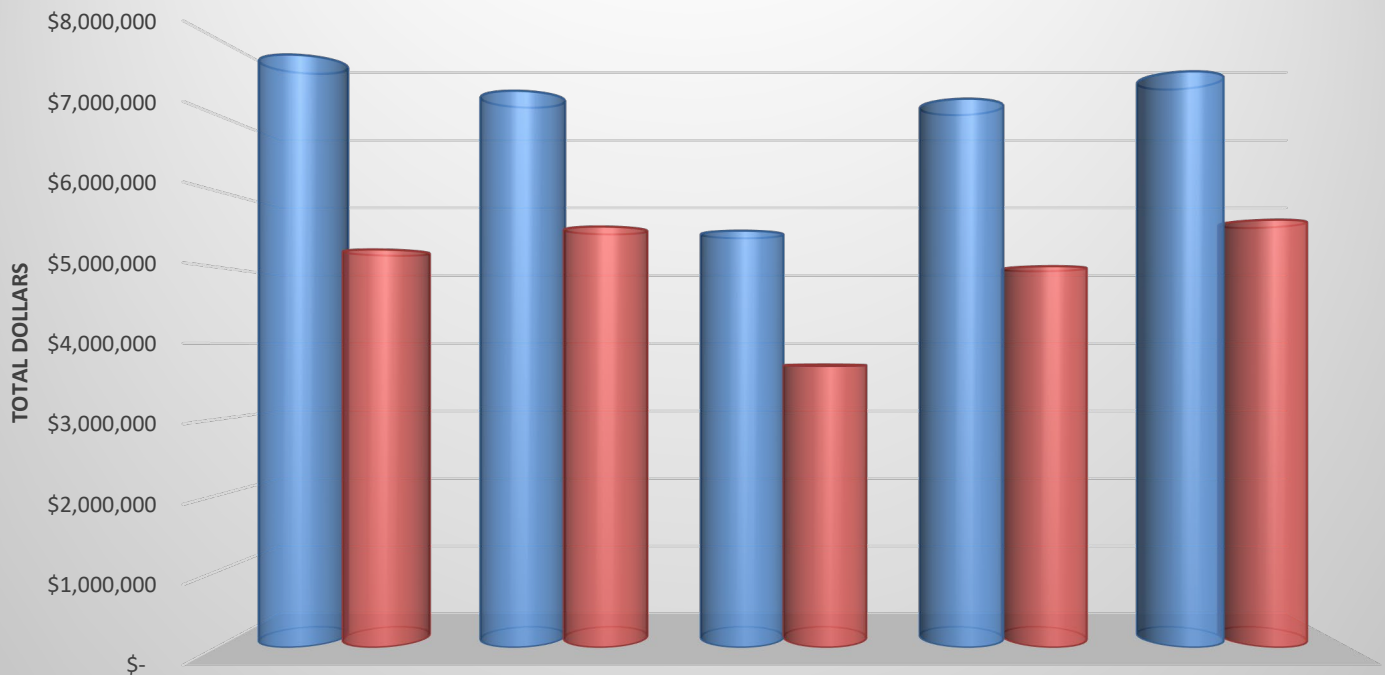
	Jun-23	Jun-22
Certificated Salaries	\$6,506.19	\$6,221.78
Classified Salaries	\$2,406.66	\$2,291.60
Employee Benefits	\$3,471.63	\$3,281.88
Supplies & Inst Materials	\$1,126.15	\$813.88
Purchased Services	\$1,137.92	\$910.67
Travel	\$20.65	\$25.84
Capital Outlay	\$61.59	\$62.30
Total Expenditures	\$14,730.79	\$13,607.95

CAPITAL PROJECTS FUND 5 YEAR COMPARISON OF REVENUE & EXPD



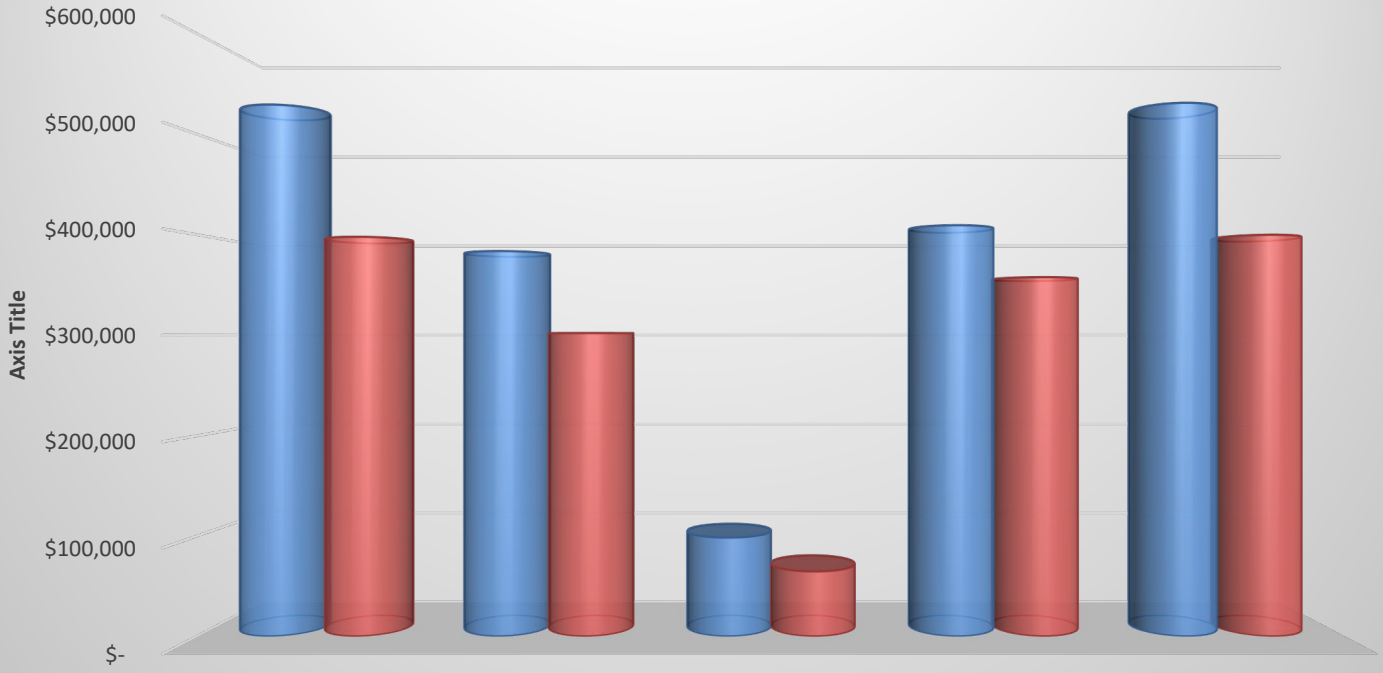
	Jun-19	Jun-20	Jun-21	Jun-22	Jun-23
Revenue	\$15,479,955	\$2,400,126	\$10,767,901	\$7,501,082	\$6,181,889
Expenditures	\$2,628,483	\$2,463,358	\$17,155,049	\$9,292,119	\$5,052,116

