



## EASTMONT SCHOOL DISTRICT

*Relationships, Relevance, Rigor, Results*

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

### **BOARD OF DIRECTORS REGULAR MEETING AGENDA**

Monday, March 27, 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](http://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, March 27, 2023 beginning at 5:30 p.m. in the Eastmont Administration Office Board Room at 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](mailto:schoolboard@eastmont206.org)

IV. BOARD & SUPERINTENDENT INFORMATION

A. Board News

B. Superintendent News

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 March 13, 2023.
- B. Approval of the payment of the bills and/or payroll dated March 27, 2023.
- C. Approval of the Personnel Action Items dated March 27, 2023.
- D. Review of the following policies for First Reading:

<i>Section</i>	<i>Number</i>	<i>Title</i>
3000 Students	Policy No. 3205	Sexual Harassment of Students Prohibited
3000 Students	Policy No. 3421	Child Abuse, Neglect, and Exploitation Prevention
5000 Personnel	Policy No. 5003	Sexual Harassment of District Staff Prohibited
5000 Personnel	Policy No. 5253	Maintaining Professional Staff/Student Boundaries

- E. Review of the Monthly Budget Status Report.

VI. BUDGET WORKSHOP

- A. Presentation on 2023-24 Budget — Caryn Metsker, Executive Director

VII. FUTURE AGENDA ITEMS

VIII. ADJOURNMENT

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

- 1) Spanish at elementary schools.

**UPCOMING BOARD MEETINGS**

- April 17** Site Visit to Eastmont High School and Regular Meeting at 5:30 p.m.
- May 8** Site Visit to Eastmont Junior High School Regular Meeting at 5:30 p.m.
- May 22** Regular Meeting at Eastmont Administration Office at 5:30 p.m.
- June 12** Regular Meeting & Budget Hearing at Eastmont Administration Office at 5:30 p.m.

**BOARD OF DIRECTORS**  
**REGULAR MEETING MINUTES**  
March 13, 2023

**CALL TO ORDER & PLEDGE OF ALLEGIANCE**

On Monday, March 13, 2023, the regular meeting of the Eastmont School District Board of Directors was called to order by Board President Cindy Wright at 5:32 p.m. in the Sterling Junior High School Library at 600 North James, East Wenatchee.

**ATTENDANCE**

Present:

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

Excused absence:

Jason Heinz, Board Director

Also Participating In-person:

District staff, community members, and one media personnel

**APPROVE AGENDA/MODIFICATIONS**

Superintendent Becky Berg requested to move the Special Education Report to a future meeting.

MOVED by Director Piccirillo and SECONDED by Director Vibbert to approve the revised Agenda for March 13, 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](mailto:schoolboard@eastmont206.org). There was no public comment.

**STUDENT RECOGNITION**

A. Student Recognition.

Principal Chris Hall highlighted the students and teachers that prepared tri-folds and had displays of their clubs and opportunities for student engagement out in the cafeteria prior to the meeting starting.

**STAFF RECOGNITION**

A. Staff Years of Service Recognition.

The Board recognized the following staff with a Certificate of Appreciation:

- Ian Paus with 20 years in August 2022
- Danell Reiman with 25 years in August 2022
- Gerald Halle with 30 years in August 2022

**BUILDING AND PROGRAM REPORT**

A. Conversation with Sterling Junior High School Staff.

Sterling Junior High School staff shared information with the Board on their recent challenges and accomplishments. They also answered questions from the Board.

B. Sterling Junior High School Building Report.

Principal Chris Hall spoke about the staff and shared his experience as principal at Sterling Junior High School.

**BOARD & SUPERINTENDENT INFORMATION**

A. Board News.

Director Smith shared that 20 students had qualified for FCCLA State Competition that will be held locally here in Wenatchee this year.

B. Superintendent News.

Superintendent Berg shared that she was able to attend the recent Sterling Band Concert and the EHS production of *Footloose*.

**CONSENT AGENDA**

A. Approval of minutes. The Board of Directors approved the minutes from the regular meeting held on February 27, 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 March 13, 2023:

Warrant Numbers	Total Dollar Amount
7130883-7130883	\$513.27
7130884-7130888	\$1,113.79
7130889-7130892	\$1,791.23
7130893-7130905	\$8,663.34
7130906-7131056	\$354,446.38
202200058-202200059	\$366.03



TO: Board of Directors

FROM: Kayla Brown, Executive Director of Human Resources

SUBJECT: Personnel Action Items

DATE: March 27, 2023

**CATEGORY**

Informational       Discussion Only       Discussion & Action       Action

**BACKGROUND INFORMATION AND ADMINISTRATIVE CONSIDERATION**

Resignations

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

Last Name	First Name	School	Position
Burns	Melinda	SJHS	COTA/6 years
Byrd-Chase	Jennifer	District	Administration/17 years
Gardner	Shawna	District	Teacher/6 years
McGee	Madison	Cascade	Paraeducator/1.5 years
Morgan	Nathan	Kenroy	Paraeducator/7 months
Penprase	Jacquelyn	Clovis	Teacher/1 year
Williams	Kishaun	EHS	Teacher/Coach/1 year

Retirements

The following people have notified us of their plans to retire:

Last Name	First Name	School	Position/Years
Arlt	Robert	EJHS	Teacher/33 years
Baxter	Mark	EJHS	Teacher/11 years

New Hires

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

Last Name	First Name	School	Position
Applegate	Sarah	EJHS	Librarian/Interventionist

**ATTACHMENTS**

None

**FISCAL IMPACT**

Personnel Expenditure

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**RECOMMENDATION**

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



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TO: Board of Directors

FROM: Becky Berg, Superintendent

SUBJECT: Review of the following policies for First Reading:

<b>Section</b>	<b>Number</b>	<b>Title</b>
3000 Students	Policy No. 3205	Sexual Harassment of Students Prohibited
3000 Students	Policy No. 3421	Child Abuse, Neglect, and Exploitation Prevention
5000 Personnel	Policy No. 5003	Sexual Harassment of District Staff Prohibited
5000 Personnel	Policy No. 5253	Maintaining Professional Staff/Student Boundaries

DATE: March 27, 2023

## CATEGORY

Informational

Discussion Only

Discussion & Action

Action

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## BACKGROUND INFORMATION AND ADMINISTRATIVE CONSIDERATION

Attached are draft policies for a first reading. Our administrators recently received training in these policies. After reviewing WSSDA's suggested policy language, they recommend approval of these updates to Policy No. 3205, Policy No. 3421, Policy No. 5003, and Policy No. 5253.

## ATTACHMENTS

Draft Policies

## FISCAL IMPACT

None

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## SEXUAL HARASSMENT OF STUDENTS PROHIBITED

The Eastmont School District is committed to a positive and productive education free from discrimination, including sexual harassment. This commitment extends to all students involved in academic, educational, extracurricular, athletic, and other programs or activities of the school, whether that program or activity is in a school facility, on school transportation, or at a class or school training held elsewhere.

### Definitions

For purposes of this policy, sexual harassment means unwelcome conduct or communication of a sexual nature. Sexual harassment can occur adult to student, student to student or can be carried out by a group of students or adults and will be investigated by the District even if the alleged harasser is not a part of the school staff or student body. The District prohibits sexual harassment of students by other students, employees, or third parties involved in Eastmont School District activities.

~~Under federal and state law, the~~ The term “sexual harassment” includes:

- acts of sexual violence;
- unwelcome sexual or gender-directed conduct or communication that interferes with an individual’s educational performance or creates an intimidating, hostile, or offensive environment;
- unwelcome sexual advances;
- unwelcome requests for sexual favors;
- sexual demands when submission is a stated or implied condition of obtaining an educational benefit;
- sexual demands where submission or rejection is a factor in an academic, or other school-related decision affecting an individual.

A “hostile environment” has been created for a student when sexual harassment is sufficiently serious to interfere with or limit the student’s ability to participate in or benefit from the school’s program. The more severe the conduct, the less need there is to demonstrate a repetitive series of incidents. In fact, a single or isolated incident of sexual harassment may create a hostile environment if the incident is sufficiently severe, violent, or egregious.