DEBT SERVICE FUND 5 YEAR COMPARISON OF REVENUE & EXPD



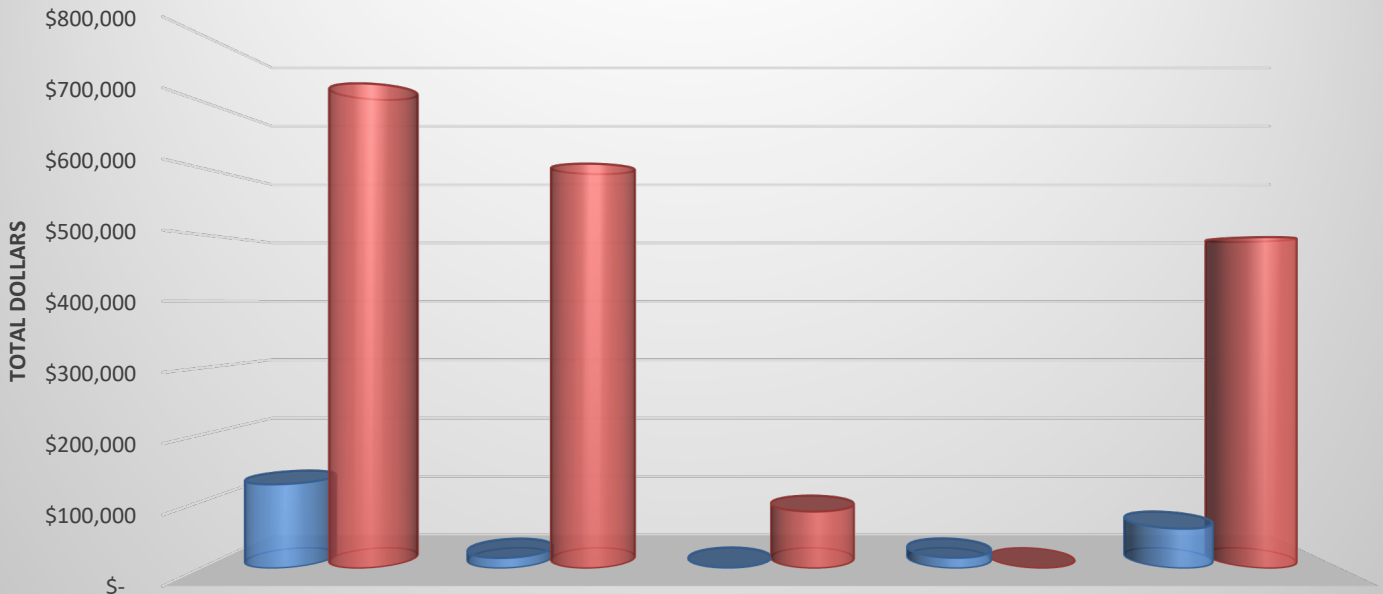
	Jun-19	Jun-20	Jun-21	Jun-22	Jun-23
Revenue	\$7,787,553	\$7,312,644	\$5,476,272	\$7,207,965	\$7,567,539
Expenditures	\$5,230,134	\$5,530,653	\$3,701,187	\$5,010,675	\$5,620,550

ASB FUND 5 YEAR COMPARISON OF REVENUE & EXPD



	Jun-19	Jun-20	Jun-21	Jun-22	Jun-23
Revenue	\$529,312	\$383,645	\$98,488	\$409,346	\$531,072
Expenditures	\$397,844	\$302,139	\$64,732	\$357,715	\$399,858

TRANSPORTATION VEHICLE FUND 5 YEAR COMPARISON OF REVENUE & EXPD



	Jun-19	Jun-20	Jun-21	Jun-22	Jun-23
Revenue	\$125,741	\$15,632	\$1,198	\$15,907	\$59,326
Expenditures	\$726,531	\$606,140	\$85,137	\$-	\$496,040

The following Budget Status Report provides detailed revenue and expenditure information within the following column headings for each fund:

Column Title	Description
<i>Actual thru June 2022</i>	The actual revenue & expenditure amounts posted in the financial records as of the same month in the previous year.
<i>Budget</i>	The original budget amount as adopted by the Board of Directors for the 2022-2023 School Year.
<i>Actual thru June 2023</i>	Includes revenues and expenditures posted in the financial records through the current period.
<i>Budget Remaining</i>	The difference between the Budget and the Actual amounts posted (revenues yet to be received; or expenditures yet to be paid)
<i>% of Budget</i>	The actual amounts posted as a percentage of the budget adopted
<i>Current Year to Prior Year Comparison</i>	Computation of the increase or decrease in revenue/expenditures as compared to the same month in the previous year.