### Investigation and Response

If the District knows, or reasonably should know, that sexual harassment has created a hostile environment, it will promptly investigate to determine what occurred and take appropriate steps to resolve the situation. If an investigation reveals that sexual harassment has created a hostile environment, the District will take prompt and effective steps reasonably calculated to end the sexual harassment, eliminate the hostile environment, prevent its recurrence and as appropriate, remedy its effects. The District will take prompt, equitable and remedial action within its authority on reports, complaints

and grievances alleging sexual harassment that come to the attention of the District, either formally or informally. The District will take these steps every time a complaint, alleging sexual harassment comes to the attention of the District, either formally or informally.

Allegations of criminal misconduct will be reported to law enforcement and suspected child abuse will be reported to law enforcement or Child Protective Services. Regardless of whether the misconduct is reported to law enforcement, school staff will promptly investigate to determine what occurred and take appropriate steps to resolve the situation, to the extent that such investigation does not interfere with an ongoing criminal investigation. A criminal investigation does not relieve the District of its independent obligation to investigate and resolve sexual harassment.

Engaging in sexual harassment will result in appropriate discipline or other appropriate sanctions against offending students, staff, or other third parties involved in school district activities. Anyone else who engages in sexual harassment on school property or at school activities will have their access to school property and activities restricted, as appropriate.

#### Retaliation and False Allegations

Retaliation against any person who makes or is a witness in a sexual harassment complaint is prohibited and will result in appropriate discipline. The District will take appropriate actions to protect involved persons from retaliation.

It is a violation of this policy to knowingly report false allegations of sexual harassment. Persons found to knowingly report or corroborate false allegations will be subject to appropriate discipline.

#### Staff Responsibilities

The superintendent will develop and implement formal and informal procedures for receiving, investigating, and resolving complaints or reports of sexual harassment. The procedures will include reasonable and prompt time lines and delineate staff responsibilities under this policy.

Any school employee who witnesses sexual harassment or receives a report, informal complaint, or written complaint about sexual harassment is responsible for informing the District's Title IX or Civil Rights Compliance Coordinator. All staff are also responsible for directing complainants to the formal complaint process.

Reports of discrimination and discriminatory harassment will be referred to the District's Title IX/Civil Rights Compliance Coordinator. Reports of disability discrimination or harassment will be referred to the District's Section 504 Coordinator.

District/school staff, including employees, contractors, and agents shall not provide a recommendation of employment for an employee, contractor, or agent that the district/school, or the individual acting on behalf of the district/school, knows or has probable cause to believe, has engaged in sexual misconduct with a student or minor in violation of the law.

### Notice and Training

The superintendent will develop procedures to provide age-appropriate information and education to District staff, students, parents, and volunteers regarding this policy and the recognition and prevention of sexual harassment. At a minimum sexual harassment recognition and prevention and the elements of this policy will be included in staff, student, and regular volunteer orientation. This policy and the procedure, which includes the complaint process, will be posted in each District building in a place available to staff, students, parents, volunteers, and visitors. Information about the policy and procedure will be clearly stated and conspicuously posted throughout each school building, provided to each employee and reproduced in each student, staff, volunteer and parent handbook. Such notices will identify the District's Title IX coordinator and provide contact information, including the coordinator's email address.

### Policy Review

The superintendent will make an annual report to the board reviewing the use and efficacy of this policy and related procedures. Recommendations for changes to this policy, if applicable, will be included in the report. The superintendent is encouraged to involve staff, students, volunteers, and parents in the review process.

### Cross References:

Board Policy 3207	Prohibition of Harassment, Intimidation and Bullying
Board Policy 3210	Nondiscrimination
Board Policy 3241	Student Discipline
Board Policy 5003	Sexual Harassment of District Staff Prohibited
Board Policy 5010	Nondiscrimination and Affirmative Action

### Legal References:

20 USC §§ 1681-1688	
<a href="#">34 C.F.R. § 106</a>	
RCW 28A.640.020	Regulations, guidelines to eliminate discrimination — Scope — Sexual harassment policies
WAC 392-190-058	Sexual harassment

### Management Resources

*Policy and Legal News*, August 2020  
*Policy and Legal News*, July 2015

**CHILD ABUSE AND, NEGLECT ~~AND EXPLOITATION PREVENTION~~**

Child abuse, or neglect, and including exploitation are violations of children's human rights and an obstacle to their educational development. The Eastmont Board directs that staff will be alert for any evidence of ~~such abuse, neglect or exploitation~~ child abuse or neglect, including exploitation.

~~For purposes of this policy, "child abuse, neglect or exploitation" will mean:~~

- ~~A. Inflicting physical injury on a child by other than accidental means, causing death, disfigurement, skin bruising, impairment of physical or emotional health, or loss or impairment of any bodily function.~~
- ~~B. Creating a substantial risk of physical harm to a child's bodily functioning.~~
- ~~C. Committing or allowing to be committed any sexual offense against a child as defined in the criminal code, or intentionally touching, either directly or through the clothing, the genitals, anus or breasts of a child for other than hygiene, child care or health care purposes.~~
- ~~D. Committing acts which are cruel or inhumane regardless of observable injury. Such acts may include, but are not limited to, instances of extreme discipline demonstrating a disregard of a child's pain or mental suffering.~~
- ~~E. Assaulting or criminally mistreating a child as defined by the criminal code.~~
- ~~F. Failing to provide food, shelter, clothing, supervision or health care necessary to a child's health or safety.~~
- ~~G. Engaging in actions or omissions resulting in injury to, or creating a substantial risk to the physical or mental health or development of a child.~~
- ~~H. Failing to take reasonable steps to prevent the occurrence of the preceding actions.~~

For purposes of this policy, the term "child" means anyone under the age of 18.

"Child abuse or neglect" means:

- A. Injury of a child by any person under circumstances which cause harm to the child's health, welfare, or safety;
- B. Sexual abuse or sexual exploitation by any person under circumstances which cause harm to the child's health, welfare, or safety; or
- C. The negligent treatment or maltreatment of a child by a person responsible for or providing care to the child.

Physical discipline of a child, including the reasonable use of corporal punishment, is not considered abuse when it is reasonable and moderate and is inflicted by a parent or guardian for the purposes of restraining or correcting the child.

~~Child abuse can include abuse by another minor and so may be included in incidents of student misconduct.~~ Children (including other students), family members, and any other adult can engage in child abuse or neglect. This may include incidents of student on student misconduct. Staff should report all incidents of suspected child abuse or neglect regardless of the age of the person who engages in it.

Staff should not focus on a person's mental status to determine if they have committed child abuse or neglect. The law governing mandated reporting does not allow for exceptions for people with medical conditions that may mitigate the intent for committing child abuse or neglect.

When feasible, the District will provide community education programs for prospective parents, foster parents, and adoptive parents on parenting skills and on the problems of child abuse or neglect and methods to avoid child abuse or neglect situations. The District will also encourage staff to participate in in-service programs that deal with the issues surrounding child abuse or neglect.

The superintendent will develop reporting procedures, ~~including sample indicators of abuse and neglect, and will disseminate the procedures and will provide them~~ to all staff on an annual basis. The purpose is to identify and timely report ~~as soon as possible to the proper authorities~~ all evidence of child abuse or neglect to the proper authorities. Staff will receive training regarding reporting obligations during their initial orientation and every three years after initial employment.

~~Classified and certified staff are legally responsible for reporting all suspected cases of child abuse and neglect. A certificated or classified school employee who has knowledge or reasonable cause to believe that a student has been a victim of physical abuse or sexual misconduct by another school employee will report such abuse or misconduct to the appropriate school administrator. The administrator will report to the proper law enforcement agency if he or she has reasonable cause to believe that the misconduct or abuse has occurred as required under RCW 26.44.030. Under state law staff are free from liability for reporting instances of abuse or neglect and professional staff are criminally liable for failure to do so~~ All staff are responsible for reporting all suspected cases of child abuse or neglect to the proper authorities and/or the appropriate school administrator. Under state law, staff are free from liability for reporting a reasonable suspicion of child abuse or neglect. However, failing to report the incident may result in criminal liability regardless of whether the authorities determine the incident is provable in a subsequent legal proceeding.

Staff need not verify that a child has in fact been abused or neglected. ~~Any conditions or information that may reasonably be related to abuse or neglect should be reported.~~ Legal authorities have the responsibility for investigating each case and taking ~~such action as is~~ appropriate action under the circumstances.