Eastmont School District
Budget to Actual Comparison of Revenues and Expenditures
For the Period Ended June 30, 2023

Budget Year
 Elapsed = 83%

	FY 2021-22	FY 2022-23				Current Year to Prior Year
	Actual thru Jun-22	Budget	Actual thru Jun-23	Budget Remaining	% of Budget	Actual Comparison
GENERAL EXPENSE FUND						
Revenues						
1000 Local Taxes	10,800,470	11,339,878	11,263,058	76,820	99.3%	462,589
2000 Local Nontax	523,939	583,000	922,208	(339,208)	158.2%	398,269
3000 State, General Purpose	40,063,060	55,223,239	43,106,009	12,117,230	78.1%	3,042,949
4000 State, Special Purpose	10,816,019	15,390,732	12,134,452	3,256,280	78.8%	1,318,433
5000 Federal, General Purpose	1,915	2,000	1	1,999	0.0%	(1,914)
6000 Federal, Special Purpose	11,148,300	16,244,902	9,841,523	6,403,379	60.6%	(1,306,776)
7000 Revenues from Other School Districts	80,588	50,000	13,382	36,618	26.8%	(67,206)
8000 Revenues from Other Agencies	6,696	0	0	0	n/a	(6,696)
9000 Other Financing Sources	0	0	21,730	(21,730)	n/a	21,730
Total Revenues	\$73,440,987	\$98,833,751	\$77,302,363	\$21,531,388	78.2%	\$3,861,376
Expenditures						
00 Regular Instruction	41,086,607	55,319,631	44,971,569	10,348,062	81.3%	3,884,962
10 Federal Stimulus	4,178,577	2,049,085	3,264,676	(1,215,591)	n/a	(913,901)
20 Special Ed Instruction	8,691,140	11,131,148	9,397,852	1,733,296	84.4%	706,712
30 Vocational Instruction	3,185,825	4,170,205	3,760,170	410,035	90.2%	574,345
50/60 Compensatory Instruction	6,067,850	9,424,331	6,725,177	2,699,154	71.4%	657,327
70 Other Instructional Program	318,281	407,505	350,925	56,580	86.1%	32,645
80 Community Support	243,591	409,436	408,339	1,097	99.7%	164,748
90 Support Services	13,325,161	19,032,585	13,532,128	5,500,457	71.1%	206,968
Total Expenditures	\$77,097,032	\$101,943,926	\$82,410,836	\$19,533,090	80.8%	\$5,313,805
<i>Operating Transfers: Out to CPF/TVF</i>	(1,943,650)	(430,550)	(430,550)			
Excess (Deficit) of Total Revenue Over (Under) Total Expenditures	(5,599,695)	(3,540,725)	(5,539,024)			
Fund Balance at September 1	\$18,571,001	\$16,440,995	\$14,512,953			
Current Total Fund Balance	\$12,971,306	\$12,900,270	\$8,973,930			
Ending Fund Balance Accounts						
GL 821 Carryover of Restricted Revenue	\$544,438		\$961,737			
GL 840 Nonspendable Fund Balance	\$43,623		\$8,533			
GL 850 Restricted For Uninsured Risk	\$40,000		\$40,000			
GL 875 Assigned to Contingencies	\$50,000		\$50,000			
GL 888 Assigned to Other Purposes	\$5,046,021		\$1,320,794			
GL 891 Unassigned to Minimum Fund Balance	\$7,247,224		\$6,592,867			
GL 890 Unassigned Fund Balance	\$0		\$0			
TOTAL Ending Fund Balance	\$12,971,306		\$8,973,930			

Eastmont School District
Budget to Actual Comparison of Revenues and Expenditures
For the Period Ended June 30, 2023

Budget Year
 Elapsed = 83%

	FY 2021-22	FY 2022-23				Current Year to Prior Year
	Actual thru Jun-22	Budget	Actual thru Jun-23	Budget Remaining	% of Budget	Actual Comparison
CAPITAL PROJECTS FUND						
<u>Revenues</u>						
1000 Local Taxes	5,762,617	5,879,340	5,825,282	54,058	99.1%	62,665
2000 Local Nontax	44,815	63,000	106,200	(43,200)	168.6%	61,385
4000 State, Special Purpose	0	0	43,056	(43,056)	0.0%	43,056
9000 Other Financing Sources	0	180,550	207,350	(26,800)	n/a	207,350
Total Revenues	\$5,807,432	\$6,122,890	\$6,181,889	(\$58,999)	101.0%	\$374,456
<u>Expenditures</u>						
10 Sites	1,762,469	650,000	215,009	434,991	33.1%	(1,547,460)
20 Building	2,498,350	250,000	202,530	47,470	81.0%	(2,295,820)
30 Equipment	402,650	350,000	4,027	345,973	1.2%	(398,623)
50 Sales & Lease Equipment	0	265,000	0	265,000	0.0%	0
Total Expenditures	\$4,663,469	\$1,515,000	\$421,566	\$1,093,434	27.8%	(\$4,241,903)
Operating Transfers: Out to DSF	4,628,650	5,530,550	4,630,550			
Excess (Defecit) of Total Revenue Over (Under) Total Expenditures	(3,484,686)	(922,660)	1,129,773			
Fund Balance at September 1	\$6,085,744	\$2,657,550	\$3,367,975			
Current Total Fund Balance	\$2,601,058	\$1,734,890	\$4,497,748			