Cross References:

Board Policy 3226	Interviews and Interrogations of Students on School Premises
Board Policy 4310	District Relationships with Law Enforcement and Other Government Agencies
<u>Board Policy 5253</u>	<u>Maintaining Professional Staff/Student Boundaries</u>

Legal References:

RCW 13.34.300	Relevance of failure to cause juvenile to attend school as evidence to neglect petition
RCW 26.44.020	Definitions
RCW 26.44.030	Reports — Duty and authority to make — Duty of receiving agency — Duty to notify — Case planning and consultation — Penalty for unauthorized exchange of information — Filing dependency petitions — Investigations — Interviews of children — Records — Risk assessment process
RCW 28A.320.160	Alleged sexual misconduct by school employee — Parental notification — Information on public records act
RCW 28A.400.317	Physical abuse or sexual misconduct by school employees — Duty to Report — Training
RCW 28A.620.010	Purposes
RCW 28A.620.020	Restrictions — Classes on parenting skills and child abuse prevention encouraged
RCW 43.43.830	Background checks — Access to children or vulnerable persons — Definitions
WAC 110-30-0030	What is child abuse or neglect?
AGO 1987, No. 9	Children — Child Abuse — Reporting by School Officials — Alleged Abuse by Student

Management Resources:

- Policy and Legal News*, December 2022
- Policy and Legal News*, June 2015
- Policy and Legal News*, July 2013
- Policy News*, April 2010
- Policy News*, February 2007
- Policy News*, June 1999
- [Department of Children, Youth & Family \(https://www.dcyf.wa.gov/safety/what-is-abuse\)](https://www.dcyf.wa.gov/safety/what-is-abuse)

## SEXUAL HARASSMENT OF DISTRICT STAFF PROHIBITED

The Eastmont School District is committed to a positive and productive working environment free from discrimination, including sexual harassment. This commitment extends to all employees and other persons involved in academic, educational, extracurricular, athletic, and other programs or activities of the school, whether that program or activity is in a school facility, on school transportation, or at a class ~~or school~~ training held elsewhere.

### Definitions

For purposes of this policy, sexual harassment means unwelcome conduct or communication of a sexual nature. Sexual harassment can occur student to adult, adult to adult, or can be carried out by a group of students or adults and will be investigated by the District even if the alleged harasser is not a part of the school staff or student body. The District prohibits sexual harassment of District employees by other students, employees, or third parties involved in school district activities.

Under federal and state law, the term “sexual harassment” includes:

- acts of sexual violence;
- unwelcome sexual or gender-directed conduct or communication~~s~~ that interferes with an individual’s employment performance or creates an intimidating, hostile, or offensive environment;
- unwelcome sexual advances;
- unwelcome requests for sexual favors;
- sexual demands when submission is a stated or implied ~~condition of~~ obtaining a work opportunity or other benefit;
- sexual demands where submission or rejection is a factor in a work or other school-related decision affecting an individual.

A “hostile environment” for an employee is created where the unwanted conduct is sufficiently severe or pervasive to create a work environment that a reasonable person would consider intimidating, hostile, or abusive.

### Investigation and Response

If the District knows, or reasonably should know, that sexual harassment has created a hostile environment, the District will promptly investigate to determine what occurred and will take appropriate steps to resolve the situation. If an investigation reveals that sexual harassment has created a hostile environment, the District will take prompt and effective steps reasonably calculated to end the sexual harassment, eliminate the hostile environment, prevent its recurrence and, as appropriate, remedy its effects. The District will take prompt, equitable, and remedial action within its authority every time a report, complaint, and grievance alleging sexual harassment comes to the attention of the District, either formally or informally.



Allegations of criminal misconduct will be reported to law enforcement and suspected child abuse will be reported to law enforcement or Child Protective Services. Regardless of whether the misconduct is reported to law enforcement, school staff will promptly investigate to determine what occurred and take appropriate steps to resolve the situation to the extent that such investigation does not interfere with an ongoing criminal investigation. A criminal investigation does not relieve the District of its independent obligation to investigate and resolve sexual harassment.

Engaging in sexual harassment will result in appropriate discipline or other appropriate sanctions against offending staff or other third parties involved in school district activities. Anyone else who engages in sexual harassment on school property or at school activities will have their access to school property and activities restricted, as appropriate.

#### Retaliation and False Allegations

Retaliation against any person who makes or is a witness in a sexual harassment complaint is prohibited and will result in appropriate discipline. The District will take appropriate actions to protect involved persons from retaliation.

It is a violation of this policy to knowingly report false allegations of sexual harassment. Persons found to knowingly report or corroborate false allegations will be subject to appropriate discipline.

#### Staff Responsibilities

The superintendent will develop and implement formal and informal procedures for receiving, investigating, and resolving complaints, or reports of sexual harassment. The procedures will include reasonable and prompt time lines and delineate staff responsibilities under this policy.

Any school employee who witnesses sexual harassment or receives a report, informal complaint, or written complaint about sexual harassment is responsible for informing the District's Title IX [or Civil Rights](#) Compliance Coordinator. All staff are also responsible for directing complainants to the formal complaint process.

[This policy applies to sexual harassment \(including sexual violence\) targeted at District employees carried out by a student, employee, or a third party involved in school district activities. A formal complaint filed by an employee or filed by or on behalf of a student complainant against an employee respondent will be investigated under the definitions, requirements, and procedures of Policy 3205 and Procedure 3205-P.](#)

Reports of discrimination and discriminatory harassment will be referred to the District's Title IX/Civil Rights Compliance Coordinator. Reports of disability discrimination or harassment will be referred to the District's Section 504 Coordinator.



Notice and Training

The superintendent will develop procedures to provide information and education to District staff, and volunteers regarding this policy and the recognition and prevention of sexual harassment. At a minimum, sexual harassment recognition and prevention and the elements of this policy will be included in staff and regular volunteer orientation.

This policy and the procedure, [which includes the complaint process](#), will be posted in each District building in a place available to staff, [parents](#), volunteers, and visitors. Information about the policy and procedure will be ~~easily understood~~ [clearly stated](#) and conspicuously posted throughout each school building, provided to each employee, and reproduced in each staff or volunteer handbook. Such notices will identify the District's Title IX coordinator and provide contact information, including the coordinator's email address.

Policy Review

The superintendent will make an annual report to the board reviewing the use and efficacy of this policy and related procedures. Recommendations for changes to this policy, if applicable, will be included in the report. The superintendent is encouraged to involve staff, volunteers, and parents in the review process.

## Cross References:

Board Policy 3205	Sexual Harassment of Students Prohibited
Board Policy 3207	Prohibition of Harassment, Intimidation and Bullying
Board Policy 3210	Nondiscrimination
Board Policy 3211	Gender-Inclusive Schools
Board Policy 3240	Student Conduct
Board Policy 3421	Child Abuse and Neglect
Board Policy 5010	Nondiscrimination and Affirmative Action

## Legal References:

RCW 28A.640.020	Regulations, guidelines to eliminate discrimination — Scope — Sexual harassment policies
WAC 392-190-058	Sexual harassment
20 USC §§ 1681-1688	

## Management Resources

*Policy and Legal News*, June 2022

*Policy and Legal News*, July 2015

## MAINTAINING PROFESSIONAL STAFF/STUDENT BOUNDARIES

### Purpose

~~The purpose of this policy is to provide~~ [This policy provides](#) all staff, students, volunteers, and community members with information about their role in protecting children from inappropriate conduct by adults. This policy applies to all District staff and volunteers. For purposes of this policy and its procedure, the terms “District staff”, “staff member(s)” and “staff” also include volunteers.

### General Standards

The Eastmont Board of Directors expects all District staff to maintain the highest professional standards when they interact with students. District staff are required to maintain an atmosphere conducive to learning by consistently maintaining professional boundaries.

Professional staff/student boundaries are consistent with the legal and ethical duty of care that District staff have for students.

The interactions and relationships between District staff and students should be based upon mutual respect, ~~and trust, an understanding of the appropriate boundaries between adults and~~ [and commitment to the professional boundaries between staff and students in and outside of the educational setting, and consistency](#) [consistent](#) with the educational mission of the District.

District staff will not intrude on a student’s physical and emotional boundaries unless the intrusion is necessary to serve a demonstrated educational purpose. An educational purpose is one that relates to the staff member’s duties in the District. [Inappropriate boundary invasions can take various forms. Any type of sexual conduct with a student is an inappropriate boundary invasion.](#)

Additionally, staff members are expected to be aware of the appearance of impropriety in their own conduct and the conduct of other staff when interacting with students. Staff members will notify and discuss issues with their building administrator or supervisor whenever they suspect or question whether their own or another staff member’s conduct is inappropriate or constitutes a violation of this policy.