	FY 2021-22	FY 2022-23				Current Year to Prior Year
	Actual thru Jun-22	Budget	Actual thru Jun-23	Budget Remaining	% of Budget	Actual Comparison
DEBT SERVICE FUND						
<u>Revenues</u>						
1000 Local Taxes	2,177,013	1,766,150	1,761,289	4,861	99.7%	(415,724)
2000 Local Nontax	14,494	10,000	400,083	(390,083)	4000.8%	385,589
5000 Federal, Special Purpose	387,809	776,000	775,618	383	100.0%	387,809
9000 Other Financing Sources	4,628,650	5,530,550	4,630,550	900,000	83.7%	1,900
Total Revenues	\$7,207,965	\$8,082,700	\$7,567,539	\$515,161	93.6%	\$359,574
<u>Expenditures</u>						
Matured Bond Expenditures	4,360,000	5,990,000	4,450,000	1,540,000	74.3%	90,000
Interest on Bonds	650,675	1,169,650	1,169,650	0	100.0%	518,975
Bond Transfer Fees	0	900,000	900	899,100	0.1%	900
Total Expenditures	\$5,010,675	\$8,059,650	\$5,620,550	\$2,439,100	69.7%	\$609,875
Other Financing Uses:	0	0	0			
Excess (Defecit) of Total Revenue Over (Under) Total Expenditures	2,197,290	23,050	1,946,989			
Fund Balance at September 1	\$12,795,318	\$13,403,550	\$14,848,842			
Current Total Fund Balance	\$14,992,609	\$13,426,600	\$16,795,831			

Eastmont School District
Budget to Actual Comparison of Revenues and Expenditures
For the Period Ended June 30, 2023

Budget Year
 Elapsed = 83%

	FY 2021-22	FY 2022-23				Current Year to Prior Year
	Actual thru Jun-22	Budget	Actual thru Jun-23	Budget Remaining	% of Budget	Actual Comparison
ASSOCIATED STUDENT BODY FUND						
<u>Revenues</u>						
1000 General Student Body	155,718	206,350	215,218	(8,868)	104.3%	59,500
2000 Athletics	147,726	305,540	163,597	141,943	53.5%	15,871
4000 Clubs	92,465	255,925	114,254	141,671	44.6%	21,789
6000 Private Moneys	13,436	22,500	38,003	(15,503)	168.9%	24,567
Total Revenues	\$409,346	\$790,315	\$531,072	\$259,243	67.2%	\$121,726
<u>Expenditures</u>						
1000 General Student Body	133,446	228,200	148,593	79,607	65.1%	15,147
2000 Athletics	121,916	181,154	124,999	56,155	69.0%	3,083
4000 Clubs	89,097	238,015	107,664	130,351	45.2%	18,568
6000 Private Moneys	13,257	15,000	18,602	(3,602)	124.0%	5,345
Total Expenditures	\$357,715	\$662,369	\$399,858	\$262,511	60.4%	\$42,142
Excess (Defecit) of Total Revenue Over (Under) Total Expenditures	51,630	127,946	131,214			
Fund Balance at September 1	\$585,394	\$637,025	\$593,784			
Current Total Fund Balance	\$637,025	\$764,971	\$724,998			
Ending Fund Balance by School:						
<i>Eastmont High School</i>	<i>\$414,781</i>		<i>\$471,926</i>			
<i>Eastmont Junior High</i>	<i>\$152,433</i>		<i>\$149,988</i>			
<i>Sterling Junior High</i>	<i>\$30,598</i>		<i>\$41,132</i>			
<i>Clovis Point Elementary</i>	<i>\$21,413</i>		<i>\$23,387</i>			
<i>Cascade Elementary</i>	<i>\$0</i>		<i>\$4,054</i>			
<i>Grant Elementary</i>	<i>\$3,487</i>		<i>\$7,591</i>			
<i>Lee Elementary</i>	<i>\$6,218</i>		<i>\$11,339</i>			
<i>Kenroy Elementary</i>	<i>\$6,350</i>		<i>\$10,261</i>			
<i>Rock Island Elementary</i>	<i>\$1,745</i>		<i>\$5,321</i>			
	<u><i>\$637,025</i></u>		<u><i>\$724,998</i></u>			

	FY 2021-22	FY 2022-23				Current Year to Prior Year
	Actual thru Jun-22	Budget	Actual thru Jun-23	Budget Remaining	% of Budget	Actual Comparison
TRANSPORTATION VEHICLE FUND						
<u>Revenues</u>						
2000 Local Nontax	1,907	1,000	59,326	-58,326	5932.6%	57,419
9000 Other Financing Sources	14,000	0	0	0	n/a	(14,000)
Total Revenues	\$15,907	\$1,000	\$59,326	(\$58,326)	5932.6%	\$43,419
<u>Expenditures</u>						
Program 99 PUPIL TRANSPORTATION						
Type 30 - Equipment	0	1,500,000	496,040	1,003,960	33.1%	496,040
Type 60 - Bond Levy Insurance	0	0	0	0	n/a	0
Type 90 - Debt	0	0	0	0	n/a	0
Total Expenditures	\$0	\$1,500,000	\$496,040	\$1,003,960	33.1%	\$496,040
<i>Operating Transfers: In from GF</i>	250,000	250,000	250,000			
Excess (Defecit) of Total Revenue Over (Under) Total Expenditures	265,907	(1,249,000)	(186,713)			
Fund Balance at September 1	\$1,052,190	\$1,629,445	\$1,634,823			
Current Total Fund Balance	\$1,318,098	\$380,445	\$1,448,109			



EASTMONT SCHOOL DISTRICT

Relationships, Relevance, Rigor, Results

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TO: Board of Directors
FROM: Becky Berg, Superintendent
SUBJECT: Request for Surplus
DATE: July 17, 2023

CATEGORY

Informational Discussion Only Discussion & Action Action

BACKGROUND INFORMATION AND ADMINISTRATIVE CONSIDERATION

Eastmont Technology Department the attached lists of equipment as being end of life/no longer able to use be declared as surplus:

ATTACHMENTS

None

FISCAL IMPACT

Revenue, if sold

RECOMMENDATION

The administration recommends the Board authorize said property as surplus.

Technology Surplus - July 2023

Asset Tag	Model	Location	Room
14637	Hitachi CP-X3010Z	Technology	Tech Shed
15779	Hitachi CP-X2521WN	Technology	Tech Shed
15961	Epson Brightlink 485WI	Technology	Tech Shed
15993	Hitachi CP-X2521WN	Technology	Tech Shed
16006	Hitachi CP-X2020	Technology	Tech Shed
16059	Hitachi CP-X2010	Technology	Tech Shed
16499	Lenovo ThinkPad T530	Technology	Tech Shed
16518	Lenovo ThinkPad T530	Technology	Tech Shed
16683	Epson BrightLink 455wi	Technology	Tech Shed
16695	Lenovo ThinkPad T530	Technology	Tech Shed
16704	Epson Brightlink 485WI	Technology	Tech Shed
16705	Epson Brightlink 485WI	Technology	Tech Shed
16706	Epson Brightlink 485WI	Technology	Tech Shed
16707	Epson Brightlink 485WI	Technology	Tech Shed
16708	Epson Brightlink 485WI	Technology	Tech Shed
16709	Epson Brightlink 485WI	Technology	Tech Shed
16710	Epson Brightlink 485WI	Technology	Tech Shed
16711	Epson Brightlink 485WI	Technology	Tech Shed
16712	Epson Brightlink 485WI	Technology	Tech Shed
16713	Epson Brightlink 485WI	Technology	Tech Shed
16714	Epson Brightlink 485WI	Technology	Tech Shed
16715	Epson Brightlink 485WI	Technology	Tech Shed
16716	Epson Brightlink 485WI	Technology	Tech Shed
16717	Epson Brightlink 485WI	Technology	Tech Shed
16718	Epson Brightlink 485WI	Technology	Tech Shed
16719	Epson Brightlink 485WI	Technology	Tech Shed
16720	Epson Brightlink 485WI	Technology	Tech Shed
16721	Epson Brightlink 485WI	Technology	Tech Shed
16722	Epson Brightlink 485WI	Technology	Tech Shed
16723	Epson Brightlink 485WI	Technology	Tech Shed
16724	Epson Brightlink 485WI	Technology	Tech Shed
16725	Epson Brightlink 485WI	Technology	Tech Shed
16726	Epson Brightlink 485WI	Technology	Tech Shed
16727	Epson Brightlink 485WI	Technology	Tech Shed
16728	Epson Brightlink 485WI	Technology	Tech Shed
16729	Epson Brightlink 485WI	Technology	Tech Shed
16730	Epson Brightlink 485WI	Technology	Tech Shed
16731	Epson Brightlink 485WI	Technology	Tech Shed
16732	Epson Brightlink 485WI	Technology	Tech Shed
16733	Epson Brightlink 485WI	Technology	Tech Shed
16734	Epson Brightlink 485WI	Technology	Tech Shed
16735	Epson Brightlink 485WI	Technology	Tech Shed
16736	Epson Brightlink 485WI	Technology	Tech Shed
16737	Epson Brightlink 485WI	Technology	Tech Shed
16738	Epson Brightlink 485WI	Technology	Tech Shed
16739	Epson Brightlink 485WI	Technology	Tech Shed

Technology Surplus - July 2023

16740	Epson Brightlink 485WI	Technology	Tech Shed
16741	Epson Brightlink 485WI	Technology	Tech Shed
16742	Epson Brightlink 485WI	Technology	Tech Shed
16743	Epson Brightlink 485WI	Technology	Tech Shed
16744	Epson Brightlink 485WI	Technology	Tech Shed
16745	Epson Brightlink 485WI	Technology	Tech Shed
16746	Epson Brightlink 485WI	Technology	Tech Shed
16747	Epson Brightlink 485WI	Technology	Tech Shed
16748	Epson Brightlink 485WI	Technology	Tech Shed
16749	Epson Brightlink 485WI	Technology	Tech Shed
16750	Epson Brightlink 485WI	Technology	Tech Shed
17002	Lenovo Helix 3701	Technology	Tech Shed
17003	Lenovo Helix 3701	Technology	Tech Shed
17004	Lenovo Helix 3701	Technology	Tech Shed
17005	Lenovo ThinkPad T530	Technology	Tech Shed
17024	Lenovo ThinkPad T530	Technology	Tech Shed
17032	Lenovo ThinkPad T530	Technology	Tech Shed
17155	Lenovo Helix 3701	Technology	Tech Shed
17156	Lenovo Helix 3701	Technology	Tech Shed
17158	Lenovo Helix 3701	Technology	Tech Shed
17159	Lenovo Helix 3701	Technology	Tech Shed
17164	Lenovo Helix 3701	Technology	Tech Shed
17363	Epson Brightlink 595WI	Technology	Tech Shed
17364	Epson Brightlink 595WI	Technology	Tech Shed
17365	Epson Brightlink 595WI	Technology	Tech Shed
17366	Epson Brightlink 595WI	Technology	Tech Shed
17403	Epson Brightlink 595WI	Technology	Tech Shed
17432	Epson Brightlink 595WI	Technology	Tech Shed
17433	Epson Brightlink 595WI	Technology	Tech Shed
17434	Epson Brightlink 595WI	Technology	Tech Shed
17435	Epson Brightlink 595WI	Technology	Tech Shed
17436	Epson Brightlink 595WI	Technology	Tech Shed
17437	Epson Brightlink 595WI	Technology	Tech Shed
17438	Epson Brightlink 595WI	Technology	Tech Shed
17439	Epson Brightlink 595WI	Technology	Tech Shed
17441	Epson Brightlink 595WI	Technology	Tech Shed
17442	Epson Brightlink 595WI	Technology	Tech Shed
17480	Epson Brightlink 595WI	Technology	Tech Shed
17500	Epson Brightlink 595WI	Technology	Tech Shed
19313	Epson Brightlink 595WI	Technology	Tech Shed
19314	Epson Brightlink 595WI	Technology	Tech Shed
19618	Lenovo X1 Carbon	Technology	Tech Shed
19653	Epson PowerLite 99W	Technology	Tech Shed
19654	Epson Brightlink 485WI	Technology	Tech Shed
19655	Epson Brightlink 485WI	Technology	Tech Shed
19656	Epson Brightlink 485WI	Technology	Tech Shed
19740	LightSpeed Redcat Access	Technology	Tech Shed