The Board recognizes that staff may have familial and pre-existing social relationships with parents or guardians and students. Staff members should use appropriate professional judgment when they have a dual relationship to students to avoid violating this policy, the appearance of impropriety, and the appearance of favoritism. Staff members will pro-actively discuss these circumstances with their building administrator or supervisor.

Use of Technology

The Eastmont Board of Directors supports the use of technology to communicate for educational purposes. However, when the communication is unrelated to school work or other legitimate school business District staff are prohibited from ~~inappropriately~~ communicating with students ~~online or by phone, e-mail, text, instant messenger, or other forms of electronic or written communication.~~ District staff members are prohibited from engaging in any conduct on social networking websites that violates the law, District policies, procedures, or other generally recognized professional standards. This prohibition includes prohibiting staff from “friending” and/or “following” current students and former students on social media.

Staff whose conduct violates this policy may face discipline and/or termination consistent with the District’s policies, procedures, acceptable use agreement, and collective bargaining agreements, as applicable.

The superintendent/designee will develop procedures for reporting and investigating allegations and develop procedures and training to accompany this policy.

## Cross References:

Board Policy 3205	Sexual Harassment of Students Prohibited
Board Policy 3207	Prohibition of Harassment, Intimidation, and Bullying
Board Policy 3210	Nondiscrimination
<u>Board Policy 3421</u>	<u>Child Abuse and Neglect</u>

## Legal References:

Title IX of the Education Amendments of 1972	
RCW 9A.44	Sex offenses
RCW 9A.88	Indecent exposure — Prostitution
RCW 28A.400.320	Crimes against children — Mandatory termination of classified employees — Appeal — Recovery of salary or compensation by district
RCW 28A.405.470	Crimes against children — Mandatory termination of certificated employees — Appeal — Recovery of salary or compensation by district
RCW 28A.405.475	Termination of certificated employee based on guilty plea or conviction of certain felonies — Notice to superintendent of public instruction — Record of notices

RCW 28A.410.090	Revocation or suspension of certificate or permit to teach — <del>Reprimand</del> — Criminal basis — Complaints — Investigation — Process
RCW 28A.410.095	Violation or noncompliance — Investigatory powers of superintendent of public instruction — Requirements for investigation of alleged sexual misconduct towards a child — Court orders — Contempt — Written findings required
RCW 28A.410.100	Revocation of authority to teach — Hearings
RCW 28A.640	Sexual Equality
RCW 28A.642	Discrimination Prohibition
RCW 49.60	<del>Washington State Law Against</del> Discrimination — <a href="#">Human Rights Commission</a>
WAC 181-87	Professional Certification — Acts of Unprofessional Conduct
WAC 181-88	Definitions of Sexual Misconduct, Verbal Abuse and Physical Abuse — Mandatory Disclosure — Prohibited Agreements

Management Resources:  
*Policy and Legal News*, October 2015

**To:** Board of Directors  
**From:** Caryn Metsker, Executive Director of Financial Services  
**Date:** March 27, 2023  
**Subject:** Monthly Budget Status Report – February 2023

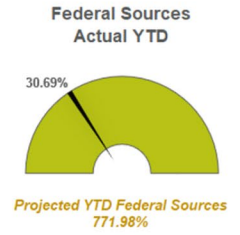
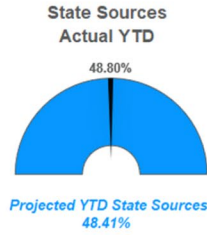
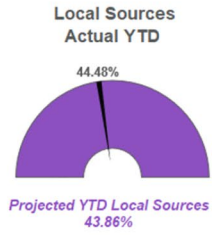
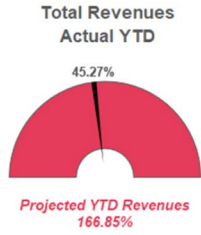
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The information contained in this report is for the fiscal beginning September 1, 2022, through February 2023. A brief summary of key points in operating revenue and expenditures is provided below:

- **General Fund:**
  - YTD Revenue: \$44.7 million (45.3% of budget)
    - \$3.2 million more than February 2022
    - Property Tax Collections = \$4.8 million
    - State & Federal Apportionment = \$39.4 million
  - YTD Expenditures: \$49.8 million (48.9% of budget).
    - \$4.5 million more than February 2022
    - Labor costs make up most expenditures across all programs at approximately \$42 million (85% of expenditures), along with a mandatory IPD (cost of living) increase of 5.5% this year.
    - Salary & Benefits are \$2.4 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: \$2.8 million
    - Property Tax Collections = \$2.5 million
  - YTD Expenditures: \$292,391
    - Transfer to Debt Service Fund: \$4,630,550
  - Fund Balance is \$1.2 million
- **Debt Service Fund:**
  - YTD Revenue: \$5.9 million
    - Property Tax Collections = \$767,300
    - Transfer from CPF for Non-Voted Bonds = \$4.6 million
  - YTD Expenditures: \$5 million
    - Bond Payments are processed in December and June
  - Fund Balance is \$15.7 million
- **ASB Fund:**
  - YTD Revenues: \$327,368
    - \$68,083 more than February 2022
  - YTD Expenditures: \$172,471
    - \$29,591 more than February 2022
  - Fund Balance is \$748,681
- **Transportation Fund:**
  - Nothing significant to report at this time. The District is still waiting on the delivery of buses purchased in 2021-2022.
  - Fund balance is \$1.9 million

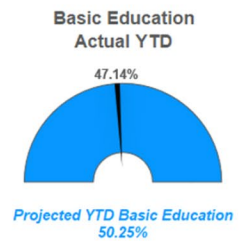
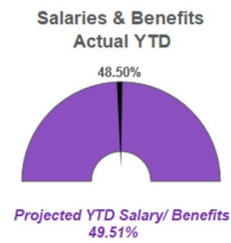
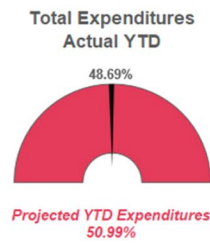
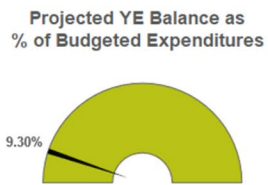
### General Fund Revenues | Dashboard Summary