Technology Surplus - July 2023

19748	Epson Brightlink 595WI	Technology	Tech Shed
19749	Epson Brightlink 595WI	Technology	Tech Shed
19750	Hitachi CP-X2530WN	Technology	Tech Shed
19800	Epson Brightlink 485WI	Technology	Tech Shed
19807	Epson Brightlink 595WI	Technology	Tech Shed
19808	Epson Brightlink 595WI	Technology	Tech Shed
19809	Epson Brightlink 595WI	Technology	Tech Shed
19810	Epson Brightlink 595WI	Technology	Tech Shed
19811	Epson Brightlink 595WI	Technology	Tech Shed
20053	Epson Brightlink 595WI	Technology	Tech Shed
20054	Epson Brightlink 485WI	Technology	Tech Shed
20075	Epson Brightlink 595WI	Technology	Tech Shed
20139	Hitachi BZ-1	Technology	Tech Shed
20583	HP Chromebook 11 G6 EE	Technology	Tech Shed
20826	Epson Brightlink 595WI	Technology	Tech Shed
20827	Epson Brightlink 595WI	Technology	Tech Shed
21143	Lenovo 10AA Tiny i5	Technology	Tech Shed
21145	Lenovo 10AA Tiny i5	Technology	Tech Shed
21365	Asus C100PA-DS03 Touchscreen	Technology	Tech Shed
21366	Asus C100PA-DS03 Touchscreen	Technology	Tech Shed
21367	Asus C100PA-DS03 Touchscreen	Technology	Tech Shed
21368	Asus C100PA-DS03 Touchscreen	Technology	Tech Shed
21369	Asus C100PA-DS03 Touchscreen	Technology	Tech Shed
21630	AOpen Chromebox Commercial	Technology	Tech Shed
21942	Lenovo 30BJ Xeon	Technology	Tech Shed
21943	Lenovo 30BJ Xeon	Technology	Tech Shed
21944	Lenovo 30BJ Xeon	Technology	Tech Shed
21945	Lenovo 30BJ Xeon	Technology	Tech Shed
21946	Lenovo 30BJ Xeon	Technology	Tech Shed
21947	Lenovo 30BJ Xeon	Technology	Tech Shed
21948	Lenovo 30BJ Xeon	Technology	Tech Shed
21949	Lenovo 30BJ Xeon	Technology	Tech Shed
21950	Lenovo 30BJ Xeon	Technology	Tech Shed
21951	Lenovo 30BJ Xeon	Technology	Tech Shed
21952	Lenovo 30BJ Xeon	Technology	Tech Shed
21953	Lenovo 30BJ Xeon	Technology	Tech Shed
21954	Lenovo 30BJ Xeon	Technology	Tech Shed
21955	Lenovo 30BJ Xeon	Technology	Tech Shed
21956	Lenovo 30BJ Xeon	Technology	Tech Shed
21957	Lenovo 30BJ Xeon	Technology	Tech Shed
21958	Lenovo 30BJ Xeon	Technology	Tech Shed
21959	Lenovo 30BJ Xeon	Technology	Tech Shed
21960	Lenovo 30BJ Xeon	Technology	Tech Shed
21961	Lenovo 30BJ Xeon	Technology	Tech Shed
21962	Lenovo 30BJ Xeon	Technology	Tech Shed
21963	Lenovo 30BJ Xeon	Technology	Tech Shed
21964	Lenovo 30BJ Xeon	Technology	Tech Shed

Technology Surplus - July 2023

21965	Lenovo 30BJ Xeon	Technology	Tech Shed
21966	Lenovo 30BJ Xeon	Technology	Tech Shed
21967	Lenovo 30BJ Xeon	Technology	Tech Shed
21968	Lenovo 30BJ Xeon	Technology	Tech Shed
21969	Lenovo 30BJ Xeon	Technology	Tech Shed
21971	Lenovo 30BJ Xeon	Technology	Tech Shed
21972	Lenovo 30BJ Xeon	Technology	Tech Shed
22006	Hitachi CP-EW301N	Technology	Tech Shed
22007	Hitachi CP-EW301N	Technology	Tech Shed
22008	Hitachi CP-EW301N	Technology	Tech Shed
22010	Hitachi CP-EW301N	Technology	Tech Shed
22011	Hitachi CP-EW301N	Technology	Tech Shed
22012	Hitachi CP-EW301N	Technology	Tech Shed
22013	Hitachi CP-EW301N	Technology	Tech Shed
22014	Hitachi CP-EW301N	Technology	Tech Shed
22015	Hitachi CP-EW301N	Technology	Tech Shed
22016	Hitachi CP-EW301N	Technology	Tech Shed
22017	Hitachi CP-EW301N	Technology	Tech Shed
22018	Hitachi CP-EW301N	Technology	Tech Shed
22019	Hitachi CP-EW301N	Technology	Tech Shed
22020	Hitachi CP-EW301N	Technology	Tech Shed
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22022	Hitachi CP-EW301N	Technology	Tech Shed
22024	Hitachi CP-EW301N	Technology	Tech Shed
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22045	Hitachi CP-EW301N	Technology	Tech Shed
22046	Hitachi CP-EW301N	Technology	Tech Shed
22047	Hitachi CP-EW301N	Technology	Tech Shed
22048	Hitachi CP-EW301N	Technology	Tech Shed

Technology Surplus - July 2023

22049	Hitachi CP-EW301N	Technology	Tech Shed
22050	Hitachi CP-EW301N	Technology	Tech Shed
22051	Hitachi CP-EW301N	Technology	Tech Shed
22052	Hitachi CP-EW301N	Technology	Tech Shed
22053	Hitachi CP-EW301N	Technology	Tech Shed
22054	Hitachi CP-EW301N	Technology	Tech Shed
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22064	Hitachi CP-EW301N	Technology	Tech Shed
22065	Hitachi CP-EW301N	Technology	Tech Shed
22066	Hitachi CP-EW301N	Technology	Tech Shed
22067	Hitachi CP-EW301N	Technology	Tech Shed
22068	Hitachi CP-EW301N	Technology	Tech Shed
22069	Hitachi CP-EW301N	Technology	Tech Shed
22070	Hitachi CP-EW301N	Technology	Tech Shed
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22093	Hitachi CP-EW301N	Technology	Tech Shed
22094	Hitachi CP-EW301N	Technology	Tech Shed
22095	Hitachi CP-EW301N	Technology	Tech Shed
22096	Hitachi CP-EW301N	Technology	Tech Shed

Technology Surplus - July 2023

22097	Hitachi CP-EW301N	Technology	Tech Shed
22098	Hitachi CP-EW301N	Technology	Tech Shed
22099	Hitachi CP-EW301N	Technology	Tech Shed
22100	Hitachi CP-EW301N	Technology	Tech Shed
22101	Hitachi CP-EW301N	Technology	Tech Shed
22102	Hitachi CP-EW301N	Technology	Tech Shed
22103	Hitachi CP-EW301N	Technology	Tech Shed
22104	Hitachi CP-EW301N	Technology	Tech Shed
22105	Hitachi CP-EW301N	Technology	Tech Shed
22108	Hitachi CP-EW301N	Technology	Tech Shed
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22134	Hitachi CP-EW301N	Technology	Tech Shed
22135	Hitachi CP-EW301N	Technology	Tech Shed
22136	Hitachi CP-EW301N	Technology	Tech Shed
22138	Hitachi CP-EW301N	Technology	Tech Shed
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22143	Hitachi CP-EW301N	Technology	Tech Shed
22144	Hitachi CP-EW301N	Technology	Tech Shed
22145	Hitachi CP-EW301N	Technology	Tech Shed
22146	Hitachi CP-EW301N	Technology	Tech Shed
22147	Hitachi CP-EW301N	Technology	Tech Shed
22148	Hitachi CP-EW301N	Technology	Tech Shed

Technology Surplus - July 2023

22149	Hitachi CP-EW301N	Technology	Tech Shed
22150	Hitachi CP-EW301N	Technology	Tech Shed
22151	Hitachi CP-EW301N	Technology	Tech Shed
22152	Hitachi CP-EW301N	Technology	Tech Shed
22153	Hitachi CP-EW301N	Technology	Tech Shed
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22155	Hitachi CP-EW301N	Technology	Tech Shed
22156	Hitachi CP-EW301N	Technology	Tech Shed
22157	Hitachi CP-EW301N	Technology	Tech Shed
22158	Hitachi CP-EW301N	Technology	Tech Shed
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22162	Hitachi CP-EW301N	Technology	Tech Shed
22163	Hitachi CP-EW301N	Technology	Tech Shed
22164	Hitachi CP-EW301N	Technology	Tech Shed
22165	Hitachi CP-EW301N	Technology	Tech Shed
22166	Hitachi CP-EW301N	Technology	Tech Shed
22971	Lenovo N22 Chromebook	Technology	Tech Shed
22972	Lenovo N22 Chromebook	Technology	Tech Shed
22973	Lenovo N22 Chromebook	Technology	Tech Shed
22974	Lenovo N22 Chromebook	Technology	Tech Shed
22975	Lenovo N22 Chromebook	Technology	Tech Shed
22976	Lenovo N22 Chromebook	Technology	Tech Shed
22977	Lenovo N22 Chromebook	Technology	Tech Shed
22978	Lenovo N22 Chromebook	Technology	Tech Shed
22979	Lenovo N22 Chromebook	Technology	Tech Shed
22980	Lenovo N22 Chromebook	Technology	Tech Shed
22981-TECH	Lenovo N22 Chromebook	Technology	Tech Shed
22982	Lenovo N22 Chromebook	Technology	Tech Shed
22983	Lenovo N22 Chromebook	Technology	Tech Shed
22984	Lenovo N22 Chromebook	Technology	Tech Shed
22985	Lenovo N22 Chromebook	Technology	Tech Shed
22986	Lenovo N22 Chromebook	Technology	Tech Shed
22987	Lenovo N22 Chromebook	Technology	Tech Shed
22988	Lenovo N22 Chromebook	Technology	Tech Shed
22989	Lenovo N22 Chromebook	Technology	Tech Shed
22990	Lenovo N22 Chromebook	Technology	Tech Shed
22991	Lenovo N22 Chromebook	Technology	Tech Shed
22992	Lenovo N22 Chromebook	Technology	Tech Shed
22993	Lenovo N22 Chromebook	Technology	Tech Shed
22994	Lenovo N22 Chromebook	Technology	Tech Shed
22995	Lenovo N22 Chromebook	Technology	Tech Shed
22996	Lenovo N22 Chromebook	Technology	Tech Shed
22997	Lenovo N22 Chromebook	Technology	Tech Shed
22998	Lenovo N22 Chromebook	Technology	Tech Shed
22999	Lenovo N22 Chromebook	Technology	Tech Shed

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23000	Lenovo N22 Chromebook	Technology	Tech Shed
23154	Hitachi CP-WX3041WN	Technology	Tech Shed
23415	AOpen Chromebox Commercial	Technology	Tech Shed
23416	AOpen Chromebox Commercial	Technology	Tech Shed
23417`	AOpen Chromebox Commercial	Technology	Tech Shed
23418	AOpen Chromebox Commercial	Technology	Tech Shed
26920	AOpen Chromebox Commercial	Technology	Tech Shed
30240	Lenovo 100e Chromebook	Technology	Tech Shed
32584	Lenovo 100e Chromebook	Technology	Tech Shed
32700	Lenovo 100e Chromebook	Technology	Tech Shed
34581	Lenovo xTablet Flex 10B	Technology	Tech Shed
34582	Lenovo xTablet Flex 10B	Technology	Tech Shed
34583	Lenovo xTablet Flex 10B	Technology	Tech Shed
34584	Lenovo xTablet Flex 10B	Technology	Tech Shed
34585	Lenovo xTablet Flex 10B	Technology	Tech Shed
36108	Lenovo 100e Chromebook	Technology	Tech Shed
20	Various old monitors	Technology	Tech Shed
2 boxes	Chargers for old surplus Asus chromebooks		
2 boxes	Old PC under desk mounts for full form factor PCs		
1	Small cabinet for CBs (broken)		
2	Metal laptop carts		
6 boxes	Lenovo monitor stands		