For the Period Ending February 28, 2023

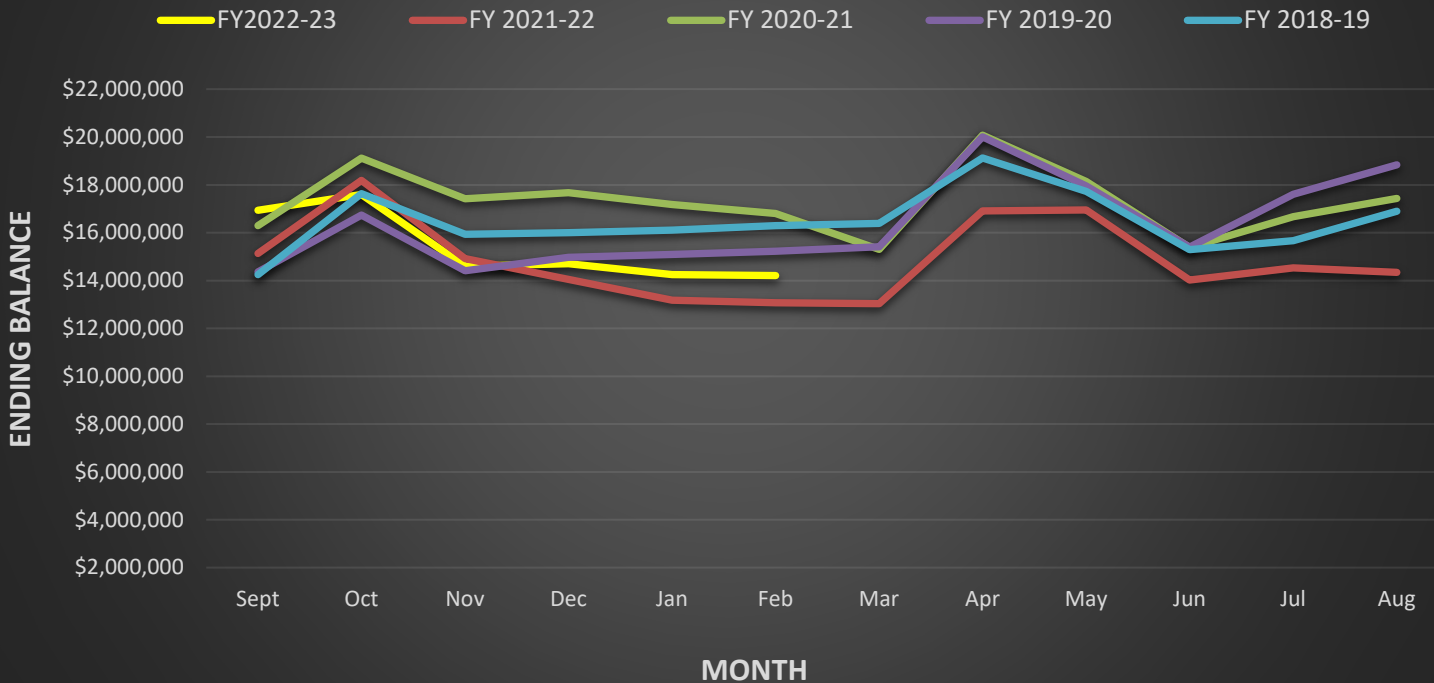


### General Fund Expenditures | Dashboard Summary

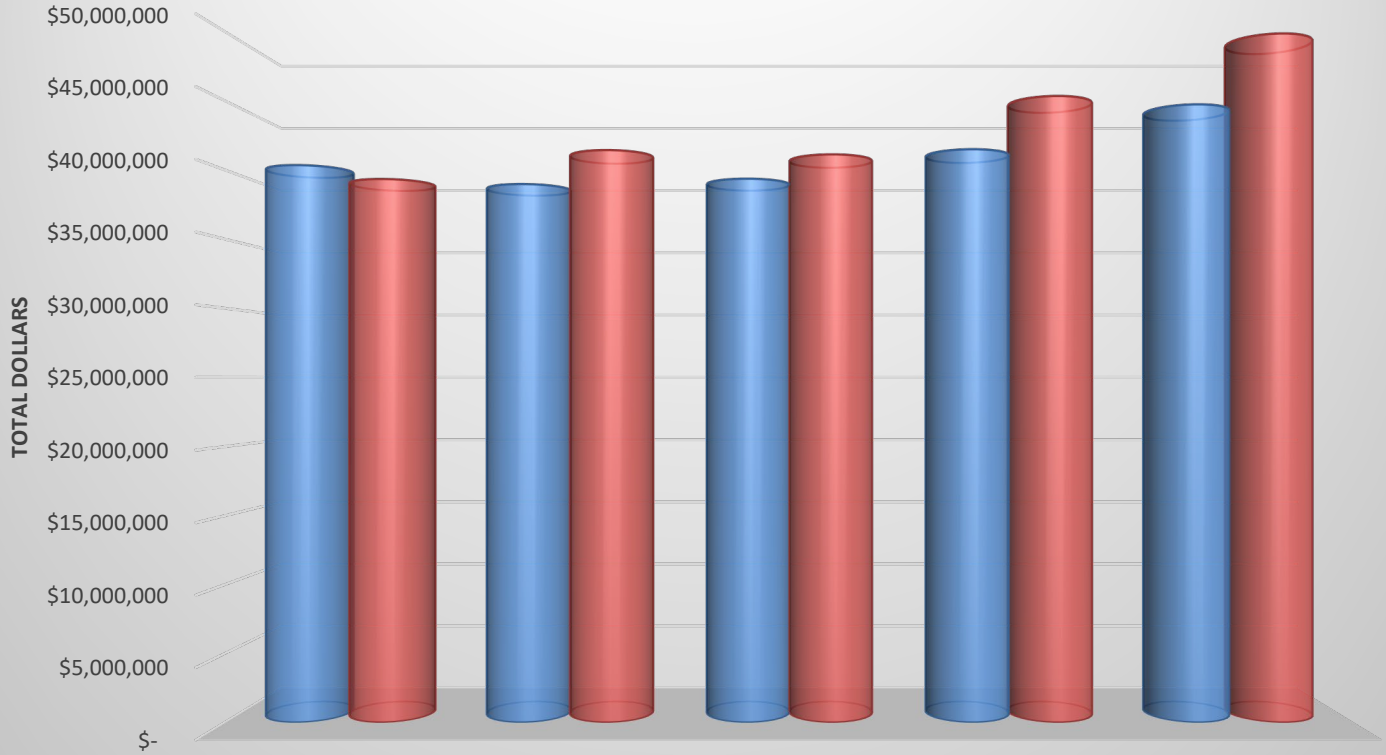
For the Period Ending February 28, 2023



## GENERAL FUND MONTH END CASH & INVESTMENT PER COUNTY TREASURER

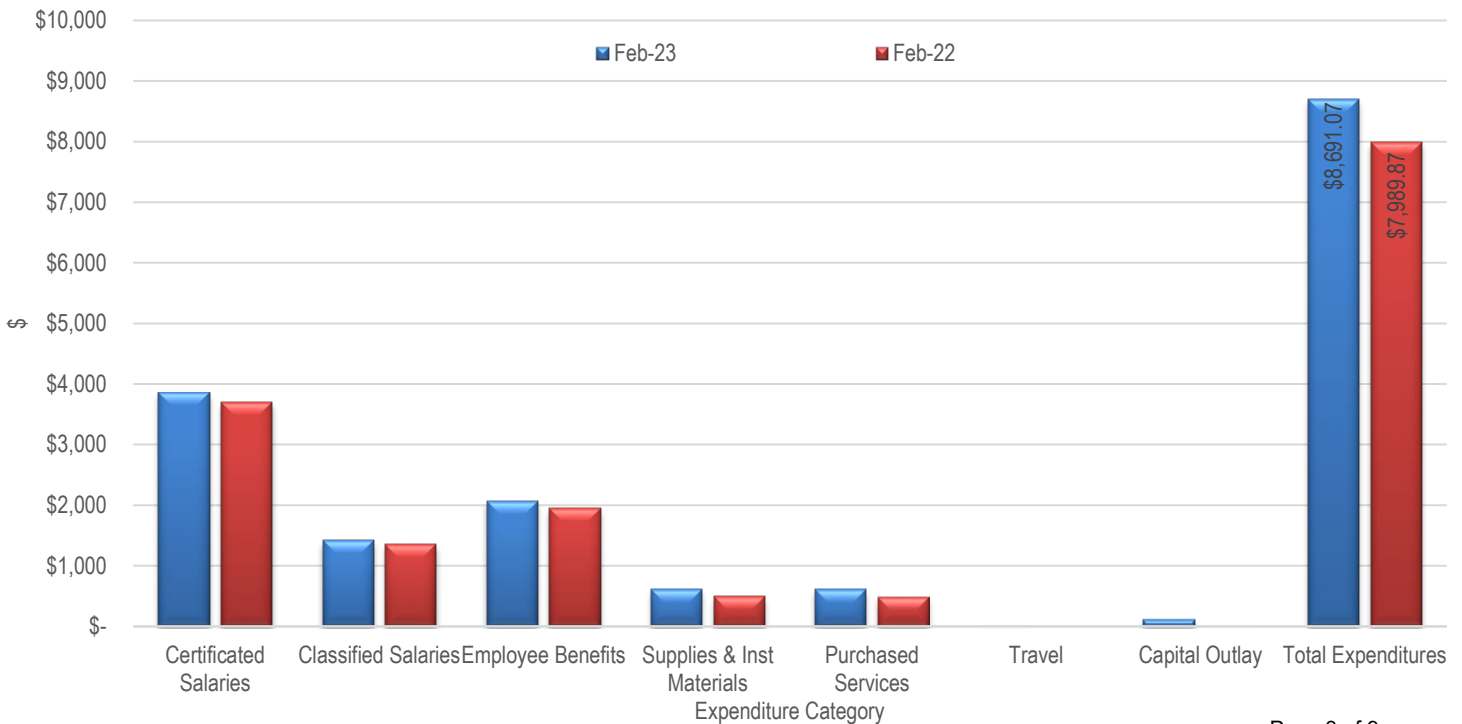


## GENERAL FUND 5 YEAR COMPARISON OF REVENUE & EXPD

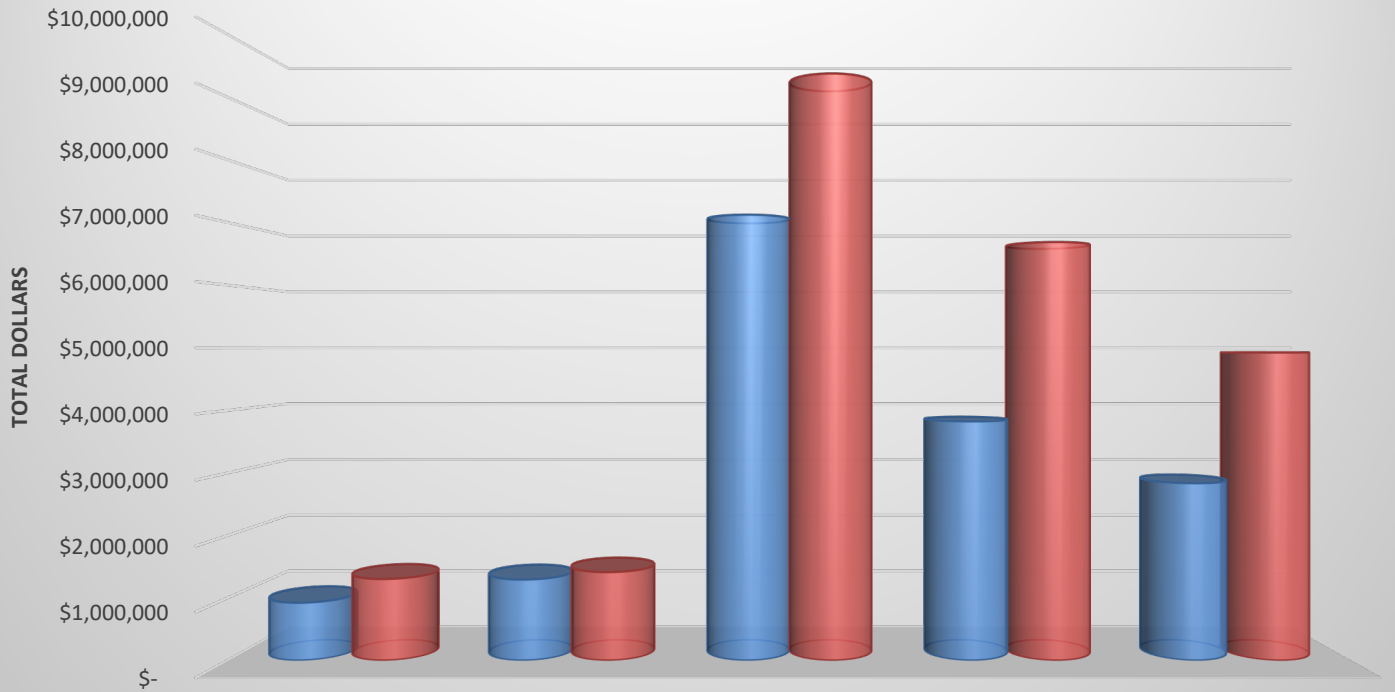


	Feb-19	Feb-20	Feb-21	Feb-22	Feb-23
Revenue	\$40,338,720	\$38,969,504	\$39,356,618	\$41,485,939	\$44,728,344