EASTMONT SCHOOL BOARD'S OPERATING PROTOCOL

For the purpose of enhancing teamwork among members of the board and between the board and the administration, we, the members of the Eastmont School Board, do hereby publicly commit ourselves collectively and individually to the following operating protocol:

1. **Don't spring surprises on other board members or the superintendent.** Surprises to the board or the superintendent will be the exception, not the rule. There should be no surprises at a board meeting. We agree to ask the board president or the superintendent to place an item on the agenda instead of bringing it up unexpectedly at the meeting.
2. **Communication between staff and the board is encouraged.** However, board requests that will likely require considerable time or have political implications are to be directed to the superintendent. All personnel complaints and criticisms received by the board or its individual members will be directed to the superintendent.
3. **Follow the chain of command.** The last stop, not the first, will be the board. We agree to follow the chain of command and insist that others do so. While the board is eager to listen to its constituents and staff, each inquiry is to be referred to the person who can properly and expeditiously address the issue.
4. **Own your own issues.** The board will not be a ball carrier for others-but rather, will encourage others to present their own issues, problems, or proposals when discussing issues.
5. **Practice the governance role.** The board will emphasize planning, policy-making, and communication rather than becoming involved in the management of the schools;
6. **Annually conduct a self-assessment/evaluation.** The board will address its behavior by yearly self evaluation and by addressing itself to any individual problems, such as poor meeting attendance or leaks of confidential information.
7. **Clearly stated goals.** The board will set clear goals for themselves and the superintendent. The board and superintendent will set clear goals for Eastmont School District.
8. **Utilize superintendent input.** The superintendent should make recommendations, proposals or suggestions on most matters that come before the board.

- 9. **Board acts only as a body.** Individual board members do not have authority. Only the board as a whole has authority. We agree that an individual board member will not take unilateral action. The board president will communicate the portion(s) of the board on controversial issues. When board members serve on various school committees their role will be defined by the board as silent observer or active participant.
- 10. **Debate the issues, not one another.** Conduct at a board meeting is very important. We agree to avoid words and actions that create a negative impression on an individual, the board, or the district. While we encourage debate and differing points of view, we will do it with care and respect to avoid an escalation of negative impressions or incidents.
- 11. **Avoid marathon board meetings.** To be efficient and effective, long board meetings must be avoided. Points are to be made in as few words as possible; speeches at board meeting will be minimal. If a board member believes he/she doesn't have enough information or has questions, either the superintendent or board chair is to be called before the meeting.
- 12. **Practice efficient decision-making.** Board meetings are for decision-making, action, and votes, not endless discussion. We agree to move the question when discussion is repetitive.
- 13. **Speak to agenda issues.** The board will not play to the audience. We agree to speak to the issues on the agenda and attend to our fellow board members. Facts and information needed from the administration will be referred to the superintendent.
- 14. **Executive/closed sessions will be held only for appropriate subjects.** Executive sessions will be held only when specific needs arise. Board members will be extremely sensitive to the legal ramifications of their meetings and comments.
- 15. **Children's interests come first.** The board will represent the needs and interest of all the children in our district.


 Whitney Smith, Board President


 Cindy Wright, Board Vice President


 Jason Heinz, Board Member


 Steve Piccirillo, Board Member


 Meaghan Vibbert, Board Member

7/11/2022
 Date

BOARD SELF-ASSESSMENT

Each individual board member will annually review the *WSSDA Individual School Director Standards* as a basis for assessing his/her own conduct as an elected representative of the board of directors. Collectively, the Board will assess its performance in terms of its five major functions:

A. Responsible school district governance

The Board will demonstrate its responsibilities for establishing an organizational structure by:

1. Enacting policies that provide a definite course of action;
2. Monitoring the implementation of policies;
3. Reviewing proposed labor agreements, staffing recommendations and staff evaluations;
4. Formulating budgets; and
5. Working to ensure a healthy learning and working environment that supports continuous improvement.

B. Communication of and commitment to high expectations for student learning

The Board will demonstrate its responsibility for providing a community vision of its schools by:

1. Working with the community to determine the District's educational program and what students need to know and be able to do;
2. Formulating educational goals based on community expectations and the needs of students;
3. Encouraging leadership, instruction and assessment, and curriculum development activities directed toward goals; and
4. Annually reviewing the District's progress and direction against its vision.

C. Creating conditions district-wide for student and staff success

The Board will demonstrate accountability by:

1. Employing and supporting quality teachers, administrators, and other staff;
2. Adopting and monitoring an annual budget that allocates resources based on the District's vision, goals, and priorities;
3. Providing for learning essentials including rigorous curriculum, technology, and high quality facilities;
4. Providing for the safety and security of all staff and students;
5. Reviewing building and grounds maintenance and needs;
6. Reviewing transportation services and other support services; and
7. Initiating and reviewing internal and external audits.

D. Holding the district accountable for student learning

The Board will oversee the District and superintendent's performance by:

1. Annually reviewing district and school improvement plans;
2. Developing written expectations for the superintendent and communicating those to the community; and
3. Basing decisions about the superintendent's contract on the objective evaluation of the superintendent's achievement of performance expectations.

E. Engagement of the community in education

The Board will advocate for education and on behalf of students and their schools by:

1. Keeping the community informed about its schools;
2. Participating in school and community activities; and
3. Encouraging citizen involvement in the schools.