Expenditures	\$39,334,903	\$41,425,319	\$41,113,253	\$45,334,919	\$49,851,088

## Monthly Comparison Per Pupil Expd Category

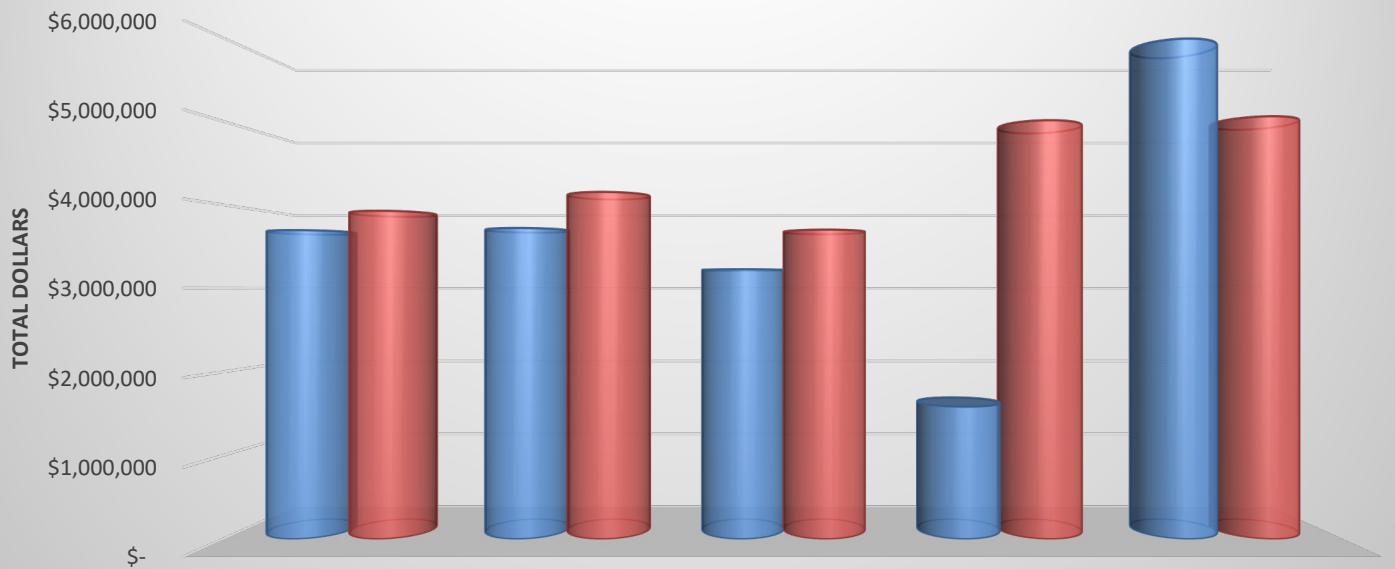


## CAPITAL PROJECTS FUND 5 YEAR COMPARISON OF REVENUE & EXPD



	Feb-19	Feb-20	Feb-21	Feb-22	Feb-23
Revenue	\$922,903	\$1,293,866	\$7,122,681	\$3,823,319	\$2,835,648
Expenditures	\$1,303,326	\$1,413,523	\$9,376,142	\$6,686,622	\$4,922,941

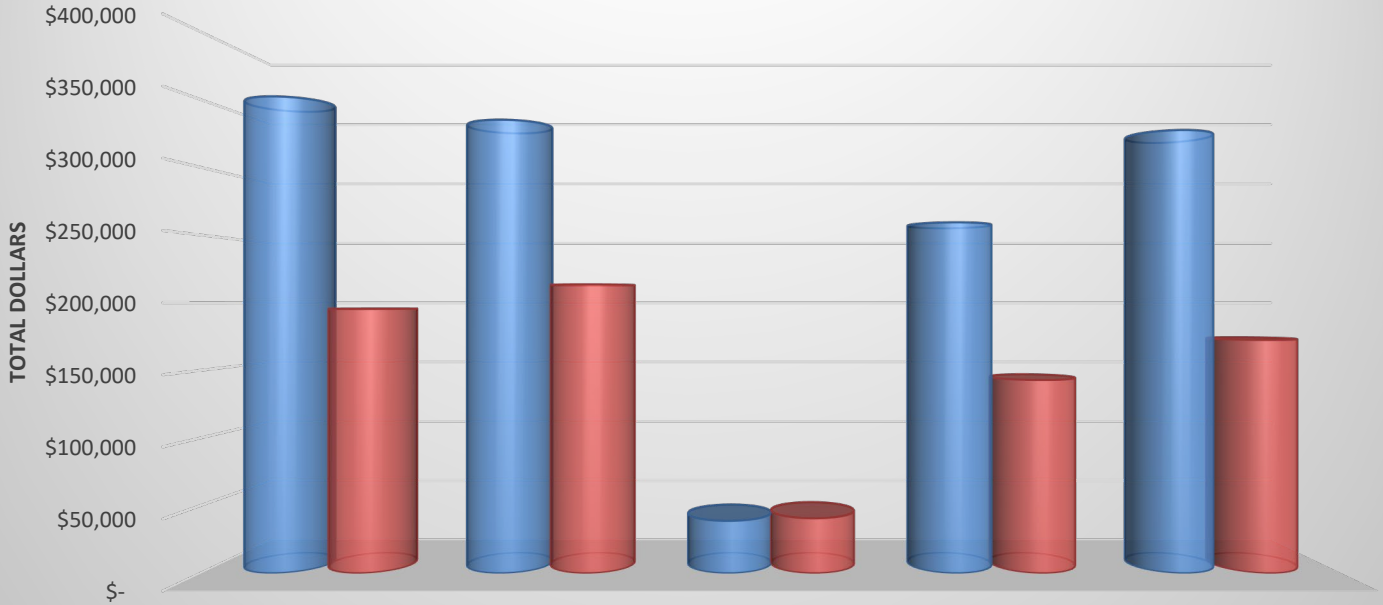
## DEBT SERVICE FUND 5 YEAR COMPARISON OF REVENUE & EXPD



	Feb-19	Feb-20	Feb-21	Feb-22	Feb-23
Revenue	\$3,695,588	\$3,721,104	\$3,227,181	\$1,583,741	\$5,987,692
Expenditures	\$3,926,948	\$4,152,329	\$3,701,187	\$5,010,675	\$5,057,975

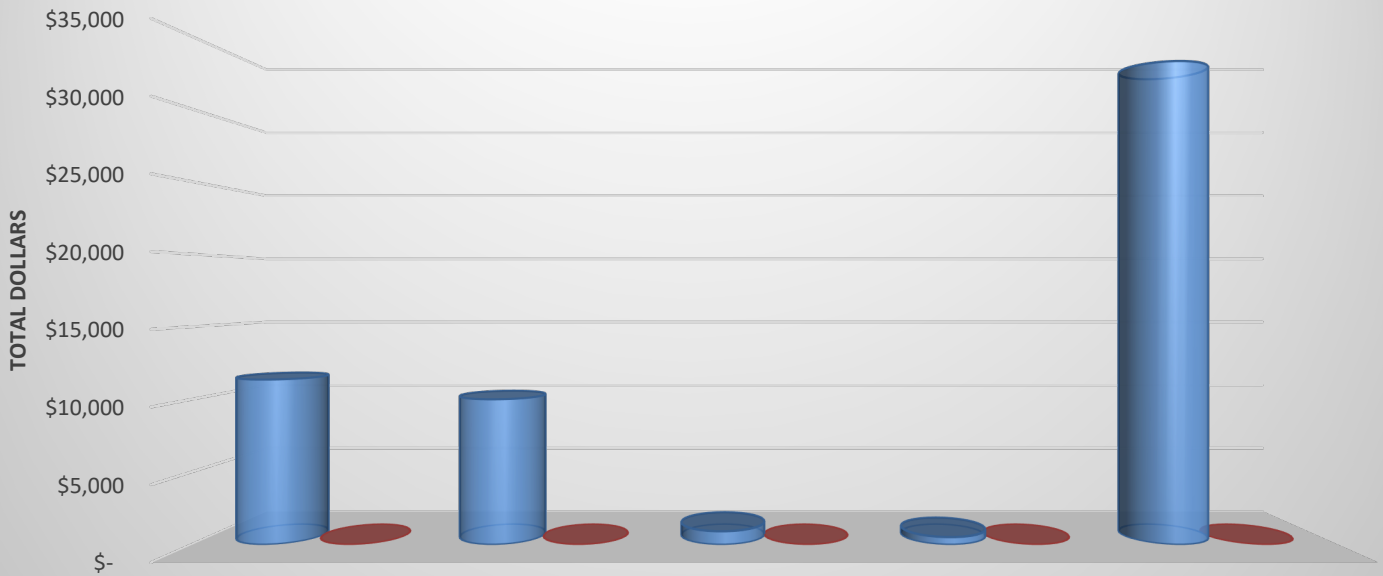


## ASB FUND 5 YEAR COMPARISON OF REVENUE & EXPD



	Feb-19	Feb-20	Feb-21	Feb-22	Feb-23
Revenue	\$352,179	\$334,970	\$38,809	\$259,285	\$327,368
Expenditures	\$195,408	\$213,537	\$40,712	\$142,880	\$172,471

## TRANSPORTATION VEHICLE FUND 5 YEAR COMPARISON OF REVENUE & EXPD



	Feb-19	Feb-20	Feb-21	Feb-22	Feb-23
Revenue	\$11,360	\$10,004	\$921	\$519	\$33,286
Expenditures	\$-	\$-	\$-	\$-	\$-

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

<b>Column Title</b>	<b>Description</b>
<i>Actual thru February 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 February 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 February 28, 2023**

Budget Year  
 Elapsed = 50%

	FY 2021-22	FY 2022-23				Current Year to Prior Year
	Actual thru Feb-22	Budget	Actual thru Feb-23	Budget Remaining	% of Budget	Actual Comparison
<b>GENERAL EXPENSE FUND</b>						
<u>Revenues</u>						
1000 Local Taxes	4,642,595	11,339,878	4,810,587	6,529,291	42.4%	167,992
2000 Local Nontax	309,505	533,000	470,516	62,484	88.3%	161,010
3000 State, General Purpose	24,855,048	55,183,239	26,758,165	28,425,074	48.5%	1,903,117
4000 State, Special Purpose	6,691,105	15,390,732	7,683,149	7,707,583	49.9%	992,045
5000 Federal, General Purpose	0	2,000	0	2,000	0.0%	0
6000 Federal, Special Purpose	4,981,372	16,244,902	4,985,525	11,259,377	30.7%	4,152
7000 Revenues from Other School Districts	0	50,000	0	50,000	0.0%	0
8000 Revenues from Other Agencies	0	50,000	0	50,000	n/a	0
9000 Other Financing Sources	6,314	0	20,403	(20,403)	n/a	14,089
<b>Total Revenues</b>	<b>\$41,485,939</b>	<b>\$98,793,751</b>	<b>\$44,728,344</b>	<b>\$54,065,407</b>	<b>45.3%</b>	<b>\$3,242,405</b>
<u>Expenditures</u>						
00 Regular Instruction	24,182,184	55,319,631	26,106,807	29,212,824	47.2%	1,924,623
10 Federal Stimulus	2,461,243	2,049,085	1,622,727	426,358	79.2%	(838,516)
20 Special Ed Instruction	5,157,928	11,131,148	5,612,537	5,518,611	50.4%	454,609
30 Vocational Instruction	1,813,703	4,170,205	2,177,493	1,992,712	52.2%	363,790
50/60 Compensatory Instruction	3,635,100	9,424,331	4,173,075	5,251,256	44.3%	537,975
70 Other Instructional Program	169,270	407,505	211,031	196,474	51.8%	41,761
80 Community Support	130,679	409,436	250,282	159,154	61.1%	119,603
90 Support Services	7,794,812	19,032,585	9,697,136	9,335,449	51.0%	1,902,324
<b>Total Expenditures</b>	<b>\$45,344,919</b>	<b>\$101,943,926</b>	<b>\$49,851,088</b>	<b>\$52,092,838</b>	<b>48.9%</b>	<b>\$4,506,169</b>
<i>Operating Transfers: Out to CPF/TVF</i>	(1,518,650)	(430,550)	(430,550)			
<b>Excess (Defecit) of Total Revenue Over (Under) Total Expenditures</b>	<b>(5,377,630)</b>	<b>(3,490,725)</b>	<b>(5,553,294)</b>			
<b>Fund Balance at September 1</b>	<b>\$18,571,001</b>	<b>\$16,440,995</b>	<b>\$14,512,953</b>			
<b>Current Total Fund Balance</b>	<b>\$13,193,370</b>	<b>\$12,950,270</b>	<b>\$8,959,660</b>			
<b>Ending Fund Balance Accounts</b>						
GL 821 Carryover of Restricted Revenue	\$544,438		\$484,645			
GL 828 Food Service Program	\$0		\$477,092			
GL 840 Nonspendable Fund Balance	\$43,623		\$0			
GL 850 Restricted For Uninsured Risk	\$40,000		\$40,000			
GL 870 Unrsrvd, Dsgntd-Other Items	\$0		\$0			
GL 872 Committed to Min Fund Balance Policy	\$0		\$0			
GL 875 Assigned to Contingencies	\$50,000		\$50,000			
GL 888 Assigned to Other Purposes	\$5,268,085		\$2,781,448			
<b>GL 891 Unassigned to Minimum Fund Balance</b>	<b>7,247,244.00</b>		<b>\$5,126,475</b>			
<b>GL 890 Unassigned Fund Balance</b>	<b>0.00</b>		<b>\$0</b>			
<b>TOTAL Ending Fund Balance</b>	<b>\$13,193,370</b>		<b>\$8,959,660</b>			

	FY 2021-22	FY 2022-23				Current Year to Prior Year
	Actual thru Feb-22	Budget	Actual thru Feb-23	Budget Remaining	% of Budget	Actual Comparison
<b>CAPITAL PROJECTS FUND</b>						
<u>Revenues</u>						
1000 Local Taxes	2,514,921	5,879,340	2,534,245	3,345,095	43.1%	19,324
2000 Local Nontax	39,749	63,000	50,996	12,004	80.9%	11,248
4000 State, Special Purpose	0	0	43,056	(43,056)	n/a	43,056
8000 Revenues from Other Agencies	0	0	0	0	n/a	0
9000 Other Financing Sources	1,268,650	180,550	207,350	(26,800)	n/a	(1,061,300)
<b>Total Revenues</b>	<b>\$3,823,319</b>	<b>\$6,122,890</b>	<b>\$2,835,648</b>	<b>\$3,287,242</b>	<b>46.3%</b>	<b>(987,672)</b>
<u>Expenditures</u>						
10 Sites	33,855	650,000	215,009	434,991	33.1%	181,154
20 Building	1,682,199	250,000	77,382	172,618	31.0%	(1,604,817)
30 Equipment	341,918	350,000	0	350,000	0.0%	(341,918)
50 Sales & Lease Equipment	0	265,000	0	265,000	0.0%	0
<b>Total Expenditures</b>	<b>\$2,057,972</b>	<b>\$1,515,000</b>	<b>\$292,391</b>	<b>\$1,222,609</b>	<b>19.3%</b>	<b>(1,765,581)</b>
<i>Operating Transfers: Out to DSF</i>	4,628,650	5,530,550	4,630,550			
<b>Excess (Defecit) of Total Revenue Over (Under) Total Expenditures</b>	<b>(2,863,302)</b>	<b>(922,660)</b>	<b>(2,087,293)</b>			
<b>Fund Balance at September 1</b>	<b>\$6,085,744</b>	<b>\$2,657,550</b>	<b>\$3,367,975</b>			
<b>Current Total Fund Balance</b>	<b>\$3,222,442</b>	<b>\$2,634,890</b>	<b>\$1,280,682</b>			

	FY 2021-22	FY 2022-23				Current Year to Prior Year
	Actual thru Feb-22	Budget	Actual thru Feb-23	Budget Remaining	% of Budget	Actual Comparison
<b>DEBT SERVICE FUND</b>						
<u>Revenues</u>						
1000 Local Taxes	1,192,303	1,766,150	767,300	998,850	43.4%	(425,003)
2000 Local Nontax	3,630	10,000	202,033	(192,033)	2020.3%	198,403
5000 Federal, Special Purpose	387,809	776,000	387,809	388,191	50.0%	0
9000 Other Financing Sources	4,628,650	5,530,550	4,630,550	900,000	83.7%	1,900
<b>Total Revenues</b>	<b>\$6,212,391</b>	<b>\$8,082,700</b>	<b>\$5,987,692</b>	<b>\$2,095,008</b>	<b>74.1%</b>	<b>(224,699)</b>
<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	607,075	562,575	51.9%	(43,600)
Bond Transfer Fees		900,000	900	899,100	0.1%	900
<b>Total Expenditures</b>	<b>\$5,010,675</b>	<b>\$8,059,650</b>	<b>\$5,057,975</b>	<b>\$3,001,675</b>	<b>62.8%</b>	<b>\$47,300</b>
<b>Excess (Defecit) of Total Revenue Over (Under) Total Expenditures</b>	<b>1,201,716</b>	<b>23,050</b>	<b>929,717</b>			
<b>Fund Balance at September 1</b>	<b>\$12,795,318</b>	<b>\$13,403,550</b>	<b>\$14,848,842</b>			
<b>Current Total Fund Balance</b>	<b>\$13,997,034</b>	<b>\$13,426,600</b>	<b>\$15,778,558</b>			

	FY 2021-22	FY 2022-23				Current Year to Prior Year
	Actual thru Feb-22	Budget	Actual thru Feb-23	Budget Remaining	% of Budget	Actual Comparison
<b>ASSOCIATED STUDENT BODY FUND</b>						
<u>Revenues</u>						
1000 General Student Body	121,938	206,350	169,814	36,536	82.3%	47,875
2000 Athletics	98,765	305,540	96,903	208,637	31.7%	(1,862)
4000 Clubs	26,105	255,925	44,787	211,139	17.5%	18,682
6000 Private Moneys	12,477	22,500	15,864	6,636	70.5%	3,387
<b>Total Revenues</b>	<b>\$259,285</b>	<b>\$790,315</b>	<b>\$327,368</b>	<b>\$462,947</b>	<b>41.4%</b>	<b>\$68,083</b>
<u>Expenditures</u>						
1000 General Student Body	61,580	228,200	65,343	162,857	28.6%	3,763
2000 Athletics	51,999	181,154	60,699	120,455	33.5%	8,700
4000 Clubs	22,196	238,015	34,591	203,424	14.5%	12,395
6000 Private Moneys	7,105	15,000	11,837	3,163	78.9%	4,732
<b>Total Expenditures</b>	<b>\$142,880</b>	<b>\$662,369</b>	<b>\$172,471</b>	<b>\$489,898</b>	<b>26.0%</b>	<b>\$29,591</b>
<b>Excess (Defecit) of Total Revenue Over (Under) Total Expenditures</b>	<b>116,405</b>	<b>127,946</b>	<b>154,898</b>			
<b>Fund Balance at September 1</b>	<b>\$585,394</b>	<b>\$637,025</b>	<b>\$593,784</b>			
<b>Current Total Fund Balance</b>	<b>\$701,799</b>	<b>\$764,971</b>	<b>\$748,681</b>			
<u>Ending Fund Balance by School:</u>						
<i>Eastmont High School</i>	<i>\$477,352</i>		<i>\$509,224</i>			
<i>Eastmont Junior High</i>	<i>\$153,174</i>		<i>\$145,851</i>			
<i>Sterling Junior High</i>	<i>\$29,504</i>		<i>\$41,603</i>			
<i>Clovis Point Elementary</i>	<i>\$23,988</i>		<i>\$21,794</i>			
<i>Cascade Elementary</i>	<i>\$0</i>		<i>\$3,664</i>			
<i>Grant Elementary</i>	<i>\$3,484</i>		<i>\$5,849</i>			
<i>Lee Elementary</i>	<i>\$6,211</i>		<i>\$8,606</i>			
<i>Kenroy Elementary</i>	<i>\$6,344</i>		<i>\$8,490</i>			
<i>Rock Island Elementary</i>	<i>\$1,743</i>		<i>\$3,602</i>			
	<b>\$701,799</b>		<b>\$748,681</b>			

	FY 2021-22	FY 2022-23				Current Year to Prior Year
	Actual thru Feb-22	Budget	Actual thru Feb-23	Budget Remaining	% of Budget	Actual Comparison
<b>TRANSPORTATION VEHICLE FUND</b>						
<u>Revenues</u>						
2000 Local Nontax	519	1,000	33,286	-32,286	3328.6%	32,767
4000 State, Special Purpose	0	0	0	0	0.0%	0
<b>Total Revenues</b>	<b>\$519</b>	<b>\$1,000</b>	<b>\$33,286</b>	<b>(32,285.81)</b>	<b>3328.6%</b>	<b>\$32,767</b>
<u>Expenditures</u>						
Type 30 - Equipment	0	1,500,000	0	1,500,000	0.0%	0
Type 60 - Bond Levy Insurance	0	0	0	0		0
Type 90 - Debt	0	0	0	0		0
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$1,500,000</b>	<b>\$0</b>	<b>\$1,500,000</b>	<b>0.0%</b>	<b>\$0</b>
<i>Operating Transfers: In from GF</i>	250,000	250,000	250,000			
<b>Excess (Defecit) of Total Revenue Over (Under) Total Expenditures</b>	<b>250,519</b>	<b>(1,249,000)</b>	<b>283,286</b>			
<b>Fund Balance at September 1</b>	<b>\$1,052,190</b>	<b>\$1,629,445</b>	<b>\$1,634,823</b>			
<b>Current Total Fund Balance</b>	<b>\$1,302,709</b>	<b>380,445</b>	<b>\$1,918,108</b>			